

LINCOLN BOARD OF SELECTMEN'S
MEETING MINUTES

APPROVED

MONDAY, AUGUST 15, 2022 – 5:30PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

(THE RECORDING OF THIS MEETING CAN BE FOUND ON YOUTUBE)

Lincoln Board of Selectmen Present: Chairman, OJ Robinson; Vice Chair, Tamra Ham and Selectman Jack Daly

Staff Present: Town Manager, Carina Park, Fire Chief Ron Beard, and Executive Assistant, Jane Leslie.

Public Present via Zoom: Assistant Deputy Fire Chief, Michael Weden and Deputy Fire Chief, Ryan Fairbrother

Public Present: Jim Welsh, Debbie Celino, Cliff Dauphine and Al Poulin

I. CALL TO ORDER

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

II. APPROVAL OF MEETING MINUTES FROM PREVIOUS MEETING

MOTION: “To approve the BOS joint meeting minutes of July 25, 2022 as presented.”

Motion: Jack Daly Second: Tamra Ham All in favor.

MOTION: “To approve the BOS meeting minutes of July 25, 2022 as amended.”

Motion: Tamra Ham Second: Jack Daly All in favor.

MOTION: “To approve the Non-Public BOS meeting minutes of July 25, 2022 as presented.”

Motion: Tamra Ham Second: Jack Daly All in favor.

III. OLD/NEW BUSINESS

NEW BUSINESS:

Affordable Housing:

Selectman Daly suggested forming a Housing Committee to explore affordable housing options in Lincoln. Daly explained that a couple of longtime town residents recently approached him asking if there was anything that the town could do help with the lack of affordable housing in the community.

Carina commented that she had received several inquiries this week regarding the InvestNH grant funding that is now available (the State of NH has launched a one-time grant program aimed at addressing housing needs), and one of the questions asked was if it was possible to obtain a letter of support from the Town that states “if an applicant meets all of the town regulations as approved by the Planning & Zoning Boards, the Town would fully support the applicants proposed project(s).” There was a brief discussion about amending some of the zoning ordinances relative to the development of workforce/long-term rental housing so that it would be easier for developers to find land and build multi-family housing.

Robinson commented that the Planning Board has had discussions about increasing density and categorizing a multi-unit housing structure as a “commercial use” rather than a “residential use.” Robinson further explained that the Planning Board also discussed changing the density to allow for greater density developments as long as they are defined as *long-term residential use*. Selectman Ham expressed concerns over whether or not developers would *keep* the multi-unit housing as permanent “long-term rentals,” or

would they eventually turn them into short-term rentals, especially because Planning Board conditions of approval are not currently being enforced. Robinson does not think that this will be the case, and personally feels that the Planning Board should make general density requirements even stricter than they currently are (not all Planning Board members agree with this) while allowing density incentives for developers of long-term residential housing.

Jim Welsh questioned how the Mountain View Condos (between Maple & Church Streets) was able to obtain land use permits because it sits on a parcel of land that is approximately ¼ of the size of the lot that the new Hampton Inn sits on. Selectman Ham explained that the condos are individually owned, not one entity owning all of the units.

Robinson discussed a new category that was added in 2021 under “**Business Use**” called **Restrictive Multi-Family Residential Housing** for long-term rental units: *[A multi-family residence with single entity ownership whose use is restricted to long-term tenancy which is defined as greater than one hundred eighty (180) days. This type of use will be considered a “Business Use.” This type of use will be subject to the Business Use density requirements in each zoning district.]* Robinson feels that this new Business Use can be taken a step further by changing the density requirements (make regular density more stringent; and less restrictive for long-term housing).

28 Pollard Road – Landry Residence Landscaping:

Selectman Daly commented on the beautiful landscaping at the Landry residence on Pollard Road, and suggested that the Carina send Mr. Landry an accommodation on showcasing such beautiful landscaping in our community that adds to the beauty of the town. The Board agreed that this would be a great idea.

Loon Mountain On-Line Triple Chair Auction:

Loon Mountain held an auction for 66 Seven Brothers Triple Chairs (minimum bid was \$350) which ended on August 12th. All proceeds from this auction will be going to the Lincoln & Woodstock Friends of Recreation. The Friends of Rec distributes numerous scholarships throughout the year for the After School Program; Summer Day Camp, and the winter Ski Program amongst other things that benefits the children of the Lincoln and Woodstock Communities.

Non-Meeting with Town Counsel:

The Board recently held a non-meeting with Town Counsel concerning the Estoppel Certificate for the Veteran’s Memorial Park. As a result of this meeting, the Selectmen signed the Estoppel Certificate and forwarded it to all parties involved.

