

Town of Lincoln, Vermont
Minutes of Select Board Meeting
Lincoln Town Office
April 17, 2018 7:00 p.m.

At 6:30 p.m., the Burnham Committee met. Present: Brian McDonough, Mark Benz, Greg Orvis, Ann Pollender, Lisa Goodyear-Prescott, Dave Wetmore, and members of the Select Board.

- The Select Board has met at least once annually in recent years with the full Burnham Committee to conduct routine organizational duties, *e.g.* electing officers and having a brief discussion of plans for the coming years.
- The Burnham Committee is working with John Elder and Middlebury College students to write an historical profile of Lincoln in preparation for the 2019 centennial celebration of Burnham Hall. Burnham committee minutes will be attached and made part of these minutes.

The Select Board Meeting was called to order at 7:00 p.m.

In attendance: Bill Finger, Chair; Board Members Paul Forlenza, Will Sipsey, Oakley Smith; Select Board Assistant Bookkeeper Ann Kensek; citizens Tina Scharf and Thayer Osborn.
Absent: James Needham.

MOTION by Bill Finger, second by Paul Forlenza, to approve the meeting agenda. Added were Thayer Osborn's proposal for a parking area near property on the Gap Road he intends to purchase; preliminary consideration of an equipment rate schedule for the proposed excavator purchase; discussion of the Gove Hill project. Move report on ~~consultant~~ discussion of a personnel matter to executive session.

MOTION PASSED as amended 4-0-1.

Corrections and clarifications were made to the minutes of meeting April 3, 2018.

MOTION by Bill Finger, second by Will Sipsey, to approve minutes of meeting of April 3, 2018, as amended.

MOTION PASSED 3-0-2, Oakley Smith abstaining.

Tina Scharf of the Lincoln Conservation Commission presented a proposal for Town animal control:

- Wildlife as well as farm animals are vulnerable to domestic dogs running loose.
- According to Town Animal Control Officer Nate Reynolds, a state law requires that dogs must be under control verbally or on leash when outside.
- For public safety, consideration should be given to a new animal control ordinance or amendment to the existing ordinance regarding control of dogs.
- The proposed ordinance would admonish dog owners to keep dogs under control or face a suggested fine of \$50.
- In the past it has been determined that the Town has little animal enforcement capacity.
- Nate Reynolds was credited with good work in his job capacity.
- Enforcing a "leash law" would exceed the Town's current animal control budget and

- 47 most likely would exceed Nate's available time.
- 48 • The process for implementing an amended ordinance is involved and lengthy and ~~may~~
49 ~~require a Town vote.~~ a town vote could be required by the Select Board or by citizen
50 petition.
 - 51 • It was suggested that language be borrowed from the Vermont League of Cities and
52 Towns for a newly written ordinance and a lawyer be retained to review the draft
53 ordinance.
 - 54 • Because Tina will be gone for most of the summer, a member of the Conservation
55 Commission will contact the Board to check on the progress of the proposed new
56 ordinance.

57
58 Thayer Osborn made a presentation regarding the purchase of property on the Gap Road.

- 59 • He asked about forming a citizens committee to discuss the potential of a parking area
60 near where he hopes to put a driveway onto his property.
- 61 • Funds need to be acquired to plan, engineer and build ~~clear~~ a parking lot area.
- 62 • Maintenance of the facility needs to be determined.
- 63 • It was suggested that Mr. Osborn research other parking areas for information about
64 plowing and maintenance.
- 65 • Mr. Osborn was advised to speak with Ethan Ready, who ~~serves on~~ works for the Forest
66 Service, as well as with the Rochester Area Snow Travelers Association. (???)

67
68 Dave Cavoretto reported via email that his absence was due to extended work hours during the
69 ice storm of the last few days. In his absence, Bill Finger gave the highway report.

