

LINCOLN BOARD OF SELECTMEN

APPROVED

MEETING MINUTES

AUGUST 7, 2017 – 5:30PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

Board of Selectmen Present: Chairman O.J. Robinson, Selectman Tamra Ham

Excused: Jayne Ludwig

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

Public Present: Joel Bourassa, Roger Harrington, Paul Beaudin, Debbie Celino, Jim Welsh, Dave Beaudin, Tammy Gionet-Dutilly and Cindy Rineer

I. CALL TO ORDER

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

II. REVIEW AND APPROVAL- MINUTES OF THE PREVIOUS MEETING

MOTION: "To approve the meeting minutes of July 24, 2017 as amended."

Motion: OJ Robinson **Second:** Tamra Ham **Motion carries.**

MOTION: "To approve the non-public meeting minutes of the July 24, 2017 Board of Selectmen's meeting as presented."

Motion: Tamara Ham **Second:** OJ Robinson **Motion carries.**

The Meeting Minutes of July 27, 2017 and Non-Public Minutes of July 27, 2017 will be approved at the August 21, 2017 meeting.

III. ROTARY CLUB INITIATIVE PROPOSAL *Discussion with Joel Bourassa*

Rotarian member Joel Bourassa addressed the Board proposing the Lincoln-Woodstock Rotary Club adopt the Penstock Trail with the Board's permission, to maintain and add historic markers along the winding path that describes the rich history and significance of what the Penstock Trail represented to the town and its residents historically. Mr. Bourassa explained he is the grant writer for the Rotary Club and feels he can obtain special grants to work with the Historical Society and Library programs to obtain historical facts about the trail that can be written on placards that would align the trail. Chairman Robinson asked for clarification on what part of the trail Mr. Bourassa was referring to, and he explained it would be from the Forest Ridge entrance to Loon Mountain. Town Manager Burbank asked what the maintenance would entail, and if they would be maintaining the railings. Mr. Bourassa said they would clip the overgrown bushes and rake the leaves that contribute to slipping hazards, as well as cleaning up the garbage. He also feels this would be a terrific project for Lin-Woods Interact Group. Chairman Robinson added that the town would continue to maintain and stain the railings and if at any time the Rotary chose to take over that would be fine. The Board thought it was a terrific idea and made the following motion:

MOTION: "To give the Lincoln-Woodstock Rotary Club permission to use and maintain the Penstock Trail and erect historical plaques along the trail, and to communicate to the Town of Lincoln prior to erecting the plaques."

Motion: Tamra Ham **Second:** OJ Robinson **Motion carries**

IV. OLD/NEW BUSINESS

Town Manager's Report

Office Staff Update:

Fire Chief Ron Beard has moved out of the Public Works Department and now holds the official title of Code Compliance Officer. Ron will be working out of the rear office at Town Hall in addition to holding the post of Fire Chief and Health Officer. Ron will be working closely with Carole Bont (Planning Administrator) and catching up on backlog/inspections and enforcing town ordinances and codes. The Town has also hired a Planning Board/ZBA meeting minute taker (Ellyn Gibbs) and possibly Select Board minutes down the road. The vacant Office Assistant position has also been filled by Shannon Paine of North Woodstock, and she will be trained to assist Helen in payroll and as Johnna Hart's Deputy Town Clerk. Shannon will also work as a receptionist and assist with general clerical duties in the office.

Pollard Road Culvert Update:

A much larger culvert has been installed on Pollard Road near the Community Center to remedy the drainage issues that have been occurring after severe rainfall events. The Department of Public Works crew completed this project in record time (a little over a week) and this will take care of the drainage issues affecting the area, particularly the Kelley's residence on Mansion Hill. Town Manager Burbank gave kudos to the DPW and Lincoln Trucking for doing such a great job.

Public input on the mission of Lincoln/Woodstock Recreation Department:

Sarah Beaudin requested a meeting with Town Manager Burbank and Recreation Director Tara Tower to address some issues and concerns she had with the Lincoln-Woodstock Recreation Program. Ms. Beaudin did not feel there was enough emphasis on "team sports" and that coaching was lacking adequate "skill building" techniques with the youth. She also felt the children were not gaining the skill sets necessary to take them into grade school and high school athletics. Town Manager Burbank explained that he was not clear if the role of Recreation Departments per se typically entails sponsoring team sports and athletic skill building programs, however suggested (with the Board's approval) that the town sponsor a few public forums this fall before the start of budget season to see if both Lincoln and Woodstock residents would support this change within the Recreation Department and what the residents envision for the future of the Recreation Department.

