

LINCOLN BOARD OF SELECTMEN
MEETING MINUTES
FEBRUARY 1, 2016
LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

Board of Selectmen Present: O.J. Robinson, Patricia McTeague, and Jayne Ludwig.

Staff Present: Town Manager Burbank, Police Chief Smith, Fire Chief Beard, Public Works Director Nate Hadaway and Recording Secretary Wendy Tanner.

Public Present: Cindy Rineer, Russ Bradshaw, Tamra Ham, Edmond Gionet, Dave Beaudin, Paul Beaudin, Tammy Gionet Dutilly, Mary Conn and Roger Harrington.

I. CALL TO ORDER

O.J. Robinson called the meeting to order at 5:30 PM.

II. REVIEW AND APPROVAL – MINUTES OF THE PREVIOUS MEETING

MOTION: “To approve the minutes of the January 25, 2016 Select Board meeting as amended.”

Motion: Patricia McTeague

Second: Jayne Ludwig

All in Favor

III. WINTER AND INCLEMENT WEATHER POLICY

Winter Sidewalk Plowing

There have been several recent complaints received concerning town sidewalks not being maintained during the winter months. The current policies and procedures for winter and inclement weather road maintenance allow the town the authority to choose which sidewalks are maintained during the winter months. The Town of Lincoln Winter Maintenance Policy of 1993 excluded several sidewalks because of budgetary issues. Town Manager Burbank recommended that if the town installs sidewalks, they should also maintain them. Chairman Robinson felt that the 1993 policy should be reviewed, as the newer version of the document came out in 2013, but was never adopted by the town; although the Public Works Department occasionally refers to this document as a guideline. Police Chief Smith felt that the sidewalk around the Nordic and Dodge Place lacked adequate lighting. Public Works Director Hadaway stated that they currently maintain approximately 1 ½ miles of sidewalk, and if they were to maintain all of the town sidewalks, it would double to approximately 3 miles.

Public Works Director Hadaway stated that it was very time consuming to truck the snow away, but he could narrow the spreader and use a straight salt mixture to reduce the amount of debris left. Town Manager Burbank added that there are certain places in town where the snow should be blown into a truck and taken away. Edmond Gionet stated that there are houses on Maple Street that are so close to the road that the snow would be blown right back onto the porches, because the equipment they had at that time was not designed to load snow into a truck, now the equipment is better designed. Gionet also

stated that they used to take the snow to the old airport; however, in the spring after the snow melted the area was a mess with debris that needed to be cleaned up.

There was a discussion about cities that have ordinances that require people to shovel the sidewalks in front of their houses; however, several people including Board members felt this would not be appropriate for Lincoln.

Paul Beaudin agreed that using straight salt on the sidewalks was a good idea, and also agreed with Town Manager Burbank that the town should be responsible for maintaining all of the sidewalks. The order that the sidewalks would be cleared was discussed, as well as cost effective means to clearing snow and possibly hiring kids from Linwood School.

Town Manager Burbank stated that there was litigation in 2009, *Tinker v. Town of Tilton*, where the New Hampshire Supreme Court determined that the municipality had an ongoing obligation under the ADA (American Disabilities Act) to keep a sidewalk maintained in all seasons to permit access by disabled persons. Town Manager Burbank stated that priorities can be set by the town as to what gets plowed and when.

It was noted that the bike path from RiverWalk to Loon Mountain is not maintained during the winter months, and Chairman Robinson suggested the Winter Maintenance Policy be updated to reflect the same, and suggested that Public Works Director Hadaway coordinate with Town Hall to determine the priority of plowing roads, with the main thoroughfares (Connector Road, Lincoln Green and Main Street) taking precedence. It was also noted that Linwood Medical Center is now a private entity, and should be removed from the Winter Maintenance Policy.

Tammy Gionet Dutilly questioned the homeowner's liability in the event someone gets hurt on the sidewalk in front of their home, and Town Manager Burbank responded that the individual homeowners would have to check with their homeowners insurance.

