

Lincoln Board of Selectmen – Meeting Minutes  
May 9, 2011

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

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

**Members of the Public:** Charlie Cook, Bill Conn, and Taylor Beaudin.

## I. CALL TO ORDER

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

## II. MINUTES OF THE PREVIOUS MEETING

**MOTION: Patricia McTeague made a motion that the meeting minutes of May 2, 2011 be approved as amended. O.J. Robinson seconded the motion. Motion carries unanimously.**

## III. OLD / NEW BUSINESS

Bill Conn and Taylor Beaudin of Lincoln Trucking and Excavation, LLC attended the meeting to discuss why the summer construction contract runs from April 2011 to April 2012 rather than on a calendar year. Peter Moore explained the summer construction contract typically runs for one year from the time Bill Willey puts the work out to bid. The Town isn't obligated to put the work out to bid at any certain time of the year.

Bill Conn expressed frustration that Caulder Construction recently reconstructed a portion of sidewalk on Main Street without the project being put out to bid. Peter Moore stated that Caulder Construction received the bid award for the Town's summer construction work last season and is essentially still under a "contract" with the Town until the summer construction work is awarded for the upcoming construction season. Caulder Construction did the same job at the School last season and agreed to do the most recent sidewalk reconstruction at the same price. Bill Willey wanted to start the sidewalk reconstruction early in the season because of the School and thus it was really just the continuation of a process.

Bill Conn stated that it seemed like the Town is letting Bill Willey do whatever he wants. The Board replied that Bill Willey is in fact the head of the Public Works Department and oversees this Department under the Town Manager and the Board. The Town is very satisfied with his work.

Peter Moore stated that the Town has received a few complaints from the local contractors about there not being an official contract for the summer work but rather the bid award is usually made by a handshake agreement. In response to these complaints, Peter Joseph and Bill Willey drafted a summer construction contract which was presented to the local construction companies at the summer construction meeting last Friday. O.J. Robinson asked Mr. Conn whether the document was acceptable to him. Mr. Conn replied that he didn't like the looks of the contract at all and because the dates have been changed to run from the end of April rather than on a calendar year, the contract isn't a clean document. Peter Joseph stated that he didn't see why it mattered what dates the contract began/ended but rather that it was for the time period of one year. The Board agreed but advised Mr. Conn they would mention the issue of the dates to Bill Willey to get his opinion on the matter. There was an extended discussion between the Board and Mr. Conn on design build projects as well as the start date of the summer construction contract.

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Mr. Conn also asked that the Board look into whether a performance bond is needed for work over \$25,000 as he believes Caulder Construction should have had one for last season. Peter Joseph replied that he did not believe that any single job Caulder Construction did last season was over \$25,000 and that any work done under the direct supervision of the Public Works Director, doesn't require bonding as the Town is responsible for the quality of work. Mr. Conn stated that cumulatively the seasonal work was way over \$25,000 and thus a performance bond should have been held. The Board requested that Peter Joseph look into this and advise whether a performance bond would be required.

Bill Conn concluded the discussion by questioning who was paying to tear down the building at 69 Main Street. Peter Moore replied that the owner of the building is paying for the demolition.

### **Review of Health Insurance Proposals**

Peter Joseph informed the Board that the Town would have the option to continue their current plans through Harvard Pilgrim even after Primex stops offering them in 2012. Harvard Pilgrim has agreed to continue offering the plans directly to the customers. As far as the health insurance proposals, there is approximately \$1,000-\$2,000 savings to switch to a NH Local Government Center (LGC) plan, however the LGC plan has notable differences in the prescription benefits, so this is likely what led to the savings. Essentially the LGC plans are priced very closely to Primex so there would really be no cost savings in switching to LGC this year.

Peter Joseph is waiting to hear from Primex regarding their deductible plans and the third party administration of such self insurance plans. He added that there is no point setting up a deductible plan with Primex if they're going to discontinue the plan and free third party administration of such plan next year. If the Town decides to move forward with a deductible plan, they will need to set up some kind of a capital reserve fund a year in advance which could be done in the next budget cycle. For the upcoming year, the Town has the option to select another plan offered by Primex right up until the renewal day in July. The Board had an extended discussion about requiring employees to contribute to their health insurance plan or electing a self insurance system and offering a deductible plan. Peter Moore stated that he doesn't see how the Town can avoid asking employees to contribute if the Town wants to keep offering a quality health insurance plan.

