

LINCOLN BOARD OF SELECTMEN

APPROVED

MEETING MINUTES

MARCH 20, 2017

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

Board of Selectmen Present: Chairman - O.J. Robinson, Selectmen - Jayne Ludwig and Tamra Ham.
Staff Present: Town Manager Burbank, Police Chief Smith, Fire Chief Beard and Recording Secretary Wendy Tanner.

Public Present: Paul Beaudin, Tammy Gionet Dutilly, Jim Welsh, Debbie Celino, Tracy Steele, Patrick McCusker.

I. CALL TO ORDER at approximately 5:30 PM

Chairman Robinson called the meeting to order at 5:32 PM.

II. REVIEW AND APPROVAL- MINUTES OF THE PREVIOUS MEETING

- March 13, 2017

MOTION to approve the minutes of March 13, 2017 as presented.

Motion: Tamra Ham Second: Jayne Ludwig All in favor

MOTION to approve the nonpublic minutes of March 13, 2017 as presented.

Motion: Tamra Ham Second: Jayne Ludwig All in favor.

BOARD APPOINTMENTS

MOTION to appoint:

OJ Robinson as

Chairman of the Board of Selectmen

And

Selectmen's Representative to the Planning Board,

Tamra Ham as

Vice Chairman of the Board of Selectmen

And

Selectmen's Representative to the Joint Loss Management Committee

Jayne Ludwig as

Selectmen's Representative to the Budget Committee

And

Selectmen's Representative to the Zoning Board of Appeals (ZBA)

Motion: Tamra Ham Second: Jayne Ludwig All in favor.

III. OLD/NEW BUSINESS

File Storage at Union Bank

The Union Bank in Lincoln has a vault in their basement that the Town is looking to use for file storage. Robinson spoke with members of the bank to ask what would be required for the Town to use the vault. Union Bank is willing to let the Town use the space if the Town opens accounts with them. After speaking with the Town Treasurer, moving the Water, Sewer and Impact fees accounts to the Union Bank would increase interest in those accounts and the minimum requirements at the Union Bank would easily be met so that service fees would not incur. The Town Treasurer did question the collateralization of funds to ensure that if the federally insured limit was reached the funds would be collateralized. A collateralization agreement will be drafted by Union Bank and

reviewed by the Town Treasurer. A physical lease on the space will be signed after the accounts are opened.

The new Records Retention Committee will help decide what will be stored at the vault. Robinson will work out the lease agreement with the bank. The Town will pay to rekey the vault.

□ **Town Managers Report**

Levee Preconstruction Meeting

Preconstruction meeting on the levee is Thursday, this week. Town manager Burbank has been talking to residents abutting the levee to keep them informed.

Pollard Road Sidewalk

Easements are still coming in from homeowners. Each case is being considered individually. Mountain View Condominiums is coming in to the Town Hall to meet with Town Manager Burbank and Engineer Ray Korber this week.

At the East end of Pollard Road it was suggested to cross the street before the Kane Rec Road. This change is being reviewed.

South Peak Water Assessment Project

Ludwig asked about Water Assessment. Town Manager Burbank said that it was part of the grant that was just obtained. The Georgiana Falls area will be assessed as well after a conversation with the State of New Hampshire.

Water Meters

Ham asked how Public Works Director Nate Hadaway was doing with water meters and addressing some of the older water meters in town. Town Manager Burbank said that it was not budgeted in 2017 to change out water meters. All new homes have water meters installed.

2017 Select Board Priorities

Robinson would like the Board to meet to discuss priorities for 2017 and what members would like to see accomplished. The following examples were mentioned during this meeting:

- Water sources
 - Georgiana Falls
 - South Peak
- Alternative Routes
- Video recording/streaming
- Traffic Issues

The April 3rd Select Board agenda will include a discussion on 2017 Board Priorities. Public Input is welcome.

Sidewalks

Ludwig commended the Public Works Department for their work on the sidewalks. They have been very walkable. All the snow removal personnel are doing a great job.

