

Lincoln Board of Selectmen – Meeting Minutes
August 8, 2011

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

Staff: Town Manager Peter Joseph, Public Works Director Bill Willey, and Administrative Assistant Brook Rose.

Members of the Public: Nancy Decoteau.

I. CALL TO ORDER

Peter Moore called the meeting to order at 5:35PM.

II. MINUTES OF THE PREVIOUS MEETING

MOTION: Patricia McTeague made a motion that the meeting minutes of August 1, 2011 be approved. O.J. Robinson seconded the motion. Motion carries.

III. OLD / NEW BUSINESS

Appointment with Ray Korber- Riverbank Stabilization Project Update

Ray Korber discussed the project time line and project execution of the riverbank stabilization job with the Board. He explained that to date, he has met with DES in the field to look over the job and because of the urgency of the situation, the project should be undertaken this year. A wetlands permit needs to be drafted and approved prior to construction. He explained that there are many requirements to get the permit. One of which is to determine the necessary stone size, which he is in the process of doing right now. Headwaters Hydrology has completed their field work for the hydrological analysis which is the initial step. Ray hopes to get through the whole process as quickly as possible. The wetlands also have to be delineated to show the impact area to DES as well as to create a base map to determine the design drawings for the contractors.

Ray reviewed the three options available to the Town for the stabilization. Option one is to realign the river back to its historical alignment which would require going back approximately 1500ft. in the stream bed. Option two is to align the river in a more favorable direction and to armor the stream bank so it can handle a maximum velocity flow of up to a 100 year storm event. Option three is to do the bank stabilization only. He added that the healthy width of the river is about 200ft. yet by the sewer lagoons, the width is 400ft. Peter Moore questioned whether this project could all be done this year. Ray replied that yes, that is the goal. Ray went on to say that he aims to have the analysis and permit completed a week from Friday to present to DES and by Labor Day to have the design done and hopefully to have heard back from DES. The project time line will be much clearer from that point on. Patricia McTeague questioned whether DES would approve a two phased, two year project. Ray will speak to DES about this.

Ray also discussed with the Board three ways to handle the construction process. The first option would be for the Town to use their on call contractor who is able to handle either a portion or all of the work. The second way would be to have performance specifications drawn up and put in a request for proposal and then sent out to 3-5 qualified contractors. Lastly, the Town could do a

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formal bid specification. Which route to take to get the work done this year depends on how quickly DES responds to the permit application. Patricia McTeague said she would prefer some type of bid process.

O.J. Robinson stated that he would like to see the rock portion of the project tackled as soon as possible so that the rock can be prepared for the day that DES approves the permit. There was a brief discussion about examining different sources of the rock, what size rock was needed and also stockpiling it versus transporting it down the river. Ray will get some quotes on the rock material this week.

Peter Moore questioned whether all of the repairs discussed are preferable to simply lining the riverbank with granite slabs. Ray replied that the repairs discussed are all a fraction of the cost of bringing in granite. The Board thanked Ray for attending the meeting to update them on the project.

Personnel

Peter Joseph informed the Board that the leading candidate to fill the temporary Administrative Assistant position, Nancy Decoteau is present at the meeting tonight to meet with the Board. He added that Nancy was the Town Administrator for Warren for several years and also has an extensive background in assessing. Nancy met with Peter, Helen Jones, and Brook Rose last week and Peter recommends the Board hire her for the position. The Board welcomed Nancy and agreed that she has an excellent resume. Nancy replied that this temporary position really works for her as she is looking to get back into the workforce as she has been on an extended leave. The Board thanked Nancy for coming in and agreed with Peter's recommendation to hire her for the position. Patricia McTeague added that the Town is fortunate to have such an excellent candidate for the position.

Town Manager's Report

Financials

Peter Joseph provided the Board with a copy of the year-to-date financials. He noted that most departments are right in line with their budgets in terms of year-to-date expenditures.

Sergeant's Position

Chief Smith has requested the Board's permission to internally post the proposed second Sergeant's position. As previously discussed the benefits of this position would be additional supervision, training, and the opportunity of upward promotion for senior personnel. The cost to move a patrol officer to the next highest Sergeant's pay grade would be approximately \$1,000 to \$2,000 depending on the individual's current pay grade. The collective bargaining agreement requires employees to have accumulated at least 4 years of service before being considered for promotion. There are currently three employees who meet this requirement. Peter Joseph and the Board were in favor of the proposal and would like the Chief to proceed.

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Legal Opinion Regarding Forest Ridge

Peter Joseph provided the Board with a legal opinion from Town Counsel regarding the Town's ability to grant access to abutting private land owners over the Forest Ridge Drive right-of-way. The opinion states that the language in the easement agreement does not give the Town the right to grant access to said easement (the portion of Forest Ridge Drive) to a private landowner abutting the road. The Board asked that Peter Joseph convey their decision to the interested party.

The Board also discussed the Town's parcel of land on Forest Ridge Drive. The Board had been previously unaware that the Town could access the property if they had a use for it. In light of that information, they would be strongly opposed to selling this property as it has potential use. The Board asked that Peter Joseph convey their decision to the interested party.

Joint Services

O.J. Robinson brought up the issue of shared services with the Town of Woodstock. The Board had a brief discussion on the matter and agreed to send a letter to the Town of Woodstock to discuss possibly merging select services including communications, fire services and also the possibility of purchasing a wood grinder for the Solid Waste Facility.

Correspondence from The Northern Pass

Peter Joseph updated the Board on the correspondence recently received from The Northern Pass Project. Updates were given on the federal permitting and public participation process. The project is still considering potential alternate routes which will be presented to the Department of Energy upon completion. Property value, economic, and energy market benefit studies are in various stages of completion. Visual simulations were also provided as part of the update. The Board reviewed the simulations.

Request for Amendment to July 25, 2011 Meeting Minutes

Brook Rose informed the Board that David Beaudin has requested an amendment to the July 25th meeting minutes. On page two, the first paragraph, the minutes read, "David Beaudin agreed." David informed Brook by e-mail that he believes he was misquoted and has asked that the minutes be changed to read: "David Beaudin questioned as to who could say just because a low hourly rate was excepted that another contractor may be able to get a job done in less time and save money over one that was at the lower rate and took more time to complete which could possibly cost the town more in the end. "

The Board decided not to change the minutes and made the following motion:

MOTION: O.J. Robinson made a motion to append the e-mail from David Beaudin to the July 25, 2011 meeting minutes to note David's concerns regarding the minutes. Patricia McTeague seconded the motion. Motion carries.

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NHLGC Municipal Volunteer of the Year Nomination

The Board would once again like to nominate John Hettinger for the NHLGC Volunteer of the Year Award. Brook Rose will submit the nomination.

IV. ADJOURNMENT

As there was no further business to attend to, the Board adjourned at 7:35PM.

Respectfully submitted,



Brook Rose

Approval Date: 8 / 15 / 11

LINCOLN BOARD OF SELECTMEN:



Chairman Peter Moore

Selectman Patricia McTeague



Selectman O.J. Robinson