Former Police Chief, Ted Smith RSA 91-A Request(s):

The Town received two 91-A requests dated July 26, 2022 from the former Police Chief, Ted Smith:

“...(1) All records, no matter what form, including but not limited to, printed documents, electronic documents, e-mails, or any other form of records regarding the on-duty death of Steven Bomba of the Lincoln Fire Department claiming benefits 2016-2019; (2) Federal death benefits application and correspondence from the Federal Government, (3) NH State death benefit application and correspondence from NH Government, (4) the Town insurance company advising them of an on-duty death and any correspondence, (5) National Fallen Firefighters Foundation, (6) any other Entity that the Town advised that Bomba died on-duty to receive benefits or honors.”

Selectman Ham commented that Mr. Smith is entitled to make these requests, however, she wanted to make it clear that the Town Manager spent well-over 15-hours collecting and redacting documents; several

hours were spent with the Town Attorney seeking advice on what could/could not be released as public information (personnel issue), and then on the same day, Mr. Smith submitted a second 91-A request:

“... (1) All records, no matter what form, including but not limited to, printed documents, electronic documents, e-mails, or any other form of records regarding Mutual Aid agreements signed by Chief Smith for the period from August 1, 2016 to September 1, 2018.”

Ham explained that the last of this chain of email conversations, after it was determined that the town no longer had this information in its possession (and was not required to have this information-statutory retention requirements expired), Mr. Smith replied:

“Thank you, according to the records and emails that were sent to me, the records were destroyed prior to December 5, 2019, and that the Town Attorney was quite upset finding out they were destroyed...FYI.”

Selectman Ham could not understand why Ted Smith would knowingly ask for records that *he* knew were not available. Ham explained that this turned into being a very costly, time-consuming task for Town Hall staff with unnecessary expensive legal fees.

Complaint Concerning Route 3 Vehicles:

Chairman Robinson received several complaints from various people regarding the unsightliness of random vehicles/campers/trucks & boats that are being stored up on Route 3 (Mountaineer Motel) and visible to vehicles coming off of Exit 33. Robinson spoke independently with both the landowner and the vehicle owner who have agreed to clean this area up with no further town involvement.

Town Managers Report:

SB 401 (Highway Block Grant):

The Town received an additional \$30,920 in funding as a result of the legislative passing of SB 401. SB 401 allocates \$30M for municipal roads, and will use a similar distribution formula to that of the highway block grant formula (this is non-lapsing and the funds can be used the same as the annual Highway Block Grant funds).

DES Wastewater Treatment Plant Energy Improvement Grant:

The Town has received a DES grant in the amount of \$215k for WWTP energy improvements, as well as a \$40k incentive from the NH Electric Coop (Total: \$255k). The RFP for the new energy-efficient mixers in the aeration ponds has been drafted and submitted to DES for final approval. Upon receipt, the Town will be advertising the project and hopefully have a contractor in place by the end of the month.

HealthTrust Surplus:

HealthTrust (Town Health Insurance provider) has notified the Town that there will *not* be a *Return of Surplus* this year (the Town received \$22,525 in FY 2021). The 2021 surplus was due to the reduction in claims during the pandemic, and HealthTrust is now experiencing claim numbers similar to pre-pandemic levels.

Riverfront Park Update:

Town Engineer, Ray Korber notified the town that the original understanding of the Brownfields Grant was not totally accurate nor understood. The Town originally received a *Brownfields Assessment Grant* opposed to a *Brownfields Cleanup Grant*, meaning that the town would need additional funding to remediate the site. On August 3rd DES announced new funds were available for *Cleanup Grants* totaling up to \$200k per site (the 2022 deadline is September 15th). Due to the fact that the Town had negotiated an agreement

with DES that allowed for the phased development of the Riverfront Park Project; Phase 1 can proceed, however, Phase 2 will not be allowed to advance until such time that the contaminated sludge in the wetlands is mitigated. Korber believes that a standalone sludge removal project of the wetlands would be an excellent candidate for the cleanup grant, and views this as beneficial to the town whether or not the park development proceeds. Should the Town decide to proceed with the development of the Riverfront Park, the cleanup grant will substantially reduce the cost to the town for the park, and green light the full build-out.

Korber explained that going forward, once EPA/DES approve the assessment work, the next step will be to compete for clean-up grants. Carina will coordinate with Ray Korber and Recreation Director Tara Tower on September 7th for a more in-depth discussion, and to apply for the Clean-up Grant and get the application submitted prior to the September 15th deadline. Robinson asked Carina to update the Board after she has her September 7th meeting with Ray and Tara so that the board can establish a time-line.