Paul Beaudin questioned when the plowing of all town sidewalks was scheduled to begin. Public Works Director Hadaway responded that it was already in the works, and Town Manager Burbank noted that now that they have some direction from the Board, they will draft a copy of the plan and submit it to the Board of Selectmen at the next scheduled meeting. Chairman Robinson also added that the school sidewalks should be removed from the policy (*No. 5b*), and suggested merging the two page document that was signed in 1993, along with the 5 page document that was drafted in 2013, and the Board of Selectmen will review it at the next meeting.

Main Street Traffic

Chairman Robinson discussed the ongoing traffic congestion on Main Street, and believes that the public needs to be educated to use the center lane properly, so that they are not blocking the through traffic when vehicles are making a left hand turn from the center lane. Robinson also added that in the previous years there was conversation about changing Route 112 into four (4) driving lanes through town, which essentially would eliminate town parking spaces. The other suggestion was the "alternative route," which entailed building a road around Lincoln to lessen the traffic through the center of town. Town Manager Burbank added if the State DOT sees any traffic backup on Route 93 or the Kancamagus Highway, their first option in correcting it will be to

remove the parking spaces from Main Street, and make it a four (4) lane roadway. Edmond Gionet said that the 10 year highway construction plan for the State of New Hampshire was just submitted to the Public Works and Highways Committee. There was a discussion about the traffic through Town on Route 112, and if the State would help fund a project to alleviate traffic.

Board of Selectmen Petition for Sidewalk on Pollard Road

Warrant article: *"To see if the Town will vote to raise and appropriate the sum of \$525,000 for the design and construction of sidewalks, curbing, and storm water management facilities in the Pollard Road corridor from Church Street to New Hampshire Route 112 to be completed prior to December 31, 2017. Said sum to be raised through taxation."*

Town Manager Burbank noted that the Town Clerk reviewed the list and confirmed that 46 of the signatures were on the Voter Registration checklist, making this a valid petition. There will be further discussion at the informational meeting on February 17, 2016.

MOTION: *"To accept the petition as presented and include the petition on the Town Warrant for Town Meeting on March 8, 2016."*

Motion: O.J. Robinson **Second:** Patricia McTeague **All in favor.**

Chairman Robinson suggested that this article be entered as the third item on the warrant. It was also noted that if there were further questions concerning this article, they may be addressed at the public meeting scheduled for February 17, 2016. The discussion continued concerning other town projects that have been put off for a long time due to funding concerns, and it may be fair and in the best interest of the tax payers if the Pollard Road project was bonded, therefore creating less of an impact on residents. Mr. Gionet stated that he would check with the State of New Hampshire, Public Works and Highway Committee to see if there is a grant available for the building of the sidewalk on Pollard Road.

Asset Management Grant Request to DES

Town Manager Burbank stated that this matching grant is for a maximum of \$15,000, and would help fund Water Asset Management. Selectman Ludwig questioned how this was previously funded. Town Manager Burbank stated the funding came from CIP, and any funds received from the grant would be returned to the category it was taken from in the CIP.

MOTION: *To accept the 2015 Asset Management Planning Grant from the Department of Environmental Services for a total project cost of up to \$30,000 for the Town wide water study, and to authorize the Town Manager to oversee and accept the grant."*

Motion: O.J. Robinson **Second:** Patricia McTeague **All in favor.**

Notice of Intent to Cut Wood at Forest Ridge

Town Manager Burbank stated that he believes the parcel has already been clear cut for the next phase of the Forest Ridge Development. There was a discussion about the cutting of timber on a 154 acre lot of which 150 acres will be cut.

Contract with Vachon Clukay & Company, Town Auditors

Town Manager Burbank submitted to the Board for approval, the proposed contract from Vachon Clukay & Company PC, to conduct the 2015 audit for the Town of Lincoln.

MOTION: "To accept the contract from Vachon Clukay & Company PC

Motion: O.J. Robinson

Second: Patricia McTeague

All in favor.

Estimate of Revenues for 2016 Budget

The members of the Board briefly discussed several of the items on the Estimate of Revenue list and made the following motion:

MOTION: "To accept the Revenue Estimates for 2016 Budget

Motion: Patricia McTeague

Second: Jayne Ludwig

All in favor.

