

1 D R A F T

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3 Town of Lincoln, Vermont  
4 Minutes of Select Board Meeting  
5 Lincoln Town Office  
6 July 24, 2018  
7

8 The Select Board meeting was preceded at 5:00 p.m. by a special meeting of Quaker Street  
9 residents to discuss road improvement projects and how construction will interact with private  
10 property drainage, driveway access, and visibility. Residents attending: Sally Ober, Sam Wyatt,  
11 Brian McDonough, Rhonda Hutchins, Nancy Marnellos, Ellie Bryant, Bill Finger, Dave  
12 Cavoretto. Points raised:

- 13 • Segment One 1045 Quaker to 770 Quaker Street.
  - 14 ○ Driveways may be blocked briefly, but access should not be restricted.
- 15 • Segment Two Forge Hill and Quaker Street to Elder Hill
- 16 • Segment Three Elder Hill Road to 385 Quaker Street
  - 17 ○ Mail delivery will not be impacted.
  - 18 ○ Most of the work will involve replacing culverts.
  - 19 ○ Consideration was given to a Dutch elm close to the road.
- 20 • Segment Four 385 Quaker to River Road
  - 21 ○ If money is available, the road by Weathervane and United Church of Lincoln
  - 22 may be widened to accommodate parking.
  - 23 ○ D&F will do the paving and may be available to hire out for paving private
  - 24 driveways.
  - 25 ○ Sally Ober's driveway may need a culvert and ditching for water runoff.
  - 26 ○ Dave Cavoretto may be contacted with questions and concerns at his cell phone #
  - 27 802-377-7576.

28  
29 Select Board regular meeting commenced at 7:00 p.m.

30  
31 In attendance: Bill Finger, Chair; Board Members Paul Forlenza, Will Sipsey, Oakley Smith;  
32 Select Board Assistant Bookkeeper Ann Kensek, Road Foreman Dave Cavoretto, Steve Revell of  
33 Lincoln Applied Geology, Chuck Norton, Town Treasurer Lisa Truchon. Absent: James  
34 Needham.

35  
36 MOTION by Bill Finger, second by Paul Forlenza, to approve the meeting agenda.

37 Transportation study grant application was added.

38 MOTION PASSED as amended 4-0-1.

39  
40 MOTION by Will Sipsey, second by Paul Forlenza, to approve minutes of meeting of July 10,  
41 2018, as amended.

42 MOTION PASSED 4-0-1.

43  
44 Potential winter road sand resource discussion by Steve Revell, LAG, and Chuck Norton:

- 45 • Glacial effluvial deposits of sand on the Goodyear land form, owned by Chuck Norton,  
46 amounts to approximately three acres in size.

- 47 • The pit consists of sixty feet of vertical material, 200 feet wide, lower parts
- 48 predominately medium to coarse sand with some quartzite and 20-40% gravel. Excellent
- 49 quality road sand.
- 50 • Steve considers the potential sand pit a great opportunity for the Town.
- 51 • Dave estimated that there are 88,888 yards of sand in the pit that will supply 17 years of
- 52 sand for the Town.
- 53 • Steve estimated that the Goodyear land form will supply sand for 15-20 years.
- 54 • The existing sand and gravel does not hold enough moisture to support growth of a
- 55 sugarbush.
- 56 • Standing trees will have to be removed from the site before excavation begins.
- 57 • In order to secure an Act 250 exemption, it would be beneficial for the Town to lease the
- 58 land in question.
- 59 • Steve will do a volume calculation and develop an extraction plan leading to reclamation
- 60 of the land.
- 61 • The land is in the Current Use Value program and will have to be removed from the
- 62 program, which would increase taxes for Chuck Norton but not significantly.

63

64 MOTION by Oakley Smith, second by Paul Forlenza, to retain the services of LAG to conduct a  
65 feasibility study of the sand and gravel resource for Town use with a cost-benefit analysis.

