

LINCOLN BOARD OF SELECTMEN

APPROVED

MEETING MINUTES

NOVEMBER 13, 2017 – 5:30PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

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

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

Public Present: Roger Harrington, Jim Welsh, Debbie Celino, Taylor Beaudin, Dave Beaudin and Steve Noseworthy

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 November 6, 2017 as amended.”

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

Abstained: Tamra Ham

MOTION: “To approve the Non-public meeting minutes of November 6, 2017 as presented.”

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

Abstained: Tamra Ham

III. ACCEPTANCE OF SENATE BILL 38 HIGHWAY BLOCK GRANT

We, the Board of Selectmen for the Town of Lincoln held a public hearing on November 13, 2017 to accept \$31,043 (thirty-one thousand forty-three dollars) from Senate Bill 38 Local Highway Aid. These funds are to be used for local infrastructure projects and are non-lapsing.

Chairman Robinson explained that every year the budget contains a line item for the *Highway Block Grant* which does not require it to be discussed in public because it is already part of the budget, however, this item was part of a separate bill (not part of town budget) that passed this year adding additional monies to the program along with a separate set of restrictions requiring a public hearing for the formal acceptance of the funds. Robinson went on to explain that the funds can only be used for the construction, reconstruction, and maintenance of each municipalities Class IV and Class V roadways. The intent is that the money be utilized for local roads (i.e., not used to build a new library or school or to purchase a fire truck).

Selectman Ham made the following motion:

MOTION: “To open up the hearing for public comment.”

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

Jim Welsh asked if the funds could be used for repairs to West Street. Town Manger Burbank responded that the money could be used for repairs to West Street because even though there is funding in the CIP, we have not signed a contract to begin any work on that street (only engineering) at this time.

Upon conclusion of public comments and no further discussion amongst the Board, Selectman Ham

made the following motion:

MOTION: “To close the public hearing.”

Motion: Tamra Ham Second: Jayne Ludwig Motion carries.

Chairman Robinson made the following motion:

MOTION: “To accept Senate Bill 38 Highway Block Grant funds in the amount of thirty-one thousand forty-three dollars and thirty-four cents (\$31,043.34).”

Motion: Tamra Ham Second: Jayne Ludwig Motion carries (Approved: 3-0 Opposed: 0-0)

IV. OLD/NEW BUSINESS

Town Manager’s Report

Pollard Road Sidewalk

Town Manager Burbank updated the Board on the status of the sidewalk and noted that paving began today, however, Taylor Beaudin (Contractor - Lincoln Trucking & Excavating) informed Burbank that the asphalt plants were shutting down next week and the project was coming to a halt until next spring. Burbank added that he was impressed that the project was much further along than expected.

Drainage on Pollard Road (outside Debbie Celino’s residence)

Public Works Director Nate Hadaway was going to the property to look at the drainage and try to remedy the issue.

Kanc Garage

The door is on order for the garage (expected next week), heating needs to be finished, and the project will then be complete. Chairman Robinson asked if the bull-wheel and motor have been installed in the garage. Burbank responded that as far as he knows someone will be coming to splice the rope and make sure the alignment is set.

Hanson Farm Road and Beechwood Road

The final pay requisitions are expected this week and the projects will be complete.

New Truck – Public Works Department

The new Public Works truck has arrived, and the body and final upgrades are being installed and should be delivered shortly.

Old/New Business

FEMA Disaster Declaration (Levee)

Chairman Robinson asked if there was any news from FEMA concerning monetary relief for repairing the levee which sustained heavy damages resulting from recent rains. Burbank explained that the town is on the list for consideration and eligibility for assistance, however, the state is waiting for confirmation from FEMA now that they have met the \$30M-\$40M eligibility threshold. This process must be approved by the President, who is currently out of the country.

The Pines Retention Ponds Drainage Issue

Chairman Robinson asked if there has been any contact with Rick Elliott concerning the ongoing drainage issues from the retention ponds at *The Pines*. Town Manager Burbank noted that Town Engineer Ray Korber has reached out to Mr. Elliott and not certain if contact has been made. In the meantime, Burbank suggested the town urge Mr. Elliot to respond in writing with his plans for remedying *The Pines* drainage issues. Robinson wants it made clear that the Board is waiting for Mr. Elliott's response prior to taking further action.

Union Bank Vault Shelving

Chairman Robinson asked what the status was on the shelving that is being built for the vault the town leases from Union Bank. Burbank explained the Public Works employee, Andy Nicol is finishing up work at the Kanc garage and will then finish the shelving he is building for the vault.

Litigation - Tax Appeals

Chairman Robinson asked about the status of the litigations (three (3) summonses were served on the town) concerning tax appeals. Burbank explained that attorney Russ Hilliard would be taking over the cases due to attorney Peter Malia's conflict of interest.