IV. OLD/NEW BUSINESS

Town Manager's Report

Common Man Parking Lot

Town Manager Burbank has a meeting scheduled with Alex Ray on Thursday, February 4, 2016 to discuss parking lot lease. Since Alex Ray completed substantial changes to the drainage on the lot, there have been no further issues.

Loon Bridge Update

This week they will be hanging the sewer lines underneath the bridge and then shutting down for the remainder of winter, returning in March or April.

Loon Pond Dam Update

The Project is progressing well, and the engineers have filed a required Dredge and Fill Permit.

Ice Castle

Chief Smith says the traffic plan appears to be working well. The Ice Castle has used 5,763,000 gallons of water as of February 1st and will only be doing maintenance now.

FEMA Lamp Project

There is a draft report available for public review. With the first phase done they will be moving on to mapping.

Public Participation

Edmond Gionet

Mr. Gionet stated that it was customary in the past that Grafton County contribute \$3,000,000 to \$6,000,000 million dollars toward property tax assessments for the town. Mr. Gionet explained that this year we are going in with no money, and there will not be any money to reduce taxes for the property owners in Grafton County. Chairman Robinson asked if that was \$3,000,000 in unexpended funds used to offset the taxes. Gionet agreed. Selectman McTeague explained that the County portion of our taxes will be higher.

Tammy Gionet Dutilly

Tammy Gionet Dutilly disagreed that the traffic from the Ice Castle was fine, and explained that she was coming home from the downtown area and the traffic from East Spur onto Connector Road was very bad. Chief Smith said that he would keep an eye on that corner.

Tammy Gionet Dutilly also added that the crosswalk in front of the school crossing over to the Post Office is very dangerous. Chief Smith responded that he has traffic cones and signage that can be put near the cross walk to slow down the traffic. The Board discussed green paint versus white paint for the crosswalks, and Chairman Robinson explained that part of the budget cuts last year affected the crosswalk painting; however there is sufficient money in the budget this year, so they will be painted in the spring.

V. NON PUBLIC SESSION Pursuant to RSA 91-A: 3II (a,c,e,d)

MOTION: "To enter into Non-Public Work Session at 7:29 PM.

Motion: O.J. Robinson

Second: Patricia McTeague

All in favor

MOTION: "To return back into Public Session at 7:55 PM

Motion: Patricia McTeague

Second: Jayne Ludwig

All in favor

VI. ADJOURNMENT

After reviewing the weekly accounts payables, the Board made the following motion.

MOTION: "To adjourn."

Motion: Patricia McTeague

Second: Jayne Ludwig

All in favor

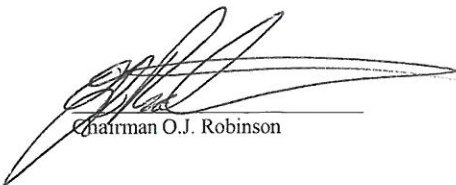
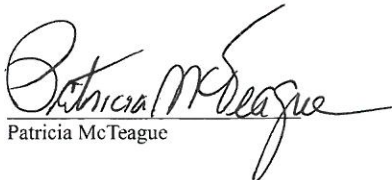
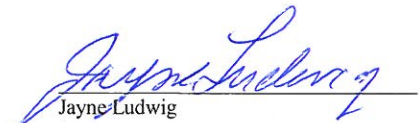
The meeting was adjourned at 7:56 PM

Respectfully Submitted,

Wendy Tanner



Approval Date 2 / 8 / 16


Chairman O.J. Robinson
Patricia McTeague
Jayne Ludwig

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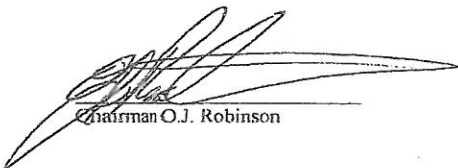
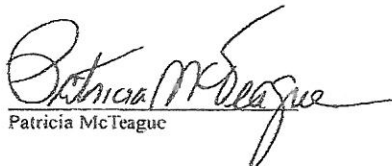
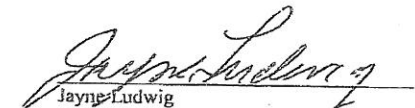
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Approval Date 2/8/16


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