

Lincoln Board of Selectmen – Meeting Minutes
March 23, 2009 – 5:00 pm

Present: Chairman Peter Moore, Selectman Deanna Huot, Selectman Patricia McTeague,
Town Manager Peter Joseph, and Administrative Assistant Susan Chenard
Audience Member: Charlie Cook

The Chairman called the meeting to order at 5:15 pm.

Routine Business

- **Approval of the Public Meeting Minutes of March 9, 2009** - A **motion** was made by Selectman Huot, seconded by Selectman McTeague, to approve the public meeting minutes of March 9, 2009, as amended. The vote was unanimous.
- **Thank you to Citizens Bank** – The Board thanked the Citizens Bank for donating a dozen used lobby chairs. Most went to the community center and a few to the Town Hall lobby area.
- **Review and approve the Common Man lease** – As it seems the Common Man and the Board of Selectmen would not be coming to terms on a sale of the property that the Common Man leases for parking from the Town, a **motion** was made by Selectman McTeague, seconded by Selectman Huot, to renew the lease for one year. The vote was unanimous. The rent is to be based on our assessor's value of the property, multiplied by the current tax rate.
- **Review and approve the Snowmobile Club lease** – As this was accepted and approved by the Selectmen prior to Town Meeting, and ratified at Town Meeting, the Selectmen signed this lease. Chris Goodbout has verbally approved this and will come in shortly to sign it as well.
- **Review and approve KV Partners Engineering Contract** – Ray Korber of KV Partners, who won the contract for the engineering work at Bog, Parker, Maltais Farm and Bog Brook Roads, will come in to the Selectmen's meeting on April 13th, 2009 to present his company's plans to the public. He will describe this summer's activities and what to expect next year. Mr. Korber met with our Town Manager and Public Works Director earlier this week and finalized the terms of the contract, as detailed in the proposal. The lump sum cost would be \$47,500.
- **Update on NCCA Property Transfer** – This transfer is still in progress. The NCCA's attorney reported that the paperwork was lost in transit on its way to our attorney and they will try again. Hopefully we will have this available for signatures next week.
- **Update on Business Park Activity** – We have been finalizing paperwork with the Donahues and plan to have the transfer available for signatures next week. The Donahues are reviewing the documents now, and we were happy to learn that the Town will not have to pay transfer tax after all. The Selectmen wondered if we knew of the Donahues further plans for the property, which we did not. They do have some time before they have to start building anything. The Town Manager mentioned that, in the next few weeks, we may have someone come in to discuss their interest in a lot at the park.
- **Elderly Exemption** – After reviewing the application to make sure it met all qualifications, a **motion** was made by Selectman Huot, seconded by Selectman McTeague, to approve the elderly exemption for Anthony Brooks. The vote was unanimous.

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➤ **Town Manager's Report**

1. Treasurer Pauline Paste has suggested a spending freeze due to slow cash flow, as demonstrated by her cash flow analysis sheet, which the Town Manager distributed to the Selectmen. He noted that we could borrow from our own cash reserves rather than using TAN funds, if necessary, but must pay ourselves back with interest. The auditors had approved this last year, and the Board agreed that this was a preferable option. Town Manager Joseph noted that we had moved funds to a money market account, where it was now earning 1.1% in interest, versus the 0.3% we had with NH PDIP. Also, he felt we should have better income once the lien notices go out, but otherwise, things would be tight in May. Selectman Huot asked that the Town Manager personally touch base with bigger late accounts. Town Manager Joseph noted that several properties will be up for tax deeding this year, but for the most part they are land parcels at Forest Ridge, including the pond. He strongly suggested looking at taking any property that is saleable to send a message this year, as there will be many more next year. There was some discussion of the timing of various projects and purchases in light of the spending slow-down, but many items are budgeted for through capital accounts and could continue as scheduled.
2. New England Disabled Sports (at Loon) is hosting Wounded Warrior at a variety of events this weekend. They have invited the Town Manager and Selectmen to attend events on Friday March 27th – breakfast at the Legion at 8:00 a.m. and a reception at the Bridge House at 3:00 p.m. All Selectmen plan to attend the breakfast.
3. There will be a budget hearing for Grafton County on Thursday at 9am in North Haverhill. The Town Manager will attend, noting that the County is reconsidering jail costs/scope, but no there are no firm numbers on this. The Selectmen asked that he keep us on the County's radar.
4. We have received word that the SAFER grant has received preliminary approval. This grant is will provide funding to recruit more volunteers for fire department.
5. One of the Grafton County legal cases has been decided, with \$23,649 of attorney's fees being awarded to the plaintiff for the two of four counts that were found against the County. This is in addition to County legal costs. The plaintiffs plan to appeal to the next level, in further efforts to delay the jail. The Selectmen felt that Grafton County should "stop the bleeding".
6. The Chamber of Commerce Community Forum follow-up event is scheduled for April 1st at 5:30pm at Loon Mountain. Major topics will include local communication, customer service, cleaning up Main Street, and shoulder seasons. The Selectmen mentioned that they were happy to see Buonopane's cleaning up the old Dragon Lite on Main Street.
7. The Chamber is also hosting a Community Pride Day on May 14th for cleanup and beautification of Main Street by owners of residences and businesses. The Lincoln Public Works crew will plan to do street cleanups that day, and Woodstock will be working on their main Street as well.

