

LINCOLN BOARD OF SELECTMEN

APPROVED

MEETING MINUTES

MAY 2, 2016

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

Board of Selectmen Present: Vice Chairman Tamra Ham and Jayne Ludwig

Staff Present: Town Manager Burbank, Fire Chief Beard, Finance Manager, Helen Jones and Recording Secretary Wendy Tanner.

Member Excused: Chairman O.J. Robinson

Public Present: David Beaudin, Tammy Gionet Dutilly, Jim Welsh and Debbie Celino.

I. CALL TO ORDER at approximately 5:30

Vice Chairman Tamra Ham called the meeting to order at 5:32 P.M.

Chairman Robinson was excused.

II. REVIEW AND APPROVAL- MINUTES OF THE PREVIOUS MEETING

- April 25, 2016

MOTION to approve the minutes from April 25, 2016 with amendments.

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

MOTION to approve the non-pubic minutes from April 25, 2016 as presented.

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

III. OLD/NEW BUSINESS

☐ **Town Managers Report**

Bonding (Pollard Road Sidewalk, Levee, Beechwood I Roads)

Town Manager Burbank and Helen Jones gave a brief summary of the rates for each of the banks that were consulted and made recommendations to the Select Board. After reviewing the bonds for 2016, the Select Board made the following motion.

MOTION to obtain the bond for

- Beechwood I Roads for \$1,200,000 from New Hampshire Municipal Bond Bank at the rate of 2.549% for 10 years.
- The levee for \$1,310,000 from New Hampshire Municipal Bond Bank at the rate of 3.150% for 20 years.
- The Pollard Road Sidewalk for \$525,000 from Union Bank at the rate of 2.10% for 8 years.

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

River Front Park

The written report from Calex Environmental Consulting on River Front Park came in and is 300 pages with an executive summary that is 6 pages. The report has been sent to the Select Board for review.

ZBA Appointments

ZBA training has been scheduled for Thursday, June 2, 2016 from 6:00 PM to 8:00 PM in the Town Hall. Training will be done by NHMA (New Hampshire Municipal Association) representative, Attorney Stephen C. Buckley. All ZBA (Zoning Board of Appeals) members should attend this training. Planning Board members will be encouraged to attend this training.

Beechwood I Roads

Beechwood I Roads bid opening will be May 12, 2016.

Pollard Road Sidewalk

Base plans expected to be received in 2 to 3. The survey has been completed and a conceptual plan of the sidewalk on both sides of Pollard Road will be forthcoming. Once the conceptual is received, public information meetings will begin targeting Pollard Road homeowners or effected property owners. Vicky Martin has agreed to spearhead the neighborhood notification and meetings for the proposed sidewalk.

Public Works Summer Projects

A list of Public Works summer projects was given to each of the Select Board members. This list is larger than in previous years because the Public Works Director is having the Public Works employees do more of the jobs which in the past have been contracted out.

CAI Technologies

The company that creates the town maps, CAI Technologies, is proposing a change to the way mapping and billing is done by their company. Town Manager Burbank believes that GPS (Global Positioning System) will no longer be used to map structures, but instead, satellite and fly over imagery will be used. Town Manager Burbank will be contacting CAI Technologies for additional information.

Selectmen Review of Revenues

Library - The library revenues were given to the Select Board for review.

Cemetery - The cemetery revenues were reviewed during the last budgeting process.

Elderly Exemption

The Select Board discussed two exemptions. One will be rejected because the paperwork was not filled out. A second exemption is being reviewed because the home is co-owned by both the parent and child. Where one owner would qualify for the exemption, the other would not. The ruling with DRA (Department of Revenue Administration) is that it can be managed several ways, but whatever the town decides, they must apply across the board for all residents applying under the same circumstances.

In this case, 50% ownership is the key. Town Manager Burbank and Finance Manager Jones recommend giving 50% of the exemption in these cases. The Select Board agreed.

Lincoln Center North, LLC Shopping Center

The land behind Lincoln Center North, LLC is owned by the Town of Lincoln. Trash from the dumpster and businesses in the shopping center is littered onto the town land. Paul Bartlett has been contacted to resolve this issue. Town Manager Burbank explained that the individual leases for the store owners in the shopping center state that each store owner is responsible for their own trash. The movie theater is the only exception. Mr. Bartlett reached an agreement with the town to clean up the lot and to secure the dumpster so that trash does not blow out or get taken out by bears or other wildlife. The Mexican restaurant has already moved and secured the grease container.

Town Manager Burbank stated that their employees in charge of taking out the trash at the Cinema are afraid to bring the trash out late at night because of the possibility of bears in the dumpster.

There are also 2 or 3 prohibited campsites on the town property that need to be cleaned up, Town Manager Burbank will arrange for this to be done.

The Select Board would like to see a timeline put on the cleanup of the lot and asked that Town Manager Burbank check within two weeks to see if there has been any further progress.

