

Town of Lincoln
Board of Selectmen Meeting Minutes
April 2, 2012

Board of Selectmen Present: Chairman O.J. Robinson, Selectman Patricia McTeague and Selectman Tamra Ham.

Staff Present: Town Manager Peter Joseph, Chief Ted Smith, and Administrative Assistant Brook Rose

Public Present: Shawn Woods, Pat Romprey, Ed Peterson, Kristen Peterson, Shaun Peterson, and A.J. Sousa.

I. CALL TO ORDER

Chairman O.J. Robinson called the meeting to order at 5:40PM.

II. MINUTES OF THE PREVIOUS MEETING

MOTION: “To approve the minutes of March 26, 2012 as written.”

Motion: Patricia McTeague Second: Tamra Ham All in favor.

III. APPOINTMENTS

Chief Smith – review of usage guidelines for town-wide emergency notification phone system

Chief Smith informed the Board that the Global phone system is used for public safety and is primarily to alert the public during an emergency situation, flood, fire etc. It is also used for traffic safety. The system may also be used for public information with the approval of the Town Manager. Peter Joseph would like the Board's thoughts on the public use of this system. O.J. Robinson questioned whether residents have an opt out of these calls. Chief Smith replied that he can only discriminate by geographical region. O.J. replied that his opinion is that the system should only be used for emergency type situations.

Peter Joseph brought up street sweeping and whether the Board would like to use the system for this type of an operational message. The Board thought this was a good use of the Global system. Any reoccurring events or meetings that already have a notification procedure in place, do not need to be announced via the Global system. Pat Romprey added that the impact is lessened the more the system is used. Chief Smith brought up the fact that the electronic signs can also be used around town for posting important meeting notices and such. The Board decided to allow the decision for operational uses of the Global system to lie with the Town Manager who can then bring the request before the Board unless it is something that cannot wait until the next Board meeting in which case Peter Joseph can make the decision.

IV. OLD/NEW BUSINESS

Review of citizen request for “no parking” signage on Mansion Hill Dr. cul-de-sac

Peter Joseph informed the Board that Mr. Ozzie Henry came into the office this past week and spoke with Public Works Director Bill Willey and himself regarding his concern over problems he has been having at his property directly next to the cul-de-sac at the end of Mansion Hill Drive. Mr. Henry expressed his concerns with cars consistently parking here, shining headlights into his windows and even having people looking into his windows at night. He would like to request that no-parking signage be installed.

Chief Smith added that vehicles parked there would also create a problem for emergency vehicles or even delivery trucks to turn around. Tamra Ham stated that this area is actually a hammerhead and questioned whether the Town can put no parking signs on potentially private property. Peter Joseph will look into whether there is an easement here however he mentioned that this is a town road. This discussion was postponed till the next meeting.

Town Manager's Report

Fire Chief Dennis Rosolen

Peter Joseph informed the Board that after successful execution of an employment agreement, Fire Chief Dennis Rosolen began service to the Town on March 27th. Chief Rosolen is very excited about the position. He has already been active in the department, getting things in order, and is meeting with the officers in the department tonight. He added that it is nice to hear everyone working well together on the radio. Peter will write a press release on the new chief. The Board thought this was a good idea and will include their comments in the release. Tamra Ham brought up the possibility of the Lincoln Firefighters Association hosting a spaghetti dinner on Memorial Day weekend after the Friends of Recreation yard sale. The Board thought this was a great idea and will give the Association permission to use the Fire Department for such an event.

Waste Water Treatment Facility Update

The transfer of contract operations for the Waste Water Treatment Facility (WWTF) was successfully completed as of Sunday, April 1st from United Water to Utility Partners. A final accounting of fuel, chemical, and electrical bills will be conducted between United Water and the Town prior to issuance of final months payment for the contract that expired 03/31/12. O.J. Robinson questioned whether Willis Wotton was still the individual running the WWTF. Peter Joseph replied that Utility Partners did decide to retain Willis for this position.

