

Lincoln Board of Selectmen – Meeting Minutes
March 30, 2009 – 5:00 pm

Present: Chairman Peter Moore, Selectman Deanna Huot, Selectman Patricia McTeague, Town Manager Peter Joseph, and Administrative Assistant Susan Chenard
Audience Members: Lori Wiggett and David Wood of AHEAD, Mike and Bobbi Donahue, Tammy and Christine Ham, and Paul Beaudin

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

Routine Business

- **Approval of the Public Meeting Minutes of March 23, 2009** - A motion was made by Selectman McTeague, seconded by Selectman Huot, to approve the public meeting minutes of March 23, 2009, as amended. The vote was unanimous.
- **Discussion with AHEAD representatives David Wood and Lori Wiggett regarding future senior and disabled housing options** – Chairman Moore described the June 2008 meeting the Selectmen had with AHEAD regarding Lincoln Green. After several letters to the owners of Lincoln Green, we received a response that they were waiting to see what market conditions would be much closer to the end of their contract in 2012 before making any decisions regarding if they would be interested in working with the Town to continue the facility as elderly and disabled housing with rent subsidies. Mr. Wood explained that it typically takes 18 months to refinance via HUD for this type of project. In a worst case scenario, the owners would need to give tenants notice of at least 90 days if they were going to switch to market rates. This allows the tenants time to apply to HUD for vouchers to continue renting at 30% of their income. However, this may not be at Lincoln Green, and if there is no place to go to, this can create problems. Mr. Wood stressed that this is a worst-case situation example, but felt that due to higher demand for rental housing, the owners of Lincoln Green may go towards market rates. Mr. Wood also said he would touch base with HUD to let them know of Lincoln's interest in the property, should the current owners decide to sell it. Chairman Moore wondered how difficult it would be to find a buyer who would keep it at the current use, as he felt the return on investment would be small. Mr. Wood noted that the return could actually be substantial, which would depend on the purchase price and financing through HUD. Chairman Moore asked if we could create our own version of Lincoln Green as a backup plan. Mr. Wood said that as the Town does have developable land, there would be 3 programs that could help. The HUD 202 program, which was used for the Beattie House in Littleton, is one. It involves 40 years of rental assistance at a percentage of income, but is not a big moneymaker to the developer. The second option is the low income housing tax credit, which is geared more towards family housing, rather than elderly housing. Town owned land at below market rate would make the project competitive. The third option is a rural development (515) program, which does provide 100% rental assistance, but only for some units. Basically this option is a loan program, while the previous two are grant programs. Selectman Huot asked how much acreage would be needed for a facility the size of Lincoln Green. Mr. Wood thought he remembered discussions of 28 units possible on the 4 acre parcel at the bottom of Mansion Hill a while ago. However, he felt that the best bet would still be to stay at Lincoln Green. Mr. Wood wondered if the current

Lincoln Board of Selectmen – Meeting Minutes
March 30, 2009 – 5:00 pm

owners own market rate properties as well as affordable housing. We will find out, as this may affect how they proceed. Chairman Moore asked if AHEAD had recommendations for us to prompt the Lincoln Green owners to work with us, but Mr. Wood did not, as the Town had had better luck in obtaining a response from the owners than AHEAD. Mr. Wood was surprised that the owners haven't been working with the Town already, as the property is reputed to be a money drain to the company. He said he would not bet on any help from the stimulus package however. Mr. Wood asked if the Selectmen would be interested in working with AHEAD on family housing/workforce housing, as they would love to work with us on that in the meantime. Chairman Moore stated that their primary goal is preserving elderly and disabled housing. Mr. Woods did provide plans for 4-plexes like they are doing in Littleton currently. He described that they were very green, including mandatory recycling, could possibly receive LEED certification, were super insulated, had a community building with homework room etc. and were modular, so they could be replicated in other locations. The Littleton project set up the first 25 units for \$7 million, with the next units costing much less, as the land would then be owned. The two and three bedroom townhomes would be 950 and 1100 square feet respectively. The two bedroom units would cost between \$600-\$625 per month, at 60% of median income, including heat and hot water. (These rates are based on Grafton County, where the median income for a family of four is \$37,000. Three bedroom units cost about \$750 per month. Chairman Moore asked what happened if the tenants earned more later. Mr. Wood explained that they could stay until they chose to move; the rent is fixed and subsidies are received at construction, so there is typically no debt for the owner. Of course, AHEAD does prefer to help people buy a place of their own. Mr. Wood explained that AHEAD can help develop multiple sites and do rehabs. The Selectmen thanked him for his information and planned to meet on this subject again.

