

LINCOLN BOARD OF SELECTMEN

APPROVED

MEETING MINUTES

JUNE 19, 2017 – 5:30PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

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

Excused: Vice-Chair Tamra Ham

Staff Present: Town Manager Butch Burbank & Administrative Assistant Jane Leslie.

Public Present: Ron Beard, Tammy Gionet-Dutilly, Debbie Celino, Jim Welch & Dave Beaudin

I. CALL TO ORDER

O.J. Robinson called the meeting to order at 5:43 pm.

II. REVIEW AND APPROVAL- MINUTES OF THE PREVIOUS MEETING

MOTION: “To approve the meeting minutes of June12, 2017 as amended.”

Motion: OJ Robinson **Second:** Jayne Ludwig **Motion carries.**

MOTION: “To approve the non-public meeting minutes of the June 12, 2017 Board of Selectmen’s meeting as amended.”

Motion: OJ Robinson **Second:** Jayne Ludwig **Motion carries.**

MOTION: “To approve the meeting minutes of June12, 2017 as amended.”

Motion: OJ Robinson **Second:** Jayne Ludwig **Motion carries.**

III. OLD/NEW BUSINESS

Town Managers Report

Public Works Department Update:

- Two (2) river intake water pumps have failed (electrical motor components) and have been pulled and now being refurbished. Pumps will hopefully be ready (at least one (1) pump) by July 4th. Water Plant Operator, Dave Beaudin added that these pumps are located down by the river and were both rebuilt in 2006. He also added that we have the Loon Pond to rely on if needed for backup. Beaudin noted that the life expectancy of a new water pump is anywhere from 11-13 years.
- Ongoing building construction of the garage at the Kanc Rec area. The Public Works Crew has been using the Fire Department’s old ladder truck to place the trusses on the garage and saved the town the expense of renting a crane.
- Prepared the area at the Library where the gazebo will be placed.
- Dug and poured sono tubes at the community center for the new pavilion that was built (Rotary project).
- Ongoing line striping; crosswalks have been completed, and they are now working on parking stalls, *No Parking* stencils, and bike stencils.
- New *Stop Signs* to be put up next week on Pollard Road.

- Loon area road construction including ditch work, water service and drainage is complete. Road work began this week (ditching, raising manholes & asphalt binder coat).
- Hanson Farm Road project was halted for a few days due to issues with the gravel (did not meet State standards, but has been resolved).
- Levee work well under way. Coleman has not received the driveway permit (off 112), however, Town Manager Burbank will be meeting with Councilor Kenney and DOT Commissioner, Sheehan on June 20th and will discuss this matter. Burbank asked the board if he should bring up traffic issues/concerns with the Commissioner. Chairman Robinson suggested he ask in broad terms about the possibility of adding roadside parking along the east end of Main Street and see what their thoughts are.
- Ongoing grass cutting and aerating of ball fields.
- Soon to begin mowing ski slope and airport.
- When time allows, will begin building shelves at the Town's Union Bank vault.

Bypass Stakeholders Meeting:

Town Manager Burbank has contacted Dennis Ducharme, Paul Bartlett and Rick Kelley to coordinate availability to meet with the board and discuss the traffic study. Chairman Robinson suggested that this meeting take place on July 10th at 3:30. The board can then have a brief Board of Selectmen meeting at 4:30 pm, and later attend the NHMA Budget Law seminar at 5:00 pm.

Insurance Update:

The private sector insurance companies mandate towns to have *downstream property damage coverage* (Primex does not require) which takes approximately 30-60 days for attorneys to write a binder (\$20,000. savings to the town) and would have exceeded the town's July 1st deadline. Burbank signed on for one (1) additional year (July 1, 2017 – July 1, 2018) with Primex, and will resubmit requests for quotes next year, and allow more time to do so. Burbank added that he will be seeking quotes for lower workers compensation premiums between now and September as well.

Mountain View Condo

Town Manager Burbank has reached out to the condo board to schedule an onsite meeting and has not heard back. Robinson suggested the town proceed and schedule a date for the meeting and see how many members will be able to attend. Burbank is expecting to meet with Town Engineer, Ray Korber on Wednesday (June 21st) and Public Works Director Hadaway to visit the Mountain View Condo and spray-paint the *property line* and the *sidewalk* for a visual representation of the proposed project. Chairman Robinson recommended scheduling a meeting for June 26th at 3:00 pm in front of the Mt. View Condo

RPPC Budget

Chairman Robinson and Town Manager Burbank have reviewed the budget for the Riverfront Park and recommend taking the next step, which is to contract and pay for phase II for the Skate Park and parking lot (\$15k-\$20k) which will come out of the operating budget. Selectman Ludwig asked if this cost included the groundbreaking for the skate park, or will the money the fundraising committee raised be paying for that. Town Manager Burbank responded that the town will be clearing the trees and making the lot "buildable," however, the site work for the skate park will be paid out of their funds.

