

LINCOLN BOARD OF SELECTMEN'S

APPROVED

MEETING MINUTES

JUNE 6, 2022 – 5:30PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

(THE RECORDING OF THIS MEETING CAN BE FOUND ON YOUTUBE)

Board of Selectmen Present: Chairman OJ Robinson, Vice Chair, Tamra Ham and Jack Daly

Staff Present: Town Manager, Carina Park and Executive Assistant Jane Leslie

Public Present: Al Poulin

Public Present via Zoom Video Conferencing: Paul Beaudin II and "John" (Caller identity unknown)

I. CALL TO ORDER

Chairman Robinson called the meeting to order at 5:30 pm.

II. APPROVAL OF MEETING MINUTES FROM PREVIOUS MEETING

MOTION: "To approve the BOS meeting minutes of May 23, 2022 as presented."

Motion: Tamra Ham

Second: Jack Daly

All in favor.

III. TRAFFIC ORDINANCE (Amendment Discussion)

The Board discussed proposed revisions to the Town's current Traffic Ordinance (*see attached*) as recommended by Chief Morris. Carina explained that Chief Morris felt other sections of the Traffic Ordinance should be amended such as overnight parking in municipal lots... *No person shall park a vehicle overnight between the hours of 11pm and 6am in a municipal lot marked "No Overnight Parking."* Selectman Ham questioned where residents living in apartments (such as across the street from Town Hall) that have no on-site parking and rely on the municipal lot behind Town Hall would park? Chairman Robinson clarified that this is *only* in municipal lots that have *No Overnight Parking* signage, and would not affect the lot behind Town Hall. Ham asked for clarification on which municipal lots have this signage before signing/amending the Ordinance. Robinson added that there should also be clarification on how long a vehicle can stay parked in overnight parking areas (during winter months).

The Board discussed integrating a Parking Restrictions: Permit Parking section to the Traffic Ordinance... "(A) *Authority to Designate Permit Parking Areas: The Board of Selectmen may, after providing notice to the general public, by resolution, establish or modify the location of Permit Parking Areas. After consultation with the Board of Selectmen, the Chief of Police and/or his designees shall post signs marking or designating Permit Parking Areas.*" (B) *No Person shall stop or park a vehicle in any Permit Parking Area unless that vehicle displays a valid Parking Permit. Vehicles in violation of this ordinance shall be towed at the owner's expense or fined (or both) according to the Penalties and Violations Fine Schedule.* (C) *The following Parking Areas require a valid Parking Permit: Lady's Bathtub*"

The Board agreed to put this on the Selectmen's Agenda for June 20th (next scheduled meeting) to review and approve the final draft ordinance.

IV. OLD/NEW BUSINESS

Town Manager's Report

Senate Bill (SB) 401 and House Bill (HB) 1221:

Both SB 401 and HB 1221 have passed which will provide additional funding to municipalities in FY 2023. SB 401 allocates \$36M for municipally owned bridges; \$30M for municipal roads, and, \$1M for

the body-worn & dashboard camera fund utilizing the State General Fund surplus. SB 401 will use a similar distribution formula to the Highway Block Grant formula, and Lincoln can expect an additional \$60K (this will be a one (1) time disbursement that is non-lapsing). HB 1221 provides a one-time payment by the State of 7.5% of the employer contribution costs for teachers; police, and firefighters. Lincoln anticipates receiving \$22,837.

Building Committee RFQ Shortlist:

The Building Committee met last week and selected a shortlist for their top 3 firms (7 RFQ's in total were received) and they will begin the interview process on June 17th for Architectural Conceptual Design services. The Committee also met prior to this evening's meeting and reviewed interview questions for the upcoming June 17th meeting.

