

LINCOLN BOARD OF SELECTMEN

APPROVED

MEETING MINUTES

MAY 21, 2018 – 5:30PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

Board of Selectmen Present: Chairman OJ Robinson, Tamra Ham and Jayne Ludwig
Staff Present: Town Manager Burbank, Chief Ron Beard, & Administrative Assistant, Jane Leslie.
Public Present: Mary Conn, Jim Welsh and Debbie Celino

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 May, 14 2018 as amended.”

Motion: Tamra Ham Second: Jayne Ludwig Motion carries.

MOTION: “To approve the Non-public meeting minutes of May 14, 2018 as presented.”

Motion: Tamra Ham Second: Jayne Ludwig Motion carries.

III. OLD/NEW BUSINESS

Town Managers Report

Pollard Road Sidewalk

Town Manager Burbank updated the Board on the status of the sidewalk project (work resumed this day) and explained that Taylor Beaudin has met with Burbank in person and is coordinating with Town Engineer Ray Korber on the remaining work to be done. Burbank and Beaudin calculated there are approximately nine (9) days left for the project to be completed (before penalties can be assessed).

FEMA Levee Scoping Meeting

The start date for the levee repair project has been pushed out to June 9th due to the excessive water heights (must be below 150 cubic feet per second). Burbank and Chairman Robinson participated in a FEMA scoping meeting where the town is applying for financial damage relief as a result of last years' storms. Dubois & King have provided FEMA with all requested documentation including the 1960 ACE (Amy Corp. of Engineers) Maintenance Agreement and Easement.

Pollard Road Fence

Town Manager Burbank met with the District One engineer today and a representative will be coming down to visually inspect the damaged fence on Pollard Road and to assess the damages. DOT was particularly concerned because pedestrians are crossing the Interstate which can be hazardous.

West Street Project Update

Plans were received this day for the West Street project and Town Engineer, Ray Korber will be coordinating and overseeing all aspects of this project (bid process etc.). Robinson asked if a community forum was going to be held to provide information to property owners on West Street. Burbank explained that Nate and Ray Korber have been speaking directly with the residents so there will not be a

need for a public meeting, however there is an issue with DOT who is requesting the town survey the Main Street drainage system to see if it can accept more water from the West Street project. As a result, the Town Engineer has decided to re-shape the road and drain it onto the properties (which is what it does now) so we won't be capturing any extra water nor need to conduct the DOT study.

Lincoln Sign Refurbishing Town Signs

All Town *Welcome to Lincoln* signs will be given a "face-lift" and refurbished over the course of the next couple of weeks.

Video Streaming System

The cameras have been installed and the system should be up and running by early-mid June. All public Board/Committee meetings at Town Hall will be live-streamed through the town's website. This service will make public meetings available when and where it's convenient to the citizens. There will also be a fully searchable database for the public to search legislative decisions and meeting content. Selectman Ludwig asked if the public had to be notified that the meeting was being recorded. Burbank explained that under new RSA 91-a laws there is no expectation of privacy and the conference room is a public domain.

Paving State Roads (paving Main Street vs. Connector Road)

Burbank informed the Board that he spoke with State Rep. Bonnie Ham who has reached out to engineers in Concord concerning summer paving projects on state roads in town. Rep. Ham will be following up with Burbank as soon as she hears back from D.O.T. (Department of Transportation) Engineers. Burbank is also awaiting a call back from Concord D.O.T concerning the damaged fencing on Pollard Road.

Community Center Roof

Contractors will be starting the roofing project at the Community Center the first week of June. It is expected that the job will be complete within three (3) days, and the Community Center will remain open during hours of construction.

Water Study/Water Meters

The Board discussed next steps for the discussion on water meters/studies. Town Engineer Ray Korber is speaking with Hoyle & Tanner and coordinating where to go from here. Discussions include fire-flow analysis (town-wide) and includes costs in excess of \$48K which the town had not budgeted for. Plans are being implemented for new hotels in town, and Dennis Ducharme is preparing for the permitting process for phase II of the Riverwalk Resort and hopes to break ground in 2019. This new construction will significantly impact the water infrastructure in town, and new fire flow studies will need to be conducted. Burbank added (for the record) that Town Engineer Korber asked if the town has the "political will" to do what needs to be done to satisfy the fire-flow needs of the town, as this project could potentially cost millions of dollars. If the town does not, then there is no need to conduct any further water studies. Robinson would like to compile the facts and present them to the residents to make a final decision as to whether or not they want to do this.

Chenard Junk Yard Clean-up

Selectman Ham informed that Board that Mr. Chenard showed up at Town Hall last week at 6:30 p.m. after the meeting had ended. Burbank explained that he spoke with Mr. Chenard who is recovering from an illness and he may/may not be attending this evening's meeting. Burbank told Mr. Chenard to stay home and recover and he could meet with the Board at a later date.

