

LINCOLN BOARD OF SELECTMEN'S

**APPROVED**

MEETING MINUTES

MAY 11, 2020 – 5:00PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

(MEETING VIA ZOOM VIDEO CONFERENCING)

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**Board of Selectmen Present:** Chairman OJ Robinson, Vice Chair, Tamra Ham, and Selectman Jayne Ludwig

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

**Public Present:** Jay Scambio, Myles Moran (ZBA Alternate), Norman Bartlett, and Carol Riley

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**I. CALL TO ORDER**

Chairman Robinson called the meeting to order at 5:02 pm.

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

**MOTION: "To approve the meeting minutes of May 4, 2020 as presented."**

**Motion: Tamara Ham**

**Second: Jayne Ludwig**

**All in favor.**

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**III. VOTE TO ACCEPT CARES ACT FUNDING (*For Police and Fire*)**

Chairman Robinson explained that the federal CARES Act Funding (Coronavirus Aid, Relief, and Economic Security) has allocated a portion of this subsidy to pay Emergency First Responders (Police and Fire personnel) weekly stipends of \$300 for full-time employees, and \$150 for part-time employees. There are no public hearing requirements, however, best practice is to have the Board of Selectmen vote to accept and expend the CARES Act grant. Chairman Robinson made the following motion:

**MOTION: "To formally accept the CARES Act funding through the State of New Hampshire."**

**Motion: OJ Robinson**

**Second: Tamra Ham**

**All in favor.**

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The Selectmen and Town Manager Burbank discussed how this funding will be disbursed (weekly, monthly, lump sum, etc.), and explained that the funding covers an 8-week pay period. Selectman Ham further explained that the stipend can be paid in a lump sum at this time; a lump sum at the end of the 8-week period of time, or weekly. Burbank commented that if an employee takes a vacation during this period of time, they would *not* be eligible for that week's 'stipend. Ham would like to see the stipend paid out weekly so that the employees do not have to wait for their money.

Burbank commented that it is unfortunate that this program was not extended to all municipal employees that have interactions and close contact with the public, and risk potential exposure to the COVID-19 virus on a daily basis (e.g., Solid Waste, Public Works). Burbank explained that he is publicly advocating for this on the state level as a NH Municipal Association (NHMA) Board of Director, because there are also morale issues surrounding this matter for those employees that do not have the luxury of working from home and taking care of their families. Selectman Ludwig read an email received from Finance Director, Johnna Hart as follows: "*Jayne, the town has to pay each Fireman and Police Officer a stipend of \$300 per week (full-time) and \$150 per week (part-time), and part-time volunteer fire personnel, \$50 per week for the next 8-weeks, of which the state is supposed to reimburse the town. We do not need a public hearing but the Board of Selectmen does need to vote on it (estimated to be \$34K). Please let me know if you have any questions.*" Johnna Hart – Finance Director

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**Public Comment:** *Can you please tell me what increased affect the COVID virus has had on the town's first responders? -Paul Beaudin*

Town Manager Burbank responded that the stipend comes from the federal government and is part of a nationwide initiative program for emergency first responders based on the potential danger they are confronted with while working with the public during the COVID-19 crisis. Burbank added that he feels this program should have been expanded to include Public Works and Solid Waste Facility employees, however it was not and this is out of his control. Selectman Ham added that the First Responders do not have the option to conform to the 6-foot social distance guidelines.

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#### **IV. NH RESTAURANTS AND OUTDOOR SEATING (Re-opening May 18<sup>th</sup>) Discussion**