Kudos

Robinson read a letter from Town Manager Burbank praising Fire Chief Beard for his work.

Robinson read a letter from Town Manager Burbank praising Johnna Hart and Helen Jones for painting the office area.

A copy of these letters will be attached to these minutes.

Planning Board

One term for an alternate on the Planning Board is expiring and Robinson would like to ask the alternate if he would like to continue as an alternate on the Planning Board before appointing him. This appointment will be next week after the current alternate is asked.

Paul Beaudin's term on the ZBA is expiring so the Board made the following motion.

Motion to appoint Paul Beaudin to the ZBA for 1 year.

Motion: Tamra Ham Second: Jayne Ludwig All in favor.

MS232

The board reviewed and signed the MS232.

Abatement Request

The Board reviewed an abatement request for 90 Loon Mountain Road 1130D. This unit was put up for short sale by the Mountain Club on Loon. Michelle Goody and Andy Levine just purchased this unit and are asking for an abatement of a 20% reduction for a total of \$1,133.64 as of March 20. This reduction would amount to \$226.73.

Motion to abate \$226.73 for Michelle Goody and Andy Levine on property at 90 Loon Mountain Road Unit 1130D.

Motion: Tamra Ham Second: Jayne Ludwig All in favor.

☐ Public Participation

Tammy Gionet Dutilly asked if the Board discussed the snow conditions on the sledding hill at the Kanc Rec Area. The employees working at the Kanc Rec Area did decide that putting snow from the parking lot onto the sledding hill was a bad idea and this would not be done again.

Dutilly also requested that the sledding hill portion of the ski area use to be opened for beginners. Dutilly did not believe that it was safe for beginner skiers with sledding being allowed and with the poor snow conditions. Dutilly would like to see part of the ski slope partitioned off for beginners. There was a brief discussion about different possibilities for beginners. Town Manager Burbank will talk to Tara Tower about options for beginners.

Dutilly said that she cannot hear in the Board of Selectmen meetings and asked if speakers or microphones could be used so that the back of the room could hear. Ludwig said she would try to speak up. Robinson asked if when people cannot hear they could give a sign asking the Board to speak up. Town Manager Burbank advocated the Board to consider Video Recording/Streaming.

Dutilly asked why the Chairman does not change on the Select Board. It was explained that the positions on the Board are voted on by Board members and the members like the current positions.

Traffic on Main Street

Paul Beaudin explained that he looked through the larger subdivision Master Plans and business procedures in town and thought that there were things promised to alleviate traffic that have not been done. Paul Beaudin is concerned about the DOT forcing Lincoln to have a four lane Main Street and said that the Board should be proactive looking at this to see if there are other options that could be done.

Town Manager Burbank said that the DOT's priority is to keep traffic from backing up on Interstate 93. Burbank said that two years ago during one conversation about traffic with the DOT, it was said that a possibility of restriping Main Street to be four lanes would be a step the DOT would take if traffic was bad enough to cause backups on I93. Burbank said that conversation is not a topic that has been discussed since then and Burbank does not know if it is imminent. Burbank thought that the summertime backups were just as bad as the winter backups and that Loon is not always the cause. Foliage was given as an example as a high traffic time. Burbank will be talking to the DOT to try and

obtain a long range plan for the Town of Lincoln in the eyes of the DOT. The current growth elevated rate of the town is one reason that traffic issues will be reviewed more carefully in the future.

Generator for the School

Ludwig asked about a generator for the school. Using the school as an emergency shelter was discussed in the past but could only be an option if a generator was installed at the school. The School District would have to write a grant and verbally approve to be the emergency shelter. There was a brief discussion about the generator. Chief Smith will follow up on grant opportunities and obtaining a commitment from the School.

Robinson asked Ludwig to check with the school to see if they have any issues or concerns.

