

LINCOLN BOARD OF SELECTMEN

APPROVED

MEETING MINUTES

MAY 6, 2019 – 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, Public Works Director Nate Hadaway, and Administrative Assistant, Jane Leslie.

Public Present: Roger Harrington, Jim Welsh, Debbie Celino, and Kelly Philbrick

I. CALL TO ORDER

Chairman Robinson called the joint meeting to order at 5:30 p.m.

II. REVIEW AND APPROVAL- MINUTES OF THE PREVIOUS MEETING

MOTION: “To approve the meeting minutes of April 29, 2019 as amended.”

Motion: Tamra Ham

Second: Jayne Ludwig

Motion carries.

MOTION: “To approve the Non-Public meeting minutes of April 29, 2019 as presented.”

Motion: Tamra Ham

Second: Jayne Ludwig

Motion carries.

III. DEPARTMENT OF PUBLIC WORKS SUMMER PROJECTS

DPW Hadaway joined the meeting and reviewed the following summer project list:

1. There are five (5) burials scheduled at this time and multiple headstone foundation replacements at the Riverside Cemetery.
2. Storm drain catch basin repairs (due to winter salt deterioration). Chairman Robinson asked if there are additional catch basins or water mains that need to be elevated or lowered to work in coordination with roadway paving projects. Hadaway explained that there are, and he is currently inspecting the various manholes (Route 3 and Route 112) and noting those that will need adjusting. There will also be five (5) catch basins set on Pollard Road.
3. Lay out all striping on Main Street after paving. Installation of four (4) new RRFB's (Rectangular Rapid Flash Beacon - crosswalk lights) at two (2) crosswalk locations.
4. Build 450' of new sidewalk on Loon Mountain Road (from the Business Center to the Octagon Lodge).
5. Repair four (4) aerators at the Sewer Lagoons.
6. Liquid lime and fertilize ball fields, Town Hall, and Cemetery.
7. Prep for the scale installation at the Solid Waste Facility.
8. Work on completing the Joint Loss Safety Committee's recommendations for various town buildings.

Town Manager Burbank explained that he will be moving public works employees around, and Zack Vigneault (licensed Water Plant Operator) will be working full-time with Water Plant Operator, Dave Beaudin this summer to accomplish several important projects (hydrant flushing, caring for Water Plant, media exchange, & GPS mapping) that will be timely and require more than one person. Burbank explained that the town received a \$60k Asset Management Grant from the state to map out (GPS) the town's water, sewer, and drainage assets. The plan was to recruit a volunteer intern to assist with this

hands-on project which requires individuals to walk the town and program the identified assets into a hand-held computer (there were no interested volunteers). Hoyle Tanner explained that the Asset Management loan forgiveness (\$60k) will be contingent upon the report being completed and submitted to the state within a set timeframe which is drawing close for the final submission (by the end of May). With Zach being transferred over to the Water Department full-time this summer, this will leave a vacant position on the Public Works Crew and Burbank is suggesting the town hire an additional public works employee for the summer.

DPW Hadaway departed the meeting at this time.

IV. OLD/NEW BUSINESS

Town Managers Report

Hoyle Tanner Fire Flow Assessment Report

Town Manager Burbank received and distributed the draft Phase 2 Fire Flow CIP report from Hoyle Tanner to the Board and Chief Beard. Chairman Robinson suggested the draft report be forwarded to each of the Water Committee members for their review.

Town Ordinances

The Selectmen each have binders of all of the town ordinances and will be reviewing and discussing the individual ordinances at the June 10th Board of Selectmen's meeting.

Summer Board of Selectmen's meeting schedule

Town Manager Burbank recommended the following Board of Selectmen's summer meeting schedule:

Meet: June 3rd, June 10th, June 17th, July 1st, July 2nd (joint Lincoln-Woodstock Meeting), July 15th, July 29th, August 12th, and August 26th.

Off: May 27th (**Memorial Day**), June 24th, July 8th, July 22nd, August 5th, August 19th, and September 2nd (**Labor Day**). *The Board agreed that if anything comes up on an "off" meeting night, they still have the option to meet.

Letter received from DRA (Department of Revenue Administration)

The town received a letter from the DRA concerning the *Disallowance of Warrant Article 5 Amendment* (see attached). Article 5 reads as follows: "*To see if the town will vote to raise and appropriate the sum of seventy-five thousand dollars (\$75,000) for the purpose of exploring additional water sources.*" The amendment to Article 5 added ..." exploring additional water sources *and infrastructure.*" The amendment created new subject matter which was not previously warned, therefore, DRA disallowed the amendment "*and infrastructure.*"

Public Participation

There was no public participation.

State of NH Renewable/Solar Farm Program

Chairman Robinson read an email received from Renewables Worldwide (see attached) concerning a free Solar Farm Program for non-profits and municipalities. Town Manager Burbank said he would investigate further and follow-up with the Board prior to scheduling the writers requested visit to a Selectmen's meeting in the coming weeks.

V. NONPUBLIC SESSION Pursuant to RSA 91-A: 3:II (a) Personnel Review

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

Motion: OJ Robinson

Second: Tamra Ham

Motion carries.

The Board went into non-public session at 7:00 pm.

MOTION: "To re-enter public session."

Motion: OJ Robinson

Second: Jayne Ludwig

Motion Carries.

The Board came back into public session at 7:30 p.m.

VI. ADJOURNMENT

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 7:31 p.m.


