

LINCOLN BOARD OF SELECTMEN

APPROVED

MEETING MINUTES

AUGUST 26, 2019 – 5:30PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

(MEETING VIDEO AVAILABLE AT WWW.LINCOLNNH.ORG)

Board of Selectmen Present: Vice Chair Tamra Ham, and Jayne Ludwig

Excused: OJ Robinson

Staff Present: Town Manager Burbank, Police Chief Chad Morris, Fire Chief Ron Beard, and Administrative Assistant, Jane Leslie

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

I. CALL TO ORDER

Vice Chair Ham called the meeting to order at 5:35 p.m.

Selectman Ham explained that Chairman Robinson was involved in a minor vehicle accident this past week and is home recovering from his injuries.

II. REVIEW AND APPROVAL- MINUTES OF THE PREVIOUS MEETING

MOTION: “To approve the meeting minutes of August 12, 2019 as amended.”

Motion: Tamra Ham

Second: Jayne Ludwig

Motion carries.

MOTION: “To approve the Non-public meeting minutes of August 12, 2019 as presented.”

Motion: Tamra Ham

Second: Jayne Ludwig

Motion carries.

III. WATER & SEWER TAP FEE DISCUSSION (CONT'D FROM 8/12/19)

This discussion was postponed to the September 9th Board of Selectmen's meeting.

IV. DRUG PARAPHERNALIA ORDINANCE REVIEW

Police Chief Chad Morris joined the discussion.

The Selectmen reviewed and discussed the amended Drug Paraphernalia Ordinance that is pursuant to the NH State Statute 318-B Controlled Drug Act, and made the following motion:

MOTION: “To accept the Town of Lincoln's Drug Paraphernalia Ordinance as presented by Chief Morris.”

Motion: Tamra Ham

Second: Jayne Ludwig

Motion carries.

V. AIR B&B – SHORT TERM RENTALS Discussion

This discussion was postponed to the September 9th Board of Selectmen's meeting.

VI. OLD/NEW BUSINESS

Town Managers Report

Gazebo Lease Agreement Annual Fees

Town Manager Burbank explained that Finance Director Johnna Hart has submitted payment of \$95 for the annual lease fee for the Gazebo (Memorial Park) which pays the lease through 2074. Town Manager

Burbank has drafted a letter to accompany the check which Town Attorney Peter Malia is currently reviewing.

Solid Waste Scale

Town Manager Burbank informed the Board that the pit is in for the solid waste scale and the project is progressing well.

New Fire Truck Rescue Pumper

Town Manager Burbank and Fire Chief Ron Beard flew out to Cottonwood, Arizona last week to negotiate the purchase of a second-hand rescue pumper for the Fire Department. This truck is expected to be in service by Wednesday (8/28) and the old rescue truck will be going out to bid (sealed bid) in the near future.

Utility Partners – Sewer Lagoon Contractors

Town Manager Burbank informed the Board that representatives from Utility Partners will be attending the September 16th Board of Selectmen's meeting at 6:00 pm to discuss the Sewer Lagoons and answer any questions the Board may have. Burbank added that DPW Director Hadaway has ordered two (2) new aerators with funds from the CIP so that he is prepared if any aerators fail or need repair. Burbank was also able to take a tour of the sewer lagoons in the new flat-bottomed boat last week with DPW employee Andy Nicol, and all looked well.

The Levee

The contractors are back in the river as of this day and will hopefully have all of the levee repair work completed within 4-6 weeks (weather permitting).

Main Street Paving

The State has started their paving project on Main Street and will be working late Thursday night paving the roadway (weather permitting).

West Street Project

Town Manager Burbank explained that he is currently in discussions with Town Engineer Ray Korber and DPW Director Hadaway about going out to bid for the remainder of the West Street repair work that needs to be completed. Most recently, Caulder Construction had been the only company that responded to the last bid that went out for the West Street sewer line connection project, and Burbank does not feel that there is enough time to go out to bid at this point because the asphalt plants will be shutting down once the cold temps set in. Burbank's recommendation is that the town go out to bid in December for the remainder of the West Street project, and work can be done in the spring.

Riverfront Park

Selectman Ham asked Town Manager Burbank if he anticipates the clearing of the land/utilities for the Riverfront Park beginning anytime soon. Burbank explained that this is one of his top priorities and the only challenge at this point is finding a contractor that has the time to do the lot clearing work.

Selectman Ludwig explained that she has done some research on dog parks and noted that some dog parks have a Board of Directors that volunteer their time to clean the park and make sure rules are being followed (wood chips sprayed/changed, no more than three (3) dogs allowed at a time, vicious dogs must have a separate pen) and feels there is a lot involved when a town has a dog park. Town Manager Burbank added that the dog park is part of phase 2 and noted that this will all be considered at that time. Ludwig also questioned whether or not the skate park should have their own Board of Directors that volunteers their time overseeing the skate park so that the burden does not fall on the taxpayers.