Riverfront Park Update:

Nobis Group (Geotechnical Engineers and Environmental Services) is working on a schedule to meet with NHDES to review their findings of the fieldwork done to date, and to determine what type of regulatory framework will be applied to the project site. Nobis believes that the Riverfront Park site should qualify as a pre-1981 landfill site given that the contaminants were deposited at this location prior to the adoption of the NHDES Solid Waste Rules in 1981. If DES agrees, this will reduce the regulatory requirements that will need to be met to get DES approval(s) to move forward with the final design development. Nobis anticipates having DES input and the final draft report completed by the end of June.

InvestNH Housing Incentive Fund:

The Executive Council approved the Department of Business & Economic Affairs (*100 million*) *InvestNH Housing Incentive Fund* out of the State's ARPA (American Rescue Plan Act) funds. \$60M will be allocated for new multifamily housing developments; \$30M for per-housing units "bonus" incentive payments to municipalities that construct multifamily developments to reinvest back into their communities, and, \$5M in funding to help municipalities demolish old/dilapidated buildings that are costly to clear, and, \$5M to cities and towns to aid in modernizing and updating town zoning rules. A discussion ensued on whether or not this was for low-income or low-to-moderate income housing types, and how this would work with the Town's Land Use Planning Ordinance, and what land could be used for this workforce housing. Selectman Ham feels that the Industrial Business Park would be a perfect location for a small housing development because the town no longer needs to attract businesses (original intent for land) but it does need workforce housing.

Paul Beaudin commented that it may be beneficial to look into property near the highway because the area of land up on Route 3 had been designated as a TIP district (Transportation Improvement Program) which funds outline projects and programs funded with State transportation dollars. Robinson clarified that Route 3 was designated an Opportunity Zone and not a TIP district. Opportunity Zones are designated tracts of land that are part of a federal program encouraging economic development and investment in low-income areas around the country. Paul noted that a combination of a TIP district and Opportunity Zone could create a substantial amount of money and/or incentive to build workforce housing.

Land Use Permit/Code Enforcement Update:

The following is the status update on the Planning Departments Land Use Permits:

- 4 Active Land Use Permits (Ray Korber reviewing)
- 2 Active - Long Term
- 2 Inactive – Variance required

The Board thanked the entire Planning Team (Carole Bont, Lisa Peluso, Ron Beard, Ryan Fairbrother, Ray Korber

and Carina) for diligently working to catch up on the backlogged permits.

North Country Council 10-year Transportation Improvement Plan:

The Town's Main Street Corridor Study Proposal has been submitted to the North Country Council for consideration, and the town should know if it's been selected by mid-July.

Town Clerk & Town Hall Closure Dates:

The Town Clerk's Office will be closed on Wednesday, June 8th for her participation in a Town Clerk's training and re-opening on Friday. Town Hall will be closed on June 15th and June 16th for a Town Hall spring cleaning and purging of files; however, the Town Clerk's Office will remain open on Wednesday, June 15th.

NEW BUSINESS:

2021 Abatement Request:

John and Donna Currier Trustee, 36 Forest Drive, (Map/Lot 117-101-000-00-00000)

The Assessors reviewed and recommended adjusting the grade because the kitchen and bathrooms are more of an average construction quality. The Assessors recommended adding a land adjustment for the water run-off issue on the back of the property. **Previous Assessment: \$797,700 – Revised Assessment: \$707,500.**

Robinson explained that the Board requested additional information on this abatement due to the significant difference between the previous and revised assessment amounts. Carina had reached out to the Town's Assessors for a more detailed explanation, and she explained that this does in fact justify the reduction in value.

MOTION: "To grant the abatement for the revised assessment of \$707,500."

Motion: Jack Daly Second: Tamra Ham All in favor.

Juneteenth Federal Holiday – Monday, June 20th:

Lincoln Police Department will observe this holiday because it is a federal holiday (per Union Contract), Town Hall and all other town departments will *not* be observing this holiday, as this would be something that would be addressed during a revision of the Town's Personnel Policy.

Town Manager's Six-Month Probation:

Selectman Daly commented that Carina's probationary period was for a term of six (6) months (December 13th, 2021 thru June 13th, 2022) and coming to an end in a week and made the following motion:

MOTION: "To waive the remaining seven (7) days of probation for Carina."

