

Lincoln Board of Selectmen – Meeting Minutes  
May 17, 2010

**Board of Selectmen Present:** Chairman Peter Moore, Selectman Patricia McTeague, and Selectman Deanna Huot.

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

**Members of the Public:** Charlie Cook and Scott McIntire.

## **I. CALL TO ORDER**

Peter Moore called the meeting to order at 5:05 PM.

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

### **Approval of Meeting Minutes from May 10, 2010**

The Board reviewed the meeting minutes from the May 10, 2010 Board of Selectmen's meeting.

**MOTION: Patricia McTeague made a motion that the meeting minutes of May 10, 2010 be approved as presented. Deanna Huot seconded the motion. Motion carries.**

**MOTION: Patricia McTeague made a motion that the meeting minutes of the May 10, 2010 Non-Public Session be approved as amended. Deanna Huot seconded the motion. Motion carries.**

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

### **Conceptual Review of Current Pay & Compensation for Town Employees**

Peter Joseph would like the Board's input on revisiting the Town's current pay and compensation system as it has been a long time since the policy has been reviewed. It should be clear to employees that the Town is not looking to cut anyone's pay but would simply like to examine whether the current policy is working well and whether it needs to be updated or not. He added that pay raise dates seem to be a big employee concern. Peter Moore would like to look at the most recent municipal median income report of the State of NH. He added that the Board has always wanted The Town of Lincoln to fall somewhere in the middle. He would also like to review the Town's step schedule to ensure that it is as efficient as possible. There was some discussion on COLA's, step raises etc. Peter Moore stated that the way it works now is that employees are guaranteed a step raise as opposed to a merit raise unless they are disqualified. Peter Moore would like Peter Joseph to review the current policy and compare it with other municipalities in the State.

Mr. Joseph again noted for the minutes that this review would not be affecting any employees' current pay and that nothing would come forth without prior discussion with employees and the Budget Committee. There are no drastic changes even being considered.

Charlie Cook stated that he disagrees with an anniversary pay raise and from a Budget Committee standpoint, the Town cannot afford to keep giving 5% raises every year. Taxes aren't going up at that high of a rate so it makes raises at that rate unsustainable. He added that the Town needs a

more sustainable percentage and that maybe this could be done by not giving a raise every year. A system that promotes longevity encourages employees to stay at their job. There was an extended discussion on the matter. The Board will schedule a work session within the next two weeks to start looking at the policy.

### **Property & Liability Insurance Review**

Peter Joseph got two quotes on property & liability insurance for the Town. Primex is \$37,688 and NH Local Government Center \$38,389. When you take into affect the loss ratio, Primex has the least expensive proposal. Peter Joseph recommends remaining with Primex. The Town would also receive a multi year discount if they remain with Primex. The Board can either go with a one year, five or seven year discounted plan. The Board reviewed both proposals in depth. Patricia McTeague thought the Town should consider the 3-year plan for a 5% discount through Primex. This would save the Town \$3,000. Deanna Huot added that history shows Primex has had the lowest rates. Both Primex and the Local Government Center have both been outstanding to work with.

**RESOLVED: Deanna Huot resolved to hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex3) to enter into its Property & Liability 5% Multi Year Discount Program as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex3 risk management pool membership during the term of the Property & Liability 5% Multi-Year Discount Program. The coverage provided by Primex3 in each year of membership shall be as then set forth in the Coverage Documents of Prmex3. Patricia McTeague seconded the Resolution and the Resolution was adopted.**

### **Shoreland Exemption Update**

Peter Joseph informed the Board that, after a year and a half, DES has reviewed the Urbanization Exemption request from the Town to exempt shorelands along the East Branch, Pemigewasset River from the Comprehensive Shoreland Protection Act. It was the decision of DES to exempt a portion of the requested area with conditions. DES provided a map of the exempt area and list of exempt parcels to the Town to be kept on file in the Shoreland Program at the DES Wetlands Bureau.

### **Town Manager's Report**

Peter Joseph announced that Matt Henry has accepted the offer of employment with the Town for the Planning & Zoning Administrator position. He will start work on May 24<sup>th</sup>. The Board is looking forward to welcoming Mr. Henry and is happy to have him on board with the Town.

Peter Joseph provided the Board with an update on the list of properties scheduled for tax deeding. Town Counsel has reviewed the Municipal Taxation – Optional Real Estate Tax Lien Procedure. The Board reviewed the procedure in depth. Scott McIntire, Lodge at Lincoln Station representative, addressed the Board regarding the two condos up for deeding at the Lodge. He also questioned how the procedure works with a bankruptcy as one of the units is under bankruptcy. Peter Joseph replied that the Town has not received any transfer of ownership information on that parcel and as far as the Town is concerned, that property owner owes the outstanding taxes. There

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was an extended discussion on the matter and Mr. McIntire will meet with Peter Joseph and Patricia McTeague to discuss the matter further tomorrow. The following motions were made.

**MOTION: Deanna Huot made a motion to waive tax deeding on the 5 parcels of land owned by Forest Ridge NH LLC (115-10 through 115-15). There is no access to these lots by road, they are technically land locked. Patricia McTeague seconded the motion. Motion carries.**

**MOTION: Patricia McTeague made a motion to waive tax deeding on the trailer owned by Matt Harrington which is on a rented lot at 6 Burts Way (108-037000-MH-00009). Deanna Huot seconded the motion. Motion carries.**

Peter Joseph gave an update on the paving schedule. The paving on Pollard Road will take place Thursday, May 20<sup>th</sup> through Wednesday, May 26<sup>th</sup>. Additionally, School Street and East Spur Road will be resurfaced on Monday, May 24<sup>th</sup>. There will be touch up work on the paving from last year (Maple and Church Streets) which will take place on May 25<sup>th</sup>. The schedule is weather permitting.

Dennis Ducharme will attend the next Board of Selectmen's meeting to discuss the concept of TIF districts in the village area. The Board will also be reviewing revisions to the Fats, Oil & Grease Ordinance at their next meeting. Public hearings will have to be held for any changes to the ordinance.

#### **IV. NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3 II(d)**

**MOTION: Peter Moore made a motion to go into Non-Public Session pursuant to RSA 91-A:3 II (d) at 7:20pm. Deanna Huot seconded the motion. Motion carries**

**MOTION: Peter Moore made a motion to come out of the Non-Public Session and go back into the Public Session at 8:00pm. Deanna Huot seconded the motion. Motion carries.**

In the Non-Public Session, the Board discussed an offer that had been made on the property next to the Common Man restaurant. It was decided that the Board would prefer to negotiate a long term lease rather than sell the property.

#### **V. ADJOURNMENT**

As there was no further business to attend to, the Board adjourned at 8:05pm. The Board then reviewed the accounts payable and payroll registers for the week ending May 14, 2010.

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Respectfully submitted,

Brook Steiner

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

LINCOLN BOARD OF SELECTMEN:

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Chairman Peter Moore

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Selectman Patricia McTeague

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Selectman Deanna Huot