

**Town of Lincoln**  
**Board of Selectmen Meeting Minutes**  
December 19, 2011

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

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

**Public Present:** Tamra Ham and Shawn Woods.

## **I. CALL TO ORDER**

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

## **II. APPROVAL OF MINUTES**

**MOTION: "To approve the minutes of December 12, 2011 as written."**

Motion: Patricia McTeague    Seconded: O.J. Robinson    All in favor.

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

### **Review of Assessing Services Proposals**

Peter Joseph informed the Board that he would like to consider Municipal Resources and Commerford Nieder Perkins, LLC (CNP) as the two finalists for assessing services. They are among the lowest bidders. The Board briefly discussed each proposal Peter Joseph and Helen Jones have an interview with CNP this week and a final decision can be made after that. The final candidate will then meet with the Board.

### **End of Year Financial Update**

Peter Joseph informed the Board that there is \$12,000 left in the budget for this year. The Town had to spend approximately \$400,000 on Hurricane Irene. Helen Jones is discussing an emergency appropriation with the Department of Revenue (DRA). If the Board does intend to request the appropriation from DRA, DRA must be informed this week. A joint Board of Selectmen and Budget Committee meeting is also required. Helen Jones is still determining what bills have to be paid by year end. The Board decided to call a joint meeting at 6:00pm on Thursday evening.

### **Tropical Storm Irene Ongoing Project Update**

Peter Joseph updated the Board on the Loon Bridge project. He has requested estimates from HEB Engineers for the end of January so he can pass them on to the Budget Committee. Peter Joseph is meeting with Dubois & King tomorrow to discuss the levy project. Everything is ready to go for the sewer lagoon project pending the approval of the Town's permit from DES. The project will be bid to a wide audience of contractors to obtain the best possible price. Tammy Ham commented that she would like to see the request for bids put out only to local contractors. Peter Moore stated that the Board is of the same opinion however, the project is very expensive so the Board really does need to get the best price. O.J. Robinson stated that the local contractors should have the advantage price wise with their accessibility to local resources.

## Town Manager's Report – Personnel

Peter Joseph informed the Board that the Fire Chief has resigned effective immediately. He cited personal reasons and did not elaborate. There are currently two vacant command positions within the department. Until the next step is determined, Chief Smith will handle the administrative functions of the Department and the next in command, Captain Ron Beard will handle operational functions. Peter Joseph, Ron Beard & Chief Smith will meet with the Woodstock Fire Chief to bring their department up to speed. Peter Joseph is attending a mandatory meeting of the Lincoln Fire Department this evening.

## Town Christmas Party

Peter Moore thanked everyone involved for putting on a great Christmas party. Indian Head Resort did a great job and everyone enjoyed themselves.

## IV. ADJOURNMENT

At 6:40pm the following motion was made:

### **MOTION: “To adjourn.”**

Motion: O.J. Robinson    Second: Patricia McTeague    All in favor.

Respectfully Submitted,

Brook Rose

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

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Chairman Peter Moore

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Selectman Patricia McTeague

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Selectman O. J. Robinson