

**LINCOLN BOARD OF SELECTMEN
MEETING MINUTES
NOVEMBER 18, 2013 – 5:30PM
LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN NH**

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

Staff Present: Town Manager Burbank, Chief Ted Smith, and Administrative Assistant Brook Rose.

I. CALL TO ORDER

O.J. Robinson called the meeting to order at 5:34pm.

II. REVIEW AND APPROVAL- MINUTES OF THE PREVIOUS MEETING

MOTION: “To approve the meeting minutes of November 4, 2013 as amended.”

Motion: Tamra Ham **Second:** Patricia McTeague **Motion carries with O.J. Robinson abstaining as he was not present at that meeting.**

Proposed amendment was to correct the spelling of Paul Beaudin’s last name as well as to add his title.

MOTION: “To approve the non-public meeting minutes of November 4, 2013.”

Motion: Tamra Ham **Second:** Patricia McTeague **Motion carries with O.J. Robinson abstaining as he was not present at that meeting.**

MOTION: “To approve the non-public meeting minutes of November 11, 2013.”

Motion: Tamra Ham **Second:** O.J. Robinson **Motion carries with Patricia McTeague abstaining as she was not present at the meeting.**

III. REVIEW OF PRIVATE ALARM SYSTEM ORDINANCE WITH CHIEF SMITH

Chief Smith informed the Board that the Police Department’s dispatchers drafted the ordinance proposed before the Board this evening. He explained that for some time now, the dispatchers have noticed that the Town of Lincoln’s ordinance is not in line with other local municipalities. The dispatchers surveyed five surrounding towns before drafting the proposed ordinance. The Board would like to know which five towns the dispatchers surveyed. Chief Smith will find out and let them know. The fact that the Police Department will not see any added revenue from the increase in fees was discussed. All revenue will be processed through the general fund. The Board reviewed the ordinance in depth and agreed that the language was quite lengthy. The consensus of the Board was to encourage businesses to repair their faulty alarms and not fine them incessantly. Chief Smith stated that there are some businesses in Town that the Fire and Police Departments were responding to on a daily basis because they were not repairing their alarm systems. However, he agreed that the proposed ordinance was too wordy. Patricia McTeague presented a form that the Police/Fire Departments may want to consider using. It is a notice of impairment given to the property owner at the time an alarm call is responded to and informs the

owner that failure to correct the impairment is a criminal violation of the State Fire Code. All agreed that it would be useful to present such a form at the time of the incident.

O.J. Robinson stated that he likes the new ordinance but would like to see the fee schedule simplified. Revisions to the fee schedule were discussed. The Board would like Chief Smith to review this ordinance with Fire Chief Beard. Town Manager Burbank also suggested that once the changes have been made and approved by both chiefs, the Town Attorney should review the new ordinance. Chief Smith will make the proposed changes, meet with Chief Beard and will submit the ordinance to the Town Attorney. Once this has been done, the Board will review the proposed ordinance again. The Board thanked Chief Smith for meeting with them on this matter.

Road Signage

Before Chief Smith departed the meeting, the Board discussed the necessity to speak with property owner Paul Bartlett regarding the reinstallation of a stop sign coming out of the Price Chopper parking lot.

The Board also discussed the need for signage around the rotary next to the Village Shops. Most tourists have no idea that there is a rotary there and oftentimes drive in the wrong direction around it. Mr. Burbank will speak with property owner Dennis Ducharme.

At this time, Chief Smith left the meeting.

IV. OLD/NEW BUSINESS

Town Manager's Report – Lincoln Green

Town Manager Burbank informed the Board that he recently learned that Lincoln Green has been placed for sale and that the sale of the property is in the midst of the bid process. There is a group interested in purchasing the property that is in the second round of bids and is bidding a 50 year contract. This group will maintain the HUD contract and is looking for a letter of support from the Town. The Board agreed that it would not be appropriate to support any one buyer. O.J. Robinson recommended the Town write a letter of support in favor of maintaining elderly and disabled housing as it is a vital part of the community.