The board discussed the re-opening of town restaurants with limited outdoor seating which will take effect on Monday, May 18<sup>th</sup> based on the Governor's Executive Order (#40). Chairman Robinson explained that the board briefly discussed this matter last week, and what, if anything the town wanted to do relative to this order. Robinson noted that town counsel, Peter Malia emailed the board information on what the Town of Conway is doing as far as regulation of outdoor dining, however, Robinson does not want to require any site plan review process; waivers, or special exceptions so that business owners can operate their respective establishments according to state guidelines and what the Governor has outlined. Robinson noted that the board had discussed possibly issuing a *special permit* that would be administered by both the Police and Fire Chiefs, and they would go and look at the restaurant site and their proposal for outdoor dining to ensure that it is safe and compliant. Selectman Ludwig commented that Conway has verbiage in their permit that outlines what is expected of the restaurant owners/individuals, and feels that this will help the town avoid any possible liability. Selectman Ham would like to have a temporary permit issued to everyone that has outdoor seating (that they would have to sign), that stipulates this outdoor seating is *temporary* as a result of the COVID-19 crisis, and would be good through Columbus Day weekend or whenever the executive order ends (whichever comes first). Robinson explained that the Planning Board has not weighed in on this issue yet, however, he did email the Planning Board to ask them if they wished to comment on this matter. Carole Bont commented that she invited both the Planning and Zoning Boards to watch tonight's Selectmen's meeting, and she has also put this on the Planning Board's Wednesday night meeting agenda (May 13th).

Robinson suggested they pass along Conway's version of their special permit to both Chief Morris and Chief Beard so that they can make adaptations as they see fit, and the Selectmen will then individually review and comment on the final formalized version.

**Public Comment:** *Has the town checked to see what, if any liabilities the town has if we do not follow current regulations with respect to site plan and review? -Paul Beaudin*

Selectman Ham responded that they have to facilitate the Governor's Orders during this time. Town Manger Burbank also added that the only guidance the town has received has come from Attorney, Peter Malia stating that the emergency declarations do not waive town site plan and review.

**Public Comment (Restaurant outdoor seating):** *I think ALL seating should be approved with the following conditions:*

- 1) A description of what they are intending on doing,*
- 2) For what time period they are intending on using outdoor seating,*
- 3) That they realize this is a temporary approval,*
- 4) That all businesses have an avenue to be able to plead their case if whomever is approving outdoor seating refuses a business the ability to have outdoor seating,*

*5) That a waiver of liability be given from the business to the Town of Lincoln releasing the town from any liabilities with respect to approving any outdoor seating*

*-Paul Beaudin*

Selectman Ham commented that this has all been discussed.

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## **V. PLANNING BOARD FEE STRUCTURE Discussion**

Chairman Robinson explained that the board reviewed the Planning Board's Fee Structure during their April 27<sup>th</sup> board meeting, and submitted a list of questions they had to Town Planner, Carole Bont (*see attached*). Bont had originally forwarded the board the Town of Hanover's Fee Schedule as an example and guide while considering the revisions to Lincoln's fee schedule. Robinson explained that Bont and Town Hall staff spend a considerable amount of time reviewing tax maps and regulations when drafting permits (Sign Permits, Driveway Permits, etc.) and felt this should all be considered when revising fees. There was an in-depth discussion with Planner Bont in consideration of revising all of the Land Use Planning Fees.

Bont asked the board who would be in charge of keeping track of the money generated by the Planning Department's new fees (e.g., Ron Beard inspects a unit, Public Works inspections). Bont also questioned how the billing would be handled, and who would be responsible for generating the invoices (Planning or Finance?). Selectman Ham questioned who is currently responsible for sending out the Planning Board billing now? Bont responded that when Wendy Tanner worked with her, she would send out bills to anyone owing the town money. Ham responded that either Brook Rose or Linda McIntyre would then be responsible for the billing. Bont explained that now that the Public Works Director Hadaway and Chief Beard would be charging for various inspections, this billing would have to be consolidated and billed out accordingly which may not be easy. Robinson suggested that Chief Beard and Carole Bont meet via conference call to discuss the best way to implement a billing plan. Selectman Ham added that all fees should be paid in advance of any inspections being conducted, and no payment, no inspection.

*The board took a two-minute recess at 6:32 pm.*

Upon conclusion of the Planning Board Fee Structure discussion, Chairman Robinson explained that he would take all of the revision notes and put them into a single draft document, and forward to the board and Planning Department for review. Burbank suggested they open this discussion up next week for public comment. (*Town Planner, Carole Bont departed the meeting at 7:15 p.m.*)

**Public Question (Driveway fee):** *Can you tell me what the current driveway fee is for the state? I cannot find it on the state's driveway permit application. -Paul Beaudin*

Selectman Ham was not certain what the fee was.

