

**LINCOLN BOARD OF SELECTMEN'S**

**APPROVED**

**MEETING MINUTES**

**JUNE 22, 2020 – 5:00PM**

**LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH**

**Board of Selectmen Present:** Chairman OJ Robinson and Vice Chair, Tamra Ham, Jayne Ludwig  
**Staff Present:** Town Manager Burbank, Fire Chief Ron Beard, Police, Deputy Chief Burnham, and Administrative Assistant Jane Leslie

**Public Present:** Roger Harrington, Debbie Celino, Jim Welsh, Mary Conn, Dave Beaudin, Paul Beaudin, and Norm Bartlett

**Public Present via Zoom Video Conferencing:** Paul Beaudin, Carol Riley, and Deanne Crystal

**I. CALL TO ORDER**

Chairman Robinson called the meeting to order at 5:05 pm.

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

**MOTION: "To approve the meeting minutes of June 8, 2020 as amended."**

**Motion:** Tamra Ham                      **Second:** OJ Robinson                      **All in favor.**

**Abstained:** Jayne Ludwig

**MOTION: "To approve the Non-public meeting minutes of June 15, 2020 as presented."**

**Motion:** Tamra Ham                      **Second:** Jayne Ludwig                      **All in favor.**

**MOTION: "To approve the Non-public meeting minutes of June 18, 2020 as amended."**

**Motion:** Tamra Ham                      **Second:** OJ Robinson                      **All in favor.**

**MOTION: "To approve the joint Board of Selectmen's meeting minutes of June 5, 2020 as presented."**

**Motion:** OJ Robinson                      **Second:** Tamra Ham                      **All in favor.**

Chairman Robinson noted that during the last Board of Selectmen's meeting, amendments were made to the May 4<sup>th</sup>, 2020 meeting minutes which must be reflected on the approved meeting minutes.

**III. CASTLEBERRY FAIR APPEAL REQUEST**

Chairman Robinson explained that Castleberry Fair's representative Terry Mullen was scheduled to appear at tonight's meeting to appeal the denial of her craft fair permits for August and October 2020. Ms. Mullen sent an email earlier in the day requesting that this discussion be postponed until next weeks' Board of Selectmen's meeting (6/29/20).

Deanne Crystal addressed the board and explained that Terry Mullen has asked her to speak with the Selectmen tonight to see if they would approve her appeal request this evening, and she would then provide the detailed safety plan by next Thursday (6/25/20). Robinson explained that they approved postponing the discussion until next week, but not the appeal request to approve her permits. However, if Ms. Mullen submits the report with enough time for the Fire and Police Chief to review, they should be prepared to make their decision next Monday night..

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#### **IV. OLD/NEW BUSINESS**

##### **NEW BUSINESS:**

###### **Y-Birch Kids, LCC Abatement Request**

The Board reviewed an abatement request for Tax Map/Lot 121-039 for Tax Year 2019. Upton & Hatfield, LLP recommended that this request for abatement be denied. This property is pending a court case and since it does not look like the settlement is eminent, Upton & Hatfield recommend that the Town deny this 2019 abatement application. The board made the following motion:

**MOTION: “To deny this abatement request for Tax Map/Lot 121-039.”**

**Motion: OJ Robinson**

**Second: Tamra Ham**

**All in favor.**

###### **Public Service Co. of NH d/b/a Eversource Energy Abatement Request**

The board reviewed an abatement request for Tax Map 117-122-000-00-00001 for Tax Year 2019. George E. Sansoucy, PE reviewed the 2019 abatement application submitted by Eversource Energy with the Town of Lincoln. Eversource request relies upon the value prepared by the NH Department of Revenue Administration (DRA) as the basis for their abatement request. The NH Board of Tax and Land Appeals (BTLS) has found that the DRA value does not represent true and full fair market value. The BTLA decision in this matter was upheld by the NH Supreme Court related to Eversource. Per your request for recommendation, we therefore recommend that you deny the abatement request.

**MOTION: “To deny the abatement request for Tax Map/Lot 117-122-000-00-00001.”**

**Motion: OJ Robinson**

**Second: Tamra Ham**

**All in favor.**

##### **OLD BUSINESS:**

###### **YouTube Fee Schedule**

The board discussed costs associated with uploading recorded meeting videos onto the YouTube streaming platform. Chief Beard explained that he is working on creating four (4) YouTube channels for board meetings (Board of Selectmen, Planning Board, Budget Committee, and ZBA) which will make it easier for the public to locate a specific board meeting, and the videos will be encrypted and provide closed captioning (voice recognition) features. Chairman Robinson clarified that the links to the board meetings will be available on the town’s website, but the actual video recording will be on YouTube.

