

**LINCOLN BOARD OF SELECTMEN  
MEETING MINUTES**

**APPROVED**

**APRIL 17, 2017**

**LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH**

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**Board of Selectmen Present:** Chairman - O.J. Robinson, Selectmen - Jayne Ludwig and Tamra Ham.  
**Staff Present:** Town Manager Burbank, Fire Chief Beard, Police Chief Smith and Recording Secretary Wendy Tanner.  
**Public Present:** Tammy Gionet Dutilly, Roger Harrington, Jim Welsh, Debbie Celino, Tom Tanner.

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**I. CALL TO ORDER at approximately 5:30 PM**

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

**II. REVIEW AND APPROVAL- MINUTES OF THE PREVIOUS MEETING**

- April 10, 2017

**MOTION to approve the minutes of April 10, 2017 as amended.**

**Motion:** OJ Robinson      **Second:** Jayne Ludwig      **2 for, 1 abstain**

**MOTION to approve the nonpublic minutes of April 10, 2017 as presented.**

**Motion:** Jayne Ludwig      **Second:** OJ Robinson      **2 for, 1 abstain**

*Tamra Ham abstained from the vote for the approval of the minutes.*

**III. OLD/NEW BUSINESS**

**☐ Town Managers Report**

**Senator Jeanne Shaheen**

Senator Jeanne Shaheen will be in town Wednesday April 19, 2017 from 10:30 am to 11:30 am. Senator Shaheen has submitted legislation to direct opioid moneys toward prevention. One of the things the funds will target is school athletic programs including colleges and the amount of opioids that are prescribed to sports injuries.

**Street Sweeping**

Town street sweeping will begin the weekend of April 29. The State has already begun sweeping on state roads.

**Documentation Storage**

Town Manager Burbank asked if staff could go over to Union Bank and physically take a look at the space. The Retention Committee will begin organizing planning files and tax files to see if any aging documents can be stored there. Robinson will set up the meeting with Union Bank.

Robinson spoke with the bank on Thursday and we will be receiving a written lease agreement to be reviewed by the Board.

**Pollard Road Sidewalk**

The Route 112 end of Pollard Road, down to about Dodge Place is coming together. Counsel is working with some residence on Pollard Road to obtain easements or agreements where needed.

More meetings are set up for later this week.

**New Van**

The Recreation department picked up their new van today.

### **Disorderly Actions Ordinance**

Fire Chief Beard, as health officer, has been inspecting dumpsters to ensure businesses are locking them during bear season. This message was also broadcast on WMUR.

Town Manager Burbank said that using the Disorderly Actions Ordinance may not address dumpster issues caused by bears. Actions caused by people are addressed in the ordinance. Burbank thought that the ordinance should be reviewed by the Board.

Burbank said that today the Wild Animal Ordinance covers litter from a dumpster that is caused by a wild animal, but not if it is caused by people. Dumpsters in Lincoln are sometimes overfilled by people causing trash to spill onto the ground causing litter.

Ludwig stated that there is a littering ordinance as part of the Disorderly Actions Ordinance. There was a brief discussion about if the ordinance needs to be updated. Chief Smith will check with counsel for advice and get back to the Board.

There was a brief discussion about commercial establishments having packers and not open dumpsters. Ham asked the cost difference between the two and the fact that a packer required electricity was one difference that would incur cost.

### **Kancamagus Recreation Area**

During last week's Board meeting, it was mentioned that the new building for the groomer could also be used for groups. This was not correct; the building will be used for storage. There are long range plans for a covered pavilion that would be for groups.

There was a long discussion about the new plan and building location.

Robinson asked if the boundaries have been established at the ski area. Burbank will be talking to surveying companies to get some bids to survey the land.

### **911 Issues with Louann Lane and O'Brien Avenue**

Robinson asked if the Louann Lane and O'Brien Ave extensions and their 911 numbering have been corrected. Town Manager Burbank explained that there was an error on the town tax maps that has been corrected.

There was a long discussion about street signs and if private roads need to have street signs for 911 purposes.

### **Zoning**

There was a discussion about zoning and if zoning is correct on the tax maps. After all zoning changes have been researched; a set of "zoning" maps will be prepared by CAI Technologies and kept on hand in the Town Hall.

### **Seven Eleven**

The Tedeschi shop is currently being converted to a Seven Eleven. Ludwig asked if the same amount of pumps were being put in and thought that the canopy looked larger. Ham said that the dimensions of the canopy are the same but the beams may be larger and stronger to meet current regulations. Fire Chief Beard said that before any work could be done on the pumps, NH DES has to approve the work. Also previous spills had to be cleaned up.

### **Health Insurance**

Ludwig said that at the Budget Committee meeting last Tuesday they discussed employee health insurance. The new rate would be an increase at 85-15 and the Budget Committee asked if the town had the time to show them how much of an increase it would be.

There was a discussion about the responsibilities of the Board of Selectmen versus the Budget Committee on employee insurance. Town Manager Burbank said that it should start in the Town

Manager's office and be brought to the Board of Selectmen for review. Once the amounts are agreed upon it is brought to the Budget Committee to decide if it can be funded.

