

Town of Lincoln
Board of Selectmen Meeting Minutes
April 30, 2012

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

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

Public Present: Ed Bergeron and Rick Kelley.

I. CALL TO ORDER

Chairman O.J. Robinson called the meeting to order at 5:36PM.

II. REVIEW AND APPROVAL - MINUTES OF THE PREVIOUS MEETING

MOTION: "To approve the minutes of April 23, 2012 as written."

Motion: Patricia McTeague Seconded: Tamra Ham Motion carries with O.J. Robinson abstaining.

III. H.E.B. ENGINEERS – PRESENTATION OF LOON MOUNTAIN BRIDGE STUDY

Mr. Ed Bergeron from H.E.B. Engineers attended the meeting to present the Engineering Study of the Loon Mountain Bridge. He explained that the study is the first concrete step towards a solution for the project. There are several options available to the Town. The four best options are:

Alternate One- Bridge rehabilitation- longer north span, cast-in-place concrete deck, with precast stay-in-place forms, minimal scour mitigation.

Alternate Two- Bridge replacement, located directly adjacent to the existing bridge, multiple span, reuse existing superstructure.

Alternate Three- Bridge replacement, located directly adjacent to the existing bridge, multiple span, new multi-span superstructure.

Alternate Four- Bridge replacement, located directly adjacent to the existing bridge, single span, through arch superstructure. This alternative is the most expensive.

Mr. Bergeron informed the Board that he will be meeting with FEMA and the State Office of Emergency Management to look at the project site on Thursday.

The Board discussed the proposed alternatives. O.J. Robinson questioned whether there would still be a parking area under the bridge. Mr. Bergeron replied that yes there would be as long there isn't a pier in the way. He was also unsure as to what could happen in the permitting process although it is still too early to consider permitting. Rick Kelley stated that he would not want to lose any parking. O.J. Robinson questioned whether Mr. Kelley sees any issues with moving the information station, railroad etc. Mr. Kelley replied that he doesn't foresee any major issues.

Patricia McTeague questioned how homeowners will be guaranteed access to their properties during the construction process. Mr. Kelley stated that Loon has emergency rights with South Peak to use their access but he doesn't think its going to be an issue.

Mr. Bergeron would like to see this contract awarded in the winter season so the contractor has time to order materials and the fabrication of the materials can begin. Once the materials are ordered, the contractor can start the job anytime. Rick Kelley stated that he would prefer the construction to take place in the summertime, possibly January through September. O.J. Robinson questioned how long the permitting process is. Mr. Bergeron replied that both NHDOT and NHDES review the project and he envisions the process to be relatively smooth.

Mr. Bergeron stated that H.E.B. recommends alternate two. The Board agreed but would like Mr. Bergeron to look into whether alternate three would be more fiscally responsible in the long run. Mr. Bergeron will report back to the Town with a final draft to include cost/benefit analysis.

MOTION: “To approve alternate two of the Loon Mountain Bridge Engineering Study contingent on H.E.B. Engineering providing an adequate long-term cost benefit analysis between alternates two and three.”

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

Rick Kelley questioned whether the bridge had to be flat. Mr. Bergeron replied that it does not have to be flat but that it does have to match up to existing grades on either end. He added that they can work with the profile. Mr. Bergeron went on to say that there will be two to three more reviews before the project goes out to bid. The engineering study will be sent to NHDOT for their review followed by the preliminary design and finally the final design, all of which will be sent to NHDOT.

The Board thanked Mr. Bergeron for attending the meeting to present the study.

