

LINCOLN BOARD OF SELECTMEN

APPROVED

MEETING MINUTES

JULY 30, 2018 – 5:30PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

Board of Selectmen Present: Vice Chairman Tamra Ham and Jayne Ludwig

Excused: Chairman O.J. Robinson

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

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

I. CALL TO ORDER

Vice Chair Ham called the meeting to order at 5:30 p.m.

II. REVIEW AND APPROVAL- MINUTES OF THE PREVIOUS MEETING

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

Motion: Tamra Ham

Second: Jayne Ludwig

Motion carries.

III. PUBLIC HEARING(S) TO ACCEPT UNANTICIPATED FUNDS (\$4,677.53, \$1,000 & \$500)

Selectman Ham opened the first public hearing in accordance with RSA 31:95-b to accept one thousand dollars (\$1,000) of unanticipated funds received from Daniel Dunfey Advised Fund to be used for the Lin-Wood Skate Park. Funds are to be transferred to the Capital Reserve account (Village Centre & Riverfront Park). Ham opened the hearing up for public comment (*there was no public comment*) and closed the hearing and made the following motion:

MOTION: "To accept the sum of one thousand dollars (\$1,000) from Daniel Dunfey Advised Fund to be used for Lin-Wood Skate Park."

Motion: Tamra Ham

Second: Jayne Ludwig

Motion carries.

Selectman Ham opened the second hearing stating the Board of Selectmen of the Town of Lincoln were holding this meeting to accept the sum of five hundred dollars (\$500) from funds received from Health Trust to be used for expenses incurred for the promotion/education of good health and wellness for town employees. Ham opened the hearing up for public comment (*there was no public comment*) and closed the hearing and made the following motion:

MOTION: "To accept the sum of five hundred dollars (\$500) from Health Trust to be used for expenses incurred for the promotion/education of good health for town employees."

Motion: Tamra Ham

Second: Jayne Ludwig

Motion carries.

Selectman Ham opened up the third and final hearing stating the Board of Selectmen of the Town of Lincoln were holding this meeting to accept the sum of four thousand, six hundred seventy-seven dollars and fifty-three cents (\$4,677.53) from funds raised for National Night Out. These funds are to be used for expenses incurred for National Night Out with any balance left to be non-lapsing. Ham opened the hearing up for public comment (*there was no public comment*) and closed the hearing and made the following motion:

MOTION: “To accept the sum of four-thousand, six hundred seventy-seven dollars and fifty-three cents (\$4,677.53) from funds raised for National Night Out and to be used for expenses incurred for National Night Out with any balance left to be non-lapsing.”

Motion: Tamra Ham

Second: Jayne Ludwig

Motion carries.

IV. OLD/NEW BUSINESS

Town Managers Report

Taxi Service

Burbank explained that he received a phone call from an individual who was thinking about starting a taxi/Uber service in town and wanted to know what the standard protocol was to get started. Burbank explained that the town does not have any special requirements or permitting for taxi services (other than state regulations).

Pollard Road Sidewalk Update

The Selectmen were provided with a copy of the Pollard Road Sidewalk budget and noted that \$119,242.63 was the remaining balance (as of 7/21/18). The town is currently waiting on an additional invoice(s) from Lincoln Trucking, and Burbank explained that in addition paying the remaining invoice(s) the town also needs to purchase some vegetation and at least one (1) tree. The crosswalk painting will be done by the DPW, and Lincoln Trucking will be submitting an estimate for the five (5) catch basins that need to be changed sometime this week.

Fire Flow Analysis Update

The Fire Flow Analysis is scheduled for August 8th with Hoyle & Tanner, DPW Hadaway, Chief Beard, and Town Engineer, Ray Korber.

Town-owned Land (abuts Loon Mt. parking lot)

Burbank explained to the Board that in order to determine what is buildable land on the town-owned property they will have to hire a surveyor. Burbank also noted that several town residents that heard of the possible selling/building on this land came in to speak with him and voiced their concerns over this. Riverfront Condos feels this land should be left as a forest/park and is opposed to any building on the land. Burbank noted that at some point in the past when the river was being re-designated, the North side of the river was made exempt from shoreline protection, whereas the other side of the river was not. Also, a portion of the lot is in the flood plains (just how much is unknown) and will require a survey. The Board suggested that a public hearing be held prior to any surveying/engineering to see how the public feels before spending unnecessary funds and to discuss this further when Chairman Robinson returns.

Town-owned Sign

Burbank explained to the Board that the town-owned sign on Route 112 was never properly permitted back in the eighties (no permit number) with the State of New Hampshire D.O.T., and a portion of the sign appears to be in the state's right-of-way. Unless the town can prove that the sign did have a permit number, the state is going to remove the sign. The states' rules are such that signage is not allowed along *any* corridors of scenic-byways. Selectman Ham feels that before the sign is taken down, the town should investigate what is involved with obtaining the proper permitting for it so that the town can legally rent the sign board out.

West Street Update

The *Notice to Proceed* has been signed, and the road work should be starting the week of August 6th.

