

**LINCOLN BOARD OF SELECTMEN**

**APPROVED**

**MEETING MINUTES**

**APRIL 23, 2018 – 5:30PM**

**LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH**

**Board of Selectmen Present:** Chairman OJ Robinson and Jayne Ludwig

**Excused:** Tamra Ham

**Staff Present:** Town Manager Burbank, Chief Smith, Chief Ron Beard, & Administrative Assistant, Jane Leslie

**Public Present:** Roger Harrington, Dave Beaudin, Debbie Celino, Delia & Kevin Sullivan, and James Welsh

**I. CALL TO ORDER**

Chairman Robinson called the meeting to order at 5:34 p.m.

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

**MOTION: "To approve the meeting minutes of April 16, 2018 as amended."**

**Motion: OJ Robinson**

**Second: Jayne Ludwig**

**Motion carries.**

**III. REAL ESTATE SALE OF INDUSTRIAL PARK LOT (60K)**

The Town has been in negotiations with Roy Whitaker (Lincoln Sign Co.) over the purchase of town-owned property at the Industrial Park. Mr. Whitaker would like to move his company, *Lincoln Sign*, from its current Pollard Road location over to the Industrial Park, and to eventually add on a welding component (as it relates to his sign business) in the near future. Mr. Whitaker has agreed on the town's counter-offer of \$60K for the first lot on the left as you enter the park.

Chairman Robinson asked if the public had any questions or comments concerning this sale of town-owned land. Resident Delia Sullivan expressed total support for the sale as a tenant in the Industrial Park. Dave Beaudin asked if there were any stipulations or time-frames on when the buyer has to build (e.g., can buyer hold onto the lot). Robinson explained that the Purchase and Sales agreement is based on the owner obtaining financing for the purchase of the land and construction of a building. The Board had not discussed what the time-limit would be, however, it is their expectations that a building will be erected and operational within a reasonable amount of time. Robinson also noted that the deal is contingent upon Mr. Whitaker obtaining financing that includes construction.

**IV. OLD/NEW BUSINESS**

**Teamsters Union Contract (Police Department)**

Chairman Robinson reviewed the Teamster Contract dated April 1, 2017 and made the following motion:

**MOTION: "To accept the negotiated Teamsters Union Contract dated April 1, 2017."**

**Motion: OJ Robinson**

**Second: Jayne Ludwig**

**Motion carries.**

### **Veteran's Tax Credit s**

The Board reviewed and signed the Veterans Tax Credits for 2018 (Veterans credits are \$500. regular and \$2,000. disabled).

### **Town Managers Report**

#### **Levee Financing**

Town Manager Burbank asked the Board how they would like to fund the \$400K from Town Meeting for the levee repairs (bond, private banks etc.). Chairman Robinson suggested they wait to hear from Dubois & King (Bob Durfee) and Coleman Construction for a more accurate figure (\$400K was an estimate) before discussing funding options.

#### **FEMA Update**

A new FEMA management team has been assigned to the state due to the amount of damages the state sustained from the storm last October. Burbank has a preliminary conference call scheduled for May 3<sup>rd</sup> with the team to discuss procedural protocols going forward, and an on-site meeting will be scheduled at a future date.

#### **West Street Update**

The plans arrived today for the West Street construction project and the town will be going out to bid in the coming weeks. Robinson asked if there would be a public session inviting property owners to come and ask questions, or if it would be one-on-one communication with property owners. Burbank explained that a vast majority of the work is in the town's right-of-way and anticipates it would be one-on-one and possibly require a few maintenance easements. Burbank added that there is a 24" sewer line that comes down West Street and will have to be pumped 24 hours a day when they begin replacing sewer piping.

#### **Water Update**

Town Manager Burbank reported that Town Engineer, Ray Korber has reviewed the Hoyle & Tanner report and questioned the need for another water study (due to numerous past studies) and feels all the information the town needs can be found in previous water studies. Ray Korber is away at this time and Burbank suggests the Board meet with Korber when he returns from his vacation. Burbank added that Korber will be assisting with the grant writing process for the water meter project.

