

Lincoln Board of Selectmen – Meeting Minutes  
August 3, 2009 – 5:00 pm

Present: Chairman Peter Moore, Selectman Patricia McTeague, Selectman Deanna Huot,  
Town Manager Peter Joseph and Administrative Assistant Susan Chenard  
Audience: None

Chairman Moore opened the Board of Selectmen's meeting at 5:10 pm.

**Routine Business**

- **Approval of the Public Meeting Minutes of July 27, 2009** - A motion was made by Chairman Moore, seconded by Selectman McTeague, to approve the public meeting minutes of July 27, 2009, as amended. Selectman Huot abstained as she was not present at that meeting. The vote was in the affirmative.
- **Annual review of Selectmen's Ordinances** – This subject was tabled for later in the meeting. Not all the Selectmen had a chance to review all of the ordinances, so new dates would need to be scheduled.
- **Discussion regarding state revenue sharing reductions** – Town Manager Joseph noted that the Town of Lincoln would be receiving about \$125,000 less from the State of New Hampshire due to the elimination of revenue sharing with the municipalities. This would amount to an increase of 15-20 cents per tax dollar if this reduction is not absorbed through expense cuts. A special town meeting is allowed to discuss budget cuts. Currently, expenditures are in line with budgeted amounts. The Selectmen agreed that we should continue with our current planned expenditures and revisit the issue when we set the tax rate in order to see if we can reduce the projected tax impact through use of surplus or reductions in expenditures. We should not plan on any of this revenue sharing money from the State in the future.
- **Town Manager's Report**
  1. Counsel for the North Country Center for the Arts has informed Town Counsel that they are hoping to be able to close on the transfer of the land by August 12<sup>th</sup>. It is the Town Manager's understanding that all issues have been worked out at this point in time.
  2. Each year the Property Appraisal Division of the New Hampshire Department of Revenue Administration (NHDR) performs a follow-up of a random sample of the houses that are inspected and updated by municipal assessors. The Town Manager attached the results of this year's monitoring. The scores for each parcel were listed. A score below 6 would be passing, and he indicated those properties which had not passed, including scores up to 19. The Town Manager had met with Ron Cote and his supervisor at the NHDR and discussed these results, and that the errors are concentrated mainly in a few areas. The Selectmen asked the Town Manager to speak with our assessing company and have them review the assessments they had performed in those areas recently, and ask them to correct the errors at their expense.
  3. We received notification that the Police Department's COPS grant proposal submitted by the Chief has been preliminarily approved. This would be another grant very similar to the SRO position (three year funding with a requirement to retain the officer for at least two additional years following). The Department of Justice requests a reply within 90 days, with the possibility

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for extension. The Town Manager proposed that we request an extension until after Town Meeting (or at least until after the budget process) as the acceptance of the grant will be dependent on several staffing factors at the Police Department that are currently unclear (SRO position, part-time officer Beaudry and overall staffing needs). The school needs to decide if it will fund the SRO officer position once the grant no longer pays for that position, or if that position will revert back to the Town full-time. The Chairman asked that the current SRO officer be interviewed to see what is or is not working in that position.

4. The Woodstock/Lincoln I-93 project begins this week, per NHDOT. This will involve a short disruption for paving, and a longer disruption at the bridges on the highway, which will be restricted to one lane at a time. There will also be one lane outages under the highway bridges on Route 112 and Connector Road.