**Public Question (Fees):** *The purpose of re-visiting fees I thought was to try and recoup expenses based on town employees time and materials spent in order to fulfill the conditions of a permit. If there is not much time or effort spent, then please do not exact a fee on the taxpayers of Lincoln. -Paul Beaudin*

**Public Question (Fee comparisons):** *Can you tell me why the Town of Lincoln is comparing Planning Fee Structure of Hanover with Lincoln? Is there population comparison, or a wage per capita, or what criteria was used when choosing Hanover to do a comparison? -Paul Beaudin*

Town Manager Burbank explained that Carole Bont surveyed the state, and the Town of Hanover's Fee Schedule was so comprehensive that it allowed the Selectmen to get a broader idea of the various fee's

that are out there. This had nothing to do with demographics, but rather a more comprehensive fee schedule. Robinson added that the focus is more on the amount of work town staff has invested in the various permitting projects, and not the demographics.

**Public Comment (Inspections):** *Remember that Lincoln has, and has used their ability to have big projects hire an independent Building Code Inspector to make sure that any new big construction is built in compliance with state codes. I would also recommend that Select Board review RSA 155-A:5b to make sure that any person engaged in the business of certifying plans or inspecting public buildings have passed an international code council examination. -Paul Beaudin*

Selectman Ham responded that she printed out the RSA 155-A:5b which states that in order to certify plans and inspect public buildings the inspector has to pass an International Code Council examination. Robinson added that these rules will apply, when and if the town hires a Building Inspector. Robinson asked Chief Beard if he was certified to inspect fire codes, which Beard responded that he was, and noted that any commercial structure (tri-plex and up) goes through the State Fire Marshall's Office Building Permit.

**Public Comment (State Fire Marshall's Office):** *In accordance with RSA 541-A, the Fire Marshall may establish for municipalities that do not have a Building Inspector, fees to defray the cost of issuing Building Permits in accordance with the State Building Code excluding one and two-family homes. -Paul Beaudin*

Selectman Ham responded that Chief Beard addressed this earlier tonight.

**Public Comment:** *Certificate of Occupancy (CO) is only necessary if someone needs a bank to approve a loan. If they are funding out-of-pocket, CO does not mean anything! -Paul Beaudin*

Town Manager Burbank responded that it needs a Land use permit in the Town of Lincoln regardless of how it is being funded.

**Public Question (Fees):** *Is the Select Board going to have a public hearing to accept comments on the revised increase in Planning Fees before you adopt then? -Paul Beaudin*

Chairman Robinson responded that once the draft has been completed, he is going to forward it to the other Selectmen. Upon agreement of the draft, it will then be open for public comment, as there is no need for a public hearing.

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## **VI. OLD/NEW BUSINESS**

### **OLD BUSINESS:**

#### **Closed Captioning**

Chairman Robinson explained that the board received an email from a resident concerning closed captioning suggestions that may be a less expensive alternative for the town. Robinson explained that he did look into the recommendations and found that the source(s) were geared more towards closed captioning for a video production that had a minimum turnaround time of 6-hours, and although less expensive, it would not be in compliance with ADA standards. Robinson further explained that they are back to square one and looking at costs around \$137.50 per hour. Chief Beard commented as an example, tonight's meeting thus far, would cost \$275 (\$2.28 per minute) for someone to sit and manually type the captions in real time.



Robinson reiterated what he has previously stated during recent meetings, that individuals who are watching the meeting and unable to hear clearly because the filming of the Zoom meeting is being rebroadcasted via the town's website should participate directly through the Zoom meeting platform. Robinson has noted this several times before, however, the individual(s) that have communicated that the sound quality is poor, continue to *not* participate directly through the Zoom meeting platform. Robinson further commented that he cannot see spending tens of thousands of dollars a year for closed captioning when the individual(s) are not joining the Zoom Meeting and attempting to find out if the quality of sound is enhanced as a result of their participation. Robinson questioned whether or not the board should stop the broadcasting of live meetings over the town's website, and during this COVID-19 crisis the public would have to participate directly through the Zoom meeting platform. Once the Board of Selectmen's meetings resume at Town Hall, the meetings would be recorded, but *not* broadcasted simultaneously, and later posted to the town's website along with the approved meeting minutes. This would allow anyone who is unable to hear the meeting, to have the option to read the approved minutes. Selectman Ham was not in favor of discontinuing the livestreaming of board meetings at this time during the COVID crisis, however, once meetings resume at Town Hall, all board members agreed, that this would work. Chairman Robinson highly recommended again, that anyone having trouble hearing the meeting over the town's website, is invited to directly join the Zoom meeting.

