

Lincoln Board of Selectmen – Meeting Minutes  
July 25, 2011

**Board of Selectmen Present:** Chairman Peter Moore, Selectman O.J. Robinson, and Selectman Patricia McTeague.

**Staff:** Town Manager Peter Joseph and Administrative Assistant Brook Rose.

**Members of the Public:** David Beaudin and Taylor Beaudin.

## **I. CALL TO ORDER**

Peter Moore called the meeting to order at 5:38 PM.

## **II. MINUTES OF THE PREVIOUS MEETING**

**MOTION: Patricia McTeague made a motion that the meeting minutes of July 11, 2011 be approved as amended. Peter Moore seconded the motion. Motion carries.**

## **III. OLD / NEW BUSINESS**

### **Approval of School Fields Watering Agreement**

Peter Joseph informed the Board that the School Board has signed a Memorandum of Agreement drafted by the Town (with the help of School Board Member, Mike Donahue and Public Works Director, Bill Willey) regarding the watering of the ball fields at the School. The Memorandum addressed the concerns of the Town. The Board signed the Agreement.

David Beaudin commented that as a taxpayer in the Town, he was required to install a water meter on his house that cost him \$600 and it is his feeling that anyone using Town water should be held to the same standards as it is required by the Town's water regulations. Peter Joseph added that it may be useful to see how much water the School uses to water the fields. O.J. Robinson stated that the School has never paid for water nor has the Town ever charged for it. David replied that it is really more about principle than the actual water use. The Board agreed to see what expenses are involved in the purchase and installation of a meter.

O.J. expressed his concerns with ensuring that the School is very aware that whoever is hooking up the watering equipment to the hydrant has had proper instruction from the Public Works Department on how to operate the equipment. Peter Joseph will address this with the School.

O.J. questioned David Beaudin as to what the status of the water system is with the river being so low. David replied that if the Town does not get any rain over the next week, the Town may want to consider looking into the possibility of watering restrictions.

### **Riverbank Stabilization Update**

Peter Joseph informed the Board that he just met with Ray Korber and Sean Sweeney of Headwaters Hydrology this afternoon regarding the riverbank stabilization. Ray and Sean are still in the process of determining the options available to the Town including the size of the rock that is needed for stabilization as well as determining the financial estimates of the project. The project has to be done before the winter season. Ray, Peter and Sean will be meeting with DES

Lincoln Board of Selectmen – Meeting Minutes  
July 25, 2011

this week to discuss the Town's options. Peter will report back to the Board at their next meeting.

Taylor Beaudin questioned whether the Town intends to put this job out to bid. Peter Joseph replied that according to the Town's on-call/hourly work agreement, if the work is done under Bill Willey's supervision, the job would be hourly work. If the job is recommended to be put out to bid by the engineer, the work would be put out to bid. Taylor stated that he has a real problem with the Town not putting all work out to bid. David Beaudin agreed. Peter Joseph replied that some of the smaller less costly jobs are not worth the amount of time it would take for the Town to go through an entire bid process. There was an extended discussion on the matter between the Board members and Taylor Beaudin. The Board agreed that their decision on whether to bid the project out or use the Town's hourly contractor would be made after more information and a recommendation on the wetlands permit was made by Ray Korber and Sean Sweeney.

### **Loon Mountain Road Update**

Peter informed the Board that a pre-bid meeting is being held tomorrow at 2:00pm on Black Mountain Road. Mike Duffy from Horizons Engineering is overseeing the meeting. Loon Mountain and the Town have agreed on a scope of work. Loon is still planning to do all of the drainage work and water main replacement, the Town will be responsible for the roadway costs, and both parties are splitting the cost of the guardrail. Once the project bids come in, Peter will be able to give the Board more details on the cost of the work. The time frame of the project has been significantly expanded due to the drainage and water line work that was not originally anticipated. The project will take approximately several weeks to a few months with the first part of the project to commence before the Highland Games and the second part of the project after the Games and into the end of September. Peter Moore questioned who would be supervising the project. Peter Joseph replied that at this point it was likely a Clerk of the Works would need to be hired. He would need to discuss project supervision and receive agreement on the issue from Loon Mountain. Project bids are due August 9<sup>th</sup> by 3:00pm.

### **Recreation Department Employee**

The Board reviewed the recommendation for hire of Tony Torino. The Town's personnel policies require the recommendation of the Department Director, recommendation of the Town Manager and approval by the Board of Selectmen as Mr. Torino is related to a current Recreation Department employee.

**MOTION: Patricia McTeague made a motion to hire Tony Torino as a part-time, on call summer camp councilor at the recommendation of Tara Tower and Peter Joseph. O.J. Robinson seconded the motion. Motion carries.**

At approximately 6:40pm, Patricia McTeague was excused from the meeting for another appointment.

### **Approval of Social Media Policy**

Lincoln Board of Selectmen – Meeting Minutes  
July 25, 2011

The Board reviewed and discussed the Social Media Guidelines for Use that Peter Joseph and the department heads recently revised. The Board looked at several other municipal Facebook pages. The Board would like to move forward with the having a Town Facebook page. They approved of the guidelines which will be posted on the Town's Facebook page.

**Request from AMC to Use Town's Digital Tax Mapping Data**

Peter informed the Board that the AMC has expressed interest in the concept of building a multi-use recreation path that connects the Lincoln Woods Visitor Center with the Franconia Notch Recreational Trail at the Flume Visitor Center and beyond. The AMC is thus requesting a digital copy of the Town's tax mapping to facilitate this process. The Board had no problem with this and granted AMC's request.

**Town Manager's Report**

***Personnel***

Peter Joseph provided the Board with the cost calculations and payroll deductions the Board requested in regards to Chief Ted Smith's request that his monthly health reimbursement be disbursed weekly as taxable payroll. After a brief discussion, the following motion was made:

**MOTION: O.J. Robinson made a motion to approve the request of Chief Ted Smith to pay his monthly healthcare reimbursement, currently \$465.10 per month, through weekly payroll. After deductions for Medicare, workers comp, NHRS, and life insurance, the amount would be \$77.67 weekly. Peter Moore seconded the motion. Motion carries.**

***Public information request for Buonopane's Place Records***

Peter Joseph informed the Board that he had received a public information request regarding any and all files on the former Buonopane's Place Restaurant at 69 Main Street. Town staff is gathering the information and it will be sent out by the end of the week.

***Route 3 Sewer Pump Station Report of Automation Failure***

Bill Willey drafted a report regarding the July 4<sup>th</sup> incident at the Route 3 Sewer Pump Station. Bill wanted the Town Manager and Board of Selectmen to be aware that the Public Works Department did not receive much assistance from United Water, the Town's contracted sewer operators, on this incident. The Board reviewed the report.

***Abatement Request***

**MOTION: O.J. Robinson made a motion to approve the abatement request of Bentley White Mountain Real Estate LLC to reduce the Town's assessment by \$318,130 from \$4,068,820 to \$3,750,000 and an abatement of \$2,926.80 plus applicable interest be granted. Peter Moore seconded the motion. Motion carries.**

Lincoln Board of Selectmen – Meeting Minutes  
July 25, 2011

**IV. ADJOURNMENT**

As there was no further business to attend to, the Board adjourned at 7:55 pm.

Respectfully submitted,

Brook Rose

Approval Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

LINCOLN BOARD OF SELECTMEN:

\_\_\_\_\_  
Chairman Peter Moore

\_\_\_\_\_  
Selectman Patricia McTeague

\_\_\_\_\_  
Selectman O.J. Robinson