###### **Face Mask/Covering**

Chairman Robinson asked the board if they wanted to print notices reminding the public to please wear face masks to protect the community. Robinson also suggested posting this message on the electronic sign board on Main Street. Jim Welsh asked if there was any way to make this a law in the Town of Lincoln? Robinson responded that Nashua did make this an ordinance which is now being challenged through the courts (lawsuit). Robinson thought it best if this message was posted on the electronic sign boards as a public service reminder.

###### **Raftelis Rate Study Report**

Selectman Ham asked if there was an update on the water and sewer tap fees that were not discussed in the water rate study report. Town Manager Burbank said he would reach out to Raftelis for clarification.

## **Town Manager Weekly Report**

### **Asset Management Presentation**

Town Manager Burbank explained that the Public Works Department (Director Hadaway) will be presenting an Asset Management presentation during the Board of Selectmen's meeting next Monday, June 29<sup>th</sup> with two (2) representatives from DES and Hoyle Tanner who will be presenting the town's Asset Management program to the Board of Selectmen.

### **Riverfront Park**

Town Manager Burbank explained that he received an amendment from Town Engineer, Ray Korber to develop an alternative concept for the Riverfront Park project to address the presence of unsuitable fill material discovered in the area of the proposed parking lot. Unsuitable fill material was detected in May after completion of test pits in support of the Alteration of Terrain Permit. Due to the nature of the material observed, there is concern regarding the type of fill material present, its extent, and its load bearing capacity. It is recommended that the Town take a step back and identify the specific geotechnical issues and concerns that may impact the design and/or construction of the project and develop alternatives that better address existing conditions. The purpose of this task order is to complete preliminary assessments and make recommendations on alternative design concepts for the Town's consideration before expending funds on field investigations and proceeding to final design development. Specific tasks will include: Assess site development requirements; revise the Phase 1 park layout, make recommendations for additional sub-surface investigations and environmental assessments, assess the regulatory issues, concerns and requirements. A discussion ensued on the various options available for the proposed parking lot location. Chairman Robinson suggested asking Ray Korber if it is feasible to obtain an answer on using the Burndy site for a parking lot, because if the answer is *no*, then it will help the board make a better more informed decision.

### **Black Lives Matter Vigil**

The town has received a request for approval of a Special Event application for a Black Lives Matter vigil which is scheduled for June 28<sup>th</sup> from 11:30am to 12noon. The applicant is planning on marching from the Gazebo in N. Woodstock to the Gazebo in Memorial Park and is seeking the Board of Selectmen's approval for this event.

**MOTION: "To approve the Black Lives Matter special event scheduled for June 28th."**

**Motion: Tamra Ham**

**Second: Jayne Ludwig**

**All in favor.**

### **Water Storage Tank Project**

Town Manager Burbank explained that there appears to be a discrepancy with the data model that Hoyle Tanner reported and what Weston and Sampson found. Burbank will be meeting with Dave Edson (Hoyle Tanner) and Weston Sampson to decipher the water storage capacity and altitude issues.

### **Public COVID-19 Sign**

Selectman Ham explained that Woodstock Selectman Charyl Reardon heard that Lincoln was looking at putting a COVID-19 sign up at Ladies Bathtub, and offered to share Woodstock's sign design (*see attached*) that they are using for their public places in town. Robinson thought it would be a good idea to post these signs at Lady's Bathtub and Old Hole, Kanc Rec, and the Gazebo. The board thanked Charyl Reardon.

### **Fireworks Display**

Selectman Ham commented that if the town wants to still have a fireworks display at some point this summer, they need to have this discussion with Woodstock sooner than later because there are quite a few

towns that postponed their displays to Labor Day weekend, and the vendor may not be available at that time. Robinson suggested having fireworks either the weekend before or after Labor Day and to coordinate this with Woodstock on an alternate location (either in Lincoln or Woodstock) that will enable visitors to watch the display from their parked vehicles. Robinson would like to encourage the public to weigh in on this discussion as well. There was a brief discussion on possible locations in both Woodstock and Lincoln, and Town Manager Burbank will follow-up with Woodstock.