Levee Update

Dubois & King recently made the Town aware that additional engineering and permit fees on the levee have become necessary as NHDES is requiring the Town to apply for a Dredge and Fill Permit, Alteration of Terrain Permit, and Shoreline Protection Permit. These additional permits will cost another \$21,000. This permit process will take 13-16 weeks. The Board decided to move forward and apply for the permits now rather than to wait for Town Meeting and thus hold up the construction process.

Update on Legal Fees in the Utility Appraisal Matter

Town Manager Burbank met with the Town Manager of Lancaster today to compare notes on the utility appraisal case and the extensive legal fees municipalities are incurring in this matter. Mr. Burbank spoke with Attorney Chris Boldt who is also representing the Town in this case. O.J. Robinson stated that Mr. Sansoucy is one of the foremost experts in the country in this business. Mr. Burbank would like

direction from the Board as to whether they wish to continue moving forward in this matter. The Board agreed that it was unfortunate that municipalities have to be involved in such complicated and expensive litigation however they were reluctant to make any drastic changes at this time. Town Manager Burbank will inquire as to whether Attorney Boldt would like to meet with the Board to review the case.

Amendment to Pole and Conduit License Fees

Town Manager Burbank informed the Board that Town Counsel has recommended that the Board amend the Town's pole and conduit license fees. The State of New Hampshire law recognizes that the public good is satisfied if such licensees are assessed real and personal property tax for their use of the public right of ways for their poles or conduits. The Board advised Mr. Burbank to move forward with the amendment process which includes holding a public hearing.

2012 Annual Town Report

Town Manager Burbank informed the Board that the Town won first place in the State (in the Town's new population category of 1500+) for the 2012 Annual Report.

Town Hall Rubbish Removal

Town Manager Burbank informed the Board that the dumpster rental located at the Town Hall has been removed. The Town purchased a metal bear proof container to house all trash/recycling. The Public Works Department will pick up the trash every week. Solid Waste Facility Manager Paul Beaudin also offered to pick it up whenever he is at the Town Hall.

Hanson Farm Road

O.J. Robinson mentioned that he would like to see the survey stakes along Hanson Farm Road removed before they are plowed over. Mr. Burbank will follow up with Public Works Director Willey.

Loon Mountain Ministry

O.J. Robinson inquired about the ongoing use of the Community Center by Loon Mountain Ministry. The Board would like to know if there is a long term rental agreement in place and what the terms of the agreement are. Town Manager Burbank will follow up with Recreation Director Tara Tower.

Loon Mountain Bridge Update

Mr. Burbank informed the Board that all of the issues surrounding the deeds, land swaps, utilities etc. have been resolved during recent meetings with Loon Mountain Resort. The Town is now waiting on NHDES before moving forward with the project bid process.

2014 Budget Review

The Board began review of the 2014 budget. Tamra Ham brought it to the Board's attention that there is a large increase in the Patriotic Purposes budget for the Town's 250th Anniversary Celebration. The amount of \$27,000 was allocated for the festivities. She explained that the Committee is expecting to cover most if not all of the expenses of the event through sponsorships. The Committee has not solicited for event sponsorships yet and has already received a few thousand dollars in sponsorships for various anniversary events.

The next budget review meeting will be held on December 2nd.

Meeting on Proposed Skateboard Park

A presentation on the proposed skateboard park will be made to the Board of Selectmen at their meeting on December 9th at 6:00pm. The Board would like to invite the Planning Board to attend the meeting.

V. NON PUBLIC WORK SESSION pursuant to RSA 91-A:3II(e)

MOTION: “To go into Non-Public Session pursuant to RSA 91-A:3II(e) .”

Motion: O.J. Robinson Second: Tamra Ham Roll call vote was all in favor.

The Board went into non-public session at 7:55pm.

MOTION: “To re-enter public session.”

Motion: Tamra Ham Second: Patricia McTeague Roll call vote was all in favor.

The Board came back into public session at 8:05pm.

VI. 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 8:15pm.

Respectfully Submitted,

Brook Rose

Approval Date ____/____/____

Chairman O.J. Robinson

Vice Chair Patricia McTeague

Tamra Ham