

LINCOLN BOARD OF SELECTMEN
MEETING MINUTES
AUGUST 22, 2016
LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

APPROVED

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

Staff Present: Town Manager Burbank, Police Chief Ted Smith, Fire Chief Ron Beard, Public Works Director Nate Hadaway, and Recording Secretary Wendy Tanner

Public Present: Jim Welsh, Debbie Celino, Tammy Gionet Dutilly, Barbara Vitale, Betty Houde, Hope Gyorgy, Roger Harrington, Victoria Martin, Paul Beaudin, David Beaudin, Mary Conn, Bill Conn and Town Engineer, Ray Korber

I. NON-PUBLIC WORK SESSION *Pursuant to RSA 91-A:3II(e) Legal*

MOTION: “To go into Non-Public Work Session at 5:00pm.”

Motion: Tamra Ham

Seconded: OJ Robinson

Roll call vote all in favor.

MOTION: “To go back into public session at 5:35pm.”

Motion: Tamra Ham

Seconded: OJ Robinson

Roll call vote all in favor.

II. CALL TO ORDER

Chairman Robinson called the meeting to order at 5:44 PM.

III. REVIEW OF MEETING MINUTES

MOTION: “To approve the minutes of the August 8, 2016 Select Board meeting as amended.

Motion: Tamra Ham

Second: Jayne Ludwig

Roll call vote all in favor.

IV. HANSON FARM ROAD/POLLARD ROAD SIDEWALK PROJECTS

Hanson Farm Road:

Town Engineer, Ray Korber, of KV Partners LLC opened the discussion up with a brief overview of the Hanson Farm Road project and the current job status. The initial design and development phase was completed on August 11th and the engineers were awaiting final comments or concerns that the town and all interested parties may have. Several concerns were expressed by property owners on Hanson Farm Road with regard to the original design and drainage issues. Mr. Korber is confident that all of these issues have been addressed in context with the town’s objectives and goals. One of the goals was to *not* tear up the section of roadway that was constructed in 2013, and to keep as much of the storm water runoff as possible on Hanson Farm Road in an effort to minimize the impact on property further downstream. At this point, the town will be able to go out to bid if they choose, and determine an

adequate time-frame to begin the work. Selectman Ludwig questioned whether or not all concerns have been addressed, and what is being done to avoid future drainage implications for the effected properties. Mr. Korber explained he has kept open dialogue with the property owners and listened carefully to their concerns, making suggested changes when necessary. He is confident at this point that everyone is in agreement with the work done thus far and continuing forward.

Town Manager Burbank added that from a financial standpoint he was adamant that the roadwork and drainage constructed in 2013 not be torn up. Mr. Korber explained that the drainage that was installed in 2013 was to handle a local ponding problem at the intersection, which it did; however, when you look at other sections of the road with the closed drainage system, the drainage structures are in fact undersized. Residents also made it clear that they were *not* in favor of *drainage swales* or *driveway culverts*, which would assist in moving the water over to the town owned lot, so engineers drafted an alternate design that addressed all of these concerns as well as the financial impact of the project. Burbank added that if we are able to go out to bid, there is a small window of time to begin work and lay a binder coat of asphalt in the fall and subsequently complete next spring.

Resident Betty Houde asked about the property owners on Hanson Farm Road that have not been contacted, and wondered why? Mr. Korber explained that he was in conversation with property owners that he needed a temporary or permanent construction easement from because their property was directly impacted by the project. Mr. Korber presented a visual set of road construction plans for residents to view as he described the project in detail. He also added that these plans will be available at Town Hall for residents to view should they have further questions.

Pollard Road Sidewalk:

Ray Korber provided a detailed project update on work that has been done so far, along with detailed drawings of the proposed Pollard Road sidewalk. He explained that two alignments have been installed, the north side and south side alignments, along with a completed "Impact Assessment." Mr. Korber provided roll plans so that the audience could get a clear visual picture of the north side and south side alignments, as well as sidewalk plans that start at Church Street and travel down to Dodge Place, and from Dodge Place to the Kancamagus Motel. Korber went on to explain each of the alignments and curbing alternatives that will not impact any part of the existing roadway. One issue of concern is the right-of-way which varies along the length of Pollard Road and impacts where the sidewalk will be laid. The Impact Assessment identified several factors that will drive the construction costs, such as impact to utility poles, fire hydrants, water shutoffs, manholes, catch basins and other infrastructures. From a property impact standpoint, we have to see if we have enough right-of-way to place the sidewalk within the public right-of-way. Korber also outlined the red-flag issues and possible remedies, from relocating utility poles, hydrants, and water shut-offs, alignment changes, re-locating mailboxes, signage, tree removal, and property impact assessments, as well as re-setting boundary markers. The largest impact will be the easements, which will have to be worked out with property owners. At this point, it would appear that the south side alignment of Pollard Road would be the best option for placing the sidewalk. Korber remarked that the sidewalk could be placed on either the north or south side of Pollard Road if that was the communities consensus, however, it will certainly cost more money, and longer to be done.

