

LINCOLN BOARD OF SELECTMEN

APPROVED

MEETING MINUTES

MAY 8, 2017

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

Board of Selectmen Present: Chairman, OJ Robinson, Vice-Chairman, Tamra Ham and Selectmen - Jayne Ludwig.

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

Presenters: Tom Hand from SE Group and Ray Korber from KV Partners.

Public Present: Jim Welsh, Nathan Jenkins, Tammy Dutilly, David C. Schreiner, Diane A. Schreiner, Jan C. Schreiner, Blair Weeden, Dan Lamoureux, Seth Learned, Mike Simons, Paul Beaudin, Drew Lindow, Marcus Corey, Christa Hollingsworth, Jason Lafontaine, Melody Gaudette, Tom Hand, Justin Roshak, Rick Kelley, Cindy Rineer, Delia Sullivan, Kevin Bell, Mike Leclerc, Roger Harrington, Carol Riley, Brian Angelone, Kara Sellingham, Heather Krill, Polly Ehrman, Debbie Celino, Margie Gozdiff, Dan Gozdiff, Tracy Shamberger, Renee Blood, Courtney Donati, Mary Conn.

CALL TO ORDER at approximately 5:30 PM

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

REVIEW AND APPROVAL- MINUTES OF THE PREVIOUS MEETING

- April 24, 2017
- May 1, 2017

The Board postponed the review of the minutes until a future Board of Selectmen meeting.

RIVERFRONT PARK PRESENTATION TO BOARD OF SELECTMENT *with Ray Korber*

Ray Korber from KV Partners and Tom Hand from SE Group presented the conceptual park plan to the Board. Tom Hand gave the presentation explaining that after looking at the land and meeting with the Riverfront Park Committee, SE Group began developing the current plan.

The plan encompasses a skateboard park, open green space, parking and a multi-use path that can be used as a bike path in summer and snowmobiles in the winter bordered by berms. Off of the parking lot are restroom facilities. A picnic pavilion and a natural trail system were also part of the plan. Long straight paths would direct people toward end points such as the river, an open air pavilion or picnic area and a large lawn for field events. Flow trails that would maintain the character of the woods and access to the river tying into existing trails were a key to the trail development.

The Burndy site would have soil on top and be capped creating a hill for sledding in the winter. Gravel pathways would be meandering through the woods. A natural barrier and fence would be added between the park and the solid waste facility.

Ham asked for a cost estimate for full buildout of the park. Tom Hand said that full buildout could cost between \$1,300,000 and \$3,000,000 million dollars. The higher amount would be if the project was bid out and all aspects of the park were completed and "turnkey" to the town. Hand said the larger number included engineering, designing, permitting and additional contamination testing. Phase I would use about 60% of the budget and Phase II about 40 %.

Ludwig asked if the barrier or berm was a visual or noise barrier thinking that the noise from the amphitheater may be loud in the downtown area echoing off of the mountains. The earthen berm along the perimeter would cut down on some of that noise. Hand said that noise was not looked

at during the design phase other than the berm, but noise features could be looked into going forward. There is a 20 foot drop from one side of the park to the other. The amphitheater is Ludwig's major concern for noise.

Brian Angelone thought that if there was an amphitheater event 70% of the town would be there. Brian thought that it would be a good selling point for a downtown lot being within walking distance to the park.

Paul Beaudin asked if any of the elements would flood during high rains. FEMA flood boundary is on the map and the bike trail could be impacted. Paul Beaudin asked if the bypass for Main Street was included. Hand said that the bypass was not excluded, but was not responded to in the plan. Hand thought that the bypass may have an effect of diminishing Main Street. Ham said that where the proposed or possible bypass could go and should only affect the earthen mound and the parking lot.

Roger Harrington said that a building in the park could be shaped like the woodshed that was attached to the mill. The Board thought that was a cool idea.

Delia Sullivan said that she thought there would be a cut off time where the amphitheater would be able to conduct music. Robinson said that every building adjacent to that area is a commercial building with a few apartments above the Linwood Shopping Center.

Roger Harrington asked if any benches were planned along the walkway and if so they could be made out of things in town such as railroad ties. Hand said yes.

Paul Beaudin asked what the Board is looking at for funding, and asked if it would be through taxation. Ham and Robinson said that they have not looked at that yet. The skateboard park location may be determined tonight, but funding for the park has not been discussed.

Delia Sullivan said that pedestrian safety should be looked at and thought that it was part of a culture in Lincoln, traffic and crossing the street. Sullivan said that in Littleton when stepping off the sidewalk, the traffic stops. Lincoln is not as friendly and something should be done to help stop traffic for pedestrians. Hand said that the boundary of this property was researched from a vehicle and pedestrian standpoint.

Marcus Corey asked if there will be any potential revenue in this park. Comparing this to the Cascade Park in Woodstock where revenue is incurred when people rent the park for weddings and concerts. The aspect of renting out the park for events is a possibility but has not been discussed by the Board.

Kevin Bell said that he appreciates that you can go to the park as a family or on your own and meet people with similar interests, because the different park elements provide this type of interaction.