### **Budget Committee**

Ludwig said that at the school, the Budget Committee and the School Board meet together with the department heads. This saves the department heads from having to come back twice and it gives the board and committee a clearer understanding of what questions are being asked by each group and a better understanding of the budget itself. Ludwig asked if this is something that the Select Board and the Budget Committee would want to do with the town department heads.

Robinson said that the Select Board does not meet with every department head when doing the budget. After a brief discussion about meeting together, Robinson said that the Budget Committee could be invited to the Select Board meeting when they are going to meet with the department heads. Other Board members were in agreement.

Ludwig updated the board on the Budget Committee saying that someone had mentioned placing a cap on the budget giving an example of a 3% increase. Ludwig said that she told the Budget Committee that she did not think that would be wise and said that the majority of committee members felt the same way.

Robinson asked about the cap, how revenue plays into that. Is it the total expenditures or the net increase of revenue over expenditures? Robinson gave examples of departments that the budget increased but was offset by the same amount in revenue. Ludwig will get back to the Board with an answer.

### **Letter from FEMA**

Robinson recapped the letter from FEMA. They are please to present us with preliminary flood insurance rate maps. Following the 90 day appeal they will issue a final determination. These draft flood maps will be made available to the Planning Board.

### **MS535**

The Board reviewed and signed the MS535 summary of our 2017 report of 2016 voted appropriations and actual expenditures.

### **□ Public Participation**

**Roger Harrington** asked if the street sweepers would be sweeping Hanson Farm Road where it is planned to be torn up and repaved this summer. Robinson did not see a reason to sweep it. Town Manager Burbank will check with Nate Hadaway but did not think it would affect price because it is a lump sum contract.

**Tammy Gionet Dutilly** asked if a cable contract had been drawn up yet. Town Manager Burbank said that he sent off a draft to Portland today.

**Tammy Gionet Dutilly** said that she agrees with Burbank where he talked about video recording meetings. Dutilly said that it is very difficult for people in the back of the room to hear. Robinson asked if Dutilly was looking for amplification and/or speakers. Dutilly said that many people complain that they cannot hear and asked the Board to please consider some sort of system.

**Tammy Gionet Dutilly** asked about the parking at Ham's garage. There was a brief discussion about the visibility at the intersection and that it is difficult to see. Ham said that she expresses the same concerns with the workers at the shop and is constantly asking them to pull in further or park someplace else.

## **2017 BOS Priorities**

**The Board set priorities for 2017 as follows.**

- 1. Water (8 topics)**
- 2. Traffic and Parking (7 topics)**
- 3. Sewer (2 topics)**

Other priority items from the list will be set as each of the above items is further defined.

There was a long discussion about South Peak and their Master Plan. Questions were raised about how long a Master Plan lasts and what the Traffic Study uncovered. South Peak is now under new ownership which at this point would be speculation as to what the plans are for the 179 acres that are undeveloped.

Ludwig asked if further building could be prevented until the town was sure enough water would be available. Town Manager Burbank said that would be called a moratorium and there is a process to put in a moratorium. Although it is very adversarial for towns to do post a moratorium, it is possible.

Ludwig said that she is not against growth, but the town should be sure that the proper infrastructure is in place. Ludwig thought that if meters were read, this information would help manage the anticipated growth of the town.

Robinson said that the Board and the Planning Board would be in a better position to maintain a growth plan within a development if we had thoroughly looked at the water, sewer and traffic situation and all things that will be affected, rather than arbitrarily saying we want to stop building.

Town Manager Burbank said that Hoyle and Tanner report that was recently received has good information on water and the sewer study will be done this summer. These reports should help address the future building.

### **May 8, 2017 BOS Meeting at 5:30 pm in the Town Hall**

Town Engineer, Ray Korber will be attending the meeting to help present the final River Front Park Committee report to the BOS and to give an update on the Pollard Road sidewalk.

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

**Motion to go into non public at 7:05 pm**

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

**Motion to come out of non public at 7:46 pm**

**Motion: OJ Robinson      Second: Jayne Ludwig      All in favor.**

**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."**

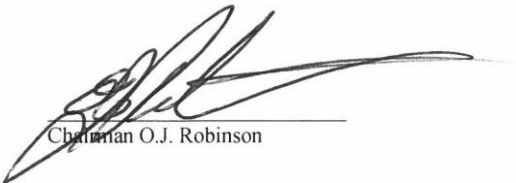
**Motion: O.J. Robinson      Second: Tamra Ham      All in favor.**

The meeting adjourned at 7:29 pm.

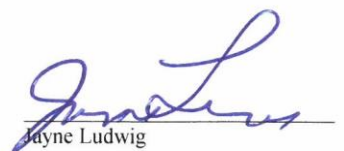
Respectfully Submitted,

Wendy Tanner

Approval Date \_\_\_\_/\_\_\_\_/\_\_\_\_

  
Chairman O.J. Robinson

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Tamra Ham

  
Jayne Ludwig