### **Construction Land Use Permit Fees**

The board acknowledged receipt of a letter from Dennis Ducharme expressing his thoughts on revising the Land Use Planning Fee Schedule. Chairman Robinson thought it would be a great idea to read this letter during the public hearing process.

### **Public Participation**

#### **Email from Ivan Strickon**

Chairman Robinson read the following email from resident Ivan Strickon:

*I realize that the governor will not MANDATE face coverings, but just RECOMMENDS face coverings, it seems to me that this is elective for non-essential services in town, but for three specific services that we all need, this should be MANDATORY. (1) Price Chopper, (2) Rite Aid, and, (3) Post Office. It seems that most people are complying with the governor's request, but some, and not all visitors, are not complying. Since there appears to be an increase in COVID-19 cases, the thing that may help keep them from increasing is for the town to MANDATE face coverings for these three locations. Other locations are not essential for most residents, and are completely optional to visit. We must keep our residents safe.*

*Thank you in advance,  
Ivan Strickon*

Chairman Robinson feels Mr. Strickon brings up a good point, but feels it may raise a lot of questions amongst businesses, such as why one business has to mandate masks and another does not.

Roger Harrington asked what was going on with The Pines retention ponds. Robinson explained that The Pines is scheduled to go before the Planning Board this Wednesday (June 24<sup>th</sup>) for a site plan review of their revised water runoff based on their *new* Alteration of Terrain (AoT) permit that they recently received (based on the new design of the retention ponds). The Pines has also submitted their application to complete the last two (2) units to be built. A discussion ensued about the current stormwater runoff, and Robinson suggested the Planning Department look into whether or not there is a current stormwater study on record. Mr. Harrington requested a copy of the plans so that he could review them as well.

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### **V. NON-PUBLIC Session Pursuant to RSA 91-A:3:(III) (c) Personnel Matter, Town Manager Performance Review**

**MOTION: "To go into Non-public session pursuant to RSA 91-A:3 (III) (c)."**

**Motion: OJ Robinson**

**Second: Tamra Ham**

**All in favor.**

**The BOS went into Non-public session at 6:30 p.m.**

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

**Motion: OJ Robinson**

**Second: Jayne Ludwig**

**All in favor.**

**The Board came back into public session at 7:38 p.m.**

## IX. ADJOURNMENT

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

**MOTION: "To adjourn."**

**Motion:**

**Second:**

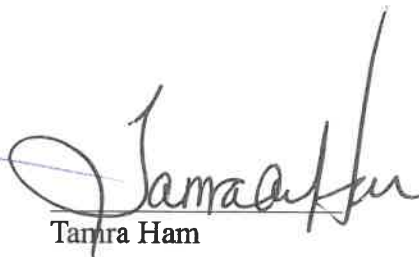
**All in favor.**

The meeting adjourned at 7:40 p.m.

  
Respectfully Submitted,  
Jane Leslie

Approval Date: June 29, 2020

  
Chairman O.J. Robinson

  
Tamra Ham

  
Jayne Ludwig

## Town Hall

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**From:** ivan.s ipstechnology.com <ivan.s@ipstechnology.com>  
**Sent:** Wednesday, June 10, 2020 11:02 AM  
**To:** Town Hall  
**Subject:** Question for the BOS

Can you please pass on the following question to Board of Selectmen? Thanks.

I realize that the governor will not MANDATE face coverings but just RECOMMENDS face coverings, it seems to me that this is elective for non essential services in town. But, for three specific services, that we all need, this should be MANDATORY.