Ham said that at other meetings there has been a clear message from the audience if the residents were for or against the topic. The workforce housing message came through clear that it was not wanted in Lincoln. Ham asked the audience if they want the park or not. There was an abundance of clapping from the audience.

Nathan Jenkins from Woodstock asked what potential other winter items would be in the park other than sledding. Hand answered that the town was looking for a potential parking facility for snowmobiling. Hand said that snowshoeing, cross country skiing on the trail network and hiking the flow trails were other winter activities.

Brian Angelone asked about phasing the project and thought that the community could help with clearing trails. The community could do that in small groups reporting to the recreation department. Korber said it is a 30,000 foot lot with a lot of potential remediation that cannot be

done by volunteers. Town Manager/Planner Burbank agreed and said that trail cutting could become a community project.

There was a long discussion about environmental testing and how to identify regulatory framework requirements of DES (Department of Environmental Services).

Kevin Bell showed concern that even after elements were placed there could be changes. The skate park cannot be changed once the location has been identified and park design is complete. Engineer, Spohn Ranch has been hired to create the design which will be specific to the elevations in that particular location. Hand said that there are specific features that need to be thought about in conjunction with the skate park. At a minimum, an amount of clearing, rough grading, parking lot design, associated stormwater management that would go with parking and at least some walkways to get from parking to the skate park area, would all need to be done before the skate park could be completed.

Korber said that they would propose to do a preliminary design on the entire park and then doing final design on just phase I to be sure that the interrelationship of the park elements will work. There would need to be environmental work done in phase I.

A long discussion ensued about funding the park. Ham said that with it being in these minutes more people will see that funding for the park is being discussed and others may step forward with input and ideas to help with funding.

Town Manager Burbank said that he felt that this is the best possible use that the town could do with that particular piece of land. A round of applause came from the audience.

The conceptual plans discussed tonight will be posted on the town web side.

After a long discussion on how to accept this plan the Board made the following motion:

Motion to accept the River Front Park conceptual master plan as presented.

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

At 7:28 pm there was a brief recess. Session resumed at 7:31 pm

Revenue from the community center was reviewed.

JOINT BUDGET AND BOARD OF SELECTMEN MEETING *Discussion*

There was a discussion about the possibility of having a joint meeting with the Budget Committee and the Board of Selectmen. The logistics of having a joint meeting were discussed.

Robinson said that the decision is that if the Budget Committee would like to talk to the Board of Selectmen about the higher level items at the beginning of budget season, the Board of Selectmen will invite the Budget Committee to a Board of Selectmen meeting. Jayne Ludwig as Selectmen's Representative, will take this discussion to the June Budget Committee meeting and get back to the Board of Selectmen with a response.

EMPLOYEE HEALTH INSURANCE *Discussion*

Town Manager Burbank submitted several different options to the Board. The Board reviewed the sheet with several proposed changes. Robinson did not think it would be fair to shift \$27,000 of cost onto employees, nor did he see a benefit to increasing the amount of insurance that is offered and then telling the employees that they have to pay 15% of it. Ham and Ludwig agreed.

There was a long discussion about insurance coverage. There were no decisions made so no changes in employee contributions to insurance premiums will be made at this time.

OLD/NEW BUSINESS

Town Managers Report

Story Book Trail

Friends of the Library would like to put more permanent markers so that they cannot be as easily vandalized. Town Manager Burbank and Nate Hadaway will work with the Friends of the Library to make stronger posts for their signs.

Bear Enforcement Update

There have been multiple dumpster violations and citations have been issued in some cases. The Fish and Game Department has been contacted and a date will be set up when they can come in and talk to businesses about the rules and how to secure waste from bears.

Junk Yard Complaint

There has been a verbal complaint against the Chenard property and the Board of Selectmen asked Town Manager Burbank to follow up. Other towns have a separate ordinance for clutter. The town attorney is currently reviewing other ordinances to see if something could be enacted in Lincoln.

Swimming/River Access Public Notice

Access to the river in the area of the levee will be cut off because of construction and this may cause the Ladies Bathtub area to exceed usage. The Board discussed parking at different areas along the river. The Town of Lincoln will offer assistance to the Riverfront Condominium Association to help control parking with signage.

Levee Preconstruction Meeting

The meeting went well and minor issues were resolved.

Bog Brook Road Lot Clearing

The property that was reviewed was found to not have any silt going into the river and did not look like a threat. It will be watched in the future if clearing continues.

Written Solid Waste Policy Sent To Businesses

Town Manager Burbank said that a policy is being worked on.

Discussion on Water

Water meters will be part of the discussions. There are approximately 3000 meters in the Town of Lincoln. Nate Hadaway is working on a package for the Board on water and meters for their meeting next week.

Stop Signs on Pollard Road

Ham asked when the signs would be put up. Town Manager Burbank said that the signs may be going in next week. Nate Hadaway will work with the Police Chief on the best locations for these signs.

Public Participation

Stop Signs

Jim Welsh asked about specific stop signs and if parking would be allowed in the area of the stop signs. Town Manager Burbank said that will be up to the Police Department to make that determination.