OLD BUSINESS:

Old Hole Swimming Area:

During a recent CIP meeting, the committee was discussing the access point to the Old Hole as well as other rudimentary items so that the swimming area can be easily accessed by the public. Tammy suggested that OJ walk the path to the Old Hole with Director Hadaway, and later follow-up with recommendations to the Board on the best way to proceed with this project.

Louis Lane Dumpster Complaint:

During the previous Selectmen's meeting (July 25th) there was complaint lodged about a house on Louis Lane that did not have a bearproof dumpster. Carina updated the Board that the dumpster has since been removed from this property.

Public Participation

There was no public participation.

V. NON-PUBLIC Session Pursuant to RSA 91-A:3:(III) (c) Personnel

MOTION: "To go into Non-public session pursuant to RSA 91-A:3 (III) (c)."

Motion: OJ Robinson Second: Tamra Ham All in favor.

The BOS went into Non-public session at 6:25 p.m.

MOTION: "To re-enter public session."

Motion: Jack Daly Second: Tamra Ham All in favor.

The Board reconvened public session at 6:50 p.m.

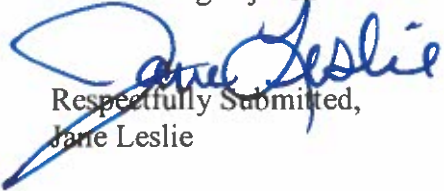
VI. ADJOURNMENT

With no further business to attend to, the Board made the following motion:

MOTION: "To adjourn."

Motion: OJ Robinson Second: Jack Daly All in favor.

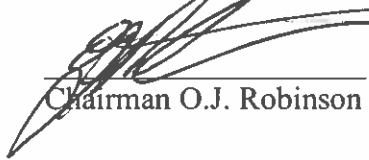
The meeting adjourned at 6:50 p.m.



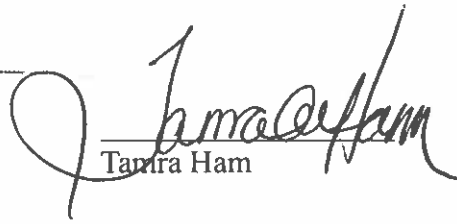
Respectfully Submitted,
Jane Leslie

Approval Date: August 22, 2022

Lincoln Board of Selectmen:



Chairman O.J. Robinson



Tamra Ham



Jack Daly

August 15, 2022
Board of Selectmen's Meeting
Please PRINT Legibly

Jim Welsh

Debbie Celino

Al Paulin

Jim Welsh

D. Debbie Celino

Al Paulin



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

August 2, 2022

William Cass, P.E.
Assistant Commissioner

OJ Robinson, Chair of Selectboard
Town of Lincoln
PO Box 25
Lincoln, NH 03251

**Re: Lincoln Highway Block Grant Aid – in Accordance with RSA 235:23
Payment for Maintenance, Construction and Reconstruction of Class IV and V Highways**

Dear Mr. Robinson:

The following is notification of State Highway Block Grant Aid available to your town in State Fiscal Year 2023 (July 1, 2022 thru June 30, 2023) based on estimated revenues through June 30, 2022. The Block Grant Aid payment includes highway revenue from Senate Bill (SB) 367 that was effective July 1, 2014. The total could possibly change based on final audited State Fiscal Year 2022 revenues. The resulting adjustment will be reflected in the April payment. Funding is anticipated to be available upon the availability and continued appropriation of funds in the future operating budget.

State Highway Block Grant Aid anticipated to be available to the Town of Lincoln during Fiscal Year 2023 (July 1, 2022 to June 30, 2023) is as follows:

July 2022 Actual Payment:	\$11,011.46
October 2022 Actual Payment:	\$11,011.46
January 2023 Actual Payment:	\$7,340.97
April 2023 Estimated Payment:	\$7,340.97

TOTAL FOR FY 2023: \$36,704.86

In generalized terms and in accordance with statutory provisions for distribution of Apportionment "A" and SB 367 funds, a disbursement is made of approximately \$1,476 for each mile of Class IV and Class V highway inventoried by each municipality and approximately \$13 for each person residing in a municipality based on the state planning estimate of population. Apportionment "B" is distributed this year to 18 small towns under a somewhat more complicated formula as specified in RSA 235.23, which recognizes the economics of maintaining their Class V highway mileage when considered in relationship to their equalized valuation tax base.

Please contact us at 271-3344 if you have any questions.



Sincerely,

C. R. Willeke

C. R. Willeke, PE
Municipal Highways Engineer
Bureau of Planning and Community Assistance

CRW/dmp