Motion: Jack Daly Second: Tamra Ham All in favor.

Levee Inspection – US Army Corp. of Engineers (USACE):

Director Hadaway will be meeting with the USACE on Thursday, June 9th to conduct the annual levee inspection.

West Street Road Repair:

Nate and Ray Korber conducted a site visit to West Street last week and have identified several minor issues that will need to be addressed prior to final completion. Town Attorney, Jason Dennis will now need a final report from Town Engineer, Ray Korber, and the case with Nelson Construction will proceed.

July 4th Parade Theme & Activities:

The theme for this year's parade will be "**Our Lady Liberty.**" The Lin-Wood Rotary Club will be hosting a cookout at Soldier's Park, North Woodstock at 11am (Money raised will benefit the Lincoln-Woodstock Area Senior Citizens); the July 4th Parade will begin at 2pm (Parade route starts at Alpine Village Resort, Main Street, N. Woodstock and heading down Main Street, turning left onto Route 112 to Lincoln Town Hall) and there will be a free "**Concert of Patriotic Music**" at 7pm at Soldiers Park, N. Woodstock, and a fireworks display at dusk (Main Street, Hobo Railroad, Lincoln).

Recreation Trail - Pot Hole:

Selectman Daly received a phone call from a constituent who hit a pot hole while riding on the bike trail. OJ and Tammy both commented that the pot holes have been filled. Jack noted he had discussed this with Carina and Director Hadaway and suggested possibly using part of the grant money (if received) to do maintenance and restoration work on the recreation trail. The Board thought this was a great idea, and OJ noted that this should be a topic for the CIP Committee to discuss (Penstock Trail). Tammy questioned whether or not there may be other recreational, or alternate transportation grants available that could help with trail restoration work. Carina said she would look into this.

OLD BUSINESS:**South Peak LLC & Town of Lincoln Easement Agreement:**

The Board reviewed the South Peak LLC and Town of Lincoln Easement Agreement, whereas, South Peak LLC agrees to provide the Town with an easement over a portion of their property "sufficient to provide access for the construction, maintenance and operation of the Town's Water Storage Tank on National Forest Land." After a brief discussion, the following motion was made:

MOTION: "To approve the Easement Agreement."**Motion: Jack Daly****Second: Tamra Ham****All in favor.**

Carina informed the Board that she and DPW Director Hadaway will be meeting with Horizons Engineering; Mark Bogosian, and Sam Kenney (Weston & Sampson) on Thursday, June 9th to discuss the survey and survey work. Tammy questioned if it looks like they will be able to meet the mid-July timeline, which Carina feels that they will.

Hanson Farm Road Fencing:

Robinson asked if there were any updates on the Hanson Farm Road fence, and clarification on whether or not the property owner was ever paid? Carina said this slipped off her radar, however, she would follow up on this shortly and confirm whether or not payment was exchanged.

School Funding Formula:

Selectman Ham asked Carina if she was able to find out whether or not there would be a conflict for her to sit on the School Funding Formula Committee as the Selectmen's Rep. because Ham also sits on the School Board. Carina had not looked into this yet. Ham explained that the Committee needs an answer by the end of this week (in the event there is a conflict, OJ agreed to sit on the committee).

I-93 Sign on the Corner of Connector Road (outside NAPA):

Tammy asked Carina if she had a chance to search the previous Town Manager's emails (conversations with Phil Beaulieu of NHDOT) to follow-up on Paul Beaudin's request to have signage put up on Connector Road by the NAPA Store showing an alternate I-93 access point? Carina responded that she was unable to locate any conversations/correspondence relative to this discussion. Tammy recommended Carina speak with

Chief Morris to get his thoughts on directing traffic up to the Route 3 corridor prior to reaching out to the state to see if this is even possible to do.