1. Price Chopper
2. Rite Aid
3. Post Office

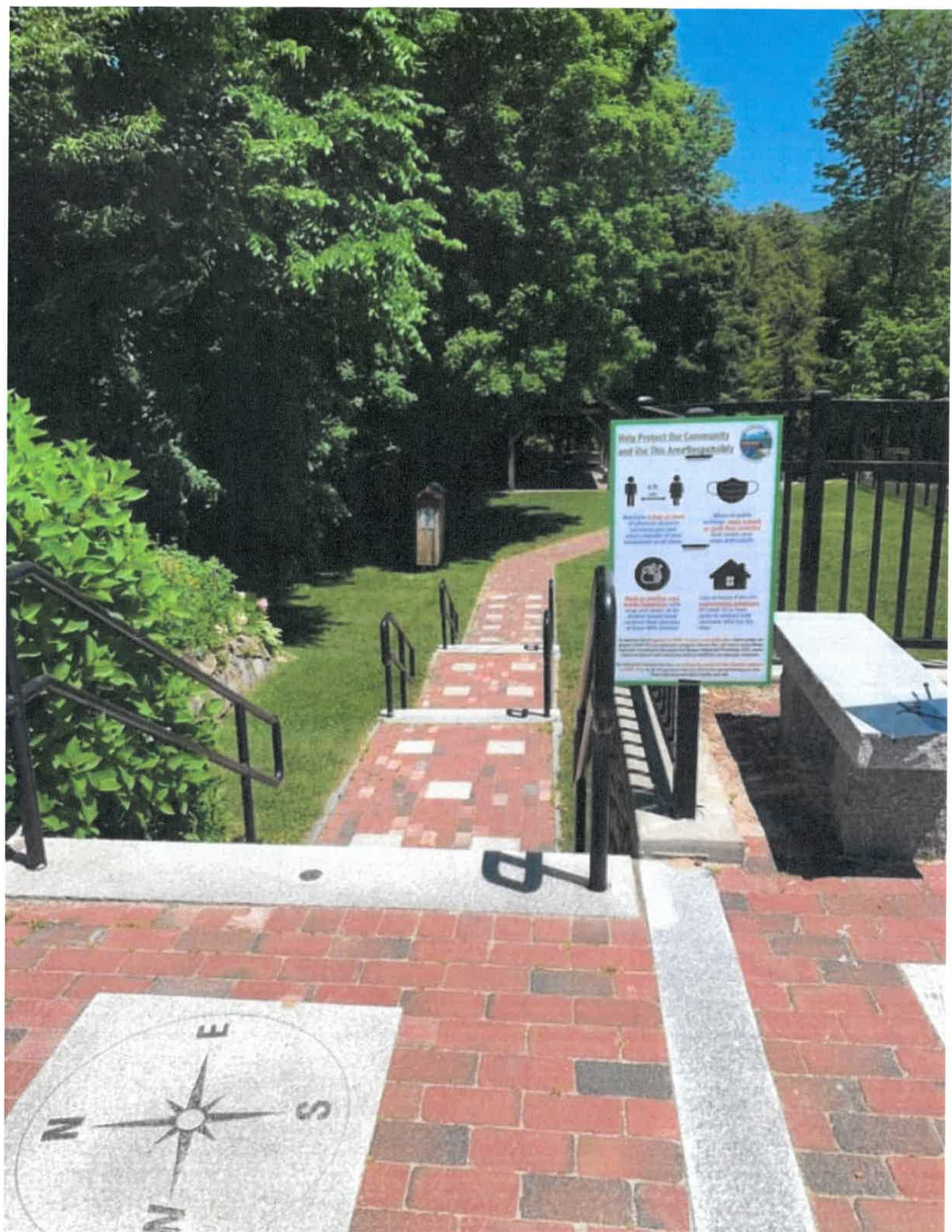
It seems that most people are complying with the governor's request, but some, and not all visitors, are not complying. Since there seems to be an increase in COVID-19 cases, the thing that may help keep them from increasing is for the town to MANDATE face coverings for these three locations. Other locations are not essential for most residents, and are completely optional to visit. We must keep our residents safe.

Thank you in advance,  
Ivan Strickon

**Ivan Strickon - Secretary**  
**Board of Trustees**  
**Linwood Medical Center / Linwood Ambulance Service**  
BLS Instructor  
AED Maintenance

[ivan@linwoodambulance.org](mailto:ivan@linwoodambulance.org)  
631-379-0801





**Help Protect Our Community and the This American Summer**

**Stay 6 feet apart**  
Avoid close contact with others. If you must be near others, keep at least 6 feet between you and them.

**Wear a face mask**  
When you are around other people and especially when you are near people from other households.

**Wash or sanitize your hands**  
Often. Avoid touching your face. Avoid touching others.

**Stay home if you are sick**  
If you have a fever, cough, or shortness of breath, stay home. Do not go to work, school, or public places.

**Don't go to work, school, or public places if you are sick**  
If you have a fever, cough, or shortness of breath, stay home. Do not go to work, school, or public places.

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