Gravel Pits

Selectman Ludwig reached out to Chief Beard earlier in the week seeking information on gravel pits (ordinances, regulations etc.) and questioned what constitutes a gravel pit. Ludwig questioned what the difference was between digging up one's property and storing material on one's property (or what defines a gravel pit). Ludwig noted that the town does not have an ordinance and suggested the Board look into this. Chief Beard added that gravel pits are highly regulated by the state (DES) which the town must abide by when a property owner decides they want a gravel pit because this affects the groundwater. Burbank explained that the property owner would have to be excavating material or natural earth out of the site (not simply storing material). Ludwig asked if there was an ordinance on storing material on a site. Selectman Ham asked if there was an issue with this in town that she was not aware of. Ludwig responded that she was curious as she has noticed properties around town storing materials and questioned if there was an ordinance that governs this.

ZBA Resignation

Chairman Robinson read the following letter from Paul Beaudin dated May 18, 2018:

Dear Lincoln Board of Selectmen,

Please accept this as my letter of resignation from the Zoning Board of Adjustment in Lincoln. It is with great regret that I submit this, however, my understanding and knowledge of the Town of Lincoln's Zoning Regulations and State Laws are not consistent with the decisions of the current Zoning Board of Adjustment. Therefore, I am submitting my resignation effective immediately.

Respectfully: Paul Beaudin II, Lincoln Resident

Chairman Robinson responded that he is not sure what this is about as the Selectmen are not in charge of the ZBA, however, Robinson is concerned that the ZBA is not breaking any state laws. Burbank was not aware of where this was coming from as he was not at the last ZBA meeting; however, he is confident that Ray D'Amante and Jack Daly are familiar with zoning legislation and would not knowingly violate any laws. Burbank also noted that Don Landry (ZBA Alternate) is willing to fill the permanent seat that is now vacant as a result of Mr. Beaudin's resignation. Selectman Ham made the following motion:

MOTION: "To appoint Donald Landry as a permanent member of the ZBA for a three (3) year term expiring in 2021."

Motion: Tamra Ham

Second: Jayne Ludwig

Motion carries.

Chairman Robinson suggested we reach out to any members that submitted a letter of interest for vacant seats on the Planning and Zoning Boards to see if they would be interested in filling the vacant alternate ZBA seat as well as advertise on the town's website.

Public Participation

Mary Conn asked if the Town was purchasing new finance software this year, and if there was sufficient funding in the budget for the same. Burbank explained that the town is looking at MRI and AccuFund programs and has appropriated \$26K for this expense. At this point, the town is doing research only and hopes to implement the program in the near future with hopes that the new Finance Director will offer valuable input towards the process of selecting an accounting software. Mary asked how many applications have been received for this job. Burbank responded that two (2) applications have been received, but expects more to follow.

IV. NONPUBLIC SESSION *Pursuant to RSA 91-A: 3: II(a,d,e) Legal, Real Estate, and personnel*

MOTION: “To go into Non-Public Session pursuant to RSA 91-A: 3II (a,d,e) Two Litigation, Two Real Estate & Two Personnel Issues

Motion: OJ Robinson Second: Tamra Ham Motion carries.

The Board went into non-public session at 6:09 pm.

MOTION: “To re-enter public session.”

Motion: OJ Robinson Second: Jayne Ludwig Motion carries.

The Board came back into public session at 7:10 p.m.

V. ADJOURNMENT

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


MOTION: “To adjourn.”

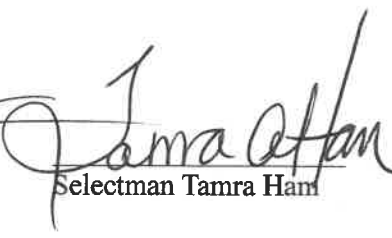
Motion: Robinson Second: Ham Motion Carries.


The meeting adjourned at 7:15 p.m.

Respectfully Submitted,
Jane Leslie

Approval Date 6 / 18 / 2018


Chairman OJ Robinson


Selectman Tamra Ham


Selectman Jayne Ludwig

5/18/2018

To: Lincoln Board of selectman
From: Paul Beaudin II
Subject: Resignation from ZBA

Dear Lincoln Board of Selectman:

Please accept this as my letter of resignation from the Zoning Board of Adjustment in Lincoln. It is with great regret that I submit this; however my understanding and knowledge of the Town of Lincolns zoning regulations and state laws are not consistent with the decisions of the current Zoning Board of adjustment. Therefore I am submitting my resignation effective immediately.

Paul Beaudin II

Respectfully: Paul Beaudin II
Resident of Lincoln

