

LINCOLN BOARD OF SELECTMEN

APPROVED

MEETING MINUTES

APRIL 4, 2016

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

Board of Selectmen Present: O.J. Robinson, Jayne Ludwig and Tamra Ham.

Staff Present: Town Manager Burbank, and Recording Secretary Wendy Tanner.

Public Present: Paul Beaudin, David Beaudin, Tammy Gionet Dutilly, Steve Noseworthy, Cindy Rineer, Jim Welsh and Deborah Celino.

Other Staff Present: Fire Chief Beard, Finance Director Helen Jones and Police Chief Smith.

I. CALL TO ORDER at approximately 5:30

Chairman Robinson called the meeting to order at 5:45 P.M.

II. REVIEW AND APPROVAL- MINUTES OF THE PREVIOUS MEETING

- March 28, 2016

MOTION: “to approve the minutes from March 28, 2016 as presented.”

Motion: Jayne Ludwig **Second:** Tamra Ham **All in favor.**

MOTION: “to approve the non-public minutes from March 28, 2016 as presented.”

Motion: Tamra Ham **Second:** Jayne Ludwig **All in favor.**

III. ZBA APPOINTMENT *Discussion*

Current ZBA members Paul Beaudin, Don Landry, James Martin and Jon Ham have all expressed an interest in remaining on the Zoning Board of Appeals (ZBA). Jim Welsh agreed to do a one (1) year term as an alternate, and residents Jack Daly and Ray D’Amante submitted letters of interest in becoming members of the board.

Chair Robinson interviewed Paul Beaudin in a public hearing at Paul’s request. Questions about conflict of interest and unbiased opinions were discussed. ZBA rules and regulations were discussed at length and it was agreed that Paul Beaudin brings a wealth of knowledge and years of experience to this board.

The Select Board agreed to invite all the candidates to the next Select Board Meeting on April 11, 2016 to talk to each member before any appointments are made. The ZBA interviews and appointments will be the first item on the agenda for that meeting.

IV. “911” STREET NUMBERING AND THE VILLAGE AT LOON *Discussion*

Chief Smith talked to the manager at the Village of Loon and was told that the Village would prefer to use their own numbering system, and would like to provide maps to the emergency services showing locations of each condominium. Chief Smith explained that if the local emergency services vehicles were engaged elsewhere, and a State Trooper or another town had to respond, they would also encounter the same problem with locating the condominium. Another

concern is that when guests rent the condominiums they are not given the 911 address by the front desk, but rather the internal numbers that the Village of Loon uses. Many of the guests do not know the address of the condominium they are renting, and cannot provide the correct address to emergency services when they call for help. There is no ordinance to make residents change to the 911 addresses. There have been instances during a medical emergency where the ambulance had a difficult time finding the residence, causing a delay for first responders. Chief Smith also stated that he noticed many of the streets and houses in the downtown area do not have numbers listed, or the numbers are old and faded.

It was agreed that this is a life safety issue that needs to be addressed. Chief Smith will draft and send out a letter to each offending homeowner with the assistance of Chief Beard and Chief Wetherell.

V. FRAUD POLICY AND ELECTRONIC MEDIA POLICY *Discussion*

Town council has reviewed both the Fraud and Media Policies. There was an in-depth discussion about including the term "Electioneering" on page 3 of the Media Policy. The sentence in question is a limiting clause and will be kept as it currently reads.

MOTION: "to approve the Town of Lincoln Fraud Policy as written."

Motion: Tamra Ham

Second: Jayne Ludwig

All in favor.

MOTION: "to approve the Town of Lincoln Electronic Media Policy as written."

Motion: Tamra Ham

Second: Jayne Ludwig

Two in favor.

Jayne Ludwig abstained from the vote.

VI. BOND *Discussion*

Finance Director Helen Jones entered the meeting and handed out a comparison sheet she created showing percentages for each of the bonds.

Beechwood I Roads Bond was estimated at \$1,200,000 for 10 years to coincide with CIP. The Select Board agreed that a 10 year bond would be best for this project.

Levee Bond was estimated at \$1,310,000 for 20 years to coincide with CIP. The Select Board agreed that at 20 year bond would be best for this project.

Pollard Road Sidewalk Bond was estimated at \$525,000. This is a new project that was not part of the CIP. Helen Jones listed it with three different lengths, 5 years, 8 years and 10 years.

There was a discussion for each item about rates at the New Hampshire Municipal Bond Bank versus Union Bank. More research will be done looking at Citizens Bank and Bank of New Hampshire for rates before any decisions are made.

Black Mountain Road Bond (funds received)

The \$100,000 received from the Black Mountain Road bond is currently in the General Fund. There was a discussion as to where those funds should be put and how they could be spent. More research will be done asking Department of Revenue Administration (DRA) questions about these funds around how and when they can be spent.

VII. OLD/NEW BUSINESS

☐ **Town Managers Report**

Town Manager Burbank stated that everything on his list has already been covered in this meeting.

☐ **Town Report**

Junk Yard

Joe Chenard will be contacted to try and schedule a meeting in the near future.

Loon Pond Dam

The contract has been awarded to Caulder Construction. They are currently waiting for the insurance paperwork to come back and then they will begin scheduling. This project will most likely not begin until the fall.