Letter from Nordic Inn Management (Fire at the Nordic Inn on 9/01/17)

Chairman Robinson read the attached letter from Steve Davis, Property Manager of the Nordic Inn (see attached). Chief Beard responded that it was not only the hard work of Lincoln Fire Department, but also the mutual aid of Woodstock Fire Department and the departments in the surrounding towns. The Board congratulated Chief Beard for the good work.

Community Center Drainage Issue

Selectman Ludwig asked the Board if the town should address the ongoing flooding of the Community Center parking lot which can potentially affect the surrounding properties. Town Manager Burbank explained that at some point in time this will have to be addressed, however, this is going to be an expensive/extensive project that should have been addressed back in the nineties. This project will have to be engineered, and any future development will have to go through rigorous Planning Board review while paying close attention to storm water management (runoff and containing water on the property). This project may require an engineering study and warrant article (not part of the CIP) for an estimated \$500K-\$750K. Burbank noted to the Board that he has stepped down as the Town Planner and Carole Bont has been promoted to this position, and will be responsible for taking a long hard look at all future planning in this area whose present infrastructure is maxed. Selectman Ludwig expressed the importance of addressing this issue based on the flooding events that have occurred in recent years, and the prospects of it only getting worse as time goes on.

Solid Waste Facility Hours of Operation

Chairman Robinson reminded the Board that they will be discussing the Solid Waste Facilities hours of operation during the 2018 budget meeting and joint session with Woodstock Board of Selectmen (November 27, 2017), however, he wanted Town Manager Burbank to address comments that were made at a recent Rotary meeting. Burbank explained that to date, the town has received one (1) comment/complaint from a business owner in North Woodstock requesting the Thursday hours of operation be restored to full-time. One Woodstock Selectman has also reached out to Burbank and stated he was fine with the proposed "seasonal" schedule that would only cost the town(s) an additional \$2500. During the Rotary meeting, Woodstock Station owner Scott Rice appealed to other business owners attending the meeting to reach out to Town Manager Burbank to complain about the hours at the transfer station on Thursdays, and to request the hours be restored to a full-day service. Another Woodstock Selectman (at the Rotary meeting) commented that the public can call Town Manager Burbank (if he answers the phone). Burbank felt this was not only an inappropriate public comment, but unfounded, as

all his calls are screened through Town Hall staff, and he absolutely returns all calls that are fielded his way. Burbank went on to explain that this has nothing to do with money, but rather the winter business at the transfer station which is not a busy time and does not warrant the extended hours on Thursdays. Chairman Robinson suggests we discuss this matter further with Woodstock at the joint session, and noted that he objects to them implying that Town Hall does not answer the telephones. Selectman Ham commented that she takes exception to the fact that Lincoln always tries to be respectful of the needs and feelings of Woodstock, and they are not being thoughtful about Lincoln's feelings. Robinson also feels that Scott Rice and other Woodstock business owners should be communicating with the Woodstock Select Board about their needs and concerns just as Lincoln residents speak to Lincoln Selectmen, and when joint sessions are held between the two towns, the issue can be discussed further.

Health Insurance Committee

Selectman Ham asked for clarification on last week's discussion concerning a Health Insurance Committee. Town Manager Burbank explained that at the close of last year's budget committee talks, it was suggested that a committee be formed to explore various options for purchasing town employee health insurance benefit plans. The current insurance plan which is due to expire in July 2018, pays 100% of the employee premium, and the town will have to shop for a new plan in the coming year.

Lincoln Public Library

Selectman Ham wanted to take a moment to commend Library Director, Carol Riley and her daughter Danielle for hosting their Local Ladies Night event which she has been sponsoring for the past four (4) years. Ham said this event was a huge success and has grown over the years.

Budget Committee Meeting November 14, 2017

Selectman Ludwig (Budget Committee Selectmen's Rep.) asked the Board if they reviewed a list of items/questions presented by two (2) Budget Committee members (Cindy Rineer and Paul Beaudin), and said she was prepared for many of the items on the list that appear to be Selectmen related, however, there were a few things she was not certain about. She was going to attend the Budget Committee Meeting and get their feedback and follow up with the Board next week.

Public Participation

Jim Welsh questioned if a box culvert would remedy the drainage issue with the Community Center parking lot and allow for further development up on Mansion Hill. Town Manager Burbank explained that the original plans from the 1980's – 1990's called for a box culvert, however, a newer design may require a larger culvert, which is not certain at this time. Robinson added that the Storm Water Management Ordinance is in place to ensure that whatever development that takes place *anywhere* does not increase the runoff from *any* piece of land (more than what it is at present). Selectman Ham added that a newly engineered culvert would only fix the flooding of the parking lot (Community Center) and nothing more.