IV. OLD/NEW BUSINESS

On Call Services Agreement

Peter Joseph informed the Board that the Town received bids from Caulder Construction and Lincoln Trucking and Excavating for the On Call Services Agreement. A third quote for materials only was received from Donahue Sand and Gravel. The bids were very competitive and some of the prices were lower than last year. Lincoln Trucking and Excavating was the low bidder. Public Works Director Bill Willey is enthusiastic about the bids and both Bill and Peter Joseph will meet with Lincoln Trucking and Excavating this week. Peter added that the Town has had a good experience with Caulder Construction however Lincoln Trucking and Excavating's quote was lower and he is recommending they be awarded the contract. O.J. Robinson stated that as long as they are able to respond within the required twenty four hours and have the necessary equipment readily available, they should be awarded the contract. Peter Joseph stated that his intention is to meet with the low bidder to discuss the agreement and award the contract. Patricia McTeague mentioned the need to obtain their certificate of insurance and that it provide adequate coverage.

Holiday Tree

Peter Joseph informed the Board that Nate Haynes has requested that the Town remove the Christmas lights off the tree that the Town leases located in his front yard. Peter doesn't see any issue with that as the Town does lease the tree. The Board agreed. Peter will have the Fire Department use the ladder truck to remove the lights.

Black Mountain Road Reconstruction Project

Peter briefly updated the Board on the project. He informed them that the change orders for the project start next week.

Back-flow Prevention Program

Peter informed the Board that he will be working with Bill Willey to develop a back-flow prevention program and a cross connection ordinance for the Town. There is \$3,000 budgeted for the program. This is a program required by NHDES for the Town's commercial and industrial users.

Continuing Review of Tax Year 2011 Abatement Requests

Tamra Ham stated that she spent some time in the office reviewing the abatements last week. O.J. Robinson plans to do the same this week. Peter Joseph stated that the abatements do appear to be fairly accurate. The Board hopes to have these done within the next two weeks.

Continuing review of Tax Collector's Report of Properties Scheduled for Potential Tax Deeding

Peter informed the Board that there are no new properties scheduled for tax deeding however, there are approximately ten more parcels from Forest Ridge that have been added.

Town Manager's Report

Planning & Zoning Administrator Interviews

Interviews will be held for the Planning & Zoning Administrator position this week. Pat Romprey, Peter Joseph, Jim Spanos, and Patricia McTeague will conduct the interviews. There are three candidates who have a planning and zoning background and two candidates that hold a masters degree and have relevant work experience.

Town of Lincoln's 250th Anniversary Celebration

Peter Joseph is working on putting together a committee to plan activities surrounding the Town's 250th anniversary which takes place in 2014. The high school is also holding their 50th reunion the same year and Deanna Huot is planning to ask some of the individuals planning the reunion to serve on this committee. The Committee will begin meeting some time this summer.

Organizational Meeting of the Budget Committee

Peter informed the Board that an organizational meeting of the Budget Committee is being held tomorrow. Ed Peterson is interested in serving on the Committee and will be sworn in. There are approximately five individuals interested in serving on the Committee. Currently there are more volunteers than available positions.

Other Business

Tamra Ham questioned what the status of the Henry Lane inspection is. Peter replied that a site visit is scheduled for tomorrow.

Tamra also questioned the status of the requested signage on Mansion Hill. Peter informed her that he found the temporary construction easements but no permanent easements have been found and he does not think there are any. Tamra suggested contacting the landowner to get permission to install the signs.

O.J. Robinson questioned whether there was any update from the Fire Department. Tamra Ham commented that she is attending their meeting on Wednesday to discuss planning the spaghetti supper. Peter Joseph added that Chief Rosolen is in the office every Friday and he will have him provide the Board with a department update. He added that he talks with the Chief several times a week and that the Fire Department is in the process of being organized and cleaned and that the moral at the Department seems to be good.

O.J. Robinson also brought up a letter he received from NHDOT. NHDOT is planning to shut off a large portion of street lights around the State and is holding a meeting to accept public comment. O.J. Robinson will be attending the meeting.

V. ADJOURNMENT

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

MOTION: "To adjourn."

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

Respectfully Submitted,

Brook Rose

Approval Date ____/____/____

Chairman O.J. Robinson

Selectman Patricia McTeague

Selectman Tamra Ham