Respectfully Submitted,
Jane Leslie

Approval Date 5 / 13 / 2019


Chairman OJ Robinson


Selectman Tamra Ham

Selectman Jayne Ludwig

May 6, 2019
Board of Selectmen's Meeting
Please PRINT Legibly

Roger Harrington
(Print Name)

Debbie Celina

Jim Welsh

Roger Harrington
(Sign Name)

Debbie Celina

Jim Welsh



State of New Hampshire Department of Revenue Administration

109 Pleasant Street
PO Box 487, Concord, NH 03302-0487
Telephone (603) 230-5000
www.revenue.nh.gov



Lindsey M. Stepp
Commissioner

Carolynn J. Lear
Assistant Commissioner

MUNICIPAL AND PROPERTY
DIVISION

April 26, 2019

Town of Lincoln
Board of Selectmen
PO Box 25
Lincoln NH 03251

RE: Disallowance of Warrant Article 5 Amendment

Dear Governing Body:

The Municipal Bureau is required by RSA 21-J:35 to review estimated revenues, voted appropriations, and the manner in which appropriations were voted. This review includes a determination whether these items comply with applicable state statutes. As a result of this review, the following finding is noted:

Article 5 was warned as "To see if the town will vote to raise and appropriate the sum of seventy-five thousand dollars (\$75,000) for the purpose of exploring additional water sources".

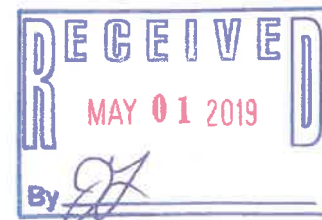
An amendment to article 5 was made from the floor of the annual meeting to read "To see if the town will vote to raise and appropriate the sum of seventy-five thousand dollars (\$75,000) for the purpose of exploring additional water sources and infrastructure".

The amendment created new subject matter which was not previously warned, therefore I have disallowed the amendment "and infrastructure". The original appropriation and purposed is allowed. Pursuant to RSA 32:5, II, "*All purposes and amounts of appropriations to be included in the budget or special warrant articles shall be disclosed or discussed at the final hearing. The governing body or budget committee shall not thereafter insert, in any budget column or special warrant article, an additional amount or purpose of appropriation which was not disclosed or discussed at that hearing, without first holding one or more public hearings on supplemental budget requests for town or district expenditures.*"

You may contact me at 230-5092 if you have any questions or concerns.

Sincerely,

Jamie L. Dow
Municipal Accounts Auditor



TDD Access: Relay NH 1-800-735-2964

Individuals who need auxiliary aids for effective communication in programs and services of the Department of Revenue Administration are invited to make their needs and preferences known to the Department.

Town Hall

From: Richard Dieffenbach <ririch7799@yahoo.com>
Sent: Monday, May 6, 2019 4:04 PM
To: Town Hall
Subject: State of New Hampshire's Renewable/Solar Farm Program Free No Costs & No Changes to electric supplier
Attachments: Solar Flyer New Hampshire Community BP (1).pdf

Jane-

Selectmen Town of Lincoln

The State of New Hampshire has designed their renewable energy/Solar Farm Program for non-Profits and Towns to take advantage without any costs. Renewables Worldwide has an Solar Farm already up in New Hampshire and would like to have your town review the State of New Hampshire's Program for you to receive a YEARLY REBATE CHECK.

- * No Costs
- * No Changes to your current Electric Supplier

Your Yearly REBATE Check is based on the towns annual electric usage.

Example: Based on 1,000,000 annual usage a town would receive a REBATE check of \$5,000/year.

Our Solar Farm in New Hampshire can fulfill 3,500,000 KW, which would total \$17,500/year.

I would be glad to have my company President Matt D'Agati, attend your next meeting on Monday May 13th or 20th at 5:30pm to review the program and answer your questions to consider taking advantage of this Free Solar Farm Program.

I have attached an overview of the New Hampshire's Solar Farm Program for you to review. Please contact me to schedule Matt to attend your next selectmen meeting.
Thank you.

Richard Dieffenbach
Business Development Director
Renewables Worldwide
C-401.255.7799



EQUIPMENT-LESS SOLAR

New Hampshire Business Owners take advantage of Community Solar

- **It's Free!**
In fact, you'll receive a yearly rebate check based on your annual usage
- **It's Equipment Less!**
Nothing will ever need to be installed on your facility
- **It's Simple!**
A meter number and account number are all we need
- **Don't own your property?**
No problem! Great for leased entities
- **Creating local jobs!**
All our solar farm projects are built in New Hampshire
- **Money in your pocket!**
For being part of our community shared solar program, you will be given a yearly rebate check based on your total kilowatt hour usage. It's add up quickly!

Receive a yearly rebate check for connecting to a Solar Farm.... Equipment- LESS Solar!

Community solar farms (Equipment-LESS solar) gives commercial, government, and non-profit entities, a yearly rebate check on your utility bill, all without having to install solar panels on your roof or property – even if you lease your space.

certain terms, conditions and qualifying criteria apply

Average customer producing 1,000,000 kilowatt hours will receive an annual rebate check of \$5,000

Signing up is easy....and Free!

Rich Dieffenbach

richd@renewablesworldwide.org

Phone: 401-255-7799

www.renewablesworldwide.org

**360 Merrimack Street
Bldg 9 Entrance I
Lawrence, MA 01840**

