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3 **LINCOLN BOARD OF SELECTMEN**
4 **MEETING MINUTES**
5 **JULY 13, 2015**
6 **LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH**
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9 **Present:** O.J. Robinson, Patricia McTeague, and Jayne Ludwig.

10 **Staff Present:** Town Manager Alfred Burbank, Fire Chief Ron Beard, and Recording Secretary Brook
11 Rose.

12 **Public Present:** Tamra Ham, Roger Harrington, Paul Beaudin, Dave Beaudin and Mary Conn, David
13 Beaudin, Michael LeClerc, and Susan Clark.

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16 **I. CALL TO ORDER**
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18 O.J. Robinson called the meeting to order at 5:35pm.
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21 **II. REVIEW OF MEETING MINUTES**
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23 **MOTION: “To approve the minutes of the July 6, 2015 Board of Selectmen’s meeting as**
24 **amended.”**

25 **Motion: McTeague Second: Ludwig All in favor.**
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27 **MOTION: “To approve the non-public meeting minutes of the July 6, 2015 Board of Selectmen’s**
28 **meeting.”**

29 **Motion: McTeague Second: Ludwig All in favor.**
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32 **III. OLD/NEW BUSINESS**
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34 **Town Managers Report**
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36 Town Manager Burbank stated that he has received a formal request from a resident of the town for the
37 Board of Selectmen to hear an abutter noise complaint on Alpine Adventures. He added that he thought
38 there was a written agreement between Alpine Adventures and the abutters but apparently there is not.
39 Town Attorney Malia has advised this is the correct procedure for a noise complaint. The Board
40 tentatively set a hearing date for August 24th. Jayne Ludwig stated that she would like Attorney Malia to
41 provide her with the RSA that states that the Board of Selectmen (as opposed to the Planning Board)
42 must hear the complaint.
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44 **Water Treatment Plant Improvements**
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46 Town Manager Burbank informed the Board that the Public Works Department handled the improve-
47 ments on the water treatment plant. The physical remote pump station was installed, pipes connected,
48 and re-wired. Doing this project in-house was at a large cost savings to the Town.

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Mr. Burbank added that Public Works Director Bill Willey wanted the Board to know that the public works staff did an awesome job. The Board thanked the staff for a job well done.

Mary Conn questioned whether the water and sewer lines projects were put out as one bid as was originally planned. Mr. Burbank replied that they were not put out to bid as the Town is still waiting on permitting before proceeding with the sewer line relocation project. The improvements to the water treatment plant could not wait to be completed and thus were done in house to expedite the project. Ms. Conn questioned whether the Town brought in an additional excavator for the project. Mr. Burbank replied that the Town did bring in an operator and an excavator for this job. Ms. Conn fervently declared that the town crew did not do the job then. Mr. Burbank disagreed.

KS Mobil

Town Manager Burbank informed the Board that the Town is still waiting on the State permitting for this project. The project should proceed in the near future.

NHEC LED Lighting

Town Manager Burbank reported that both the water treatment plant and highway garage have been updated with LED lighting. He is awaiting an inspection from NHEC. The Town Hall building has also been surveyed to see if there would be a savings to convert to LED lighting.

Pollard Road – Glass in Road

O.J. Robinson asked Chief Beard for an update on the inspection he did of the reported broken glass all over Pollard Road. Chief Beard stated that he cleaned the road but there was no glass on the road. He added that there is mica in the pavement which could give the appearance of glass when the sun shines on it.

Culvert Update

Jayne Ludwig questioned what the status is of the culvert that Mr. Gionet has expressed concerns about. Town Manager Burbank updated the board on the double culvert on East Spur Road that Mr. Edmond Gionet recently brought up. He advised that he and Bill Willey are aware of the sediment in the pipe and are monitoring the situation. At some point it will need to be cleaned, but it is not high on the current priority list. Town Manager Burbank also noted that the culvert abutments will need to be replaced in the near future. Paul Beaudin asked if this work was on the CIP. Butch responded that no, but it should be. Jayne agreed that she would like this on the CIP. O.J. asked that Butch make a note and bring this up at the upcoming CIP meeting.

Skate Park Public Hearing

A date for a public hearing on the skate park is yet to be determined. Town Manager Burbank is working with Recreation Director Tara Tower to take care of some scheduling conflicts at the community center. He will follow up with the Board when a date has been set.

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Inter Municipal Agreement

The Town has yet to hear from the Attorney General’s office regarding the proposed inter-municipal agreement.

Beechwood Filing

Mr. Burbank is expecting to hear from Attorney Malia this week to review the filing on Beechwood One.

Community Fest

Tamra Ham informed the Board that she believes Community Fest has been fully funded. The event is being advertised throughout both communities.

