

Town of Lincoln, Vermont
Select board Meeting Minutes
Lincoln Town Office
February 20, 2018 7:00 p.m.
Draft

In attendance: Bill Finger, Select board Chair; Select board members Paul Forlenza, Oakley Smith, Will Sipsey; Road Foreman Dave Cavoretto; Bookkeeper/admin Ann Kensek
Absent: James Needham, Ellie Bryant

Bill brought the meeting to order at 7p.m.

Agenda Adjustment: Two items were added:

- Approval of the Minutes of the Feb. 13 Special Meeting
- An application for a Special Event Permit by Lincoln Peak Vineyard to serve wine at a fundraising event for Roxanne Smith at Burnham Hall on March 2 from 6 p.m. to 10 p.m.

Will moved and Paul seconded to approve the changes to the agenda. Vote called and passed.

Special Event Request- Will moved and Paul seconded to approve the Special Event Permit request for Lincoln Peak Vineyard to serve wine at the fundraising event at Burnham Hall on March 2, from 6 p.m. to 10 p.m. Vote called and passed.

Minutes Approval- Bill moved and Will seconded to approve the minutes of the February 6, 2018 minutes as presented. No discussion, vote called and passed.

Discussion on the minutes from February 13. Paul made the following changes as underlined:

- Paul Forlenza presented an overview of the FY19 budget which the Select board approved at its last meeting
- In the General Fund, the Administrative Assistant/Bookkeeper hours will increase from 20 to 30.
- General Fund budget increased 14.3% primarily based on the increase in hours for Administrative Assistant/Bookkeeper and health care premium benefits
- Health care premium will increase on average 9.2%.
- Budgets for insurance liability and the professional audit will increase.
- In the Highway Department, road crew has decreased from 4 to 3 people and salary and benefits accounts are adjusted appropriately.
- Fuel budget will decrease slightly.
- Budget for sand, salt, guard rails, culverts, and cold patch will increase.
- The grand list has decreased by 0.4%.
- Highway Department budget decreased 4.4%. The result is a combined General and Highway Funds increase of .2%.

Highway Report- Dave Cavoretto:

Roads were posted on the 19th because of the extreme anticipated temperature changes- Bristol is posted as well.

43 A Special Meeting is being planned just for roadwork and grant planning- possibly Monday the
44 12th of March at 3p.m.. Among those anticipated to attend are Ashley Bishop & Jaron Borg from
45 the State and Josh Donabedian from Regional Planning. Bill will check with everyone before
46 finalizing the date. The Select board hopes to come out with a focus on three or four priority
47 projects. Dave will have quotes to bring to the meeting.
48

49 Bill explained and then gave Board members and Dave a list of potential projects and each
50 person prioritized them through a numbering system. Highest priority roads/projects were
51 identified. Bill will put the top priorities into Capital Plan form and start looking at bonds/grants
52 and bring this information to the meeting on the 12th.
53

54 Dave shared with the Board what he has been learning about grants and the process of applying
55 and how helpful Ashley and Jaron have been.
56

57 Will Sipsey told the Select board that the Town has been approved on an Agency of Natural
58 Resources grant for ditching on Gove Hill.
59

60 **Budget and Finance:**

61 Ann gave the FY 18 Budget Status report. Highlights include:

- 62 • Some items, such as Property Insurance and VLCT fees are made annually, so will not be
63 invoiced again until next January.
- 64 • The Terra Star and Western Star trucks continue to be over budget, as has been noted
65 previously.
- 66 • Work done on the York Hill Bridge is responsible for the budget overage under “Bridge
67 Improvement”
68

69 Oakley Smith presented the Warrants: Oakley moved and Paul seconded to approve Payroll
70 Warrant #18/33 for \$4,080.66. Vote called and passed.

71 Oakley moved and Bill seconded to approve Payroll Warrant #18/34 for \$3,788.57. Vote called
72 and passed.

73 Oakley moved and Bill seconded to approve Accounts Payable Check Warrant #18/34 for
74 \$12,925.73. Vote called and passed.
75

76 Discussion on Averii Smith’s truck that is parked at the Old Town Shed. Oakley asked him to
77 please move it.
78

79 Oakley asked Averii Smith to replace the doors at the Town Garage as was approved at the
80 February 6, 2018 meeting. Two keypads will be used at the new garage and one will be installed
81 at the old town shed.
82

83 Meeting was adjourned at 8:48.
84

85 Respectfully submitted by Ann Kensek
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