**Public Comment:** *I have problems with Zoom. -Paul Beaudin*

**COVID-19 Test Site (Kanc Rec)**

Chairman Robinson explained that today was the first day for COVID-19 testing as well as antibody testing over at the Kanc Rec. Chief Beard commented that he stopped by the site earlier in the day and was told that they had already tested 45 people and were expecting 60 by the end of the day, with all testing taking place in the individuals vehicle. Selectman Ham commented that there have been some posts on Face Book expressing concern over the building's safety, as it is a gathering spot for the community's children. Ham explained that all testing takes place outside of the Kanc Rec building, and upon conclusion of the testing, the company has agreed to have the building professionally sanitized. Robinson sympathizes with the communities concerns, but feels it is important that the public is aware of the facts, and, (1) the public is not entering the building, but rather sitting in their vehicles and getting tested, and (2) it is being advertised for Lincoln and Woodstock residents only (or people who work in Lincoln/Woodstock) as there are testing sites in Plymouth and Littleton as well.

**Coolidge Street Parking Discussion**

Chairman Robinson explained that the original person who brought up their concerns about designating *No Parking* on Coolidge Street, has requested that this matter be an agenda item for next week's Board of Selectmen's meeting (May 18<sup>th</sup>) allowing input from the residents on Coolidge Street. Robinson explained that two (2) other residents have weighed in on this matter as well, in addition to an attorney that has been contacted by the original individual making this request. Selectman Ham feels that this should be done in a non-public setting if this individual has hired an attorney, and the town should have their attorney present as well. Ham added furthermore, that the Selectmen have made a decision based on the opinion of the Police and Fire Chiefs, and she has no intention of going back on it. Robinson replied that this is a *contingent request* from the individual's attorney, meaning that the original request asked for documentation on Coolidge Street, however, if the board has this public meeting, the request for documentation would be voided. Ham was firm in her standing that this matter is over, and the decision has been made out of life safety concerns.

Ham read the following email from Coolidge Street resident, Laurel Kuplin as follows: *I want to thank you for taking the time to look into the parking issues on Coolidge Street, and due to the safety issue, voting to make the decision to make the street "No Parking." As was discussed at your Selectman's*

*Meeting, both the Fire Chief and the Chief of Police recognized that having vehicles parked on Coolidge street does not allow enough clearance for Emergency vehicles to pass through should the need arise. There have been times when overflow from the church parking (on both sides of my driveway entrance) have even prevented me from being able to leave my house until the services were over.*

*I know providing enough parking in this town is difficult and there has to be a good balance, but in this case, it really is a safety issue and I support and appreciate this decision. -Laurel*

Selectman Ludwig thinks it may be a good idea to hear from the residents of Coolidge Street as it may help facilitate the proposed changes and allow the parties to express their feelings. Robinson agreed with Ludwig and thought it may be fruitful to hold a public discussion and invite the residents to participate. Chief Morris explained that he has made his position known, and he cannot change that now that this issue has been identified. Morris feels that the town has a strong argument that is covered by the RSA's and case law. Robinson agreed that the legalities of this issue are clear (ownership and right of town to eliminate parking). The board agreed to *not* make this an agenda item for next week, and providing no attorneys are involved, this item can be discussed during the *Public Participation* segment at next week's board meeting.

### **Town Manager's Report**

#### **Department Head Committee -Re-opening Town buildings**

Town Manager Burbank explained that Chief Morris (Emergency Management Director) will be heading up a committee that will be looking at re-opening all town buildings along with the respective Department Heads.

#### **Boyce Brook Water Storage Tank Project**

Weston and Sampson returned the Scope and Fee and have identified a few items that need to be re-checked (conflicting fire flow availability).