Main Street Committee

Jayne Ludwig stated that Herbert Lahout approached her with the idea of forming a Main Street committee with a focus on improving the aesthetics of the downtown area. The Board briefly discussed this. Town Manager Burbank stated that someone would have to take an initiative to form such a committee. O.J. added that with the Planning Board’s Master Plan update, a new guide to planning initiatives will be available. If there is a sentiment to improve Main Street, this could be an initiative of the Planning Board. O.J. will bring up this suggestion at the next Planning Board meeting.

Public Participation

Mary Conn- Comment/ Complaint Form

Mary Conn submitted a comment/complaint form to the Board and to Mr. Burbank. Ms. Conn also submitted suggested revisions and corrections she thought should be made to the Town’s website.

She then questioned why the public works staff did not do the entire water treatment plant improvements and instead brought in Caulder Construction to assist. She questioned why the work Caulder Construction did was not bid out. She stated that the last she knew and was informed by Mr. Burbank was that the water and sewer line jobs were going to be put out to bid as one job. She feels Mr. Burbank misled her. O.J. Robinson informed her that the Town ran into a delay as was discussed earlier in the meeting on the sewer line project. Patricia McTeague added that the improvements at the water treatment plant were very time sensitive. Mr. Burbank added that it was his decision, under advisement of the Public Works Director, to handle the majority of the job in house rather than to bid out the entire job. The contractor next on the on-call list was utilized for a portion of the heavier excavating work (ledge). This saved the Town a substantial amount of money. Ms. Conn replied that everything in this Town is, “smoke and mirrors and that nothing is transparent.”

David Beaudin stated that as a taxpayer he finds it hard to believe that the Town just purchased a backhoe that was very capable of doing the job and yet a contractor was brought in to assist with the project. He added that if Mr. Burbank is saying that money was saved on this project, he is wrong. The

144 job did not have to be contracted out. The Town could have done the whole thing in house. He stated
145 that maybe it is time to get rid of the people that are making these decisions. Further, he added that to
146 listen to Mr. Burbank say that the town staff did this work is “smoke and mirrors” like Mary said.
147 Money is being spent that doesn’t need to be spent, especially after all of the recent budget cuts.

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149 Mr. Burbank explained that he believes his decision to bring in a contractor with a larger excavator was
150 a good decision which he made due to the amount of ledge in the area. The contractor was able to
151 pound the ledge with the larger excavator.

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153 **Paul Beaudin – Skate Park**

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155 Paul Beaudin stated that as a taxpayer, the use of the Town’s land (specifically the skate park) should be
156 a taxpayer decision and not left up to others in the community that do not pay taxes. Paul questioned
157 whether the CIP meetings had been posted. Brook Rose stated that the meetings are posted on the
158 Town’s website.

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160 **Dave Beaudin & Mary Conn- Concerns**

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162 David Beaudin questioned how the Town can qualify the expense of hiring a contractor at the water
163 treatment plant as emergency work. O.J. replied that the town policy is not just for emergency work but
164 is left to the discretion of the board and the town manager. Mary Conn stated that there is a notice on
165 the Town’s website about non-bid emergency repair work. Town staff will correct the website
166 accordingly.

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168 Mary Conn questioned what the education reimbursement in the Detail Report of Expenses was. She
169 stated that this was not on the 2014 form. Town Manager Burbank explained the Town’s educational
170 reimbursement policy. He will look into why it is not itemized the same way as 2014.

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172 **Paul Beaudin – Budget Committee**

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174 Paul Beaudin questioned whether the Budget Committee will meet sometime this summer to discuss
175 filling the vacant positions. Town Manager Burbank replied that the Committee typically appoints new
176 members at their first meeting during the budget season. O.J. Robinson will mention this to the Budget
177 Committee Chairman who can then determine whether to meet prior to budget season. Jayne Ludwig
178 would like to see the three vacant positions advertised.

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182 **IV. NON PUBLIC SESSION Pursuant to RSA 91-A: 3II (a,c,e,d) Legal/personnel**

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184 **MOTION: To go into Non-Public Work Session at 6:25pm.**

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185 **Motion: Robinson Seconded: Ludwig Roll call vote all in favor.**

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187 **MOTION: To go back into public session at 7:05 pm.**

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188 **Motion: Robinson Seconded: Ludwig Roll call vote all in favor.**

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192 **V. ADJOURNMENT**

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194 After reviewing the weekly accounts payables, the Board made the following motion.

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MOTION: “To adjourn.”

Motion: McTeague Second: Ludwig All in favor.

The meeting was adjourned at 7:10pm.

Respectfully Submitted,

Brook Rose

Approval Date 7/27/15

Chairman O.J. Robinson

Patricia McTeague

Jayne Ludwig