Selectman Ham explained that this has been an ongoing conversation with the Rec. Department over the years and feels this all has to do with the budget, and if we are seeking a higher level of coaching beyond what the volunteers can offer, then we will have to hire professional coaches. In years past, when the discussion came up about hiring professional coaches for the elementary kid's programs, the residents had agreed to stick with volunteers and keep it a local recreation department. Selectman Ham noted that the Recreation Department does a wonderful job with the athletic programs that they offer and volunteer coaches.

Chairman Robinson explained that he is very pleased with the Recreation Department's goals and the programs initiatives that they presently offer which promotes team effort, respect & getting along with each other, however, if there is a large enough demand from the community to make the program's focus more on training than recreation, he would want to know the costs associated with this transition. Robinson also noted that he does *not* want the Board of Selectmen to be the ones to spearhead this effort, but rather the individuals in the community who are interested in pursuing this change. Town Manager Burbank asked Robinson if he would like Recreation Director Tara Tower to be the one to

Manager Burbank asked Robinson if he would like Recreation Director Tara Tower to be the one to organize the friendly discussion concerning the future goals of the Recreation Program. Robinson explained that he does *not* want Tara to lead these efforts, but rather to act as the town's "liaison" once the discussion has been initiated by the residents. Robinson also reminded everyone that this discussion to change the programs philosophy and budget must include the town of Woodstock as well, as they fund 50% of the Recreation Department. (Town Meeting)

Work station in the Conference Room

There is now a fully operable work station in the front of the conference room which will make it easier for the board and guests to conduct business and presentations.

Beechwood Road Punch List

Project is nearing completion and the remaining punch list items should be wrapped up in the coming weeks.

Hanson Farm Road Project Status:

This project is also working on its punch list and will be nearing completion soon.

Pollard Road Sidewalk Update:

Notice requesting bids will posted in the paper next week. There will be a 2-3 week time frame to submit bids. In the meanwhile an arborist is being contracted to cut and remove trees, move flower gardens etc.

C.I.P. Schedule:

C.I.P. meetings will begin this month and the schedule has been emailed to all Department Heads and Selectmen.

Riverfront Park Recreation Grant

Rec. Director Tara Tower has been communicating with Ray Korber to get certain information necessary to submit the Letter of Intent by the August 11th deadline.

National Night Out

Chief Smith informed the Board that everything went well and gave kudos to Town Manager Burbank for volunteering to sit in the Dunk Tank. The crowds did not appear to be as big as last year, but this may be due to the event covering a larger portion of the Hobo Railroad this year. The total car count this year was between 250-260 vehicles (about the same as last year). Smith also noted that local businesses donated a record number of food and gift items this year, and the Police Department will be planning another event next year. This Thursday the Police Department will be sponsoring a "Thank You BBQ" for all of the volunteers who worked to make this night possible.

Flume Bike Path

Chairman Robinson noted that bicycles are riding out from the bike path at the Flume at a high rate of speed, on the wrong side of the road and creating a hazard. Robinson asked if there was any way we could paint bright white arrows that direct cyclists to cross over the road and ride on the right side of the roadway. Chief Smith said he would speak with Nate Hadaway to see what can be done. Robinson also suggested that the PD reach out to the local bike rental vendors and ask them to remind their customers to ride with the traffic on the correct side of the roadways.

Public Participation

Cindy Rineer asked the Board if there were any intentions on painting the word "STOP" at the new signs on Pollard Road and Church Street because vehicles are still driving through the signs without stopping. Town Manager Burbank said he will speak with Nate about painting STOP on the road to assist in enforcing vehicles to stop.

Jim Welsh asked if cars were going to be allowed to park in front of Kathleen and Dolores's home on the corner of Pollard Road and Church Street. Town Manager Burbank said he would speak with Nate about having signs made that say "No Parking from Here to Corner" and have them posted in front of their home.