66 MOTION PASSED 4-0-1.

67

68 MOTION by Will Sipsey, second by Oakley Smith, to approve Agreement for Construction  
69 Services with Chris Acker with addition of the words “not to exceed the bid estimate of  
70 \$17,047.42.”

71 MOTION PASSED 4-0-1.

72

73 Dave Cavoretto gave the highway report.

- 74 • Quaker Street—According to the procurement policy, class 2 work does not have to be
- 75 put up for bid. Part of the Class 2 work will take place on the same section being done by
- 76 Chris Acker under Better Back Roads funding.

77 MOTION by Will Sipsey, second by Oakley Smith, to authorize Chris Acker as a sole source  
78 vendor for the purposes of the top section of the Quaker Street Project east side and cross culvert.

79 MOTION PASSED 4-0-1.

80

- 81 • Brett Sargent has been contracted to trim trees along several roads.

82

83 MOTION by Oakley Smith, second by Will Sipsey, to allow the road foreman to hire Brett  
84 Sargent to cut back tree limbs along several Lincoln roads at a cost of \$10,500.

85 MOTION PASSED 4-0-1.

86

- 87 • The fan belt on the excavator was shredded, which may have caused damage to the
- 88 engine, but extent of damage will not be determined until the fan belt has been replaced.
- 89 • Road grading and ditch work are underway.
- 90 • An alarm has gone off at the town garage most likely due to blowing in insulation.

91

92 Grants Status – Update:

- 93 • East River –Structures grant is still in the VTrans environmental review process.
- 94 • HRRR – East & West River & Gap – still waiting for final inspection and development of
- 95 punch list. Roadway asphalt repair at the ends of the new crosswalk still need to be
- 96 finished.
- 97 • Lincoln Gap Road – project update and paving schedule – Town of Warren has informed
- 98 that Pike will not pave the east side of the gap until mid-August at the earliest. Warren is
- 99 installing new bicycle caution warning signs. Signs may need to be added on the Lincoln
- 100 section. Warren main warning sign will be erected at the top of the gap, actually in the
- 101 Town of Lincoln. A complaint was received stating that if a car tire goes off road into the
- 102 new concrete header on the culvert inlet side, it will be unable to get out. Dave Cavoretto
- 103 placed a reflective delineator at the site.
- 104 • Paving budget estimate – bid process. Select Board received an email notice of an error in
- 105 paving reserve calculations presented on July 10. Even though the amount is significant,
- 106 the paving program can move forward with some adjustments. With the schedule
- 107 spanning two construction seasons, the FY20 budget and paving reserve amount will be
- 108 in play by the time of completion of this round of paving.

109  
110 Budget and Finance:

- 111 • Lisa Truchon presented property tax rates for FY19.
- 112 • Education tax rate is 8% lower because of school consolidation.
- 113 • Total Municipal taxes to be raised .6386.

114  
115 MOTION by Paul Forlenza, second by Will Sipse, to set the general fund tax rate at .1979.

116 MOTION PASSED 4-0-1.

117

118 MOTION by Paul Forlenza, second by Will Sipse, to set the highway fund tax rate at .4394.

119 MOTION PASSED 4-0-1.

120

121 MOTION by Paul Forlenza, second by Will Sipse, to set the exempt properties tax rate at .0013.

122 MOTION PASSED 4-0-1.

123

124 MOTION by Will Sipse, second by Bill Finger, to increase the lister hourly rate to \$23.20 per

125 hour. After discussion, the question was called.

126 MOTION FAILED ~~3-1-1~~. 2-2-1

127

128 MOTION by Bill Finger, second by Paul Forlenza, to change the lister compensation to a salary

129 position. Discussion: Compensation must be above current minimum wage. Concern was

130 expressed about the consequences of making the change. The question was called.

