

LINCOLN BOARD OF SELECTMEN
MEETING MINUTES
JULY 24, 2017 – 4:30PM
LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

APPROVED

Board of Selectmen Present: Chairman O.J. Robinson, Selectmen Jayne Ludwig & Tamra Ham.

Staff Present: Town Manager Butch Burbank, Chief Ted Smith, Public Works Director, Nate Hadaway, Fire Chief Ron Beard & Administrative Assistant Jane Leslie.

Public Present: Roger Harrington, Paul Beaudin, Debbie Celino, Jim Welsh, Tammy Gionet-Dutilly, Spencer & Nicole Kelley, Dave Beaudin & Justin Roshak

I. CALL TO ORDER

Chairman Robinson called the meeting to order at 4:30 pm.

The Board of Selectmen met at the residence of Ms. Ester Huot and presented her with the replica *Boston Cane* in recognition of being The Town of Lincoln's Eldest Resident.

Chairman Robinson adjourned the meeting at 4:50 pm.

II. NON PUBLIC SESSION *Pursuant to RSA 91-A:3:II(a) Personnel*

MOTION: "To go into Non-Public Session pursuant to RSA 91-A: 3II (a) *The dismissal, promotion or compensation of any public employee, or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

Motion: Tamra Ham **Second:** Jayne Ludwig **Recused:** OJ Robinson **Motion carries**

The Board went into non-public session at 5:30 pm.

MOTION: "To re-enter public session."

Motion: Tamra Ham **Second:** Jayne Ludwig **Motion carries**

The Board came back into public session at 6:19 p.m. and made the following motion:

MOTION: "To seal the Non-public meeting minutes of July 24, 2017."

Motion: Tamra Ham **Second:** Jayne Ludwig **Motion carries**

III. REVIEW AND APPROVAL- MINUTES OF THE PREVIOUS MEETING

MOTION: "To approve the meeting minutes of June 26, 2017 as presented."

Motion: Jayne Ludwig **Second:** OJ Robinson **Abstained:** Tamra Ham **Motion carries.**

MOTION: "To approve the non-public meeting minutes of the June 26, 2017 Board of Selectmen's meeting as presented."

Motion: Jayne Ludwig **Second:** OJ Robinson **Abstained:** Tamra Ham **Motion carries.**

MOTION: “To approve the meeting minutes of July 10, 2017 as amended.”

Motion: Tamra Ham Second: Jayne Ludwig Motion carries.

MOTION: “To approve the non-public meeting minutes of the July 10, 2017 Board of Selectmen’s meeting as presented.”

Motion: Tamra Ham Second: Jayne Ludwig Motion carries.

IV. SPENCER & NICOLE KELLEY *Board Discussion*

The Kelley’s appeared before the board to discuss the ongoing basement flooding issues they have been experiencing at their home on Mansion Hill Drive since 2011, resulting from the inefficient culvert on Pollard Road and its incapacity to hold torrential rains. The most recent flooding occurred during a torrential downpour on July 1st while they were away on vacation, at which time a family member contacted the Lincoln Fire Department to assist in pumping out the water in the basement. The Kelley’s took a moment to express their gratitude and thanks to the Lincoln FD who had assisted the family all three times with their flooding disasters and clean-up. The Kelley’s emphasized they have suffered thousands of dollars in material and structural loss, as well as emotional stress and was appealing to the town to assist in remedying this chronic flooding issue which is destroying their property and peace of mind.

At this time, Nicole Kelley presented the board with several photographs of damages sustained from the flooding events over the years, so the board could better understand the depth of destruction caused by the flooding. Town Manager Burbank added that the two (2) 36” culverts that go under the community center parking lot are not large enough to carry the water that is now coming off of the hillside. Public Works Director Nate Hadaway has had discussions with Ray Korber, the Town Engineer who has viewed the original Provan & Lorber plans for the culvert when it was originally put in, and noted that whoever installed the culvert did *not* do it according to plan. Selectman Ludwig asked if we had a total price to repair the culvert, and Public Works Director Hadaway responded that the approximate cost would be \$500K.