There was a brief discussion about moving utility poles versus keeping them and making the sidewalks narrower. Korber felt that could create potentially unsafe conditions with pedestrians stepping out onto the roadway to go around the pole. At the same time, Korber added, if the town should decide to go with a narrower sidewalk, this could potentially decrease the property impact.

Resident, Paul Beaudin asked Mr. Korber if the sidewalk was going to be curbed, and where drainage would go where there is currently no drainage? He also questioned whether the width of Pollard Road would be changed? Korber responded that that would be part of the next level of analysis to be conducted after the impact assessment, and that this is strictly a sidewalk project and would not affect the roadway width at this point.

Resident Vicky Martin expressed safety concerns about dangerous wide-angled sidewalk corners (Church and Pollard Rd.) and controlling fast moving vehicles travelling down Pollard Road. Selectman Ham and Mr. Korber both agreed that stop signs could aid in speed control on Pollard Road, particularly on these wide angled corners. The question also came up about making Pollard Road a one-way street, and Town Manager Burbank reminded all that this project is about the warrant article which passed at Town Meeting, which was to put a sidewalk on the existing roadway, and would be a total game-changer to address changing Pollard Road into a one-way street, as this would now entail NH DOT (Dept. of Transportation) to get involved, as well as drastically affect traffic on Main Street, School Street, Church Street and Maple Street. The discussions continued with varied views concerning how and when this sidewalk project will be completed, as Selectman Ham reminded all that this project has a completion date set for December, 2017, which must be met.

Town Manager Burbank turned to the Board for guidance at this point, as Mr. Korber has completed the first part of the assessment process, and the selectmen must now determine which path we take from here. Korber suggested at this point we look at the *Impact Assessment* and determine which alignment makes the most sense and develop it further to the level of detail that can answer some of the upcoming questions. This information can then be brought to a public informational meeting for feedback from residents and those properties directly impacted by the project (stone walls, tree relocation etc.) Chairman Robinson and the select board are in favor of moving ahead with the south alignment of the Pollard Road sidewalk, and will schedule a public informational meeting next month. Paul Beaudin asked about the street lighting, as the sidewalks are dark between the Nordic Inn and Common Man Restaurant, and will be continued with further discussions with the Town engineer.

Town Manager's Report

There was no Town Manager's Report this week; however, Town Manager Burbank wanted the town to know that he could not be more proud of the Lincoln Police and Fire Departments over the course of the past 48 hours in light of the devastating tragedy and death of Captain Steve Bomba on Friday, August 19, 2016. Chairman Robinson also wished to clarify an online news article written by the Union Leader newspaper that stated a Lincoln Selectman reported in an interview that the firemen were "*responding to a call*" at the time of the incident, which in fact was not true, and no members of the Board of Selectmen spoke with anyone from the Union Leader newspaper at any time. The newspaper subsequently corrected this report. Robinson continued to say that the firemen involved in this tragic accident, Captain Steven Bomba and Michael Weden were on *official duty* as town employees attending

the NH Police Academy graduation ceremony at UNH in New Durham, and not responding to a fire emergency. Robinson added that this incident is a real tragedy for the town and families, and Steve will be remembered as a dedicated member of our community through his multiple jobs with the Lincoln Fire Department, Lincoln Police dispatch and Linwood Ambulance crew. Selectman Ludwig requested the meeting pause for a moment of silence for Steve and his family.

Loon Pond Dam Project

Town Manager Burbank updated the board on the status of the project, and all concrete has been poured and waiting for delivery of the trash rack which covers the pipes, clean up, and restoration of all Loons' roads to the Forest Service standards.

Loon Bridge

The crew has begun the demo of the 'old' bridge, and moving to get the beach parking lot prepared for the upcoming Highland Games. The demo process will take approximately 2-3 months as it is an extensive process. Burbank met with Nancy Mayville, Municipal Highway Engineer for NH DOT who complemented the town and R.M Piper for seamlessly coordinating this project from start to finish. Selectman Ham added that she and Selectman Ludwig met with Senator Shaheen, Homeland Security reps, Rick Kelley, Molly Mahar and Nancy Mayville who also reiterated that Loon, R.M Piper and the Town all worked exceptionally well with each other.

Chairman Robinson added that he has heard comments concerning the Bridge project and Dam projects, and Loon Mountain's outstanding cooperation and ability to bend over backwards and accommodate the town has been unprecedented, allowing us to utilize their staff and infrastructure, without compensation. Robinson would like to prepare a letter of gratitude from the Board in reference to the same.

