

**LINCOLN BOARD OF SELECTMEN  
REGULAR MEETING MINUTES  
MONDAY, AUGUST 12, 2013 – 5:30PM  
LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN NH**

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

**Staff Present:** Town Manager Butch Burbank, Fire Chief Ron Beard, Zoning Board Chairman Paul Beaudin, and Administrative Assistant Brook Rose.

**Public Present:** Denise Heredeen, Jayne Ludwig, and several residents from Lincoln Green (see attached sign in sheet).

## **I. CALL TO ORDER**

O.J. Robinson called the meeting to order at 5:30pm.

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## **II. REVIEW AND APPROVAL- MINUTES OF THE PREVIOUS MEETING**

**MOTION: “To approve the meeting minutes of August 5, 2013 as presented.”**

**Motion: Tamra Ham Second: Patricia McTeague Motion carries**

**MOTION: “To approve the non-public meeting minutes of August 5, 2013 as presented.”**

**Motion: Patricia McTeague Second: Tamra Ham Motion carries**

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

### **Public Participation – Citizen Concern re: Cyclist/Skateboarder Use of Sidewalks**

Mr. Dean Robinson addressed the Board by saying that everyone in attendance at the meeting came to complain about the many bicyclists and skateboarders riding on the sidewalk specifically by Lincoln Green on Connector Road. Several members of the audience voiced their concerns.

O.J. Robinson stated that there are bike lanes marked along both sides of Connector Road thus cyclists and skateboarders should be using those. O.J. would like to try relocating some of the existing signage as well as purchasing additional signage that is perhaps clearer that the sidewalks are for pedestrian traffic only. Town Manager Burbank will follow up with Public Works Director Bill Willey. Paul Beaudin mentioned that if the Police Department would enforce the law that does not allow cyclists on the sidewalk, that should help the situation as well. The Board agreed that they would ask the Police Department to politely stop cyclists and skateboarders when they see them on the sidewalk. Town Manager Burbank suggested reinstating the Department’s bike patrol. Paul Beaudin also suggested the possibility of building a skate park to give the kids somewhere to ride. Tamra Ham replied that the Friends of Recreation have been discussing a skate park as well as the possibility of applying for grant funding for it. The Board thanked everyone for bringing this issue to their attention.

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### **Citizen Concern re: 29 School Street**

Denise Herdeen explained that she is concerned with her neighbor's property located at 29 School Street. She believes there are some health, fire, and safety issues with the building. She presented some photos to the Board. Health Officer Brook Rose asked that Denise e-mail the photos to her. Brook stated that she has driven by on several occasions but it was hard to determine Denise's concerns from looking at the front of the home only. Town Manager Burbank stated that he has dealt with a similar matter in another town and that the Town could pursue a civil search warrant to check on the wellbeing of the resident. Fire Chief Ron Beard will attempt to contact the property owner to see if he is amenable to Chief Beard conducting a safety inspection of his home. The Board thanked Denise for bringing her concerns to the Board. Town staff will follow up with her on this matter.

### **Citizen Concern re: Burning at the Community Center**

Marion Cloutier voiced a complaint about the recent burning done at the Community Center. She stated that her car was parked there and it was covered in black ash because of the burning. Town Manager Burbank apologized. The Town was burning in preparation for the community garden. He added that this was not a good judgment call and that it would not happen again.

### **Discussion re: Temporary Signs**

Zoning Board Chairman Paul Beaudin informed the Board that there approximately 20-30 temporary signs that are in violation of the Sign Ordinance. Most of these signs are A frame off premise signs. Paul suggested revising the ordinance to allow temporary signage for a limited time period to permit new businesses to establish themselves before incorporating the temporary signage into a permanent sign. The Board thought this was a good idea however O.J. Robinson mentioned that there are some circumstances in which a permanent sign would not be appropriate. For extenuating circumstances, business owners could apply for an exception with the Zoning Board of Adjustment. There was an extended discussion about this issue. Paul Beaudin stated that most business owners in town have nice looking quality signs and the Town wants to continue to encourage that. The Board decided to have Planning Assistant Carole Bont send out a letter with a copy of the Sign Ordinance to businesses clearly in violation to encourage them to incorporate the signage on their temporary A frame signs into a more permanent sign.

### **Update on Classification and Compensation Study**

The Board of Selectmen recently reviewed the Classification and Compensation Study in which the Town of Lincoln was compared with thirteen other similar communities. Town Manager Burbank questioned what, if any, action the Board wanted to take. O.J. Robinson stated that there are some very drastic differences between the Town of Lincoln and some of these other communities. However, the Board wants to be fair and thus will continue to evaluate the recommendations in the study and suggest changes to the Budget Committee in the upcoming budget process.

### **Town Manager's Report – Update on Fire Station**

Town Manager Burbank updated the Board on some issues that the contractor has run into while making the repairs to the fire station. All of which are solvable and will be taken care of.

## **Relocation of Recreation Director's Office**

Mr. Burbank informed the Board that Tara Tower is relocating her office to the Community Center at her request. Most of the work she does centers around the Community Center so it makes sense for her to have her office there especially with the new Program Coordinator, Justin Chaffee coming on board. Brook Rose will move into her office in order to privately meet with welfare clients and handle human resources matters. The Town's assessor will also use the office when he is here.

## **Business Park Update**

Two of the three light posts have been installed at the business park and the job should be completed within the week.

## **Chenard Property Update**

Mr. Burbank informed the Board that he visited the Chenard property this past week. Joe seems to be making some good progress on his property. The two trailers that were going to be relocated cannot be moved. There is a salvage yard company that will be coming to the property to cut disassemble them.

## **Fire Department Update**

Chief Beard informed the Board that two new members were added to the Fire Department this past week. Jayne Ludwig stated that she is hearing great things about the department around town. Chief Beard stated that Bill Dutille has been a great asset to the Department and has been promoted to Lieutenant. He plans to continue his formal training and fire certification. Chief Beard will also be starting his Fire Level Two training soon.

## **MS-1 Extension**

**MOTION: "To sign the MS-1 Extension."**

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

## **IV. NON PUBLIC SESSION per RSA 91-A:3:II(a,c,e)**

**MOTION: "To enter Non-Public Session pursuant to RSA 91-A:3:II(a,c,e)."**

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

The Board entered Non Public Session at 6:50pm.

**MOTION: "To re-enter Public Session."**

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

The Board re-entered Public Session at 7:20pm.

## **V. ADJOURNMENT**

After reviewing the weekly payables and with no further business to attend to, the Board made the following motion.

**MOTION: “To adjourn.”**

**Motion: O.J. Robinson Second: Tamra Ham All in favor.**

The meeting adjourned at 7:25pm.

Respectfully Submitted,

Brook Rose

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

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Chairman O.J. Robinson

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Patricia McTeague

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Tamra Ham