#### **Riverfront Park**

The Public Works Department and DES went onto the Riverfront Park site to dig test pits, and the town should be hearing back from them within a few weeks concerning recommended drainage designs.

#### **Bunker Lane**

Selectman Ludwig asked if there was any news on Bunker Lane because their decision response date is scheduled for May 15<sup>th</sup>. Burbank replied that he has not heard from the residents of Bunker Lane and will be scheduling the road work with a paving company shortly thereafter. Robinson asked Burbank to send out a reminder to the residents if they would like to do otherwise.

#### **Raftelis Water Report**

Town Manager Burbank commented that now that the report has been received, the next step is to forward the report to the Ad Hoc Water Committee. Robinson suggested waiting a month or so to schedule an actual Water Committee meeting at Town Hall after the Governor's stay-at-home orders have been lifted so that the committee can meet in person with social distancing guidelines being practiced.

#### **School District Board Meeting**

Selectman Ham explained that on Monday, May 18<sup>th</sup> the school board will hold a live virtual meeting to present the warrant article to the town(s) prior to the annual meeting. On Thursday, May 21<sup>st</sup> there will be another live virtual meeting, and in the interim they will be accepting questions/comments via email and telephone which will be announced and answered on the 21<sup>st</sup>. The Annual Elections and Meeting

will be held on May 26<sup>th</sup> and conducted as a drive-thru procedure at the school. There will also be same-day registration inside the school building.

Selectman Ham encouraged voters to get out and participate because there is a large bond issue on the warrant this year, and it is important that every vote counts.

### **NEW BUSINESS:**

#### **2019 Abatement Requests**

Abatement requests were submitted by Deer Park Lincoln Condos, M/L 111-001-000-01-00306; M/L 111-001-000-02-00309, and M/L 111-001-000-03-00311. *“The taxpayer(s) indicate the property is over-assessed as they feel that they are being double-taxed on the water bill. The water bill issued from a town is not part of the assessing components, and therefore, not a market-value issue as indicated in the abatement.”* Chairman Robinson explained that the Town of Woodstock provides Deer Park with all of their water (property located in Lincoln) and they do not rely on Lincoln for any water needs. Robinson explained that all New Hampshire municipalities base their property assessments on the estimated market value of that property (property taxed on value not services provided).

The town’s assessors are recommending this abatement be *denied* because the water bill issued from a town is not part of the assessing components, and therefore are not a market-value issue as indicated in the abatement.

**MOTION: “To deny the three (3) abatement requests for Deer Park Lincoln Condos (Dixon, Cunning, and Foley) as recommended by the town’s assessing company.”**

**Motion: OJ Robinson**

**Second: Tamra Ham**

**All in favor**

#### **Building Inspector**

Selectman Ludwig commented that the board should discuss the idea of having a Building Inspector at some point in the near future. Town Manager Burbank noted that shortly after he began working for the town, a presentation was held for the Planning Board that was sponsored by the State’s Building Inspectors Association, and he feels that this is something that may be beneficial to the town. Chief Beard who is the current Code Compliance Officer and Fire Chief is currently averaging between 58-60 hours per week, and Burbank feels that the town should have a 40-hours per week Code Compliance Officer because the work is there. Robinson suggested the board keep this on their radar and discuss in the near future.

#### **Public Participation (Questions submitted via email to [Townhall@LincolnNH.org](mailto:Townhall@LincolnNH.org))**

**Public Comment:** *Zoom may be easy for you, but for some us it is difficult to navigate given our current technology. -Paul Beaudin*

Selectman Ham agreed that Zoom can be tricky for those not familiar with the platform.

*Carol Riley greeted the board and was just listening to this evenings meeting.*

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#### **VI. NON-PUBLIC Session Pursuant to RSA 91-A:3:(III) (e)**

**MOTION: “To go into Non-Public Session pursuant to RSA 91-A: 3II (e) Contract Negotiations, CRVI Litigation, CRVI water system issue (with Ron Beard), Sealed Non-Public meeting minutes**

**Motion: OJ Robinson**

**Second: Tamra Ham**

**All in favor.**

The Board went into non-public session at 8:30 pm.

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

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

**All in favor.**

The Board came back into public session at 8:47 p.m.

