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D R A F T

Town of Lincoln, Vermont
Minutes of Select Board Meeting
Lincoln Town Office
June 19, 2018 7:00 p.m.

In attendance: Bill Finger, Chair; Board Members Paul Forlenza, Will Sipse, Oakley Smith; Select Board Assistant / Bookkeeper Ann Kensek, Road Foreman Dave Cavoretto; Steve Revelle, Susan ~~Aekhart~~Eckhart, Bay Jackson, citizen. Absent: James Needham.

MOTION by Bill Finger, second by Will Sipse, to approve the meeting agenda. Added: State salt price bid needs approval.

MOTION PASSED as amended 3-0-2, Paul Forlenza abstaining.

MOTION by Oakley Smith, second by Will Sipse, to approve the minutes of meeting of May 15, 2018, as amended.

MOTION PASSED 3-0-2, Paul Forlenza abstaining.

MOTION by Oakley Smith, second by Will Sipse, to approve the minutes of meeting of June 5, 2018, as amended.

MOTION PASSED 3-0-2, Paul Forlenza abstaining.

Steve Revell of Lincoln Applied Geology spoke regarding VT ANR/DEC request for well samples to determine whether drinking water sources may be at risk for PFOAs (Perfluorooctanoic acid, a chemical related to the production of Teflon). Samples have been submitted to the State every year for the past twenty years, the latest report indicating high levels of iron and manganese. The expense for each well sample is \$850 to determine parts of PFOA per trillion with a goal of having fewer than 10 ppt. VT DEC has requested additional monitoring for possible presence of PFOA particles and has recommended that the Select Board approve a course of action with the objective of getting Lincoln into custodial care rather than closing the landfill.

MOTION by Bill Finger, second by Paul Forlenza, to commission Lincoln Applied Geology to develop as simple as possible a plan for monitoring water wells for PFOAs to be submitted to VT ANR/DEC with the condition that the State shoulder the expense of water testing.

Discussion: Other towns should be questioned about their response to the VT ANR/DEC request for testing for PFOAs. An application for custodial care has not been submitted to the agency and such application will be considered ~~at a later date~~later.

MOTION PASSED 4-0-1.

Highway Report by Dave Cavoretto:

- Gove Hill work is finished.
- Dave met Monday morning with Chris Acker, Ben Shepard, Heffernan 802 Excavating, Matt Atkins, and Masterson Excavation. Bids for work are due next Monday.
- Dave did a walk-through on Quaker Street and Forge Hill to assess road repairs.

- 47 • Retaining wall on East River Road and ~~Isham~~ Brook has been completed. Gravel was
48 added to bigger rocks in the river to deter flooding further undermining of abutment and
49 wing wall footings.
- 50 • Hauling winter sand will begin on Saturday.

51

52 MOTION by Will Sipse, second by Paul Forlenza, that the Select Board express interest in
53 participating in the State salt bid.

54 MOTION PASSED 4-0-1.

55

- 56 • Matt Atkins will start work next Tuesday on the Gap Road.
- 57 • The cap on the ~~transfer station~~ closed landfill needs to be brush hogged.

58

59 MOTION by Oakley Smith, second by Paul Forlenza, to direct the road foreman to hire Will
60 Clark to mow ~~around the transfer~~ the closed landfill cap station cap contingent on current
61 insurance certificate.

62 MOTION PASSED 4-0-1.

63

- 64 • VT DEC has issued the Municipal Roads General Permit (MRGP) requiring the town to
65 file a Notice of Intent (NOI) and begin paying fees for “administrative processing” for the
66 NOI (\$240) and an application review fee (\$400) by June 1, 2019. We will also be
67 subject to an annual operating fee of \$1,350 resulting in no new state taxes and \$1,990 in
68 new town property taxes for the privilege of state regulation and enforcement. It has been
69 suggested that the Lincoln Select Board adopt a policy of reciprocity, including an
70 administrative processing and review fee of up to \$750 to be charged to any public entity
71 for time and materials spent to comply with regulation. A Notice of Intent to participate
72 in the VT DEC Municipal Roads program this year or the 2019 fiscal year needs to be
73 submitted, funds received potentially to be used for repairs on South Lincoln Road from
74 East River Road to the town garage driveway.

75

76 MOTION by Paul Forlenza second by Will Sipse to participate in the Municipal Roads Grants-
77 in-Aid program.

78 MOTION PASSED 4-0-1.

79

- 80 • West River Road box culvert cracks are being monitored.

81

82 Grants Status:

- 83 • Gove Hill – DEC – Project complete, additional ditch work was possible on the east side
84 of the road with surplus funding from bid. To date, Acker invoice not received and needs
85 to be submitted for reimbursement before June 30 end of fiscal year.
- 86 • Quaker Street – Class 2 – Pre-bid contractors meeting being scheduled
- 87 • East River Road – Structure — Grant agreement still pending environmental review.
88 N.B. a lot of grant related paperwork is having to be reconstructed following a damaging
89 fire at VTrans in Montpelier last week.
- 90 • HRRR – East & West River & Gap – Most work under this grant is complete. X-Walk at
91 Burnham Hall painted, but detectable surfaces have not been installed. Pre-school sign
92 has not been reinstalled. VTrans will send review team to develop a punch list for the

93 entire project. Possible relocation of the curve and drives sign in West Lincoln will be
94 part of that discussion.