Paul Beaudin commented to the Board that last week (Wednesday) when the Solid Waste Facility was closed he was at Tedeschis Market and witnessed a member of the community enter the transfer station to dispose of C&D material. He asked the Board if they authorized this to take place on a day when the transfer station was closed. Town Manager Burbank responded that he was the one who authorized this, as it was a special circumstance and a licensed attendant was present at this time. Mr. Beaudin explained to the Board that no attendant was present and the gate was "dummy locked." The policy is set by the Solid Waste Board and stipulates that the transfer station is closed on Wednesday, and Mr. Beaudin felt it was a terrible breach to allow one person to access the facility when it is closed to the public.

The Selectmen responded that they were not aware that this took place, and noted that there was no issue as far as they were concerned if a licensed operator was aware and allowed access to the facility.

Tammy Gionet-Dutilly asked the Board if the Town owned a drone that was out taking aerial photographs of the drainage because there was one hovering over her home for an extensive amount of time, and she also asked what the rules and regulations were (if any) on operating drones in residential neighborhoods (required to be licensed or registered). Chief Smith explained that regulations are minimal when it comes to operating drones, and restrictions would only apply to larger, heavier drones. Chief Smith said he would reach out to surrounding towns to see what their rules and restrictions are with flying drones.

Roger Harrington asked the Board if Town Engineer Ray Korber has been over to his property to view the hydrant that is going to be moved. Town Manager Burbank explained that the project must first go out to bid, and then a lot of this work will be addressed. Chairman Robinson also added that the work being planned for Mr. Harrington's property is noted in the meeting minutes from the previous meeting and Ray Korber will be able to refer to them as well.

Paul Beaudin wanted to further discuss with the Board the incident that occurred at the Solid Waste facility and asked the Board if they were okay with the Town Manager setting policy on when certain individuals can access the facility without an attendant present. Chairman Robinsons stated he was not commenting, and Selectman Ham stated that she trusts both Butch's and Nates judgement.

Chairman Robinson read a complaint filed from resident Vincent Zibelli concerning excess sand on the sidewalks from the Legion down to the Hobo which makes it hard to walk and a hazard. Town Manager Burbank said we would check it out.

Letter received from Alvin Nix, Attorney representing Paul & Jeanne Beaudin's concerns with the Town's proposed overflow parking area at the Kanc Rec Facility, which abuts Paul and Jeanne's land.

Chairman Robinson read a notice concerning the retirement of White Mt. National Forest Supervisor, Tom Wagner notice and an invitation to an Open House event hosted by the AMC on August 18th from 2:00 pm 5:00 pm.

Chairman Robinson summarized a letter received that the board from NH Electric Cooperative Inc. (NHEC), concerning property tax appeals that NHEC will be withdrawing from (*see attached*).

VI. NON PUBLIC SESSION *Pursuant to RSA 91-A:3:II(b), Potential Litigation and review sealed meeting minutes from December 8, 2014; January 26, 2005, February 22, 2010 and June 1, & September 15, 1994.*

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

Motion: OJ Robinson

Second: Tamra Ham

Motion carries.

The Board went into non-public session at 6:24 pm.

MOTION: "To re-enter public session."

Motion: OJ Robinson

Second: Tamra Ham

Motion Carries.

The Board came back into public session at 6:45 p.m. and made the following motions:

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

Motion: Tamra Ham

Second: OJ Robinson

Motion Carries.

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

Motion: Tamra Ham

Second: OJ Robinson

Motion Carries.

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: OJ Robinson

Second: Tamra Ham

Motion Carries.

The meeting adjourned at 6:50 p.m.

Respectfully Submitted,

Jane Leslie

Approval Date

9 / 18 / 2017

Chairman O.J. Robinson

Tamra Ham

Jayne Ludwig

August 7, 2017
Board of Selectmen's Meeting
Please PRINT Legibly

Debbie Celino

(Print Name)

Roger Harrington

Cindy Rineer

Jim Welsh

Larry Grant Dutilleul

Debbie Celino

(Sign Name)

Roger Harrington

Cindy E. Rineer

Jim Welsh

Larry Grant Dutilleul

