

**LINCOLN BOARD OF SELECTMEN**  
**MEETING MINUTES**  
**APRIL 24, 2017**  
**LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH**

**APPROVED**

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**Board of Selectmen Present:** Chairman - O.J. Robinson and Selectmen - Jayne Ludwig.

**Staff Excused:** Tamra Ham

**Staff Present:** Town Manager Burbank, Fire Chief Beard, Police Chief Smith and Recording Secretary Wendy Tanner.

**Public Present:** Roger Harrington, Jim Welsh, Debbie Celino, Justin Roshak, Rex Caulder, Paul Rogers, Maureen Parkin.

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

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

*Tamra Ham was excused.*

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

- April 17, 2017

**MOTION to approve the minutes of April 17, 2017as amended.**

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

**MOTION to approve the nonpublic minutes of April 17, 2017as presented.**

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

**III. OLD/NEW BUSINESS**

☐ **Town Managers Report**

**Street Sweeping**

Town street sweeping will begin the weekend of April 29, 2017. Some state roads have already been swept.

**Road Weight Bans**

Road weight bans will be removed on May 21, 2017.

**Pollard Road Sidewalk**

After going to homes and speaking with the residents, several more easements have been signed. Some property owners are on vacation and have not been available. Robinson asked for a list of property owners that have not signed easements.

**Zoning Map Status**

Planning Administrator is working on correcting the tax maps. Once they have been corrected steps are in place to print zoning maps.

**Union Bank**

An unused vault at the Union Bank has been offered to the town for file storage. This week Town Manager Burbank will be checking the size of the bank space and the locking mechanism.

**Bond Rating**

Robinson said that the Town received a phone call from Moody's Investor Services, who is looking to increase the Town's bond rating. An increased rating would be a good thing for the Town.

### **Long Range Capital Plan for the Community Center**

The group of, Tara Tower, Nate Hadaway, Town Manager Burbank and a Board of Selectmen representative will meet to develop ideas that will be presented to the CIP committee. CIP committee will start meeting in July or August.

### **Primex**

This brief discussion was on insurance in general. Town Manager Burbank has been reviewing other vendors for possible quotes. If the Town does not receive a quote or if quotes come in that are not competitive, the current contract will renew as is.

### **911 numbering**

On the town tax maps a vacant lot was assigned a 911 address that should have been assigned to the adjacent lot with a house on it. This will be corrected on the current tax maps.

Street signs for private roads are usually paid for by property owners, but in Lincoln it is a mix. Some private owners put up their own signs, others the town has installed. Responsibility of installing street signs for 911 purposes is not addressed in the zoning ordinance for the town at this time.

Signs that read "Dead End" will be reviewed for O'Brien Avenue and Louann Lane.

### **Solid Waste Policies**

There has been confusion in disposing of some items at the Solid Waste Transfer Station. In the past businesses have been told that they cannot dispose of specific items at the transfer station. Items such as refrigerators (tubing not damaged, no dripping oil), florescent bulbs (not broken) can be disposed of in the transfer station. After checking with the New Hampshire Department of Environmental Services, the town can accept up to 11,000 pounds of combined universal wastes on-site at any time and then must have it hauled away before more could be accepted.

Robinson said that local businesses should be notified of this change via the web site or a written notice.

### **Helicopter Rides**

Ludwig asked if there was any further news about the possible helicopter rides. Town Manager Burbank said that it is still a possibility but has not heard if it is being pursued.

### **Connector Road Bridge over the Pemi**

Ludwig said that the sidewalk on the bridge has a 2 inch gap on the seam at both ends. Town Manager Burbank will notify the proper authority.

### **Pipe from Condos**

Ludwig noted that there is a black pipe emptying into the river behind the Riverside Terrace condominiums. Town Manager Burbank will assess the pipe and its contents.

### **Disorderly Actions Ordinance**

Police Chief Smith said that the law cannot be applied on private property. It is a state law that the town adopted. The Town Prosecutor suggested that the town contact the Town Attorney to help write an ordinance or a Planning Board regulation to deal with this issue.

There was a brief discussion about how to enforce trash or litter on private property. The wild animal ordinance addresses issues only when wild animals have caused the litter or mess. If residents are doing the littering on their own property, it is difficult to enforce.

Robinson would like to get some input from the Municipal Association and look at other towns that have an ordinance that addresses this.

## **☐ Public Participation**

### **Pollard Road Sidewalk**

Roger Harrington asked if there will be a meeting with all the residence on Pollard Road regarding the sidewalk. Burbank thought it was a good idea and said, yes, the plan is to have a meeting.

Harrington asked if the sidewalk is done in sections, how the town will bid out a section of the road. Burbank said that it would be a lump sum bid. The project will most likely start at the Common Man end of Pollard Road.

### **Fire Chief**

Rex Caulder asked Robinson about obtaining a copy of the job description for the Fire Chief. Robinson will respond to Caulder once code enforcement has been added to the job description.

### **Commercial Burning**

There was a discussion about the conversations between the Fire Chief and the contractor regarding allowing or not allowing the burning of brush at the Rodeway Inn last year. No decisions were made.

### **Insurance 85/15**

The Board has been reviewing different scenarios pertaining to the 85/15 scheme for employee insurance. These and other policy changes will continue to be reviewed until a decision is made.

### **Transfer Station Closed Holidays**

Ludwig said that she had been approached about the Transfer Station being closed on holidays. Ludwig believes that the Transfer Station employees should have the holidays off. The Board decided that no changes will be made to the current schedule.

### **Accident Reports**

Police Chief Smith said that the Town has been notified by the Attorney General and are no longer allowed to give out accident reports. This will take revenue away from the town and give it to the state.

### **Update on Elderly Exemptions**

After renewing the requested exemptions the Board made the following motion:

**Motion to approve the elderly exemptions, removal, updates and additions as requested by Town Clerk, Johnna Hart.**

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

### **Veteran's credits**

The Board reviewed the Veteran's credits and made the following motion:

**Motion to accept the changes to the Veteran's credits as proposed by Town Clerk, Johnna Hart.**

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

#### IV. 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: Jayne Ludwig**

**All in favor.**

The meeting adjourned at **7:04pm**.

Respectfully Submitted,

Wendy Tanner

Approval Date May 15, 2017



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O.J. Robinson

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Tamra Ham



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Jayne Ludwig