Welsh asked why the granite curbing on Pollard Road was asphalted and not concreted in. Burbank explained that it was installed according to what the engineer saw fit. Welsh also asked what would happen if a plow truck knocked the curbing out. Town Manager Burbank did not anticipate this happening, and reiterated that this was carefully reviewed by the Town Engineer and would be repaired in the event the curbing got knocked out.

Dave Beaudin wanted the board to be aware that the contractor for the Beechwood Road repair project had not returned three (3) of the four (4) fire hydrants that were removed at the onset of the road project. Upon completion of the project, these hydrants were to be returned, and Beaudin feels that there should

not be a final payout until at such time they are returned. Town Manager Burbank thanked Dave for noting this however, Public Works Director Nate Hadaway and the engineer were aware of this and taking care of it.

Roger Harrington asked when the Kanc Ski Area was going to begin making snow, and if there was enough manpower to do so. Roger was also concerned with the pumps and if they were working properly. Burbank noted that there is adequate manpower to make snow and maintain the ski area, and they will not be making snow until after December 1st. Burbank was not aware of any problems with the pumps and would follow up with Nate Hadaway to ensure everything is working properly.

VI. NON PUBLIC SESSION *Pursuant to RSA 91-A:3: II(a,e) Litigation and Personnel*

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

Motion: Tamra Ham

Second: OJ Robinson

Motion carries.

The Board went into non-public session at 6:12 pm.

MOTION: "To reconvene public session."

Motion: OJ Robinson

Second: Tamra Ham

Motion Carries.

The Board reconvened public session at 6:38 pm.

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

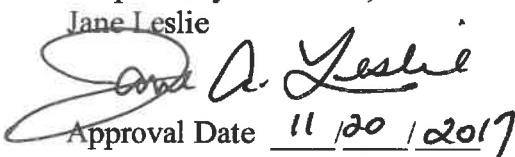
Second: Jayne Ludwig


Motion Carries.

The meeting adjourned at 6:40 pm.

Respectfully Submitted,

Jane Leslie


Approval Date 11/20/2017


Chairman O.J. Robinson


Jayne Ludwig


Tamra Ham

September 7, 2017

Board of Selectmen, Town of Lincoln, NH
Mr. Burbank, Town Manager, Town of Lincoln, NH
148 Main Street
P.O. Box 25
Lincoln, NH 03251

Re: Fire at the Nordic Inn on 09/01/2017

Dear Sirs/Madam(s),

The purpose of this letter is to both congratulate and to thank the town of Lincoln (in particular, its fire department and Chief, Ron Beard) for their phenomenal efforts and assistance to the Nordic Inn during the recent fire that occurred on 09/01/2017.

As one might imagine in a crisis situation such as we experienced on that fateful day, heroes, such as emergency responders can make all the difference in saving life, limb, and property. Thankfully, our small town employs the absolute best! For a volunteer fire department, the response time was exceedingly expedient, which because of that, helped to avoid an even worse scenario with more extensive property damage from occurring. Not only did their superb heroism and expertise work to contain the fire and minimize the damage done to units on all three floors of our building, but the Fire Chief, Ron Beard, went above and beyond to help the Nordic Inn, its staff, and the owners affected by the tragedy when the flames had cleared. We were in a dire-need predicament, where at 10 o'clock at night, the building's units affected by the fire would have been left opened to the elements because the contractor that was hired to board up the building's windows and openings did not have a lift or ladder high enough to reach the third floor unit and roof affected. That is when the Chief came to our rescue, yet again. He generously offered the use of one of the department's ladder trucks for the contractor on-site to use in order to reach that height; thus, enabling those workers to proceed with boarding up the windows and properly sealing the building. If not for the Chief's suggestion and the use of that vehicle, those units affected by the fire could have been damaged even further throughout the night.

Therefore, on behalf of the 104 unit owners and taxpayers of the Nordic Inn, we wish to commend the town of Lincoln, NH, and its emergency responders and, in particular, Fire Chief, Ron Beard, for going above-and-beyond the call of duty. We cannot thank them enough! These heroes are to be commended for the excellent work they do and for being the compassionate individuals they are, who, on 09/01/2017, went unafraid into tragedy and were more than willing to go that extra mile to those affected by it. For that, the Nordic Inn appreciates and thanks the town and its stellar fire department immensely.

Sincerely,

Steve Davis, Property Manager
Nordic Inn

November 13, 2017
Board of Selectmen's Meeting
Please PRINT Legibly

ROGER HANNINGTON
(Print Name)
STEVE NOSEWORTHY

Roger Hannington
(Sign Name)
Steve Noseworthy

Debbie Celino

Debbie Celino

Jim Welsh

Jim Welsh

