

**LINCOLN BOARD OF SELECTMEN  
MEETING MINUTES  
OCTOBER 23, 2017 – 5:30PM  
LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH**

**APPROVED**

---

**Board of Selectmen Present:** Chairman OJ Robinson, Vice Chair, Tamra Ham and Selectman Jayne Ludwig

**Staff Present:** Administrative Assistant Jane Leslie & Chief Ron Beard

**Public Present:** Debbie Celino, Jim Welsh, Roger Harrington, Dave Beaudin, Tammy Gionet-Dutilly & Edna Dutilly.

---

## **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 October 16, 2017 as amended.”**

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

**MOTION: “To approve the Non-Public meeting minutes of October 16, 2017 as presented.”**

**Motion:** Tamara Ham      **Second:** Jayne Ludwig      **Motion carries.**

---

## **III. OLD/NEW BUSINESS**

### **National Night Out (NNO) Acceptance of Funds**

Chairman Robinson explained to the Board that the NNO committee raised approximately six thousand dollars (\$6,000) for the NNO event, and spent approximately five thousand dollars (\$5,000) in expenses related to the event, leaving a little under one thousand dollars (\$1,000) in the non-lapsing fund to go towards next years activities. The Board reviewed the expenditures for the event and made the following motion:

**MOTION: “To accept the sum of six thousand seven dollars and thirty-eight cents (\$6,007.38) from funds raised for National Night Out. These funds are to be used for expenses incurred for National Night Out (NNO) with any balance left to be non-lapsing.”**

**Motion:** OJ Robinson      **Seconded:** Jayne Ludwig      **Motion carries**

### **Tax Rate**

Board members have each met and reviewed the tax rate breakdown with Finance Officer, Helen Jones, and this year’s Town tax rate will be increased by \$0.11 cents. The County tax rate will decrease by \$0.11 cents, and the School tax (combined local/state education) will be up \$0.22 cents, making the overall tax rate \$0.22 cents ahead of last year which amounts to \$13.41 per \$1,000 for the 2017 tax rate which has been submitted to the State of New Hampshire. The unexpended fund balance is approximately \$1,000,000.00 (one million dollars).

### **NHMA Conference**

The NH Municipal Conference is scheduled for November 15<sup>th</sup> & 16<sup>th</sup> at the Radisson Hotel in Manchester. All three (3) selectmen will be in attendance on Thursday (11/16/17).

---

### **Chamber of Commerce Annual Dinner**

The Chamber's Annual Dinner is being held at the Indian Head Resort on Wednesday, October 25, 2017. As members of the Chamber, the Board is able to attend the dinner for a \$40. per ticket fee.

### **Sign Enforcement Update**

Chief Beard updated the Board with his enforcement efforts by visiting local businesses and providing them with reminders of the Sign Enforcement ordinance. Additionally, establishments posting signs without first acquiring proper permitting documents have been following up with Town Hall and completing the formal document process to bring them into compliance. This continues to be a work in progress.

### **Mountain View Condo Sidewalk Easement**

Selectman Ham asked if there was any update on the sidewalk easement from Mountain View Condos. Administrative Assistant, Jane Leslie informed the Board that a *new* easement for the Pollard Road Sidewalk project was signed on October 20, 2017. Easement states: *"The crosswalk is defined as a non-raised path that is either painted or installed with pavers flush with the adjacent street and parking area surfaces and is further defined as having no raised curb and therefore mountable and non-raised and shall be installed to the limits as shown. A sidewalk will be installed in the area adjacent to the westerly end of the property..."*

### **Department of Public Works Equipment Operator/Head snowmaker**

The Town of Lincoln hired Zachary Vigneault for the equipment operator (full-time) position. Jake Belanger has been hired as the full-time seasonal snowmaker (previously held by Dave Dovholuk). The town received many qualified applicants and is thankful to all who applied.

---

### **Town Manager's Report**

*There was no Town Manager's report this week. Town Manager Burbank was attending the ICMA Conference.*

### **Public Participation**

Jim Welsh asked the Board what type of material was going to be used for the crosswalk in front of the Mountain View Condos. Chairman Robinson was not certain, but thought they would align it with what is there. Chairman Robinson noted that based on previous discussions when it was decided to eliminate the raised sidewalk in front of the Mountain View complex, it was decided that it would be painted and not re-paved.

Roger Harrington asked the Board if anything was going on with the light in front of the school to slow traffic down during school hours. Selectman Ludwig asked who was responsible for the costs associated with repairing/changing the light in front of the school (town or school). The Board was not sure, because this is also a state road and decided that they will address this further with Town Manager Burbank next week.

---

### **V. NON PUBLIC session Pursuant to RSA 91-A:3:**

*The Board did not have any business to go into Non-public session.*

## VI. 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**

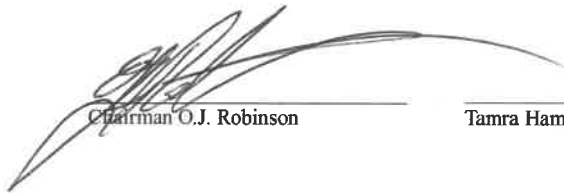
**Second: Tamra Ham**

**Motion carries.**

The meeting adjourned at 6:30 p.m.

Respectfully Submitted,  
Jane Leslie

Approval Date 11 / 06 / 2017



Chairman O.J. Robinson

Tamra Ham



Jayne Ludwig

**October 23, 2017**  
**Board of Selectmen's Meeting**  
**Please PRINT Legibly**

Roger Harrington  
(Print Name)

Debbie Celino

Jim Welsh

Tammy Gionat Dutilly

Edna Dutilly

Roger Harrington  
(Sign Name)

Debbie Celino

Jim Welsh

Tammy Gionat Dutilly

Edna Dutilly