West Street:

Jack spoke with two residents from West Street who have legitimate concerns that were discussed during a previous Selectmen's meeting (May 9th, 2022), and the biggest issue he observed was a swale in the back of Lahout's parking lot that was filled with water the day after a rainfall event (fills with ice in the winter). Jack also discussed several other valid issues that West Street residents were experiencing. OJ commented that they will wait to see what Director Hadaway and Ray Korber come up with concerning the mitigation of the two (2) drainage issues.

Public Participation:

Paul Beaudin asked for an update on Lower Black Mountain Road and when it was scheduled to be top coated. Carina responded that she does not have an update because they are still waiting for the NH Electric Co-op to move and bury the conduit lines.

Al Poulin addressed the Board about the length of the grass that aligns the levee. Al explained that it is a beautiful picturesque area of land to walk around, and a negative reflection on the Town when the mowing is not kept up. Tammy discussed this matter earlier with Al, and had explained that the Public Works Dept. is short-handed these days due to one employee resigning to take another job, and another employee who was out sick. Public Works is scheduled to mow the entire levee landscaping this week.

Al also discussed a pothole issue that he has been having for the past 3-years in front of his house (82 Pollard Road), and explained that he had discussed this matter with the Public Works Director on several occasions about coming up with a permanent solution, but to no avail. Tammy explained that Director Hadaway's plans were to hold off on *all* paving jobs for as long as possible this year due to asphalt prices having more than doubled over last years' costs (any paving that absolutely does not need to be done, won't be done). Al explained that this 10x20 area of pothole has been cold patched, but remains a continuous problem. Tammy noted that this is on Director Hadaway's radar, and they will encourage him to make sure he continues to patch it until he comes up with a more permanent solution.

VI. NON-PUBLIC Session Pursuant to RSA 91-A:3:(III) (c) Personnel

MOTION: "To go into Non-public session pursuant to RSA 91-A:3 (III) (c) Personnel"

Motion: OJ Robinson **Second:** Tamra Ham **All in favor.**

The BOS went into Non-public session at 6:35 p.m.

MOTION: "To re-enter public session."

Motion: Jack Daly **Second:** Tamra Ham **All in favor.**

The Board reconvened public session at 7:20 p.m.

VII. ADJOURNMENT

After review of the weekly payables, and with no further business to attend to, the Board made the following motion:

MOTION: "To adjourn."

Motion: OJ Robinson **Second:** Tamra Ham **All in favor.**

The meeting adjourned at 7:20 p.m.


Respectfully Submitted,
Jane Leslie

Approval Date: June 20, 2022


Chairman O.J. Robinson


Tamra Ham


Jack Daly

**TOWN OF LINCOLN
TRAFFIC ORDINANCE**

Section 1: LEFT SIDE OF VEHICLE TO CURB

No motor vehicle without necessity, shall stop with its left side to the curb on any public street.

Section 2: DISTANCE OF PARKED VEHICLE FROM CURB

In all public streets or parts of streets, any motor vehicle remaining in any one place therein shall be stationed within (12) inches of the curb and parallel thereto.

Section 3: INTERFERENCE WITH TRAFFIC: STREET CORNERS

No motor vehicle shall in any public street or part thereof, without necessity, so occupy the same, or unreasonably, to interfere with or interrupt the passage of other vehicles thereon and shall not stop within twenty (20) feet of any street corner.

Section 4: PARALLEL PARKING

It shall be unlawful for any motor vehicles to park on any public street, other than parallel, with the right side of the vehicle against the curb.

Section 5: DISTANCE FROM FIRE HYDRANT

It shall be unlawful for any motor vehicle or other vehicles to park within fifteen (15) feet of any fire hydrant, on any public street or part thereof.

Section 6: PEDESTRIANS

Upon approaching a pedestrian who is upon a traveled part of a highway or street, and not upon a sidewalk, such vehicle shall be slowed down and timely signal shall be given.