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## **VII. ADJOURNMENT**

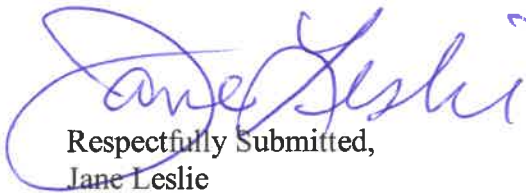
With no further business to attend to, the Board made the following motion:

**MOTION: "To adjourn."**

**Motion: OJ Robinson      Second: Tamra Ham**

**All in favor.**

The meeting adjourned at 8:48 p.m.



Respectfully Submitted,  
Jane Leslie

Approval Date: June 1, 2020

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Chairman O.J. Robinson

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Tamra Ham

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Jayne Ludwig



## Town Hall

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**From:** Planning  
**Sent:** Monday, May 4, 2020 4:57 PM  
**To:** O.J. Robinson; Tamra Ham; Jayne Ludwig  
**Cc:** Town Manager; Public Works; Town Hall; Fire  
**Subject:** last Monday night BOS Questions re Fees!

Everyone,

Here are my answers to various questions that came up at last Monday night BOS Meeting that I could not respond to due to my terrible texting skills! I talked to Vicki Smith who is the Planner in Hanover. I used to work with her in Lyme. She was the Planner for Lyme before she was the Planner for Hanover.

### **Sign Permits:**

In Lincoln there is a \$10 Sign Permit Application Fee per sign.  
In Hanover there is an \$80 Sign Permit Application Fee per sign.

Vicki told me that Hanover has an annual fee for "tent signs" – the temporary tent signs everyone uses here. Hanover has a requirement that the owners of any tent signs provide the Town with a \$2 million insurance policy indemnifying the Town for any damages or injuries caused by the tent signs, most of which are sited in the public rights of way – Town of Hanover sidewalks. Their permits for these signs only last a year.

Sign permits in Hanover are considered "zoning permits" versus a land permit. The sign permits expire after one year and have to be reapplied for every year. Vicki said it is difficult to stay on top of these and new and changing signs often slip through the cracks.

### **Driveway Permits:**

I have never charged a permit fee for Driveway Permits. When I started in January of 2013, Pat Romprey was Chair of the Planning Board. Pat told me there was no permit fees for Driveway Permits. Most of the Driveway Permits are for new homes or commercial buildings and the property owners pay all of the other fees associated with their building permit fees.

The Town of Hanover charges \$50 for a driveway permit and that is considered a "zoning review".

### **Water & Sewer Hookup Fees:**

When I started back in 2013 I was told all about Water & Sewer Tap Fees and Bedroom Impact Fees. I was never told anything about any sewer and water hookup fees. I remember understanding that hookup fees were included in the water and sewer tap fees. At various times I learned various parts of the Land Use Permit Application no longer applied. I vaguely remember being told we were skipping over that part of the application, but I could not swear to it now.

### **Demolition Permits:**

Demolition permits are only needed if someone is demolishing an entire house/dwelling/building. In Lincoln the total cost is \$50. They are required to show that there is no asbestos and to mitigate if there is. They have to hire someone to both test and then someone else to mitigate. These specialists can be costly. Demolition of an

interior for a renovation does not require a permit. The same for the Town of Hanover. Hanover charges \$150 to demolish an entire dwelling unit.

#### **Beginning Work Without A Permit:**

The Town of Hanover charges an administrative fee for “Beginning Work without a Permit” of \$300.00. Lincoln charges nothing.

#### **The \$5 Notice Fee Per Abutter:**

The Town of Hanover usually has many applications pending before it per meeting. They put all of the upcoming meetings in one notice and that way they do not have to duplicate any of the verbiage having to do with the date of the hearing, the location of the meeting or the zoom meeting information. Generally speaking, this covers the cost of the ad in the newspaper. Vicki said, “We could never cover our costs this way if we did not have so many applications per meeting.”

We in Lincoln, however, change them what the average ad costs. We often only have one applicant per meeting that is actually doing a Site Plan Review or Subdivision requiring notice whereas we have a lot of “Conceptuals” that do not have to be advertised or send abutter notices. Vicki said we should probably leave our fees for this as is. You can only collect what the cost of something is.