Paul Beaudin asked the Board for an update on cost overruns for current town construction projects. Town Manager Burbank explained the Loon Pond Dam has \$48k-\$50k in excavation costs which engineers questioned, and is currently being negotiated. The Loon Bridge is presently running under budget, and Beechwood Road project is on-budget. The Levee project has applied for all wetland permits, and moving quickly. Engineers and the Town's attorney have reached out to property owners and hoping to go out to bid by early October. If the successful contractor wishes, he may begin work this winter and work straight through.

Outdoor Restaurant Seating

Selectman Ham asked if Planning Administrator Carole Bont has had a chance to look at the outside seating at local restaurants. Burbank explained that Carole's planning assistant, Wendy Tanner visited the outdoor seating establishments this past weekend and counted the outdoor seating available to the public. The amount of outdoor seating was considerably higher than expected, and site plan reviews will be researched in the upcoming weeks.

Funeral Arrangements

Burbank said the Full Honor Memorial Service for Steven Bomba is scheduled for Tuesday night, followed by a Full Honor Funeral Service on Wednesday, and urged the Board and community members

to attend either one of the events. Chief Smith added that the Fire Department has been diligently working with the Fire Marshal's Service, and many businesses have donated parking for this service.

Public Participation

Forest Ridge Property

Roger Harrington wanted to know if Forest Ridge has done any work on the pond this spring. Burbank explained that they have excavated the ponds to what they should have been in the first place and the engineers are monitoring the job as well.

Pollard Road Sidewalk

Resident Tammy Gionet Dutilly asked if Pollard Road sidewalks are multi-use sidewalks. She was concerned for the seniors that walk from the Lincoln Green Apartments over to the Senior Center since witnessing seniors on several occasions having to move off the sidewalk as other pedestrians allow their children to drive battery operated vehicles on the sidewalk. Chairman Robinson responded that the sidewalk is *not* multi-use, and really comes down to common courtesy; however, this is not something the Town can enforce. Chief Smith agreed that children learning to ride a bike should be instructed to do so by their parent's in a safe and secure area, which is not always the case.

Main Street

Paul Beaudin asked the board if they have considered initiating a discussion with DOT about potential future plans for a four-lane roadway on Main Street. Mr. Beaudin and Selectman Ludwig are both in agreement that the board should take a closer look at this potential prospect sooner than later. Town Manager Burbank added that changing Main Street to a four-lane roadway has been on the DOT's watch list for some time, and would most likely require a DOT initiated traffic study if traffic continues to get much worse. Further discussion ensued concerning the possibility of four-lanes, and parking concerns. Roger Harrington brought up the point that the vehicles that are parking on Main Street are cars owned by local businesses and their employees. Chairman Robinson agreed and added that this is why other towns have instituted two-hour parking limits.

Noise Ordinance

Tammy Gionet Dutilly asked the Board if the town had a noise ordinance, as she has neighbors that are making loud noises at 3:30 am and waking up her family. Chairman Robinson explained the ordinance is in effect from 10 pm to 7 am, and instructed Mrs. Gionet Dutilly to contact the Police Department should this continue.

MS I Extension

MOTION: "To file the MS I Extension with the State of New Hampshire"

MOTION: OJ Robinson

Seconded: Tamra Ham

Roll call vote all in favor.

Tax Bills

Mary Conn asked the Board if they would have the preliminary values of the town available prior to the next issue of the tax bills. Town Manager Burbank believes they will be out in early October, however,

he will follow-up next meeting.

NHMA Voting Delegate

The Board appointed Town Manager Burbank to be the official voting delegate the Town of Lincoln.

Retirements

Selectman Ludwig asked Chairman Robinson if he received a response about the retirement assessment amounts. Robinson explained that the State retirement system and the total liability for the entire state is divided up per towns based on the number of employees (payroll) and we put our share of that liability on our balance sheet. We do not owe that to anyone, however, a portion of that gets paid every year when we pay our premium. We do not get billed for this nor budget for this, but as a liability it must be shown on our balance sheet.

V. ADJOURNMENT

After reviewing the weekly accounts payables, the Board made the following motion.

MOTION: "To adjourn."

Motion: Robinson Second: Ludwig All in favor.

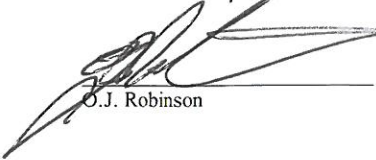
The meeting was adjourned at 7:35pm.

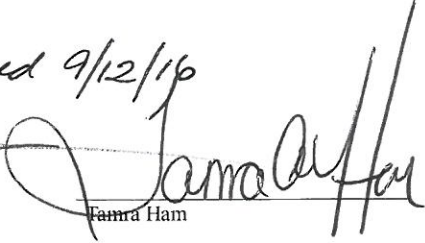
Respectfully Submitted,


Jane Leslie

Approval Date 8/29/16

Amended/Approved 9/12/16


O.J. Robinson


Tamra Ham


Jayne Ludwig