Community Center Building

Chairman Robinson reviewed anticipated capital expenses over the next ten (10) years:

- Second boiler does not work and needs to be replaced.

- Bathrooms will need five (5) auto-flush toilets.
- Kitchen nine (9) burner stove with dual ovens will need to be replaced within the next ten (10) years (original stove from when community center was built).
- Electric may be put underground rather than to pole in the middle of the driveway (needs research).
- Floor will need to be replace in the 'old section' of the community building.
- Re-siding on the old portion of the building (brick needs to be re-pointed).
- Walls need insulation.
- Roof needs to be replaced as soon as possible (Public Works Director Hadaway working on cost estimate).

Robinson suggested the town make Woodstock aware of these long/short term repairs, and discuss whether or not to include in our operating budgets, or, form a non-lapsing fund for the community center, or, each town has its separate CIP and fund it accordingly.

NHMA Budget Law Presentation

Selectman Ludwig is working with NHMA to schedule a presentation for the Budget Committee tentatively set for Monday, July 10th at 5:30 pm. Chairman Robinson suggested the Board of Selectmen attend this presentation as well, and the board have a quick Board of Selectmen meeting at 4:30 pm and then go right into the presentation.

Trustees of the Trust Funds

Selectman Ham had a discussion with Trust Fund Chairman, Lutz Wallem, who is requesting a budget (funding) to pay for a part-time secretary to record the Trust Fund meeting minutes.

Wastewater and Stormwater Asset Management Fund

Chairman Robinson asked Town Manager Burbank to obtain clarification from Hoyle & Tanner on the Wastewater & Stormwater Management Plan before signing the document.

ABATEMENT REQUESTS:

MOTION: "To deny the abatement request of New Hampshire Electric Coop., Inc. for property located on parcel 117-122000-00-00000"

Motion: OJ Robinson Second: Jayne Ludwig Motion carries.

MOTION: "To deny the abatement request of Eversource Energy, for property located on parcel 117-122000-00-00001"

Motion: OJ Robinson Second: Jayne Ludwig Motion carries.

MOTION: "To deny the abatement request of Fairpoint Communications/Northern New England Telephone Operations, LLC for property located on parcel 002-001000-00-00000"

Motion: OJ Robinson Second: Jayne Ludwig Motion carries.

Public Participation

Tammy Gionet Dutilly asked the board if they were going to invite Ben Clark to the traffic study discussion being scheduled in the coming weeks. Chairman Robinson said the original discussion concerned meeting with Rick Kelly, Dennis Ducharme and Paul Bartlett and if necessary they would meet separately with Ben Clark.

Dutilly questioned the board about painting a crosswalk between Maple and Church Street (discussed at a previous board meeting) which is a commonly used path, and was hoping the board would reconsider because it is a path that is well-traveled. Selectman Ludwig added that the owner of the private property that the path crosses was aware of this discussion from previous Board of Selectmen meeting minutes and over was *not* in favor of painting this crosswalk.

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

MOTION: "To go into Non-Public Session pursuant to RSA 91-A: 3II (review sealed minutes.)

Motion: O.J. Robinson Second: Jayne Ludwig Motion carries.

The Board went into non-public session at 6:40 pm.

MOTION: "To re-enter public session."

Motion: OJ Robinson Second: Jayne Ludwig Roll call vote was all in favor.

The Board came back into public session at 7:10 p.m. and made the following motions:

MOTION: "To re-seal the meeting minutes of November 26, 2001; May 27, 1997, and June 9, 1997 (cassettes)." "

Motion: OJ Robinson Second: Jayne Ludwig Motion carries.

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and May 14, 1997
JS

VI. ADJOURNMENT

With no further business to attend to, the Board made the following motion.

MOTION: "To adjourn."

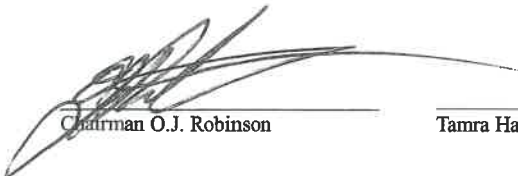
Motion: OJ Robinson Second: Jayne Ludwig All in favor.

The meeting adjourned at 7:15 p.m.

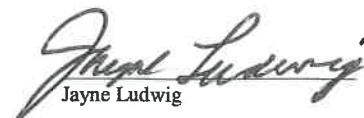
Respectfully Submitted,

Jane Leslie

Approval Date 6/24/2017


Chairman O.J. Robinson

Tamra Ham


Jayne Ludwig

June 19, 2017
Board of Selectmen's Meeting
Please PRINT Legibly

(Print Name)

(Sign Name)

Tammy Gower Doherty

Tammy Gower Doherty

Jim Welsh

Jim Welsh

Debbie Celino

Debbie Celino