Request of American Cancer Society

Peter Joseph informed the Board that Peter Langmaid (local resident and volunteer coordinator for the American Cancer Society "Relay for Life") approached him about decorating several locations in Town, including the Town Gazebo, with purple ribbons for "Cancer Awareness Month". Peter added that he indicated to Mr. Langmaid that he was in favor of allowing this, however since there is no Town policy on allowing non-profit use, approvals for each instance would have to be on a case-by-case basis. The Town of Woodstock has already granted permission for decoration of their town park by the Gazebo with purple ribbons. Tamra Ham added that the Town of Woodstock has conditions that the decorating must be tastefully done and set a deadline for them to be removed. O.J. Robinson questioned how long the American Cancer Society would like to keep the decorations up for. Peter Joseph replied that they would like to keep them up for the month of April and he will require them to be taken down at the end of the month. The Board was not opposed to this request as long as these conditions are met. Pat Romprey stated that he believes that in the Town's site plan regulations, there is a provision for a temporary sign permit for a charitable organization. Peter Joseph will look into this.

Public Works Department Request for Early Burials

Due to the early snow melt this year, Public Works Director Bill Willey has been approached for permission to allow early burials at the cemetery. Peter informed the Board that the by-laws of the cemetery require recommendation of the Public Works Director and approval by the Board of Selectmen for any burials before May 1st. According to Mr. Willey, conditions at the cemetery are favorable for burials

in all areas except section 49, which is the southwest corner of the cemetery. Mr Willey would like blanket approval from the Board to conduct early burials in all other sections of the cemetery. This requires a Board vote.

MOTION: “To open the cemetery for early burials at the request of Public Works Director Bill Willey.”

Motion: Patricia McTeague Second: Tamra Ham All in favor.

Zoning Board of Adjustment Appointment

Peter Joseph informed the Board that he received a letter of interest from Jon Ham for serving on the ZBA. Peter will run this request by the ZBA Chairman and bring the ZBA's recommendation back to the Board of Selectmen on Monday. The Board was in favor of this appointment.

Resignation of Charlie Cook

The Board received a letter of resignation from Charlie Cook from the Planning Board and Budget Committee effective April 1st as he is moving out of town. The Board had a brief discussion on the Town board and committee vacancies and will discuss it further at their next meeting.

MOTION: “To regretfully accept Charlie Cook's resignation from the Planning Board and Budget Committee, thank him for his service to the Town, and to wish him the best in his future endeavors.”

Motion: Tamra Ham Second: Patricia McTeague All in favor.

Planning & Zoning Administrator Position

Pat Romprey informed the Board that the Planning Board had a discussion at their last meeting regarding the Planning & Zoning Administrator position. The Planning Board spoke with both Peter and Matt Henry about the position. The Planning Board and Zoning Board of Adjustment agree unanimously that the workload in this office merits a full time position. There are several ongoing projects, some large projects expected in the near future, and the Planning Board is also in the midst of revising the Town's Master Plan. Tamra Ham stated that she is glad that O.J. Robinson brought up the question of the position possibly being part time so they could at least consider the possibility. The Board was in favor of keeping the position full time. Peter Joseph stated that Matt Henry is working part-time over the next two weeks and his position would be advertised shortly.

Non-Public Session

MOTION: “To enter nonpublic session pursuant to RSA 91-A:3 II(e).”

Motion: Patricia McTeague Second: Tamra Ham

ROLL CALL VOTE: *O.J. Robinson voted yes*
 Tamra Ham voted yes
 Patricia McTeague voted yes

The Board entered nonpublic session at 7:00pm. Peter Joseph and Brook Rose were also present.

MOTION: “To reconvene the public session.”

Motion: Tamra Ham Second: Patricia McTeague

ROLL CALL VOTE: *O.J. Robinson voted yes*
 Patricia McTeague voted yes
 Tamra Ham voted yes

The Board reconvened the public meeting at 7:40pm.

Litter Free NH

The Board decided to participate in the 2012 Litter-Free NH Program which asks that communities organize one community wide litter clean up event this year.

School Funding Committee

Peter Joseph relayed a request from Lutz Wallem that the Board consider who they would like to appoint to the School Funding Committee this year.

V. ADJOURNMENT

As there was no further business to attend to, the Board made the following motion at 7:50pm. The Board then reviewed the accounts payable and payroll registers for the week.

MOTION: “To adjourn.”

Motion: Tamra Ham Second: Patricia McTeague All in favor.

Respectfully Submitted,

Brook Rose

Approval Date ____/____/____

Chairman O. J. Robinson

Vice Chairman Patricia McTeague

Selectman Tamra Ham