- **Business Park lot transfer to Donahue** – With the receipt of \$3000 for escrow for future installation of the lighting in the Business Park, the Donahues satisfied the terms of their contract with the Town. In return, the Selectmen signed the deed to transfer Lots 1 and 3 to Mike and Bobbi Donahue. Chairman Moore noted that the clock to submit plans within 18 months started as of this evening and that the Donahue's right of first refusal was still in effect. The Chairman offered his congratulations and good luck. Mr. Donahue said he had just received building plans and expects to be before the Planning Board very soon.
- **Discussion of fees for driveway permits and Town Hall room rentals** – Town Manager Joseph noted that he was still working with Public Works Director Bill Willey on suggested driveway permit fees, but did distribute a suggested rate schedule and option to waive fees for government agencies, non-profit uses, and so forth for the Town Hall's conference room and little office. The Selectmen seemed to agree with the suggestion but asked to think it over until the next meeting.
- **Food Pantry status** – The current status of the Food Pantry, as we inherited it from Woodstock, is as an organization with a bank account, yet it isn't an official organization. Town Manager Joseph said it could either be part of town

Lincoln Board of Selectmen – Meeting Minutes
March 30, 2009 – 5:00 pm

operations or function as a separate non-profit. He and the Selectmen prefer the latter. Typically churches run this type of activity, not municipalities. As a separate non-profit organization, it would be set up similar to a “Friends of ...” or a Booster club, with its own Board of Directors. The Board could be composed of someone from the Board of Selectmen, from Finance, and from Recreation, for example, at least to start. The Town donates space already and would donate some payroll costs as well. Currently, donations go through Town funds, and if it remained part of the Town, we would need to gross budget. Selectman Huot and McTeague both volunteered to be on the board of directors if needed.

➤ **Town Manager’s Report**

- The Town Manager distributed a draft investment policy and delegation of duties policy, as proposed by Treasurer Pauline Paste upon the request of our auditors. These policies are mostly a codification of our current procedures. Ms. Paste also developed a money transfer form. The Selectmen asked to table the discussion on this matter until their next meeting so as to be able to read and digest the information.
- Town Manager Joseph reminded the Selectmen of the Community Forum event at Loon Mountain on Wednesday, April 1st at 5:30pm.
- Town Manager Joseph, Public Works Director Willey and Selectman McTeague met with Rick Kelley of Loon Mountain (LMRC) and the president and vice president of the Loon Homeowners Association (LHA) last week regarding the status of the Beechwood 1 roads. They concluded that an inventory needed to be done, and now have a quote from Horizons Engineering for a report of the current conditions and a cost estimate for suggested changes. The cost of \$2400 for this report would be split 3 ways, between the Town of Lincoln, LMRC and LHA. It seems the Town would be responsible for surface and sub grade, Loon takes responsibility for utilities, and the homeowners in Beechwood 1 take the last third for maintenance. The Beechwood 1 homeowner’s association is now defunct, but those owners are still members of the LHA. Larry Sinsimer, president of that association, has suggested creating a village district of Beechwood 1. The Selectmen were happy to hear that everyone was now working together and had come to a consensus of each group’s responsibilities. Selectman McTeague would like to see our legal counsel’s suggestion for creating a village district. Chairman Moore was looking for signs of support of the majority of the homeowners in Beechwood 1. Paul Beaudin, from the audience, said he used to be in charge of the roads in Beechwood for some 18-19 years and explained that Loon Realty Corporation did maintenance in the past for the homeowners. He offered his help in the history of this area, and Chairman Moore asked the Town Manager to put Horizons Engineering in touch with Mr. Beaudin. Public Works Director Willey did road construction in Westwood, but was around for the Beechwood work as well. There was further discussion regarding responsibilities, including that utility upgrades need to be backed by the homeowners who are being served by cable, phone, and electric. The Selectmen approved spending the \$800 for the town’s share of the Horizons Engineering’s quote.
- Tax Collector Susan Whitman has sent out tax lien and tax deed notices. There is \$465,268.68 in impending liens (first year) and \$10,683.89 in tax deed (third