131 MOTION FAILED 2-2-1.

132

133 MOTION by Paul Forlenza, second by Oakley Smith, to increase the lister hourly rate to \$21.63,

134 not to exceed the budgeted \$11,250 annually. Discussion: It was suggested that the lister position

135 be changed to assessor upon approval by the Town at town meeting. Amendment by Will Sipse

136 that the hourly rate be amended to \$23.20 and that the line item for listers wages be at total of

137 \$18,000, per the FY19 budget approved at March 2018 Town Meeting accepted by Paul

138 Forlenza as a friendly amendment. [Ed. The budgeted \$18,000 for Lister wages is the maximum  
 139 amount for all listers. The principal Lister will be paid\$23.20 per hour. Any sum remaining in  
 140 the Lister budget for wages will be appropriately allocated to the remaining lister(s) for hours of  
 141 work performed and documented]The question was called.

142 MOTION PASSED 4-0-1.

143  
 144 MOTION by Will Sipsey, second by Paul Forlenza, to begin the process of changing lister to assessor. [Ed.  
 145 17VSA §2651.c. --- (b)(1) A town may vote by ballot at an annual meeting to eliminate the office of lister. If a  
 146 town votes to eliminate the office of lister, the select board shall contract with or employ a professionally  
 147 qualified assessor, who need not be a resident of the town. The assessor shall have the same powers, discharge  
 148 the same duties, proceed in the discharge thereof in the same manner, and be subject to the same liabilities as  
 149 are prescribed for listers or the board of listers under the provisions of Title 32.

150 (2) A vote to eliminate the office of lister shall remain in effect until rescinded by majority  
 151 vote of the legal voters present and voting at an annual meeting warned for that purpose.

152 (3) The term of office of any lister in office on the date a town votes to eliminate that  
 153 office shall expire on the 45th day after the vote or on the date upon which the select board  
 154 appoints an assessor under this subsection, whichever occurs first.

155  
 156 MOTION PASSED 4-0-1.

157  
 158 Oakley Smith presented Check Warrants:

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 160 MOTION by Oakley Smith, second by Will Sipsey, to approve Payroll Check Warrant 19/3 in  
 161 the amount of \$3,719.22 and Payroll Check Warrant 19/4 in the amount of \$3,623.74.

162 MOTION PASSED 4-0-1.

163  
 164 MOTION by Oakley Smith, second by Will Sipsey, to approve Accounts Payable Check  
 165 Warrant 19/4 in the amount of \$37,315.68.

166 MOTION PASSED 4-0-1.

167  
 168 Ann Kensek presented an update on the Hazard Mitigation Plan

- 169 • Andrew L'Roe of Regional Planning Commission has asked the Select Board to approve
- 170 the plan so that a committee can be recruited to move forward with action.

171  
 172 MOTION by Will Sipsey, second by Paul Forlenza, to approve proceeding with the Hazard  
 173 Mitigation Plan outlining procedures during emergencies.

174 MOTION PASSED 4-0-1.

175  
 176 Energy and Environment:

- 177 • DEC—Closed landfill monitoring request. Total cost if there is not a detection of PFOAs
- 178 is \$1,732.40. If a detection of PFOAs is detected, the cost is \$2282.40.

179

180

181

182 MOTION by Paul Forlenza, second by Will Sipse, to authorize Bill Finger to issue a letter on  
183 Town stationery to DEC requesting that the State cover the expense of PFOAs testing.  
184 MOTION PASSED 4-0-1.

185  
186 The Select Board had no objection to a resident on Moody Road – (Class 4) cutting a tree that  
187 extends into the roadway.

188  
189 No action was taken on a suggestion that campaign posters not be placed on the triangle of land  
190 outside United Church of Lincoln.

191  
192 Addison County Regional Planning Commission ~~suggested~~ provided examples transportation  
193 studies that recently have been funded including the 2017 study of parking on Lincoln Gap road  
194 in the winter to access recreational skiing etc.- Will Sipse said that there are limited funds  
195 available to the TAC for distribution this year. Recommended that no application should be  
196 submitted this year. No action was taken.

197  
198 Meeting adjourned at 9:45 p.m.

199  
200 Respectfully submitted,  
201 Ellie Bryant