Traffic Detail

Tammy Gionet Dutilly said that Route 112 is State owned and asked why the Town of Lincoln is directing traffic on that road. Police Chief Smith explained that anyone from law enforcement can direct traffic. There was a long discussion about traffic directing along Route 112, both at Loon Mountain and at the Lincoln-Woodstock Public School.

Ike Whatley Memorial

Wendy Tanner asked if there has been anything set up or who to contact to find out about the moving of Ike Whatley’s memorial. Town Manager Burbank said that would be a decision of the Cemetery Trustees when the memorial would be moved.

IV. NON PUBLIC SESSION Pursuant to RSA 91-A: 311 (a,c,e,d)

Motion to go into nonpublic at 6:54 PM.

Motion: Tamra Ham Second: Jayne Ludwig All in favor.

Motion to come out of nonpublic session at 7:25 PM.

Motion: Tamra Ham Second: Jayne Ludwig All in favor.

V. ADJOURNMENT

After reviewing the weekly accounts payable 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 7:30 PM.

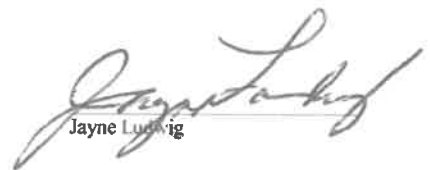
Respectfully Submitted,

Wendy Tanner

Approval Date 3/27/17


Chairman O.J. Robinson


Tamra Ham


Jayne Ludwig



Town of Lincoln

Town Manager's Office ♦ 148 Main Street
P.O. Box 25 Lincoln, New Hampshire 03251

Al "Butch" Burbank
Town Manager

March 16, 2017

To: Chief Ron Beard
From: Butch Burbank, Town Manager
Subject: Letter of Commendation

I want to take this opportunity to commend you for your work as Fire Chief, Health Officer, and part-time public works employee since coming to work for the Town of Lincoln full-time in July of 2016.

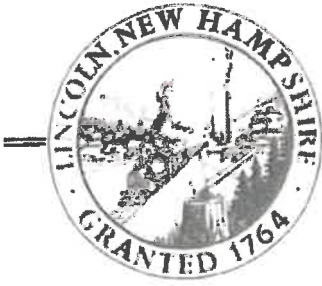
Your leadership of the fire department has been exemplary. The death of Capt. Steven Bomba and your diligence in monitoring and inspecting of new construction has been time consuming, but invaluable to the safety and well-being of residents and visitors in the Town of Lincoln. As examples, the Riverwalk Hotel, Inn Season Hotel expansion, and the Rock Wall issues, Coolidge Falls being the most recent, are all examples of your dedication to this position.

Additionally, you have made yourself available to assist the Public Works Department with plowing, shoveling of walkways at Town Hall and the Library, and any other duties that may arise. All of this without hesitation and without prompting.

I want you to know that I appreciate your dedication and work ethic. Keep up the excellent work, but remember it is ok to say no once in a while so that you can sleep! A copy of this letter will be placed in your personnel file and provided to the BOS for their review.

Phone: 603.745.2757 ♦ Fax: 603.745.6743 ♦ Email: TownManager@LincolnNH.org ♦ Website: www.LincolnNH.org

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Town of Lincoln

Town Manager's Office ♦ 148 Main Street
P.O. Box 25 Lincoln, New Hampshire 03251

Al "Butch" Burbank
Town Manager

March 16, 2017

To: **Johnna Hart, Town Clerk/Tax Collector**
Helen Jones, Finance & Assessing Administrator

From: **Butch Burbank, Town Manager**

Subject: Letter of Commendation

I want to take this opportunity to commend you on your combined efforts in the renovating of the Town Clerk/Tax Collector's office. Your combined initiative resulted in a much needed "face lift" for the work area. Additionally, your willingness to move records and perform the office painting saved the town hundreds, possibly thousands of dollars in labor costs.

I want each of you to know that your work did not go unnoticed, not only by me, but by several members of the general public. Thank you and keep up the great work!

This letter will be placed in each of your personnel files and given to the BOS for their review.

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