Lincoln Board of Selectmen – Meeting Minutes
March 30, 2009 – 5:00 pm

year) amounts. One property is in bankruptcy, but may be resolved soon. Town Manager Joseph has files on which properties would be due to be taken by tax deed as of May 6th, and cautioned that we may not want to take some of them. However, vacant home sites and vacant homes are more likely to be taken. He also noted that several bigger developers typically are a year behind due to their ownership billing.

Audience Participation

Tammy Ham wondered if we were speaking with Woodstock at all about the Lincoln Green situation. We will be meeting with the Woodstock Board of Selectmen this coming month, and can touch base with them on that. As the facility would need to be physically located in one single town, it may not make sense.

Ms. Ham wondered if Lincoln takes responsibility for some portion of the Beechwood 1 road, does this make Lincoln liable for other roads as a precedent. The Board and Town Manager strongly felt this was not the case. They explained that any agreements for Beechwood were made in the 70's and 80's. There were never agreements made for any of the other developments.

Paul Beaudin said that he attended the Planning Board meeting last Wednesday and was interested in the gambling bill, which was co-sponsored by Representative Edmond Gionet. Mr. Beaudin did some research on this SB 179, which would include up to 2000 video slot machines, potentially here in Lincoln, as our representative said that our Town supports this. Mr. Beaudin felt the citizenry should be more involved and have more information on this issue. He suggested a community forum on the subject. Both Mr. Beaudin and Chairman Moore had been surprised to read that small businesses within a 10-mile radius typically lose business as people stay and eat at the resort. However, some towns had created zoning that did not allow the gambling facility to add rooms or restaurants. If the bill were to pass, it would still go before the Governor. Any proposal would have to be presented for approval at Town Meeting. Town Manager Joseph noted that one license is to be awarded per each of three counties (Coos, Grafton and Rockingham), and that at a recent “meet your legislators” luncheon, this topic became a lively discussion. Municipalities would receive 3% of the gambling facility’s income, but there would obviously be costs to the community to offset this financial benefit. The Selectmen said they might bring up the subject at the Community Forum on Wednesday evening. Mr. Beaudin is still looking for proof positive of any financial opportunities, and felt that it was impossible to quantify the costs for loss of housing, divorce, etc.

Other Business

Chairman Moore wondered if anyone saw the article in the Littleton Courier regarding school apportionment. He felt the reporter got it wrong, even after speaking to the Chairman about it twice.

Chairman Moore asked about the situation with Ms. Jasinski and Mr. Fiscus in Beechwood. Mr. Fiscus came in on Friday afternoon to see Town Manager Joseph. The Town Manager reiterated that Mr. Fiscus needed to get an occupancy permit, but also that he needed to discuss other issues with Mrs. Jasinski. If they can come to an amenable solution regarding the driveway, things will look much better.

Lincoln Board of Selectmen – Meeting Minutes
March 30, 2009 – 5:00 pm

Selectman Huot asked who was responsible for fixing bumps over the railroad tracks at the solid waste facility. We can check with Brenda and Ben Clark.

Chairman Moore asked about the Grafton County budget meeting that the Town manager had planned to attend, and Town Manager Joseph replied that he learned this was actually the departmental meeting. The executive committee will meet later, before the delegation acts on it, and he will attend the executive committee meeting instead.

Selectman Huot saw Ray Burton at last weekend's concert at the school. He confirmed he would be here for the April 20th Selectmen's meeting. Town Manager Joseph suggested that would be a good day to ask him about the budget meeting to be held earlier that day. Administrative Assistant Susan Chenard presented an elderly exemption for Graham Wright, which was approved by Selectmen.

At 8:11 pm, the meeting was adjourned and the Board of Selectmen reviewed payroll and accounts payable check registers for the week ending March 29, 2009.

Date: _____

Approved by:

Chairman Peter Moore

Selectman Deanna Huot

Selectman Patricia McTeague