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Other Business

- The Selectmen signed a letter to Bill Mellett congratulating him on 50 years of service to the Woodstock Fire Department, and thanking him for his assistance to Lincoln during that time.
- Town Manager Joseph described a situation on Black Mountain Road where a driveway was causing overflow to a downhill neighbor. This issue started last fall, but now the uphill neighbor may be living in the house without a CO (Certificate of Occupancy) and his as-built is different from submitted plans for driveway construction. The Town Manager had spoken with this neighbor last fall and told him he needed to solve the flooding issue before receiving his CO. The downhill neighbor has now gotten her attorney involved, but we also need to take action, by writing a letter and letting the fire marshal know of the situation, as that office is the appropriate enforcement official. Town Manager Joseph brought this up so that the Board would be aware of any enforcement action. There was no objection from the Board.
- There was a discussion of a structure fire on Pollard Road, where the Pelletier's house was destroyed. It was heartening to see the Red Cross arrive within an hour. Luckily, the owners are fully insured, have been staying at the Nordic Inn and have other lodging options.
- Selectman McTeague asked when the Town Manager would be meeting with Loon and the Beechwood homeowners regarding the road. A first meeting had been set for March 24th at 10:30am between the Town Manager, Rick Kelley, Larry Sinsimer, and another property owner to start cost estimates on road repairs. They had contacted Steve LaFrance, but he is not sure yet. This will be an organizational meeting and Selectman McTeague will attend as well.
- Chairman Moore had asked the Selectmen to come up with a list of items to keep track of this year and the following were discussed:
 - School Board – Chairman Moore would like to see an article formalizing regular reviews of the funding formula, and the Town Manager felt the School Board should have a better balance of representation.
 - Lincoln Green – Plan for its future or something to replace it
 - 4-street project – Continue the process to replace/improve Bog Brook, Parker, Maltais Farm and Goodbout Roads.
 - Black Mountain/Beechwood roads – Work with Loon Mountain and the Beechwood homeowners towards a satisfactory solution for all.
 - Sign Ordinance – Now that we have the new ordinance, it should be enforced more rigorously, such as banners, merchandise and A-frame type signs.
 - CIP Review – The Selectmen and Town Manager felt that a complete review and possible restructuring of the CIP should be undertaken, to update figures and include long-term maintenance plans.
 - School funding issue – we need to continue to do our best to avoid becoming a donor town. Work with Coalition Communities and be aware HB 546 is coming up this week.
 - Kanc Rec Rope Tow and Hut Replacement
 - Mapping and new tax maps

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- Stimulus funds options – Town Manager to keep looking, as he has been doing at www.nh.gov/recovery and in other locations
- Personnel policy – Continue working on updating and reviewing this, including update of drug testing policy.
- Health insurance plans – Continue to make sure we have best option at best price. Possibly start research earlier.
- Insulation and window replacement for the community center – We have a preliminary nod so far to do both via grant.
- Library expansion – most of the necessary funds are already in a capital account.
- Industrial park construction – Make sure transferred lots are developed to increase further interest
- Storage room clean up and records retention
- Fuel oil and propane costs and plans – Make sure we have best options and prices
- Police revolving fund – Make sure fund is established and funded appropriately
- Siding of DPW garage and roof at water plant – Make sure these are on track and funded appropriately.

Audience Participation

Charlie Cook asked the Town Manager to make sure that the Grafton County cost reduction did not just separate out things like water and sewer costs and furnishings, etc. as was done last time. Mr. Cook, as Chairman of the Trustees of Trust Funds, asked to be notified when the White Water Treatment Plant (WWTP) parcel had been transferred to the North Country Center for the Arts (NCCA). Finally, he asked why we have a 911 map and a new tax map, and there was a discussion of the differences.

At 7:56 pm, the meeting was adjourned and the Board of Selectmen reviewed payroll and accounts payable check registers for the week ending March 22, 2009.

Date: _____

Approved by:

Chairman Peter Moore

Selectman Deanna Huot

Selectman Patricia McTeague