- 70 • Dave hopes to begin grading gravel roads next week.
- 71 • There are no equipment issues at this point.
- 72 • ~~A grant has been submitted to classify Quaker Street as a Class 2 road for repair of the~~
73 ~~culvert.~~ A class 2 roadway grant has been submitted for Quaker Street. The large culvert
74 near Brian McDonough's cannot be included because it exceeds 36". A Better Back
75 Roads Class D grant application will be submitted for the culvert. The application will
76 include the section of Quaker Street between Downingsville Rd. and Forge Hill Rd.
- 77 • An application will be submitted for a structures grant for the box culvert by the mill.
- 78 • ~~An application will be submitted for a roadway grant that excludes the culvert and adds a~~
79 ~~section of Quaker Street from Downingsville Road to Zeno Bridge.~~
- 80 • The East River Road project includes 800 feet of approach allowed in a structures grant.
- 81 • Total of proposed projects is estimated at \$215,254 of which \$175,000 would be covered
82 by grants and the remaining would come from the paving reserve fund and the highway
83 fund.
- 84 • The first 2,000 feet of proposed resurfacing of Quaker Street is on the flat going up the
85 first couple hills and 11,000 goes down to Zeno Bridge.
- 86 • The Town has applied ~~been approved~~ for Category B funding to do a culvert at the Forge
87 Hill intersection. ~~if~~ If Forge Hill is upgraded from Class 3 to Class 2 road it will be
88 eligible for future class 2 roadway funding.
- 89 • Ashley Bishop of the Agency of Transportation ~~advised Bill about what to include in the~~
90 ~~application.~~ was of great help to the Town helping us to understand the process and
91 eligibility.

- 92 • Dave Cavoretto will meet with Jaron Borg of the Agency of Natural Resources about the
93 ~~box-large~~ culvert at the middle of Quaker Street to get requirements for preventing
94 erosion and stoning the outfall.
- 95 • Dave will also meet with Linda Blasch of VT-Trans Better Roads Program about
96 eligibility for culvert funding.
- 97 • ~~Dave~~ We will probably need to do some stop-gap ~~needs to do some~~ drag shim work on
98 West River Road and Quaker Street to temporarily smooth rutted areas on the pavement.
- 99 • Will Sipsey will speak with the office of Senator Bernie Sanders about funding for four
100 culverts on the Gap Road and repair of 1100 feet of pavement.
- 101 • The grants have two-year windows for completion, and construction may be spaced out.
- 102 • The Gove Hill project has received bids from Acker, Masterson, and perhaps Ben
103 Shepard. The Board will need to approve one of the bids for action.

104
105 MOTION by Bill Finger, second by Paul Forlenza, to approve VTrans Certification of
106 Compliance for Town Road and Bridge Standards and Network Inventory.
107 MOTION PASSED 4-0-1.

108
109 Oakley Smith presented check warrants:

110
111 MOTION by Oakley Smith, second by Will Sipsey, to approve Payroll Check Warrant 18/41 in
112 the amount of \$3,836.49 and Payroll Check Warrant 18/42 in the amount of \$4,334.57.
113 MOTION PASSED 4-0-1.

114
115 MOTION by Oakley Smith, second by Will Sipsey, to approve Accounts Payable Check
116 Warrant 18/42 in the amount of \$34,309.00. Highlights: Tax-free diesel fuel purchase, health
117 insurance, 22.63 standard tons of salt at \$69.91/ton, gravel, snow guards, garage bond interest,
118 road signs, monthly currier.
119 MOTION PASSED 4-0-1.

120
121 Budget status report by Ann Kensek:

- 122 • Highway budget is at 65.26%.
- 123 • Equipment maintenance budget is high.
- 124 • Building maintenance budget is low.
- 125 • Equipment purchase is over budget but will be funded out of a reserve.
- 126 • Monthly transfers have not been factored in.
- 127 • Paul will meet with Ann regarding transfers and budget adjustments.

128
129 Oakley Smith reported on Town garage:

- 130 • Oakley will arrange an energy audit.
- 131 • Ventilation system needs servicing.
- 132 • Waste oil burner needs servicing.
- 133 • An air exchange on the boiler should be repaired. Oakley will follow up with Champlain
134 Valley Plumbing and Heating and will inquire about using Jackman's Fuels for the repair.
- 135 • Siding will be another expense.
- 136 • In case of electricity failure, a generator may need to be purchased. We need to explore

137 possible funding sources including using capital funds to supply power to the Town
138 garage in order to open the garage doors and operate lights.

139

140 MOTION by Paul Forlenza, second by Oakley Smith to adjourn to executive session to discuss
141 personnel issues.

142 MOTION PASSED 4-0-1.

143

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

145

146 Respectfully submitted,

147 Ellie Bryant

148

149 The Select Board left Executive Session at 9:05 PM. There was no action taken as a result of
150 discussion in executive session.