Town Manager Burbank requested authorization from the Board to engineer the project according to today’s standards and begin the process as soon as possible. The town had addressed this problem after the last flooding event occurred by cutting trees and clearing vegetation, but it obviously was not adequate enough. The board was all in agreement that this issue has been going on long enough and it is the town’s duty to remedy this problem.

Paul Beaudin suggested the Board put a moratorium on any further building at Forest Ridge due to the emergency situation. He also suggested the town do a special assessment on Forest Ridge because the problem is emanating from the development, and this could possibly help alleviate some of the costs and expenses associated with the project. Mr. Beaudin also does not feel the town should have to pay for water issues/repairs that are being created by the development and Forest Ridge should assume some culpability.

Chairman Robinson suggested Ray Korber go up to Forest Ridge to view the current retention ponds to verify if they are working as designed, which would give the town just cause for imposing a moratorium on further building.

Tammy Gionet-Dutilly commented that she recalls many years ago there was a brook that was running from across the street to the east side of her neighbor’s driveway, and welcomed the board to walk her property to view the path of the brook and a PVC pipe that can be seen in the woods.

Jim Welsh noted that the culverts have a least three “S” turns that are contributing to the back-up of the culverts from Pollard Road to East Spur Road

The Board expressed their apologies and assured the Kelley's that they will rectify this problem as soon as possible and thanked them for attending the meeting.

V. OLD/NEW BUSINESS

Town Manager's Report

Hanson Farm Road Project

Town Manager Burbank informed the board that the project is coming along well with several drainage issues pending that will be addressed during the final coating of asphalt.

Pollard Road Sidewalk Informational Meeting

Town Engineer, Ray Korber has the final set of sidewalk plans complete and an informational meeting has been scheduled for Thursday, July 27th at 5:30 pm. The meeting has been announced on the town website and posted around town, and the police department is doing a reverse 911 call to the public as well as posting on the electronic sign that will be posted on Main Street.

Land and Water Conservation Fund (LWCF) Grant for Riverfront Park

The Board reviewed and discussed the LWCF Grant that may provide funding up to \$200,000 with a 50% matching share of total project costs (some can be in-kind) for projects started in 2018. The grant is intended to preserve and enhance opportunities for public outdoor recreation. The *Intent to Apply* form must be submitted by August 11, 2017 detailing what aspects of the Riverfront Park project the money would be used for. The Board agreed that the environmental study, parking, bathrooms, boat launch, bike and walking trails were all important aspects of the park project.

Department of Transportation Meeting and Crosswalk Discussion

Town Manager Burbank met with D.O.T. officials on Friday, July 21st to discuss the various crosswalks/crosswalk lighting throughout the town. D.O.T. officials expressed some concerns with the current lighting of certain sidewalks, as well as the posted speed limits around town. Crosswalks in high-speed roadways have a potential for higher volume of accidents. D.O.T. applauded Lincoln for having this discussion and seeking a solution to our crosswalk concerns. Chairman Robinson asked if the town has the right to move crosswalks as they see fit, and Burbank responded that we would need the state's permission to move any crosswalk. The cost to light one (1) crosswalk is approximately \$100K, and there are solar lighting options that are more cost effective.

Board of Selectmen Email Addresses

The Board of Selectmen will each have their individual email addresses that run off of the town server, and allow access through their personal electronic devices of their choice.

OLD/NEW BUSINESS

Code Enforcement Officer

Selectperson Ludwig recommended that the Board look into creating a position for a part-time Code Enforcement officer who will oversee that all town ordinances are being followed, particularly with the growth of infrastructure and feels it is important that everyone is abiding by the rules for health and safety concerns. Town Manager Burbank noted that Fire Chief Ron Beard has been fulfilling many of the obligations and responsibilities of a Code Enforcement Officer in addition to his Fire Department and Health Officer duties, and recommended to the Board that we would need to hire additional staff to oversee the responsibility of enforcing Lincoln's ordinances and code violations. Selectman Ham added that many of the violations in town are being

addressed by Chief Beard who has done an amazing job at cleaning up nuisance dumpster violations and educating local business owners. Selectman Ham also noted that Town Hall staff is stretched thin as it is, and there are simply not enough people to get all of the projects and business done and cannot add anymore to the mix.

