

**LINCOLN BUILDING COMMITTEE**

**APPROVED**

**MEETING MINUTES**

**APRIL 20, 2021 – 4:00PM**

**LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH**

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**Building Committee Members Present via Zoom:** Chairman, Al Poulin, Vice Chairman, John Hettinger, Jim Welsh, Debbie Celino, and Selectman Tamra Ham

**Town Staff Present via Zoom:** Town Manager Burbank, Deputy Chief, Jeffrey Burnham, and Fire Chief, Ron Beard

**Public Present via Zoom:** Ivan Strickon

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**I. CALL TO ORDER**

Chairman Poulin called the meeting to order at 4:00 p.m.

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**II. APPROVAL OF MEETING MINUTES FROM PREVIOUS MEETING**

**MOTION:** “To approve the Building Committee meeting minutes of March 23, 2021 as presented.”

**Motion:** Town Manager Burbank

**Second:** John Hettinger

**All in favor.**

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**III. DISCUSS RUDIMENTARY DESIGN CONCEPT**

The board discussed design concepts for a new Police/Fire Municipal Building, and Chief Beard explained that he recently spoke with Fire Chief Alan Clark (Sugar Hill) whose company oversaw the construction of the municipal building in Twin Mountain, and is currently working on a new Police/Fire Station in Conway, and agreed to forward Chief Beard some photos of the new buildings. Beard also noted that Chief Clark would be willing to attend a future Building Committee meeting to discuss his experience with municipal structures, and the pros and cons. Chairman Poulin thought this would be a great idea and asked Chief Beard if they could take a ride to Twin Mountain to see the municipal building in person. Beard agreed and noted that Chief Morris also wanted to visit the new Twin Mountain building as well. Poulin commented that one of the biggest hurdles he anticipates at this point is whether or not the structure and parking area will fit on the proposed lot (near Mansion Hill) and suggested that they determine the size/measurements of the structure and parking area sooner than later to establish whether or not it will accommodate the complex. The board reviewed the tax map for M/L #113-045 (2.8 acres) which is town-owned land on Mansion Hill Road, and Town Manager Burbank noted that there is a major drainage swale on this property and explained that this is a parcel that will come with many challenges. Poulin acknowledged that they must determine whether or not they have enough land to accomplish their task before they put hours of research and work into the plans for this project. Jim Welsh commented that the swales up on the left side of Mansion Hill Road should be able to be filled in because there is never any water in them (water comes down on the right side of the road). Burbank agreed with Poulin that they need to have at a minimum, the measurements of the building and parking area to determine whether or not it will fit on the lot

Chairman Poulin commented that for their next meeting he would like the committee to take a field trip over to the Mansion Hill lot and walk the property to get a better visual idea of the layout. Chief Beard offered to drive his ladder truck over to the lot that day and park it in the field so that they can also get a better idea of the actual size of the vehicle and lot size in comparison. Poulin suggested that they also take a subsequent trip to Twin Mountain to obtain the measurements on their new building, and see how that

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would work on this 2.8-acre lot. Beard commented that he may be able to get the site plan for the Twin Mountain building from Chief Clark to learn how they went about developing the lot. Poulin asked if there were any covenants on this piece of town land that they should know about? Burbank responded that there are no covenants and this is the town's property, however, there is a DOT right-of-way. Poulin mentioned that during their last meeting someone was going to reach out to DOT and asked if this has been done. Burbank responded that he had emailed DOT District One about a direct access on to I-93 and was told this could not be done. Poulin commented that there is a direct access south of the Hookset Toll Booth that gives Manchester Fire direct access on to I-293, and feels that Lincoln should push harder to obtain approval from DOT for a direct access entrance which may take a few years.

Town Manager Burbank added that he understands that some people want to keep Town Hall where it is, and if Town Meeting was to be held at Town Hall instead of the school, they would need the entire upper level of the building for Conference Room meeting space, and then there would not be enough office space for town staff to work without adding an addition on to the building. In the interim, Burbank explained that he will continue with the Town Hall upgrades (air ventilation, new front doors, window weatherization) regardless if they keep or sell the Town Hall Building. There was a brief discussion about adding on to the current fire station, and the overall value of the property. Burbank thought it would be a good idea if the town obtains an appraisal for the current market value for both the Fire Station as well as the Town Hall property.

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

### **Preparations for the next Building Committee Meeting:**

Chief Beard commented that he will coordinate with Chief Clark on obtaining details on the Twin Mountain building, and the committee can arrange to take a field trip to Twin Mountain to view it in person.

Jim Welsh asked if there is not enough area at the old airport field to accommodate a new Police and Fire building, would they consider putting the Police Department on one lot, and the Fire Department on the town-owned land adjacent to the Community Center? Burbank thought that this could definitely work.

### **Goals for next Building Committee Meeting**

Selectman Ham asked if they had any goals for the next Building Committee meeting. Chair Poulin suggested they schedule their field trip for their next meeting date, and all members can meet at the old airport lot and walk the trek (weather permitting), and then the Police and Fire Chief along with Poulin can take a ride up to the Twin Mountain municipal building to get a better idea on the outlay of the building (size & scope). The committee agreed to schedule their next meeting for Tuesday, May 25<sup>th</sup> at 4pm and meet at the Mansion Hill property. Poulin commented that if for some reason the weather is *not* permitting, they can all meet at Town Hall to hold their meeting.

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## **VI. PUBLIC PARTICIPATION**

*There was no public participation*

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## **IX. ADJOURNMENT**

With no further business to attend to, the Committee made the following motion.

### **MOTION: "To adjourn."**

**Motion: Butch Burbank**


**Second: Tamra Ham**

**Motion Carries.**

The meeting adjourned at 4:40 p.m.

Respectfully Submitted,  
Jane Leslie

Approval Date 6 / 28 / 2021

  
Chairman, Al Poulin

