

1 Town of Lincoln, Vermont
2 Select Board Meeting Minutes
3 Lincoln Town Office
4 August 15, 2017, 7:00 p.m.
5

6 In attendance: Bill Finger, Chair, Paul Forlenza, James Needham, Will Sipse, Oakley Smith,
7 David Cavoretto, Sally LaFramboise, Sally Ober.
8

9 Adjustments made to the agenda: Sally Ober was put on the agenda for 8:00 p.m.
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11 MOTION by Bill Finger, second by Oakley Smith, to approve meeting agenda as adjusted.
12

13 MOTION PASSED 5-0-0.
14

15 No adjustments were made to the minutes of the July 25 meeting.
16

17 MOTION by Bill Finger, second by Will Sipse, to approve minutes of meeting of July 25.
18

19 MOTION PASSED 5-0-0.
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21 Paul Forlenza gave a budget update with a print-out of the General Fund Year-To-Date Actual
22 Expenditures FY18.

- 23 • Sally LaFramboise clarified items in question, including an unexpected office equipment
24 repair expense.
- 25 • 50% of highway department vacation fund has been used.
- 26 • 95% of budget for guard rails has been used. Insurance will offset some of the expense.
- 27 • 100% of Gove Hill Road project budget has been used but will be offset by grant
28 moneys.
- 29 • Paul Forlenza thanked Sally Laframboise for making budget list more manageable.
- 30 • Paul Forlenza stated that he has formulated an Excel spreadsheet that may assist with
31 recordkeeping for road crew projects and will show examples of the proposed database at
32 the next meeting. Some refinements still need to be made in recording details of specific
33 roads.
- 34 • Sally LaFramboise thanked Paul Forlenza and Dave Cavoretto for their help with
35 collecting and recording information for road projects.

36 James Needham presented warrants.
37

38 MOTION by James Needham, second by Paul Forlenza, to approve payroll check warrant 18/06
39 in the amount of \$3,845.18 and payroll check warrant 18/07 in the amount of \$3,657.86.

40 Highlights: The amounts include some overtime for employees.
41

42 MOTION PASSED 5-0-0.
43

44 MOTION by James Needham, second by Paul Forlenza, to approve accounts payable check
45 warrant 18/07 in the amount of \$218,634.44.

Discussion:

- Big ticket items include 5400 gallons of calcium chloride.

- 46 • \$5600 to Avery Smith for South Lincoln road repairs and \$2700 for culvert headers on
- 47 Gove Hill.
- 48 • Health insurance premium of \$3400.
- 49 • \$5186 to Heffernan Excavating for bridge work on French Settlement Road and Duclose
- 50 Road
- 51 • Gravel purchases.
- 52 • Guard rail purchases of \$1600 and \$3100.
- 53 • John Deere loader purchase which will be listed as equipment purchase and will be offset
- 54 by Capital Equipment Note.
- 55 • Freight loader and Western Star repairs.
- 56 • A fee to Addison County Sheriff's Department.
- 57 • There is interest with Bristol Police and the Lincoln Constable in initiating law
- 58 enforcement in Lincoln.

59 MOTION PASSED 5-0-0.

60

61 MOTION made by Paul Forlenza, second by Oakley Smith, to sign the loan document with
 62 Peoples United Bank in the amount of \$106,744 at 2.35% for five years to be paid in five equal
 63 installments of \$21,348.80 each.

64 MOTION PASSED 5-0-0.

65

66 Oakley Smith presented blueprints of proposed Old Town Shed repairs:

- 67 • Galvanized elements (silver in color) with brown doors and bronze window frames.
- 68 • The building will have no insulation.
- 69 • It was suggested that the color scheme be passed by Mary Beth Stillwell, the
- 70 architect/designer for the Old Town Shed.

71

72 MOTION by Bill Finger, second by Paul Forlenza, to accept Oakley Smith's suggestions for the
 73 Old Town Shed renovation.

74 MOTION PASSED 5-0-0.

75

- 76 • Oakley Smith clarified that the address of the Old Town Shed project is 593, not 601,
 77 East River Road.
- 78 • A question arose about whether the contract with Averis Smith is a fixed, not-to-exceed
 79 price.
- 80 • It was clarified that the estimate is a set price.
- 81 • It was suggested that future estimates include a specific breakdown of costs and be not-
 82 to-exceed or guaranteed maximum price contracts.
- 83 • The contract for the Old Town Shed will be sent to members of the Select Board for
 84 review.

85

86 A VLR training session will be held Tuesday, August 22, at the Lincoln Town Office beginning
 87 at 8:30 a.m.

88

89 A photo was shown of the washout of the road crew's work on Orchard Road North. No action
 90 was suggested regarding the road.

91

92 Road report by Dave Cavoretto:

- 93 • Paving on Gove Hill is completed except for shoulder work.
- 94 • East River Road will be paved on Wednesday.
- 95 • County Road ditching is scheduled for the next weeks.
- 96 • Tree work has been done on Colby Hill.
- 97 • Work begins soon on the Guthrie Road town turnaround, including drainage
- 98 improvement.
- 99 • The dump road has been improved.
- 100 • The Terrastar truck has been repaired.
- 101 • The Western Star truck is under repair, hopefully back by Monday.
- 102 • Hauling winter sand has begun, 40 loads so far.
- 103 • A better price has been found for sand.
- 104 • Concrete repair material for the York Hill Bridge is being investigated.
- 105 • Signs are coming for class 4 roads.
- 106 • Class 4 signs have been placed on Orchard Road South.

107

108 Sally Ober presented a Lincoln Community School project:

- 109 • The school received an Animating Infrastructure grant to put a tile mosaic mural on both
- 110 sides of the wall at the back of the school by the entrance.
- 111 • It is intended that the mosaic will be a community project.
- 112 • Sally described a “chalk talk” and invited members of the Select Board to brainstorm
- 113 mosaic ideas with markers on paper tacked to the wall in answer to the question, “What
- 114 is important to the Lincoln community?”
- 115 • North Creek Mosaic Project on Main Street in North Creek, Vermont, is similar to the
- 116 mosaic conceived for Lincoln Community School.
- 117 <http://www.suncommunitynews.com/articles/the-sun/tickets-to-place-mosaic-piece-being-raffled/>
- 118 • Sally Ober exited the meeting at 8:25 p.m.

119

120 MOTION by Paul Forlenza, second Oakley Smith, to go into executive session.

121 MOTION PASSED 5-0-0.

122

123 Note taker exited the meeting at 8:30 p.m.

124

125 Respectfully submitted,

126 Ellie Bryant

127

128 The Select Board exited executive session at 9:31 PM

129

130 There were no decisions made regarding matters discussed in executive session.

131

132 Meeting adjourned at 9:32 PM

133

134 Respectfully submitted,

135 Bill Finger