Water Treatment Plant Culvert Replacement Project

The Town is close to going out to bid on this project. There was a delay with DES, as they were classifying the area of the river that the water is drawn from as a "high hazard dam." DES has since reconsidered, and will reduce the classification so the culvert will be able to be installed without environmental impact studies.

Black Mountain Road

Waiting for an estimate on Black Mountain Road to repair it to the Planning Board defined condition. The town has received one hundred thousand dollars (\$100,000.) from the bond, however we are checking with the Department of Revenue Administration (DRA) to be sure the correct procedures are followed.

BOS Meeting Monday, April 18, 2016

There will not be a Board of Selectmen's meeting next Monday, as two of the selectmen will not be available.

Biweekly Meetings

The Select Board is considering meeting biweekly during the summer months.

Water Billing

The Board discussed initiating a task force to explore the possibility of billing for town water. The Select Board would also like to get an estimate of how many meters in town need to be replaced as well as a cost estimate to replace them.

The Board discussed forming a task force to gather information and then scheduling a meeting. The meter readers in town no longer function, so new readers would also need to be purchased before the water meters could be read.

Chairman Robinson suggested we first collect some data to find out what our options are for reading meters, look at what we have, and what items require replacing. After more information is acquired, a date will be set for a meeting to discuss these options.

Street Sweeping

Will begin on Monday April 11, 2016. (Please do not mix leaves, branches or brush in with the sand as we are unable to pick up these items).

Meeting with Department Heads

Town Manager Burbank is still meeting with the department heads to go over upcoming projects and present a list to the Select Board.

Pollard Road Grave Site

There is a grave site of a World War I veteran on Pollard Road. The owners of the property used sonar to find the grave site so they could determine where to build on the lot. It was successful and they believe the remains are found.

Motor Vehicle Revenue

Motor vehicle revenue for the first three months of 2015 are down \$1,500, so we are running close to the same as last year.

□ Public Participation

Paul Beaudin

Paul Beaudin questioned which culvert was being replaced. It was explained that the culvert going under the road up by the Water Treatment Plant is scheduled to be replaced. Paul questioned the culvert below that and stated that during Irene in 2011, the lower culvert was full. Town Manager Burbank added that the Department of Environmental Services (DES) recommended a culvert that would handle a 25 year storm which is what was used.

Cindy Rineer

Cindy Rineer asked if there was currently any Planning Board members that were also on the Zoning Board of Appeals (ZBA). None of the current members serve on both boards.

Jim Walsh

Jim Walsh noted that his house does not have a 911 number on it, and it sits back away from the road. In those cases, the number should be on a sign or post to the entrance to the driveway.

Tammy Gionet Dutilly

Tammy Gionet Dutilly asked if the town has received an estimate for the sidewalk on Pollard Road. A design of the sidewalk is currently underway, and from that they will obtain an estimated figure. The town will not borrow more than what will be spent.

Tammy Gionet Dutilly pointed out that the town is hanging the Weight Ban Limit signs on telephone poles. Every town in New Hampshire puts their weight limit signs on telephone poles at some point, and Town Manager Burbank has not had any complaints from the pole owners. Town Manager Burbank added that Tammy Gionet Dutilly is correct, but since the signs are temporary and will only be up for a short time, they will remain.

Tammy Gionet Dutilly said that she felt that the town web site was clean and had the items needed and wondered why the town wanted to clutter it with the items such as political issues. Tamra Ham replied that the town did not previously have an electronic media policy and tonight's vote was just to implement a policy to protect the town. The web site will not be changed.

VIII. NON PUBLIC SESSION Pursuant to RSA 91-A: 3II (a,c,e,d)

MOTION: "to enter Non-public session at 7:37 P.M."

Motion: Tamra Ham

Second: Jayne Ludwig

All in favor.

IX. ADJOURNMENT

After reviewing the weekly accounts payable and with no further business to attend to, the Board made the following motion.

MOTION: "To adjourn."


Motion: O.J. Robinson

Second: Tamra Ham

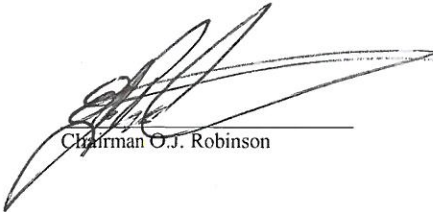
All in favor.

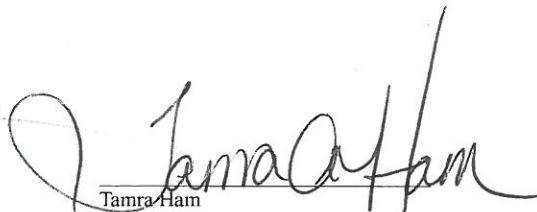
The meeting adjourned at 8:13 pm.

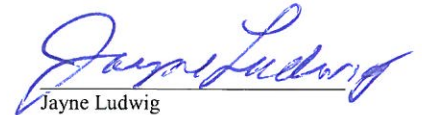
Respectfully Submitted,


Wendy Tanner

Approval Date 4/11/16


Chairman O.J. Robinson


Tamra Ham


Jayne Ludwig