

1 Town of Lincoln, Vermont
2 Select Board Meeting Minutes
3 Lincoln Town Office
4 January 9, 2018 7:00 p.m.
5

6 In attendance: Paul Forlenza—Vice Chair, Will Sipsey, Oakley Smith, Ann Kensek, Sally Ober,
7 Lisa Truchon, David Cavoretto, Samantha Hillman. Absent: Bill Finger, James Needham.
8

9 MOTION by Bill Finger, second by Paul Forlenza, to approve meeting agenda. Sally Ober added
10 an item about Lincoln Sports Parade.

11 MOTION PASSED 3-0-2.
12

13 Sally Ober requested permission for a parade on Sat. Feb. 3 at 11:30 a.m., notice to be given a
14 week before the event. She requested the road be shut for 15 minutes.
15

16 MOTION by Paul Forlenza, second by Will Sipsey, to give permission for a Feb. 3 parade and
17 15-minute road closure. Motion amended to ask Mark Truax, Ashley Smith, and Josh Odey to be
18 involved in placing signage and monitoring the event.

19 MOTION PASSED 3-0-2.
20

21 Dave Cavoretto gave the highway report.

- 22 • Winter maintenance: It has been the town's long-standing practice to allow residents to
23 obtain a small amount of sand for personal use on driveways and walkways. Currently
24 persons wanting small amounts of sand go to the Town garage sand pile. This practice
25 has become dangerous, a nuisance and a potential liability. A frozen or partially frozen
26 sand pile is inherently unstable and people and cars mingling with the town loader and
27 trucks are a recipe for injury. Dave suggests locating single dump truck load of sand piled
28 in several roadside locations, establishing a limit (five-gallon bucket is suggested) and
29 officially prohibiting taking sand that will be turned into profit. The plow crew has been
30 working almost nonstop, and residents getting sand create an unsafe situation for all
31 involved. It is suggested to put a load of mixed sand and salt at the Town garage and
32 another at the transfer station. Signage should state that salt and sand are available the
33 Town garage and the transfer station, not at the new town shed. The Select Board will
34 determine wordage for signs.
35
- 36 • Dave Antone has not yet submitted budget estimates for Quaker Street and South Lincoln
37 Road reconstruction projects. Dave suggests submitting grant proposals for South
38 Lincoln Road. A grant exists for Quaker Street. Dave Antone will be contacted for an
39 estimate.
40
- 41 • Forge Hill Road needs to have the macadam repaved. The paved section of Forge Hill
42 Road is so out of shape and in generally bad condition that it is difficult or impossible to
43 plow properly or safely. There also is a substantial drainage issue that affects the river.
44 Dave suggests a proper underdrain, which should alleviate problems at the bottom of the
45 road. The project includes 1,000-feet of road for repaving expense estimates (based on
46 the Page Hill project). If grants are available, a grant proposal for the project needs to be

47 written as soon as possible. In the meantime, it may be prudent to tear up the road until
 48 monies can be obtained. Research will be done to estimate the cost of repairs.

49

- 50 • Equipment maintenance update: State of Vermont Planning and Intermodal Development
 51 sent a letter dated January 2018 stating VTrans discovered that the leg of Quaker Street
 52 nearest the store had somehow been overlooked. Therefore, they have added .02 miles to
 53 the Town's total road mileage.

54

55 MOTION by Paul Forlenza, second by Will Sipsey, that Select Board members sign a certificate
 56 approving the addition of .02 miles of class 2 road to the town of Lincoln in order to receive state
 57 financial aid for highway maintenance.

58 MOTION PASSED 3-0-2.

59

- 60 • Equipment has been inspected and is in acceptable shape for winter weather. The road
 61 crew has been working overtime to maintain the roads. No major accidents have been
 62 reported.

63

- 64 • A decision needs to be made regarding purchase of a new grader. The John Deere dealer
 65 is waiting to be informed of the bid from Caterpillar before offering a bid. Purchase of a
 66 new grader in the spring will avoid cost of new tires for the old grader. Hopefully the bill
 67 for a new grader will come under FY19 expenses. In the meantime, the old grader needs a
 68 new set of stinger bits for scarifying a dirt road at an estimated cost of \$3,300.

69

- 70 • A bill arrived for gravel in the amount of \$7,392.

71

72 Samantha Hillman, auditor, clarified elements of Telling & Associates independent auditor's
 73 report including the difference between GASB accounting standards and fund accounting. In
 74 summary, long-term liability balances are slightly over \$1,000,000.

75

76 Corrections and additions to the meeting of December 19 meeting: None.

77

78 MOTION by Paul Forlenza, second by Will Sipsey, to approve minutes of the December 19
 79 meeting as written.

80 MOTION PASSED 3-0-2.

81

82 Averi Smith invoice. Oakley Smith has not yet inspected work on the Town garage, but it was
 83 decided to approve the invoice for payment in the amount of \$58,400.

84

85 Oakley Smith presented check warrants.

86

87 MOTION by Oakley Smith, second by Paul Forlenza, to approve Payroll Account check warrant
 88 18/26 in the amount of \$3,588.44, Payroll Account check warrant 18/27 in the amount of
 89 \$5,011.59, and Payroll Account check warrant 18/28 in the amount of \$4,632.09. Highlights:
 90 Includes normal overtime for plowing.

91 MOTION PASSED 3-0-2.

92

93 MOTION by Oakley Smith, second by Paul Forlenza, to approve Accounts Payable check
94 warrant 18/28 in the amount of \$105,970.08. Highlights: Averi Smith invoice \$58,400 for old
95 Town Garage rehabilitation project, Averi Smith construction for York Hill Bridge repair
96 \$5,448, and Heffernan gravel \$3,792.

97 MOTION PASSED 3-0-2.

98

99 Approval of Capital equipment budget. Purchase information for new grader has been included.

100

101 MOTION by Paul Forlenza, second by Will Sipsey, to pass the Capital Plan with inclusion of
102 replacement grader to be purchased in FY19.

103 MOTION PASSED 3-0-2.

104

105 Public Hearing has been warned for Tuesday, January 23, as first item on Regular Select Board
106 meeting agenda. The publication schedule for the Addison Independent was adjusted during the
107 holiday period making it impossible to hold the hearing with statutorily required warnings before
108 January 23.

109

110 Lincoln Gap Road Winter Access Study.

- 111 • After receiving Dubois & King's report on Lincoln Gap at our December 19, meeting
112 Ms. Soave was asked to do additional work to support her study. Will Sipsey will contact
113 the Town of Warren for making certain that the issue is addressed.

114

115 Public Info Meeting Date for proposed FY19 Budget.

- 116 • It was suggested that a special Select Board meeting be held on Tuesday, February 13,
117 for the purpose of explaining proposed budgets and receiving any comments that might
118 require reconsideration or amendment.

119

120 Paul Forlenza presented the budget report.

- 121 • Exceptional items include office equipment repair. It was suggested that the estimated
122 amount be raised to \$500 for FY19.
- 123 • Road crew overtime is taken into consideration.
- 124 • Equipment maintenance is high but within the aggregate.
- 125 • Winter sand may exceed allowed amount because of harshness of this winter's weather.
- 126 • Forge Hill and Page Hill should be added as project expenses, which may be offset by
127 grant monies.
- 128 • A question arose about the \$22,000 allocated for maintenance of the old grader if a new
129 grader is purchased.
- 130 • Another NEMRC item may be added for equipment like chainsaws.

131

132 Regular meeting adjourned at 8:30 p.m.

133

134 Respectfully submitted,
135 Ellie Bryant