Crosswalks

Selectman Ludwig asked if the curbs on the crosswalks that are being changed will be raised because she has noticed that they appear to dip down very low. Town Manager Burbank explained that the crosswalks that the town is illuminating will have the curbing put back in, and two (2) new RRFB's (Rectangular Rapid Flash Beacon - crosswalk lights) will be installed at these locations. The two (2) crosswalks that were eliminated will have curbing put back in, and will be paved. Burbank also noted that he is scheduled to meet with representatives from NH DOT on Wednesday (8/28/19) to discuss their plan to have an agency from Virginia come into Lincoln this fall (at the states expense) to survey the towns crosswalks within the states right-of-way. The town will receive a copy of the states final survey results once completed.

Police Department Dispatch Center

Town Manager Burbank explained that the town received an inquiry from a neighboring town interested in joining the Town of Lincoln's dispatch services, and a second town has expressed similar interests. Negotiations are pending at this time, however, Chief Morris and Town Manager Burbank felt it was too premature to name the parties involved, however, noted this will affect the town's revenue stream substantially.

Town Manager Burbank publicly stated that since Chief Morris has come aboard, he and Deputy Captain Burnham have significantly changed things around downstairs and there is now a steady stream of partnering police agencies routinely visiting the Lincoln Police Department and working collaboratively.

Other Business

Tax Collectors Supplemental Warrant

The Board reviewed the Supplemental Warrant submitted by the Tax Collector and made the following motion:

MOTION: "To accept the Tax Collectors Supplemental Warrant in the amount of \$810."

Motion: Jayne Ludwig

Second: Tamra Ham

Motion carries.

Abatement Request

An abatement request was submitted by Smith Etal, Susan L. & Robert & Raymond Legare for a parcel located at Mansion Hill #LO, Tax Map 114-049-000-00-00000 in the amount of \$129.00 for the 2019 Spring Tax Bill. The Planning Board approved a subdivision for M114-049 which was recorded at Grafton Country Registry of Deeds on 9/21/17 which included a reduction in acreage as well as the creation of two (2) new parcels (M114-049-1 and M114-049-2). This plan was never given to the Assessing Office to make the appropriate adjustments so an abatement is now necessary for the difference in the large parcel M114-049. The Assessing Department will also be creating a Supplemental Warrant for the two (2) parcels that subdivided from this plan and tax bills will be mailed out and due within 30-days from the date created.

MOTION: "To approve the abatement request in the amount of \$129."

Motion: Tamra Ham

Second: Jayne Ludwig

Motion carries.

Town Hall Closed on Monday, September 2, 2019-Labor Day Holiday

All Lincoln Town Offices will be closed on Monday, September 2nd in observance of the Labor Day Holiday. There will not be a Board of Selectmen's meeting next Monday, however, the Board will resume their weekly meeting schedule on Monday, September 9th at 5:30 pm.

Public Participation

Roger Harrington asked if any town roads were going to be paved this year. Town Manager Burbank explained that DPW Director Hadaway is trying to find a contractor that will have time this year to pave Conant Road; Bern Dibner Drive, Riverside Cemetery Road (Old Airport Road), Edgewood Street, and Coolidge Street. Town Manager Burbank explained that the reason DPW Hadaway is now trying to find a contractor is because money was originally set aside in the CIP for West Street, however, now that it appears West Street will not be completed this year, Hadaway decided to try and get the above roads paved instead.

Rodger Harrington asked if the Police Department has the car counter on Pollard Road. Chief Morris was unaware of this and said this is not the business of the Police Department, but maybe the Planning Department. Town Manager Burbank will reach out to the North Country Council who typically conducts these studies to see if this is a car counter they forgot to pick up.

Jim Welsh asked if a stop sign can be put up on the corner of Maple Street and Pollard Road (Pollard Road has a stop sign). Chief Morris explained that he has driven to that corner in question and noted that if a vehicle actually stops at that intersection (as they should) prior to making either a right/left turn, there is a good *line of sight* and no visual obstructions. Selectman Ham asked Chief Morris to keep an eye on this cross street during the winter months to see if the snow banks have any visual impact on vehicle traffic, and the Board will re-visit this discussion at that time.

V. NONPUBLIC SESSION *Pursuant to RSA 91-A: 3: II*

There was no non-public session this evening.

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 6:17 p.m.


Respectfully Submitted,
Jane Leslie

Approval Date 9 / 09 / 2019

Chairman OJ Robinson

Selectman Tamra Ham

Selectman Jayne Ludwig