#### **Handicapped Parking at Town Hall**

Selectman Ludwig asked what the status was of the handicapped parking space being added to the Town Hall parking lot. Burbank explained that this will be taken care of once the Public Works Department has swept the parking lot and prepared it to be painted.

#### **Castlebury Craft Fair**

Loon Mountain has expressed an interest in hosting the Castlebury Craft Fair in the fall. In previous years, Loon Mountain provided the space for the fair and has expressed an interest in welcoming them back.

#### **Tracking Department of Public Works (DPW) work hours**

Selectman Ludwig asked if the town was still tracking the hours that DPW spends at the Kanc and mowing. Burbank explained that their hours are being tracked and this remains an ongoing practice.

### **NHEC utility pole in front of the Library**

Delia Sullivan questioned the location of a utility pole that is directly in front of the Library preventing handicapped residents from parking. Town Manager Burbank said he would reach out to NHEC to question that pole as well other questionable poles in town.

### **Supreme Court Decision – Levee Ownership**

Town Manager Burbank received word today that the Attorney General's office has not responded to the courts' brief that was previously submitted, and they have until June 3<sup>rd</sup> to either respond or the court will proceed without them. Chairman Robinson explained that the town has an appeal (lawsuit) pending that challenges the ownership of the levee. The town's position is that there is an agreement for the town to maintain the levee according to the 1960 Army Corp. of Engineers (ACE) standards which the town will abide by, however, does not claim ownership to. DES is claiming that the Town of Lincoln owns the levee.

### **Meeting date with Dubois & King's Bob Durfee**

The Board is hoping to meet with Bob Durfee to discuss the levee construction project which will be at some point in May.

### **Joe Chenards' Junkyard Complaints**

Chairman Robinson suggested the Board meet with Mr. Chenard in an effort to resolve this ongoing issue with complaints filed against his property. Robinson recommended sending something in writing to Mr. Chenard concerning the town's position on this issue. Burbank said he will have Attorney Malia draft a letter in anticipation of re-opening this litigation.

### **Public Participation**

Roger Harrington feels the town should follow-up with NH Electric Co-op to have them come and look at a transformer that is hanging off of a utility pole outside of Citizens Bank. Burbank said he will take care of this when he reaches out to the Co-op for other utility pole issues around town.

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## **IV. NONPUBLIC SESSION *Pursuant to RSA 91-A: 3:II(a) Personnel***

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

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

The Board went into non-public session at 6:35 pm.

**MOTION: "To re-enter public session."**

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

The Board came back into public session at 6:55 p.m.

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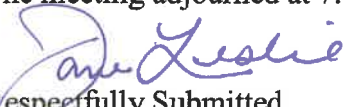
## **V. ADJOURNMENT**

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

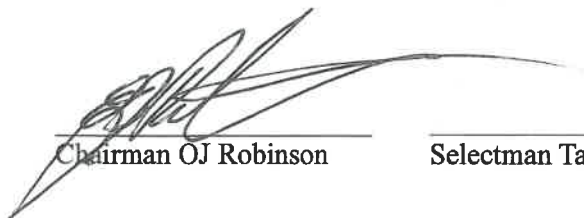
**MOTION: "To adjourn."**

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

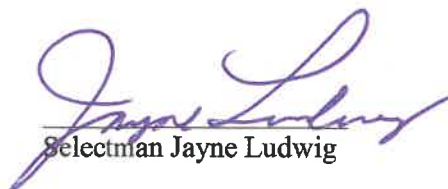
The meeting adjourned at 7:00 p.m.

  
Respectfully Submitted,  
Jane Leslie

Approval Date 4 / 30/ 2018

  
Chairman OJ Robinson

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Selectman Tamra Ham

  
Selectman Jayne Ludwig

**April 23, 2018**  
**Board of Selectmen's Meeting**  
**Please PRINT Legibly**

Roger Harrington  
(Print Name)

Debbie Celind

Jim Welsh

Dolores Sullivan

Kevin Sullivan

Roger Harrington  
(Sign Name)

Debbie Celind

Jim Welsh

Dolores Sullivan

Kevin Sullivan