**Other Business**

- The Board of Selectmen approved the Highland Games letter the Town Manager had written for this year's event and brochure.
- Selectman McTeague started a discussion on the Beechwood Roads project, trying to get a sense of if there was a preference for patching the road or repaving it completely. Should one bond the project, or plan for the expenditure in a few years via the CIP? Town Manager Joseph wanted to make sure that any work that was agreed to would be long lasting and would not need to be torn up again in the near future because of utilities or faulty paving. Quotes for the various options are still needed, and anything would need to pass Town Meeting as well. One of the Beechwood homeowners wrote an email thanking the Town for working with them and Loon on this project.
- Town Manager Joseph asked the Selectmen if they would be interested in having their individual pictures and small bio's listed on the website like many other towns do. The Selectmen agreed and will provide these to Administrative Assistant Chenard.
- Town Manager Joseph read a letter to the Board that had been delivered earlier that day from Terry Ross. The letter described overgrown shrubs, a missing stop sign, aggressive traffic, etc. at the intersection of Kanc Rec Road and Pollard Road. Most of these issues had been resolved on the day that she called about them a few weeks ago. The Selectmen decided to ask the Public Works crew to trim the bushes more aggressively, as they did hang over parts of Pollard Road, and to ask Ms. Ross to notify the Town more quickly if she saw these or other issues arise. Administrative Assistant Chenard noted that Ms. Ross had also been upset about the ashes from brush burning at the solid waste facility, when she called. Chairman Moore agreed that other options should be discussed or proposed, even if they are more expensive on payroll and equipment, as chipping would be, for example. This issue will be brought up during the budget process this year.
- Selectman Huot asked about village districting, as it had been mentioned in the Beechwood roads project. The Town Manager and Selectman McTeague explained that this is voted in by 10 or more registered voters in the proposed area, and ratified

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by the Selectmen, who could change the boundaries of the village district. The residents hold a special meeting, like a town meeting, which is noticed in their area in a similar fashion. If the village district is established, officers are voted in. The district would hold an annual meeting around the regular Town Meeting time. The village district allows them to be taxed for things occurring only in their area, via a separate line item on their tax bill. The Selectmen all seemed to feel this may be an option if the Beechwood homeowners wish to pursue it.

- Selectman Huot asked if we had been keeping Woodstock abreast of activities and costs in the recreation and community center departments. The Town Manager said that Helen Jones, Finance Director, had been sending Woodstock monthly updates.
- Selectman Huot noted that the CIP planning is in process. She wondered if a schedule for budget meetings was in place yet. The Town Manager will set that up early this fall.
- Selectman McTeague noted that she would not be going away after all in August. Town Manager Joseph is still planning to take several days off in the 3<sup>rd</sup> week of August, and Administrative Assistant Chenard will be away from August 19<sup>th</sup> through the 25<sup>th</sup> of August.
- The Board discussed options for the ordinance review. Selectman Huot wondered if department heads may not want input, such as the police chief on the drug paraphernalia and traffic ordinances, etc. As he is on vacation currently, and the selectmen will be on vacation over the next few weeks, it was decided to look at the first 5 ordinances when everyone was back in early September. Not all of the ordinances will need major changes, so we should only choose a few per year to compare to other towns' ordinances to see what we might be missing.
- Selectman Huot and Town Manager Joseph met with Bill Conn this morning regarding a solution to the excess water on his property. The Town Manager noted that he had a conversation with Mike Donahue who had been concerned that the problem was being blamed on something that had been done incorrectly during the construction of the business park. The Town wanted to be clear that storm water drainage on the business park site was constructed to spec and functioning correctly. The main problem was being caused by the way that the storm water is handled after it leaves the site. Selectman Huot described a route for drainage that seemed like it would work well. The Town Manager would review the situation with Public Works Director Bill Willey when he was back on the job.
- The Town Manager reminded the Board of its joint meeting with the Planning Board on Wednesday, August 5<sup>th</sup>, to discuss the possibility of gambling in Lincoln.

**Public Participation**

There was none.

**Non-Public session pursuant to RSA 91-A:3 II(a) (personnel)**

At 7:05 pm, a **motion** was made by Selectman McTeague, seconded by Selectman Huot, to enter into **non-public session** per RSA 91-A:3 II(a). The vote was unanimous. The Board discussed a grievance presented on July 21<sup>st</sup>, 2009 by the Police Union regarding scheduling. At the advice of legal counsel, it was decided to deny the grievance. The Town Manager was instructed to respond in writing to the shop steward. At 7:45 pm, a

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**motion** was made by Selectman Huot, seconded by Selectman McTeague, to reconvene the public session. The vote was unanimous.

Selectman Huot noted she had received a “Save the Date” card from North Country Council, who plans to hold their annual meeting on October 8<sup>th</sup> at the Attitash Grand Summit resort.

At 7:48 pm, the meeting was adjourned and the Board of Selectmen reviewed payroll and accounts payable check registers for the week ending August 2, 2009.

Date: \_\_\_\_\_

Approved by:

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Chairman Peter Moore

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Selectman Deanna Huot

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Selectman Patricia McTeague