By the way, a recent Hanover Conservation Commission Zoom meeting did get hacked. The police investigated the hackers. The police thought maybe the hackers were from China or Russia or another foreign country. Turned out they were hacked by some pretty computer-savvy middle schoolers from the Hanover NH/Norwich VT – all of those Dartmouth College professors and Mary Hitchcock doctors must have kids who are bored at home. 😊

#### **Minor Subdivision Versus Major Subdivision:**

Three lots or less is a minor subdivision for both Lincoln and Hanover. Our subdivision regulations say:

3.39 Subdivision Minor: Shall mean those proposals involving three (3) lots or less with no potential for resubdivision and fronting on an existing street, or minor lot line adjustments or boundary agreements which do not create buildable lots, and which require no new roads, utilities or other municipal improvements.

Vicki said Hanover’s is essentially the same.

I am not sure I am answering all of your questions, but these are questions I had notes about.

Carole

**Carole Bont**  
**Planner**  
**Town of Lincoln**  
148 Main Street  
PO Box 25  
Lincoln, NH 03251-0025  
[planning@lincolnnh.org](mailto:planning@lincolnnh.org)  
Phone: 603-745-8527  
Fax: 603-745-6743  
Public Hours Open:

## Town Hall

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**From:** Kuplin, Laurel <KuplinL@nhec.com>  
**Sent:** Monday, May 11, 2020 1:42 PM  
**To:** O.J. Robinson; Tamra Ham; Jayne Ludwig  
**Cc:** Town Hall  
**Subject:** Coolidge Street parking

I want to thank you for taking the time to look into the parking issues on Coolidge Street, and due to the safety issue, voting to make the decision to make the street "No Parking". As was discussed at your Selectman's Meeting, both the Fire Chief and the Chief of Police recognized that having vehicles parked on Coolidge street does not allow enough clearance for Emergency vehicles to pass through should the need arise. There have been times when overflow from the church parking (on both sides of my driveway entrance) have even prevented me from being able to leave my house until the services were over.

I know providing enough parking in this town is difficult and there has to be a good balance, but in this case it really is a safety issue and I support and appreciate this decision.

*Laurel*

Laurel N. Kuplin

HR, Operations & Engineering Administrator

New Hampshire Electric Cooperative  
579 Tenney Mountain Hwy  
Plymouth NH, 03264  
(603) 536-8805





## Town Hall

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**From:** Town Manager  
**Sent:** Friday, May 8, 2020 8:39 AM  
**To:** ljkp.philbrick@gmail.com; O.J. Robinson  
**Cc:** Town Hall  
**Subject:** RE: Closed Captioning of Vimeo Professional live streaming : Get 4X visibility

We will put you question on the list.

Butch

**From:** ljkp.philbrick@gmail.com <ljkp.philbrick@gmail.com>  
**Sent:** Friday, May 8, 2020 8:36 AM  
**To:** Town Manager <townmanager@lincolnnh.org>; O.J. Robinson <robinsonbos@lincolnnh.org>  
**Subject:** Fwd: Closed Captioning of Vimeo Professional live streaming : Get 4X visibility

Please add this email to the questions asked at the next BOS meeting.

Hello Butch and OJ,

I did read in the 4/27/20 minutes that you are looking into the "Closed Captioning" for hearing impaired for all residents who have hearing loss. Thank you.

See attached information through Vimeo as it appears the cost is considerable less than what was discussed. This could be a reasonable solution. Is it possible for town residents to see the previous quotes given to the Town on this?

Thank you for your service to our community.

Lisa Philbrick

Sent from my iPhone

Begin forwarded message:

**From:** [ljkp.philbrick@gmail.com](mailto:ljkp.philbrick@gmail.com)  
**Date:** May 8, 2020 at 8:13:26 AM EDT  
**To:** xflatlanda <[xflatlanda@gmail.com](mailto:xflatlanda@gmail.com)>  
**Subject:** Closed Captioning of Vimeo Professional live streaming : Get 4X visibility

<https://blog.transcriptionstar.com/adding-closed-captions-on-vimeo-live-broadcasts/>

Sent from my iPhone

