

**LINCOLN BOARD OF SELECTMEN**  
**MEETING MINUTES**  
**JANUARY 22, 2018 – 5:30PM**  
**LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH**

**APPROVED**

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**Board of Selectmen Present:** Selectmen Tamra Ham and Jayne Ludwig

**Excused:** Chairman OJ Robinson

**Staff Present:** Town Manager Butch Burbank, Chief Ron Beard, Chief Ted Smith, Finance Officer Helen Jones & Administrative Assistant Jane Leslie.

**Public Present:** Roger Harrington, Dave Beaudin and Patrick Griffin

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## **I. CALL TO ORDER**

Vice Chair Tamra Ham called the meeting to order at 5:30 pm.

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## **II. REVIEW AND APPROVAL- MINUTES OF THE PREVIOUS MEETING**

The Board postponed the review and approval of January 8, 2018 meeting minutes and non-public meeting minutes because Chairman Robinson was not in attendance, and Selectman Ludwig was absent from the January 8th meeting.

**MOTION: “To approve the meeting minutes of January 11, 2018 as amended.”**

**Motion: Tamra Ham**

**Second: Jayne Ludwig**

**Motion carries.**

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

### **Town Manager’s Report**

#### **Connector Road Bridge Naming**

Town Manager Burbank spoke with State Representative Bonnie Ham who had met with the Legislative Committee and discussed the naming of the Connector Road Bridge. All in attendance were in favor of naming the bridge after the Clark family, and the discussion will be carried over to a full legislative vote later on in the year.

#### **Riverfront Park Matching Grant Funds**

The Riverfront Park Project has been approved to apply for the Land & Water Conservation Matching Funds Grant, and Recreation Director Tara Tower will be hand-delivering the final grant application on Friday, January 26, 2018.

#### **FEMA Grant Meeting**

DPW, Nate Hadaway and Butch attended the FEMA grant meeting in Gorham and currently waiting to be notified on the next step.

#### **Smoke Detectors (Red Cross Grant)**

The Fire Department received a grant for replacement smoke detectors for homes on an as-need basis. Chief Beard will distribute to individual households whose current smoke detectors have reached the end of their life, or malfunctioning. Homes that are hard-wired would not be eligible for this program and Chief Beard will be reaching out to the older residents to see if they are in need of replacing their current detectors.

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## **Finance Software**

Finance Officer Helen Jones met with a representative from *Accufund Accounting Solutions* who have an accounting software available that would upgrade the town's current payroll system to a more advanced detailed system. At the present time, the current system does not detail/display an employee's "earned time" on their paystub. Jones must type-up a separate document for each employee on a quarterly basis that they can review and sign-off on. Other towns that have implemented this software upgrade include, Franklin, Gorham and Pelham to name a few, and are very pleased with the program. Jones is hoping to include this upgrade in this year's budget. The total cost for the program is \$26,200. (Annual cost will be approximately \$2000. thereafter). The Board was in agreement to present this software option to the Budget Committee at the next scheduled Budget Committee meeting.

## **Public Participation**

Woodstock resident Patrick Griffin commented on, and quoted the joint Lincoln-Woodstock meeting minutes from November 27, 2017 when the Boards discussed various business at the transfer station:

*"Woodstock resident, Pat Griffins told the Board that he is at the Transfer Station quite a bit and has heard from a lot of residents saying they wanted the facility to re-open full-time on Thursdays and thanked the Boards. Griffin also noted that a lot of condominium complexes are not separating their aluminum cans properly and showing up at the facility with their garbage comingled which ends up costing the town(s) money. The big violators are the larger condo associations (i.e., Coolidge Falls) and restaurants and suggested a letter be sent to them requiring cooperation with cleaning/separating aluminum cans. Robinson explained that over the years there has been an inconsistency with the process of separating aluminum cans because of the bee problems at the facility. Robinson added that it is confusing to members of the community who are new or here on a temporary basis, as each town has its own protocol with recycling trash and the key is consistency and to educate the public." - November 27, 2017 Joint Board of Selectmen's minutes.*

Mr. Griffin then referenced and quoted the Lincoln Board of Selectmen's minutes from December 4, 2017: *"Selectman Ham asked if there has been any further discussion on the co-mingling of recycled cans at the Transfer Station. Burbank explained that per Waste Management it does not make a big difference (cost wise) if all cans and aluminum are cleaned/separated as Waste Management has equipment that separates co-mingled garbage. Solid Waste staff has not received any complaints about recyclables not being rinsed/cleaned prior to disposal. That complaint was initiated by Woodstock resident Patrick Griffin."*

Mr. Griffin stated that he did not recall making a complaint but rather a "suggestion" based on his observations, and Selectman Ham agreed and apologized for this error. Mr. Griffin also stated that historically he has been attending the joint Lincoln-Woodstock Board meetings for years, and noticed he missed a comment made by Chairman Robinson at the November 27<sup>th</sup>, 2017 meeting: *"Robinson added that it is confusing to members of the community who are new or here on a temporary basis, as each town has its own protocol with recycling trash and the key is consistency and to educate the public."* - November 27, 2017 Joint Board of Selectmen's minutes.

Mr. Griffin stated this is not the case, and the two (2) Boards (Lincoln-Woodstock) together decide what the dump protocols are, not one (1) town. Selectman Ham agreed and asked if this comment was also in the minutes of the 27<sup>th</sup> and suggested this matter be brought to Chairman Robinson's attention and corrected. Griffin also added that when aluminum cans are mixed with comingled it does not make a difference to Waste Management because they are charging the towns by weight to remove these items and take them away. This also costs the towns because we are losing out on the money the towns would

otherwise get for selling the aluminum (as a commodity). Griffin feels that if “somebody” has decided that they do not want to separate the aluminum cans out anymore for whatever reason, this should be a joint decision and vote involving Woodstock as well.

Griffin also quoted the following from Town Manager Burbank in the December 4<sup>th</sup>, 2017 minutes: “Solid Waste staff has not received any complaints about recyclables not being rinsed/cleaned prior to disposal....” and Griffin feels this may be so, however, there are many complaints about the bees that are attracted to the aluminum cans and swarming the transfer station. Selectman Ham apologized again and said this mistake should have been caught.

Dave Beaudin attempted to clarify what he felt Chairman Robinson was trying to say during the joint meeting and how it can be confusing to members of the community who are new, or here on a temporary basis because each town (in the surrounding area) has its own rules and regulations when it comes to recycling trash. Town Manager Burbank added that he defers to Nate and Jimmy Conn who operate the facility, and based on their input as well as Waste Managements with today’s rates, the time and energy that goes into separating and repackaging aluminum often provides little to no savings and becomes faster and easier to just consolidate. Burbank also noted that under the new agreement the responsibilities at the transfer station have been handed over to the Town Manager to handle, and until such time this should change, he will continue to operate in this fashion. Griffin said he will go back to the Woodstock Board to discuss this matter further.

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#### **IV. NON PUBLIC SESSION *Pursuant to RSA 91-A:3:II***

The was no Non-Public session.

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#### **V. ADJOURNMENT**

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

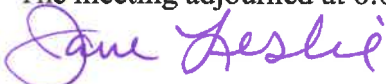
**MOTION: “To adjourn.”**

**Motion: Tamra Ham**

**Second: Jayne Ludwig**


**Motion Carries.**

The meeting adjourned at 6:00 p.m.



Respectfully Submitted,  
Jane Leslie

Approval Date 1 / 29 / 2018

  
Selectman Tamra Ham  
Selectman Jayne Ludwig

[illegible]