Mark Dumont (Connector Road)

Burbank explained to the Board that resident Mark Dumont's property (166 Connector Road) borders the town's Industrial Park property, and the town has a right-of-way that crosses Mr. Dumont's land. Mr. Dumont approached the town and has offered to exchange some of his land to make the Industrial Park lots larger in exchange for the town eliminating its right-of-way across his land. Burbank explained to Mr. Dumont that he was not familiar with the history of the right-of-way and would bring this proposal to the Board during a public session. Burbank has visited the property and confirms that Mr. Dumont certainly has more than enough land to make an equal trade, however, this is a decision the Board would have to make. Selectman Ham does not think that this is a wise move for the town and does not feel the town should give up a second access point to the Industrial Park. Selectman Ludwig would like to actually see the land to get a better idea of the proposal being offered and discuss this with a full Board.

Town Clerk Appointment

Two (2) applications have been received for the Town Clerk/Tax Collector's position (Lisa Philbrick and Fonda Beard). Burbank explained that the Selectmen would have to appoint a Town Clerk through March, 2019, and then the individual would have to run in the Town election for a term of one (1) year (to fulfill Johnna Hart's term) and then in 2020 they would run for a three (3) year term. Burbank said he would forward the applications to the Board for review and explained that there is going to be a state audit of the Town Clerk/Tax Collector's department scheduled for Thursday, August 16th. Johnna's official first day of working in the Finance Department will be Monday, August 20th and Helen Jones will be working part-time for the town beginning August 8th. Lisa Philbrick (Deputy Town Clerk) has been working and training closely with Johnna Hart for the past month or so and the Board would have to appoint her at the August 13th Selectmen's meeting to act as the "interim" Town Clerk until the position is filled. Lisa will be fully trained as a Department of Motor Vehicle agent next week and prepared to take over.

Chenard Junkyard Lawsuit

Mr. Chenard's case was heard this morning at a preliminary hearing at the Grafton County Superior Court. Chief Beard attended the hearing on behalf of the town seeking an injunction that would prevent Mr. Chenard from putting any further material on his property until such time this case is litigated. The Judge was taking this requested injunction under advisement and would be rendering a written decision within one week to ten (10) days.

Levee Repair Project

Contractors have begun rebuilding the road to the river and moving slowly due to the severe rains that continue to hamper the project's efforts to push forward with work.

Water Tank Circulators

The circulators are being put in this week and Nate is coordinating with Mike Harrington to get this job done. DPW Hadaway reported that with the heavy rains sustained this week, the Water Plant was making approximately one (1) million gallons of water per day (plant was running 24/7) and the quality of the water was marginal at best because all three (3) water sources had water discoloration. This is not good and the town must explore pre-treatment options for the Water Plant operations. Selectman Ham asked if we should start looking at the Georgiana Falls springs, however, Burbank reminded Ham that it will not be easy to gain access to that land because the State has other entities (AMC, Society for the Protection of New Hampshire Forests) that also have a vested interest in the land and will put up a fight with the town gaining access. Burbank emphasized that the *drinking water is safe*, however, the challenges are increasing the more we get the torrential downpours and rain events that seem to be occurring more frequently than ever before. Burbank suggests the town begin looking at its options and preparing financially to finding alternatives to addressing the issues surrounding the town's drinking

water. The Board wants it on record that they are adamant about finding a solution to the town's drinking water concerns (adding holding tanks & exploring Georgiana Falls) and moving forward as soon as possible.

The Pines Retention Ponds

Selectman Ham asked how the drainage held up at The Pines retention ponds after the recent rain events. Burbank explained that although they have not been repaired, there were no issues that he was aware of. Ray Korber is monitoring and tracking the activity at The Pines and is being compensated for the same by the owners of the development.

Gordy's Crosswalk Lighting

Selectman Ludwig asked if any lighting is going to be installed on the crosswalk outside of Gordy's Restaurant. Chief Smith explained that no lighting has even been decided on at this point, and he is not aware if there is even funding for the same as it is going to be extremely costly. Burbank said he would review the budget to see if looks like there will be enough money for this expense. Ham recommended that if there is not enough money in the budget, it should then be put on the warrant. Ham asked about the crosswalk outside of the Gypsy Café and if Burbank had any thoughts on lighting for that crosswalk. Burbank suggested they do the same for the Gypsy crosswalk as they do with Gordy's.

Public Participation

Roger Harrington asked the Board what the final bid was for the West Street project and if that was the bid the town went with. Burbank was not sure of the exact amount of the lowest bid but confirmed that was the winning bid. Burbank explained that there was not a great response to the RFQ and was concerned that if the town waited until next year to go out to bid (in hopes of getting a greater response) the costs may be substantially higher. Harrington asked if a second engineering firm was going to review the plans to make sure everything is structurally correct. Burbank explained that the plans will be carefully reviewed and Town Engineer Ray Korber is very thorough when he reviews plans.

V. NONPUBLIC SESSION *Pursuant to RSA 91-A:3: II(a,c,e)*

There was no 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: Tamra Ham

Second: Jayne Ludwig

Motion Carries.

The meeting adjourned at 6:15 p.m.

Respectfully Submitted,

Jane Leslie

Approval Date 8 / 13 / 2018


Chairman OJ Robinson


Selectman Tamra Ham


Selectman Jayne Ludwig

July 30, 2018
Board of Selectmen's Meeting
Please PRINT Legibly

Debbie Celina
(Print Name)

Tim Welsh

Debbie Celina
(Sign Name)

Tim Welsh