Charlie Cook stated that he thinks offering a plan with a high deductible and the Town paying half that deductible is a reasonable way to reduce the Town's health care costs.

Peter Moore stated that the Board's objective is to reduce the percentage of increase to the Town by balancing the rising costs with either other plan options and/or sharing some of the cost with employees.

### **Tax Deed Waivers**

Peter Joseph informed the Board that no one has paid back taxes since the last meeting. There was a discussion about the various parcels up for tax deeding. Peter Joseph mentioned that the Board would probably want to stay away from the quarter share property at Loon Mountain as well as the five parcels at Forest Ridge. O.J. Robinson questioned whether all of the properties would have a lien placed against them. Peter Joseph replied that there would still be a lien placed on the property.

**MOTION: Patricia McTeague made a motion to waive tax deeding on Tax Map 115, lots 10, 11, 12, 13, and 14. O.J. Robinson seconded the motion. Motion carries.**

The Board will review the remaining parcels next week.

#### **Update on Status of Order Pursuant to RSA 155-B re: 69 Main Street**

Peter Joseph informed the Board that a court date has been scheduled for May 25<sup>th</sup>. Although, the building was demolished today. Caulder Construction was hired to demolish the building, clean up the rubble, level the site and make it safe. When the Town is satisfied with the demolition, the Town Attorney will cancel the court date.

#### **Update on Process to Rename a Portion of Govoni Lane**

Peter Joseph spoke with E-911 about the process of renaming a road. He was advised that all the Town needs to do is make a motion, notify E-911 and they will change the name. Mr. Govoni spoke with the rest of the Govoni family and they have no problem with that portion of road being renamed.

**MOTION: Patricia McTeague made a motion to rename the portion of road, a spur off of Govoni Lane that runs from School Street to the corner of the Kristen Romprey property, to Nora Parent Lane. O.J. Robinson seconded the motion. Motion carries.**

Patricia McTeague will notify the family.

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

Peter Joseph informed the Board that a joint meeting of the Woodstock and Lincoln Boards of Selectmen will be held May 24<sup>th</sup> at 6:00 at the Town of Woodstock Town Hall. Among other business, the Boards will discuss the potential expansion of shared departments.

Peter Joseph discussed the need for a social media policy for the Town. Several Town Departments use Facebook and it has been a very effective and useful means of communication. Peter Joseph found many different policies from various towns around the country and will use them to start drafting a policy for Lincoln. The Board thought this was a great idea.

Peter Joseph explained to the Board that he has been working with the Fire Department on the purchase of the new fire truck. They have narrowed the selection down to two bids. Both bids are on an International tandem axle truck with the same chassis. The bids are very similar. One is from a VT company and the other is from a NH company out of the Lakes Region. The Board reviewed the two proposals and advised Peter Joseph that with the bids being so close in price, they would leave the decision about which one to purchase up to him and the Fire Department. Mr. Joseph informed the Board that once the truck has been purchased, it takes 200 days for the order to go through so the Town will not have possession of the truck till December.

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The Board then discussed the road project at Loon. Peter Joseph informed the Board that he and Bill Willey met with Rick Kelley from Loon and Mike Duffy from Horizons Engineering. At the meeting, they all agreed that rather than doing the work as two separate projects, the drainage and the road reconstruction, they would have Horizons Engineering oversee the engineering for the entire project and would use only one contractor. The cost for the engineering and construction administration is \$7,500 which would be paid for by both parties. Horizons Engineering will draft a bid document which the Town will put out to bid. The project will likely come in at a lower price being handled as one project rather than two smaller projects. The project will be done towards the end of summer before the Highland Games. The Board was very happy at the way the project was being planned.

**IV. ADJOURNMENT**

As there was no further business to attend to, the Board adjourned at 8:05pm and reviewed the accounts payable for the week ending May 6, 2011.

Respectfully submitted,

Brook Rose

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 O.J. Robinson