

MEETING MINUTES

OCTOBER 29, 2018 – 5:30PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

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**Board of Selectmen Present:** Chairman OJ Robinson, Tamra Ham, and Jayne Ludwig

**Staff Present:** Town Manager Burbank, Fire Chief Ron Beard, Captain Jeff Burnham, and Administrative Assistant, Jane Leslie.

**Public Present:** Roger Harrington, Jim Welch, Debbie Celino, Mike Simons, Bill Conn, Chad and Kristy Morris and family.

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## **I. CALL TO ORDER**

Chairman Robinson called the meeting to order at 5:30 p.m.

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## **II. INTERIM POLICE CHIEF**

Town Manager Burbank took a moment to introduce the Town's new interim Police Chief, Chad Morris. Chad recently retired from the Grafton County Sheriff's Department and will bring a fresh perspective to the Lincoln Police Department. Chad will work closely with Captain Burnham and members of the department. Chad worked for the Town of Lincoln for seven years when he first started out his career in law enforcement in 1992. Chad's family accompanied him to the meeting. Chad explained that this is a homecoming of sorts for him. He lives locally and has worked for the past 18 years at the Grafton County Sheriff's Department. He recently retired as Captain. The Board welcomed Chad and his family and agreed that they are pleased to have Chad on board. Chad's first day is November 5<sup>th</sup>.

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

**MOTION: "To approve the minutes of the Town's 3:30pm meeting with FEMA on October 15, 2018 as amended."**

**Motion: Tamra Ham      Second: Jayne Ludwig**

**Motion carries.**

**MOTION: "To approve the Board of Selectmen's meeting minutes of October 15, 2018 as amended."**

**Motion: Jayne Ludwig      Second: Tamra Ham**

**Motion carries.**

**MOTION: "To approve the non-public meeting minutes of October 15, 2018 as presented."**

**Motion: Tamra Ham      Second: Jayne Ludwig**

**Motion carries.**

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## **IV. DISCUSSION REGARDING SCHEDULING A JOINT MEETING WITH WOODSTOCK**

The Board discussed scheduling a joint Select Board meeting with the Town of Woodstock. The Budget Committee will have a joint meeting with the Town of Woodstock so the Select Board felt it unnecessary at this time to schedule an additional meeting with the Woodstock Select Board.

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## **V. OLD/NEW BUSINESS**

### **Linwood Ambulance Budget Request / Potential Memorandum of Understanding (MOU)**

The Board discussed the Linwood Ambulance's request for allocation of funds in 2019. The Board discussed the possibility of drafting an MOU between Linwood Ambulance and the Town. Tamra Ham impressed upon the Board that they have to work with the Budget Committee on the financial aspect of an MOU as the Budget Committee makes the final determination on funding. Town Manager Burbank will seek out a legal opinion on the matter.

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

#### **Levee**

The Board discussed the punch list of items outstanding on the levee related to the condos. All condos along the levee have received certified mail regarding the outstanding work (removing fire rings, sprinkler systems etc.) that has yet to be done.

#### **Loon Sidewalk**

Public Works Director Hadaway is still waiting to hear from the granite company. He does not plan to proceed with any work on the sidewalk until he hears from them thus the work may not be done until spring.

### **Ad Hoc Water Committee**

The Board discussed the composition of an ad hoc water committee to review the Town's current water problems and assess the best way to move forward and prioritize the solutions and options available (distribution, analysis, metering, sources, storage etc.). Town Manager Burbank and Select Board member Ludwig would like to see a resident sit on the committee. Chairman Robinson suggested the following individuals from the town be participants at this meeting: Chief Ron Beard, Public Works Director Nate Hadaway, Water Operator Dave Beaudin, Town Engineer Ray Korber, OJ Robinson (Board representative), and Town Manager Burbank as Chair. Jayne Ludwig and Tamra Ham also plan to attend the meetings if possible, most likely as audience members. The first meeting is scheduled for Thursday, November 8<sup>th</sup> at 3:30pm. The Board would like a preliminary report back from the committee by January 14<sup>th</sup>.

Town Manager Burbank and Fire Chief Beard updated the Board on applications for proposed development before the Planning Board and the related water and sewer capacity surrounding said development. Chairman Robinson suggested the Board appoint a committee this evening (with possible additions to the committee going forward but with a maximum number to be determined and with an equal number of staff and volunteers) and made the following motion:

**MOTION: "To appoint Dennis Ducharme (representing the Budget Committee), Jay Scambio, Ken Mack, Taylor Beaudin, and Mike Simons to the ad hoc water committee."**

**Motion: O.J. Robinson**

**Second: Tamra Ham**

**Motion carries**

## **Public Participation**

### **Resident Bill Conn**

Resident Bill Conn questioned why the engineering for the Pollard Road sidewalk was one third of the total project cost. Town Manager Burbank stated that Engineer Ray Korber is providing a breakdown of the engineering cost. The expenses allocated to engineering were not all engineering, they included many items such as the surveys, meetings with every homeowner, obtaining easements etc. Jayne Ludwig stated that the project came in approximately \$102,000 under budget. Town Manager Burbank will provide that breakdown to the Board. Bill Conn requested a copy of all of the engineering costs from major projects since 2012. OJ asked that Mr. Conn put this request in writing.

### **Resident Roger Harrington**

Roger Harrington asked if the Forest Ridge project was complete. The Board was not aware of the project status and asked that Town Manager Burbank look into the matter.

### **Captain Jeff Burnham**

Captain Burnham updated the Board on the recent taser training with the Woodstock Police Department which went well. He updated the Board on a current pursuit that the department is currently assisting the Woodstock Police Department with. Dispatcher Bujeaud received press recognition for his participation in Beards for Bucks. The Board thought the Union Leader wrote a great article.

## **VI. NONPUBLIC SESSION *Pursuant to RSA 91-A: 3:II(a,c,e)Personnel & Legal***

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

**Motion: OJ Robinson**

**Second: Tamra Ham**

**Motion carries.**

The Board went into non-public session at 6:30 pm.

**MOTION: "To re-enter public session."**

**Motion: OJ Robinson**

**Second: Jayne Ludwig**

**Motion Carries.**

The Board came back into public session at 7:00 p.m.

## **VII. ADJOURNMENT**

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

**MOTION: "To adjourn."**

**Motion: Tamra Ham**

**Second: Jayne Ludwig**

**Motion Carries.**

The meeting adjourned at 7:30 p.m.

Respectfully Submitted,  
Brook Rose

Approval Date 11 / 5 / 2018

  
Chairman OJ Robinson

  
Selectman Tamra Ham

  
Selectman Jayne Ludwig