- 95 • Lincoln Gap Road – project schedule Lincoln Gap Road will be closed, June 26-29 for
96 culvert replacements and paving. Signs are up. Gran Fondo (6/30) has been notified.
- 97 • FEMA—10/17 Windstorm damage cleanup will be completed by Brett Sargent no later
98 than July 3. Brett will invoice the town for his work before the end of FY 18. At that
99 point the Select Board believes the Town will have fully met FEMA requirements for
100 reimbursement. We will also need to satisfy Vermont Emergency Management (VEM)
101 requirements for producing a grant agreement and payment.

102

103 Energy and Environment:

104 Susan Eckhardt, Distribution Designer at Green Mountain Power, discussed where power lines
105 will be buried or placed above ground in the Gove Hill-Varney Road area. At West Hill and
106 York Hill roads, power lines with 45-foot poles will be placed along the canopy road. To bury
107 the lines would require cutting a ten-foot wide swath of trees behind ditching along the road.

108

109 MOTION by Oakley Smith, second by Will Sipsey, to approve the petition for GMP to relocate
110 power poles and lines along indicated roads.

111 MOTION PASSED 4-0-1.

112

113 A petition has been submitted ~~to WCVT to~~ GMP to relocate poles and bury phone lines on Elder
114 Hill Road to lines from Elder Hill to Orchard Road North and to relocate and install a new
115 anchor on poles on a South Lincoln Road to Mill Road.

116

117 MOTION by Oakley Smith, second by Paul Forlenza, to assign the road foreman to direct the
118 Waitsfield Telephone Company to install underground lines or poles of sufficient height to allow
119 road maintenance trucks to pass.

120 MOTION PASSED 4-0-1.

121

122 Oakley Smith presented check warrants:

123

124 MOTION by Oakley Smith, second by Will Sipsey, to approve Payroll Check Warrant 18/50 in
125 the amount of \$3,950.58 and Payroll Check Warrant 18/51 in the amount of \$3,493.09.

126 Discussion: Sick leave in accordance with State regulations. Minimal overtime.

127 MOTION PASSED 4-0-1.

128

129 MOTION by Oakley Smith, second by Will Sipsey, to approve Accounts Payable Check
130 Warrant 18/51 in the amount of \$75,742.83. Highlights: Paying Averi Smith, buying culverts,
131 paying health insurance, allocating money for roadside mowing, buying tractor bits, excavator
132 payments.

133 MOTION PASSED 4-0-1.

134

135 Budget status by Paul Forlenza and Ann Kensek:

- 136 • A surplus of \$80-\$90,000 is expected for the current fiscal year.

137

138 Paul Forlenza inspected a sand site on Lincoln Gap Road with “live sand,” which is suitable for

139 roads. Chuck Norton owns 83 acres of which five acres could be established as a sand pit. On a
 140 cost per square yard basis, the expense could potentially be cheaper than current ~~salt sand~~ source.
 141 An air quality permit is not required. Act 250, zoning, and conditional use permits may be
 142 required.

143
 144 MOTION by Bill Finger, second by Paul Forlenza , to change July meeting dates from 7/3 and
 145 7/17 to 7/10 and 7/24.

146 MOTION PASSED 4-0-1.

147

148 Facilities and property:

- 149 • The large storage closet off the Town Office Conference room has no shelves. The space
 150 is poorly organized and inefficient. Sally Ober has obtained quotes from her husband Dan
 151 and from VT Custom closets for installing shelving.

152

153 MOTION by Paul Forlenza, second by Oakley Smith, to commission Dan Ober to install
 154 shelving in the conference room closet of the Town Office at a cost NTE \$1660.00.

155 MOTION PASSED 4-0-1.

156

- 157 • Oakley Smith presented a report on the town garage. Poorly placed insulation in the knee
 158 wall attic is causing condensation. Estimate for replacing insulation is \$8,756.22.
 159 Estimate for adding insulation to the main attic is \$14,700. Estimate for installing tuning
 160 up hatches with weather stripping and insulation at \$1,050. Total estimate \$24,519.

161

162 MOTION by Oakley Smith, second by Will Sipsey, to accept the estimates and hire New Leaf
 163 Design of Hinesburg to complete energy upgrades to the town highway department garage,
 164 authorizing up to the full amount of ~~the specified contingency~~ \$30,000.00 approved by voters at
 165 march 2018 Town Meeting..

166 MOTION passed 4-0-1.

167

168 MOTION by Paul Forlenza, second by Will Sipsey, to enter executive session to discuss
 169 personnel matters.

170 MOTION PASSED 4-0-1.

171

172 ~~Regular meeting adjourned~~ Entered executive session at 9:15 p.m. Board left executive session at
 173 9:33 pm.

174

175 MOTION by Will Sipsey, Second by Paul Forlenza to recognize the accumulation of Road
 176 Foreman Dave Cavoretto's part-time service and full-time service to be the equivalent of 5 years
 177 full-time service.

178

179 MOTION PASSED 4-0-1.

180

181 Meeting Adjourned at 9:35 PM.

182

183 Respectfully submitted,

184 Ellie Bryant & Bill Finger (x-session , P E S M and adjournment)