4th of July Parade

Selectman Ham wanted to acknowledge State Representative Bonnie Ham who has been lining up and organizing the July 4th Parade for 40+ years (since 1976). Selectman Ham questioned what happened with the fireworks display this year as she received numerous complaints about the show and lack of visibility. Town Manager Burbank explained that the money budgeted for the celebration is below industry standards, and resulted in smaller mortars that would not extend the 200' necessary for bystanders to see from Main Street. Those participants who viewed the display from a higher altitude were able to see the full display. Burbank added we either change the shoot site to a different location or budget more money for a larger mortar. Chairman Robinson suggested the budget committee consider revising the amount of money allocated for this event and consider increasing the dollar amount.

Public Participation

Rodger Harrington asked if D.O.T. discussed installing a traffic light outside of the school to slow traffic down during school hours. Town Manager Burbank said that this is one of the items on their list

Paul Beaudin asked Chief Beard if he could put a cup or container under the fire truck over at the Kanc so that oil does not spill from the truck onto the ground.

Tammy Gionet-Dutilly asked the Board how the Levee Project was coming along. Chairman Robinson explained that the crew is making great progress and moving along much smoother now that they are able to access the site through the 112 entrance.

Chief Smith reminded the Board and public that National Night Out will be Tuesday, August 1, 2017 and donations from local businesses have been generous this year. Selectman Ham expressed thanks and gratitude to the Hobo Railroad for sponsoring the event for the second year in a row.

Selectman Ludwig asked Town Manager Burbank if he spoke with the school about obtaining a permit through the town office for any raffle events that are planned. Burbank has contacted the school and informed them of the process for obtaining raffle permits and said they now understand the process.

MS-535 Financial Report of the Town Budget

The Board reviewed the MS-535 report for the Department of Revenue Administration and made the following motion:

MOTION: "To sign the MS-535 as written."

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

VI. NON PUBLIC SESSION *Pursuant to RSA 91-A:3:II(b), personnel, review sealed minutes, DES Settlement Agreement, the Landing update, LSMP settlement and the union contract update.*

MOTION: "To go into Non-Public Session pursuant to RSA 91-A: 3II (b)

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

The Board went into non-public session at 8:30 pm.

MOTION: "To re-enter public session."

Motion: Tamra Ham

Second: Jayne Ludwig

All in favor.

The Board came back into public session at 9:05 p.m. and made the following motions:

MOTION: "To un-seal the meeting minutes from February 2, 2004."

Motion: Tamra Ham

Second: Jayne Ludwig

All in favor.

MOTION: "To re-seal the meeting minutes from October 7, 2002; September 30, 2002 and June 24, 2002."

Motion: Tamra Ham

Second: Jayne Ludwig

All in favor.

VII. ADJOURNMENT

After reviewing the weekly payables and with no further business to attend to, the Board made the following motion.

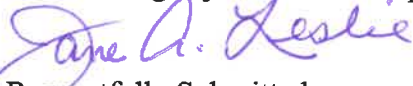
MOTION: "To adjourn."

Motion: Tamra Ham

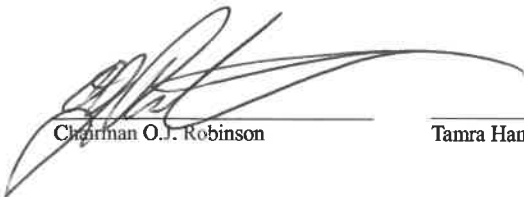
Second: Jayne Ludwig

All in favor.

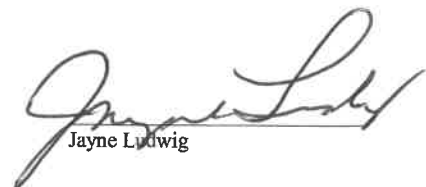
The meeting adjourned at 9:07 p.m.


Respectfully Submitted,
Jane Leslie

Approval Date 8 / 21 / 17


Chairman O.J. Robinson

Tamra Ham


Jayne Ludwig