Pollard Road Sidewalk Easements

The list is down to two properties. Meetings are being scheduled to resolve issues.

Signs

Tammy Gionet Dutilly asked about the daycare on Pollard Road. Even though there are enter and exit signs, people do not pay attention to them and thought that the town should take that into consideration to not over-sign the area.

Clutter

Tammy Gionet Dutilly thought the town should not single out just one person and that all people that have clutter on their lots should be addressed. There are businesses like Arnold's, who have been asked in the past to clean up. Arnold's being surrounded by other businesses that tend to keep their lots very clean, makes Arnold's clutter stand out. Dutilly reiterated that what you do for one you have to do for all.

Town Manager Burbank asked for a legal interpretation of what is going on in the Arnold's area. The state right of way will be researched and Town Manager Burbank will look at the site plan.

Warrant and Abatement Review

The Board reviewed and signed a supplemental warrant correcting the amount of the warrant.

The Board reviewed an abatement request correcting a Map & Lot number and made the following motion:

Motion to approve the abatement for Cellco Partnership and NH #1 Rural Cellular on property at 60 Loon Mountain Road, Tax Map 126-020-000-CT-00000 and Tax Map 126-020-000-CT-00001.

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

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: OJ Robinson Second: Jayne Ludwig All in favor.


The meeting adjourned at **9:10: pm.**


Respectfully Submitted,

Wendy Tanner

Approval Date May 15, 2017


Chairman O.J. Robinson


Tamra Ham


Jayne Ludwig



LINCOLN-WOODSTOCK RECREATION DEPARTMENT

Community Center, #194 Pollard Road

PO Box 25, Lincoln, NH 03251

Facebook: Lincoln-Woodstock Recreation Department



Recreation Director:

Tara A. Tower, CPRP

Email: recreation@lincolnnh.org

Telephone: 603-745-8673 or 603-745-8958

Fax: 603-745-6743

website: www.lincolnnh.org

Program Coordinator:

Dan Lamoureux

Email: communitycenter@lincolnnh.org

Current Fee Schedule: (Effective 1/1/15)

	Category I	Category II **	Category III **
Multi Purpose Room	No Charge *	\$30*/ 4 hours	\$50 + Custodial Fee/ 4 hours
		\$50*/ 8 hours	\$75 + Custodial Fee/ 8 hours
Kitchen & MPR	\$50*/ 4 hours	\$75*/ 4 hours	\$100 + Custodial Fee/ 4 hours
	\$75*/ 8 hours	\$125*/ 8 hours	\$125 + Custodial Fee/ 8 hours

*Custodial Fees may apply based on group size, usage, and condition upon completion.

** Security Deposit of \$100 required. A separate check can be made out to the: Town of Lincoln, which will be returned when the key is returned, if there are no issues.

- Category I: Lincoln or Woodstock non-profit group for a non-fundraising event.
(I.e. scouts, A.A. or other group that's sole purpose is for the good of the members of the community).
- Category II: Lincoln or Woodstock non-profit group for a fundraising event, or Lincoln- Woodstock resident for a private event.
- Category III: Any for-profit organization, or an out of town group.



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Below is the summary of revenue for the Community Building that you requested for the 2016 calendar year.

Revenues for 2016:

<u>Date Deposited:</u>	<u>Group/ Rental Party:</u>	<u>Amount:</u>	<u>Balance of Revenue:</u>
2/1	AA (January—March)	\$105	\$105
2/4	LMM (January)	\$35	\$140
2/18	Kenn	\$30	\$170
	LW MS Dance	\$35	\$205
	McSorley	\$30	\$235
4/7	McSorley	\$15	\$250
4/12	LMM (Fall 2015)	\$280	\$530
4/21	LMM (Feb)	\$35	\$565
4/26	AA (April-June)	\$105	\$670
7/28	AA (July—Sept)	\$105	\$775
7/5	LMM (March-June)	\$165	\$940
10/26	AA (Oct-Dec)	\$105	\$1045
11/4	LMM (Sept-Oct)	\$70	\$1115
12/1	LMM (Nov)	\$245	\$1360

- Total \$1360 does not include \$1002.92/ month from GCSCC; \$1971 month from LWCCCC; Dec. LMM rental of \$245 was paid in January of 2017; ASP program revenue; or Town of Woodstock revenue.

Revenues for 2017: (Year to Date)

<u>Date Deposited:</u>	<u>Group/ Rental Party:</u>	<u>Amount:</u>	<u>Balance of Revenue:</u>
1/22	LW MS Semi Formal	\$30	\$30
1/31	LMM (Dec Rental)	\$245	\$275
1/31	Live a Little Fitness rental	\$35	\$310
2/8	LMM (Jan Rental)	\$350	\$660
3/15	LMM (Feb Rental)	\$350	\$1010
4/5	LMM (March Rental)	\$280	\$1290

- Total \$1290 is as of 5/5/17 does not include \$1002.92/ month from GCSCC; \$2010/ month from LWCCCC; April LMM rental of \$210 that was invoiced on May 1st; ASP program revenue; or Town of Woodstock revenue.