Update on Café Nachos

Saturday afternoon Chief Beard received a phone call that Café Nachos was opened. The restaurant has repeated offences of unsafe and unsanitary conditions. Saturday, after Chief Beard spoke with the restaurant owners, the restaurant was voluntarily closed. Their liquor license expired on Saturday, May 1, 2016. In order to renew that license, they must first obtain a permit of assembly from the town. Chief Beard will not issue them a permit of assembly unless the unsafe and unsanitary conditions are resolved. New Hampshire Department of Health and Human Services, Food Licensing Division, has tried several times to meet with the owners to do an inspection of the premises. Each time the restaurant was closed and not available for inspection.

The Select Board and the Town Manager are hopeful that Café Nachos owners will comply with the requests to clean up and that they will once more obtain a license to open.

□ Town Report

Conservation Easement (Forest Ridge)

Jayne Ludwig asked if it was possible to change the wording of the conservation easement. Town Manager Burbank explained that it is not possible once the easement is written and signed to change the easement. The people that granted the easement to the town also wrote the easement and once it is written and signed, it is final unless the current owner volunteers to change the easement.

□ Public Participation

Tammy Gionet Dutilly

Fire Danger Notification

Fire danger is always a concern in the White Mountains. Tammy Gionet Dutilly asked if the Daily Fire Danger Code could be posted on the town web site, the fire station Facebook page and the Town of Lincoln Facebook page. The Select Board agreed with the idea, but that instead of posting the fire danger on the town web sites that a link is posted on the town web sites directing people to the Division of Forest and Lands web site. Fire Chief Beard thought that linking to the state web site would good alternative because occasionally the code changes midday and linking to the state web site would be more accurate.

Parade

Tammy Gionet Dutilly asked if there was a theme for the parade. The Western White Mountain Chamber of Commerce (previously the Lincoln Woodstock Chamber of Commerce) will decide the theme. When the Chamber of Commerce decision is made, the Board of Selectmen will announce the theme in an upcoming Select Board meeting.

Selectmen's Thank You

Thank you to the Sophomore Class of the Lin-Wood Public School

The Select Board would like to thank the sophomore class for cleaning up Lincoln last week. Thank you for keeping Lincoln wonderful.

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

V. 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: Jayne Ludwig

Second: Tamra Ham

All in favor.

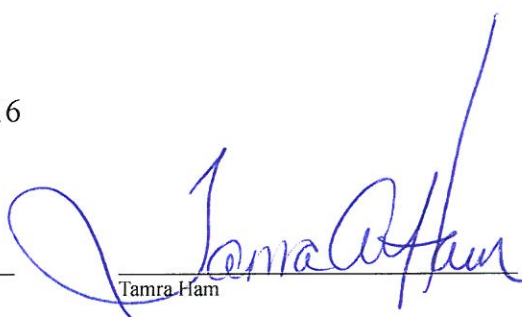
The meeting adjourned at 6:45 pm.

Respectfully Submitted,

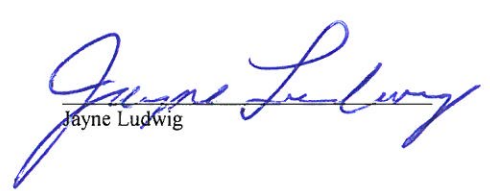
Wendy Tanner

Approval Date 05/09/2016

Chairman O.J. Robinson



Tamra Ham



Jayne Ludwig

TOWN OF LINCOLN - BONDS 2016

Beechwood Levee Sidewalk

Amount	\$	1,200,000	\$	1,310,000	\$	525,000		\$	3,035,000
# of Years		10		20		8			

Interest Rate:

* NHMBB 6/2015
 ** NHMBB 4/25/16
 *** Union Bank

2.549%	3.150%	2.179%
1.950%	2.790%	
2.65%/2.25%	3.95%/3.50%	2.10%/1.65%
No Dep/With Dep	No Dep/With Dep	No Dep/With Dep

Bank of NH	3.35%	3.35% for 10 yrs remaining yrs FHLBB 10 yr rate plus 1%	3.25%	Must have all deposits at bank
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Bank Fees:					
NHMBB			Total for all \$15,000		\$ 15,000
Union Bank	\$ -	\$ -			\$ -
Bank of NH	\$ 1,500	\$ 1,700			\$ 700
					\$ 3,900

Bond Counsel		Total for all \$7,500		\$ 7,500
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*Interest rate received in our June 2015 bond issue. Subject to change if rates increase or decrease from now until June 2016. Principal paid annual, interest semi-annual. Prepayment no allowed, can refinance with NHMBB.

**If bonds had been issued on 4/25/2016

***Principal and Interest paid semi-annual. No prepayment penalty. Bond Counsel will be needed.

May 2, 2016
Board of Selectmen's Meeting
Please PRINT Legibly

Ron Beard
(Print Name)

Debbie Celino

Tim Welsh

DAVID BEAUDIN

Tammy Grant Doty

Ron Beard
(Sign Name)

Debbie Celino

Tim Welsh

Dan Beaudin

Tammy Grant Doty