Section 8: EMERGENCY VEHICLES

An operator of a motor vehicle being operated on the ways and public streets of this town, upon the approach of an emergency motor vehicle with its siren or flashing red or blue lights in operation shall turn immediately as far as possible toward the right-hand side of the way and shall bring his or her vehicle to a standstill until such emergency vehicle has passed.

SECTION 9: DOUBLE PARKING

It shall be unlawful for any operator of a motor vehicle to double park upon any public street or part thereof, unless such street is controlled by a uniformed police officer.

SECTION 10: APPROACHING HORSES

Every person having control or charge of a motor vehicle shall, whenever upon any public way and approaching any horse, operate, manage and control such vehicle in such a manner to prevent the frightening of such horse, and to ensure the safety and protection of any person riding or driving the same.

And if the horse appears to be frightened, the person in control of such motor vehicle shall reduce its speed, and, if requested by the raising of a hand by the rider or driver of such horse, shall not proceed farther toward such animal, and in cases of extreme fright, shall upon request fully stop the motive power.

SECTION 11: ~~ALL NIGHT~~ OVERNIGHT PARKING: OBSTRUCTING HIGHWAYS

No person shall, without necessity, place or leave, or cause to be placed or left, in any street or public place, any matter that may impede free passage between the hours of 11 p.m. and 6 a.m. Such regulation shall be enforced from November 1 to April 15 each year. Vehicles in violation of this regulation shall be towed at the owner's expense.

SECTION 12: OVERNIGHT PARKING: MUNICIPAL LOTS

No person shall park a vehicle overnight between the hours of 11 p.m. and 6 a.m. in a municipal lot marked "No Overnight Parking". Vehicles in violation of this ordinance shall be towed at the

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owner's expense or fined (or both) according to the Penalties and Violations Fine Schedule.

SECTION 13: PARKING RESTRICTIONS: PERMIT PARKING

A.) Authority to Designate Permit Parking Areas: The Board of Selectmen may, after providing notice to the general public, by resolution, establish or modify the location of Permit Parking Areas. After consultation with the Board of Selectmen, the Chief of Police and/or his designees shall post signs marking or designating Permit Parking Areas.

B.) No Person shall stop or park a vehicle in any Permit Parking Area unless that vehicle displays a valid Parking Permit. Vehicles in violation of this ordinance shall be towed at the owner's expense or fined (or both) according to the Penalties and Violations Fine Schedule.

C.) The following Parking Areas require a valid Parking Permit:

- Lady's Bathub

SECTION 14: PENALTIES & VIOLATIONS

The following fines are now in effect for the Town of Lincoln:

<u>Violation</u>	<u>Fine</u>	<u>Overdue Amount*</u> (if not paid within 15 days)
No Parking Zone	\$ 62	\$ 110
Fire Hydrant Blocking or within 20 feet	\$ 62	\$ 110
Fire-Lane Blocking	\$ 62	\$ 110
Handicap Permit Required	\$ 310	\$ 310
<u>Parking Permit Required</u>	<u>\$ 62</u>	<u>\$ 110</u>
Sidewalk Blocking	\$ 62	\$ 110
Crosswalk Blocking	\$ 62	\$ 110
Overnight Parking Ban	\$ 62	\$ 110
<u>Overnight Parking-Municipal</u>	<u>\$ 62</u>	<u>\$ 110</u>
Corner with 20 ft	\$ 62	\$ 110
Driveway Blocking	\$ 62	\$ 110
Wrong Way Facing		
Traffic	\$ 62	\$ 110
Any violation not listed	\$ 62	\$ 110

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SECTION 153: ORDINANCES REPEALED

All ordinances or parts of ordinance inconsistent herewith are hereby repealed.

BY THE ORDER OF THE BOARD OF SELECTMEN:

Passed:	December 1, 1960
Amended:	March 15, 2004
Amended:	August 12, 2019
<u>Amended:</u>	<u>June XX, 2022</u>

Chairman OJ Robinson

Selectman Tamra Ham

Selectman Jack Daly yne
Ludwig