

Lincoln Board of Selectmen – Meeting Minutes
January 3, 2011

Board of Selectmen Present: Chairman Peter Moore, Selectman Deanna Huot and Selectman Patricia McTeague.

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

Members of the Public: Kevin McNamara, Susan Chenard and Budget Committee Chairman Charlie Cook.

I. CALL TO ORDER

Peter Moore called the meeting to order at 5:37 PM.

II. MINUTES OF THE PREVIOUS MEETINGS

MOTION: Deanna Huot made a motion that the meeting minutes of December 20, 2010 be approved as presented. Patricia McTeague seconded the motion. Motion carries.

MOTION: Deanna Huot made a motion that the meeting minutes of December 27, 2010 be approved as presented. Patricia McTeague seconded the motion. Motion carries.

III. TOWN BUSINESS PARK LISTING

The Town received two proposals for the listing of the lots for sale at the Lincoln Business Park. Coldwell Banker Linwood Real Estate and RE/MAX In The Mountains both submitted proposals. Kevin McNamara and Susan Chenard of RE/MAX In The Mountains attended the meeting to review their proposal with the Board. They explained that RE/MAX is a nationwide company that sells the most real estate across the country. The RE/MAX website has the most hits out of all of the national real estate franchises. Susan Chenard explained that she compared similar commercial land sales in Rumney, Enfield and Campton and created the proposal for the listings based those comparable sales. All of these commercial lots were sold at approximately 20% less than asking price. Mrs. Chenard and Mr. McNamara further explained that if the Town was to choose RE/MAX, they would immediately start marketing the park. As a marketing strategy, they suggested a installing a large sign in the business park as the sign could easily be seen from the interstate. They would also create the park's own website (linked to RE/MAX), market at commercial trade shows as well as print brochures and send out postcard blasts. Charlie Cook recommended putting French on the sign that can be seen from the interstate. He also mentioned a marketing strategy that would include highlighting the region's economic data as well as some of the advantages of the region including the two universities and the world class hospital.

Peter Moore explained that when Coldwell Banker Linwood Real Estate had the listing, there were some offers made on the lots that the Town ended up turning down because the Town is really looking to bring in companies that will create jobs in Town. He added that the Town is looking for creative marketing at this point.

Patricia McTeague mentioned that she appreciated the lower commission rate offered by

Lincoln Board of Selectmen – Meeting Minutes
January 3, 2011

RE/MAX but reiterated that the focus is really on the creation of local jobs.

Peter Moore went on to say that the term of the contract would be one year. Deanna Huot questioned Mrs. Chenard and Mr. McNamara as to whether if RE/MAX were to be awarded the contract, would they work with Coldwell Banker Linwood Real Estate. She added that Coldwell Banker Linwood Real Estate has had a long-standing commitment to the Town and the Business Park listing. Both Mrs. Chenard and Mr. McNamara agreed to this and added that it is RE/MAX's policy to work together with and support local business. The Board will review the proposals they received and let the interested parties know what they decide.

IV. OLD / NEW BUSINESS

Transfer of 36 Lodge Road, Unit A210

This past week, Lauri Rubner dropped off a \$12,000 check as a deposit on 36 Lodge Road, Unit A210. The Town is holding the check until the sale of the condo goes through. Ms. Rubner also said that she paid the outstanding association fees. Her refinance has gone through and she should have the funds available on Friday, January 7th. The Board agreed to give her until next Monday to complete the purchase and sale transaction with the Town.

Town Manager's Report

Peter Joseph was recently made aware of a letter that went out to towns receiving Grafton County dispatch services regarding the 2011 fees. The letter from Grafton County Commissioner Chair Michael Cryans stated that, "the Grafton County Commissioners are reviewing a proposal to significantly change dispatch agency billing starting in County Fiscal Year 2012 (July, 2011). The proposal is generally to move the operating cost of the communications center wholly to the regular County fiscal process, with the dispatch user agencies being directly assessed only for capital expenditures. This should significantly reduce the direct assessments to most dispatched agencies, while affording other agencies the opportunity to access the County system if they so desire. Out-of-County agencies currently dispatched will continue to contribute to the operational costs of the center. This entire change is under review by the Commissioners and the Delegation." Police Chief, Ted Smith questioned the Sheriff and Dispatch Director about the letter and they told him that they do not support it. The Town of Hanover's dispatch center will be speaking with Michael Cryans about their displeasure with the proposal. Peter Joseph stated that he would be seeing Commissioner Ray Burton tomorrow and would do the same. Patricia McTeague stated that this proposal offers less accountability and the Town would have to pay for a service it does not use. Charlie Cook mentioned that the Town should contact Representatives Greg Sorg and Edmond Gionet about this.

Peter Joseph provided the Board with a spreadsheet showing the average full time employee tenure by calendar year from 2005 to 2010. The spreadsheet didn't really show a trend. The average tenure has gone from 5 to 6 years over the last 5 years. Tenure is important to watch in terms of employee step raises. Peter Moore added that if the Town keeps the step plan in place, at some point a maximum salary would have to be reached. Once an employee has reached their

Lincoln Board of Selectmen – Meeting Minutes
January 3, 2011

maximum salary, they would continue to get only a COLA raise. Peter Joseph stated that the Board would have to come up with a maximum salary for each position. There was a lengthy discussion on the matter with some talk about potentially hiring a consultant to design a salary cap plan.

There was a brief discussion regarding the Northern Pass Project. Project materials have been provided to the Board and are at the Town Hall for any member of the public who wishes to come in and review them.

Peter Moore mentioned that he, the Town of Lincoln's Solid Waste Department and Recreation Department met with the Woodstock Budget Committee. Everyone was basically satisfied with the budgets although the Budget Committee did express concern with the payroll increases as they stated that Woodstock employees have not seen any payroll increase in the past three years. Peter Moore added that the Town of Lincoln was favorably received and he hopes that the budgets will move forward.

Deanna Huot expressed her concerns over the potential loss of revenues over the next year. She questioned whether the loss could be so big that it impacts the Town meeting its obligations. Peter Joseph replied that he does not foresee a large loss in revenues. Rooms and meals tax is the largest revenue source and that should not change this year. The highway block grant money may be eliminated in the next year, but this isn't figured directly into the Town's budget. Mr. Joseph added that at any time, the Town can ask for special Town meeting if the need arises.

V. PUBLIC PARTICIPATION

Charlie Cook offered his services to help Peter Joseph come up with a pay scale policy. There was another brief discussion on wages, bonuses, etc. Peter Moore stated that the Town's pay plan is unique to the Town and will be approached as such.

VI. ADJOURNMENT

As there was no further business to attend to, the Board adjourned at 7:05pm and went on to review the accounts payable and payroll registers for the week ending December 31, 2010.


Respectfully submitted,

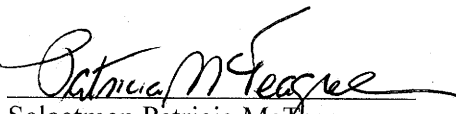

Brook Rose

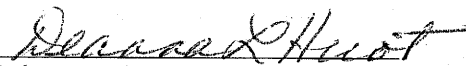
Approval Date: 1/10/11

Lincoln Board of Selectmen – Meeting Minutes
January 3, 2011

LINCOLN BOARD OF SELECTMEN:


Chairman Peter Moore


Selectman Patricia McTeague


Selectman Deanna Huot