

Pending Approval

Town of Lincoln, Vermont

March 3, 2021 6:30 PM

Site Visit and Hearing for the
Discontinuance of a portion of old Downingsville Road.

6:30 p.m.

To be followed immediately by the Selectboard Annual Organizational Meeting and
the Regular Selectboard Meeting
(These meetings held from multiple remote locations via GoToMeeting).

Recording of the meetings and a transcript is available.

6:30 P.M. Site visit to Old Downingsville Road. In attendance Chair Bill Finger, Oakley Smith and Bay Jackson.

Members walked onto the old Downingsville Road to view the site. Brief discussion on discontinuing the road. The members returned to their usual location for participating in the Hearing for the discontinuance and the regular Selectboard meeting.

The Board reconvened for the Hearing.

In Attendance: Chair, Bill Finger; Vice Chair, Paul Forlenza; members Bay Jackson, Oakley Smith and Will Sipsey; Selectboard Ass't/Bookkeeper, Ann Moreau-Kensek.

Bill brought the Hearing to order at 6:48 p.m.

Bill reviewed the process of discontinuance. He shared a map showing Beaver Meadow Brook, old Downingsville Road and the new Downingsville Road.

The issue at hand is to discontinue the old road and return the land to the abutting landowners, Oakley Smith and Katie Manaras, and Fairview Farms, LLC, one part to each. Bill explained that in the packet there was a memo from Benj Putnam stating that in the Order of Discontinuance, the abutting landowners had only 29 days' notice rather than the required 30 days. Discussion on possible remedies. Paul moved to approve the discontinuance of Old Downingsville Road contingent on a waiver being crafted by Benj Putnam and signed by the abutting landowners. Will seconded. Discussion on legality and whether it is better to do a waiver or wait another 30 days.

At 7:10 p.m. Bill closed the Public Hearing portion and stated action will be taken at the regular Selectboard Meeting.

Organizational Meeting and Regular Meeting of the Lincoln Selectboard

In Attendance: Selectboard Chair Bill Finger; Vice-Chair, Paul Forlenza; members Bay Jackson, Will Sipsey, and Oakley Smith; Selectboard Ass't/Bookkeeper Ann Moreau-Kensek

Guests: Josiah Jackson, Serena Fox, Seth Hanselmann

I. Annual Organizational Meeting of the Selectboard

a. Elect Board Chair, Vice Chair, and Clerk

Will moved to appoint Bill Finger as Chair. Paul Forlenza seconded. Passed 4-0-1 abstained

Will moved to appoint Paul Forlenza as Vice-Chair. Oakley seconded. Passed 4-0-1 abstained.

49 Oakley moved to appoint Bay as Clerk. Paul seconded. Passed 4-0-1 abstained.
50 Paul asked for a point of clarification regarding who was clerk last year.
51
52 b. Establish regular meeting day and time for meetings.
53 Oakley moved to keep the meetings as they are. Brief discussion on possible change of time. Bay
54 seconded. Passed 5-0-0. Meeting times will remain the 1st and 3rd Tuesday of each month at 6:30
55 p.m.
56
57 c. Designate newspaper of record.
58 Discussion on timing of placing ads in the paper for Planning Commission Hearings and also
59 using Front Porch Forum and local posting spots.
60 Will moved and Bay seconded to use the Addison Independent as the newspaper of choice.
61 Passed 5-0-0.
62
63 d. Review board, commission and other vacancies and set procedure for filling vacancies.
64 Bill noted that there is a document in the packet showing vacancies and reappointments. He
65 noted Moose Rubbish and Recycling is a contract and should not be on this list. Discussion on
66 posting vacancies on Front Porch Forum.
67 Paul reported that two members of the Conservation Commission had resigned- Ilana Brett and
68 Ed Clark. Paul will talk to Tina Scharf to ask for suggestions of others to join the CC.
69 Bay noted that lots of town elect rather than appoint Planning Commission members and Bill
70 will look into what Statute says . The Planning Commission doesn't have a charter, which may
71 be needed.
72
73 2. Agenda Adjustments and Approval
74 Bill requested the addition of two items. The first is to add Seth Hanselmann and Serena Fox to
75 section 6 of the Highway report. The second is to discuss a personnel issue in Executive Session.
76 Bill moved and Paul seconded to approve the agenda as amended. Passed 5-0-0.
77
78 3. Decision on petition for discontinuance of a section of TH 3(Downingsville Road).
79 Vote on the motion to approve the discontinuance of Old Downingsville Road contingent on a
80 waiver being crafted by Benj Putnam and signed by the abutting landowners. Passed 4-0-1
81 abstained.
82
83 4. Consent Agenda
84 Bill requested to remove the minutes of the 2.16.21 meeting to make some corrections.
85 Payroll Check Warrant Report #21/35 for \$4071.12
86 Payroll Check Warrant Report #21/36 for \$8,613.86
87 Accounts Payable Warrant #21/36 for \$25,049.89
88 Bill moved and Oakley seconded to approve the Consent Agenda with the minutes of 2.16.21
89 removed. Vote passed 5-0-0. Brief discussion on possible amendments to the minutes.
90 Discussion was tabled till the next meeting so the minutes can be reviewed. Consensus on
91 reviewing for next meeting.
92
93 5. Public Comment
94 Bill asked if any of the guests wanted to bring up something that is not on the agenda. None did.
95
96 6. a. Highway Report

97 Discussion with Seth and Serena on their Access Permit Application for their property on
98 Lincoln Gap Road. They did a lot of research and talked to various engineers and DOT regarding
99 costs to do a study on site lines to assure safe entry from the proposed site of their access to the
100 road. Discussion on their findings. Bill noted that he's spoken with Otter Creek Engineering
101 about what the Selectboard had in mind and the cost was \$500-\$700. The Selectboard is not
102 asking for a full engineering survey, just a certification of 250 ft sight line in each direction.
103 Further discussion on how to measure and the guidelines in the regulations.
104

105 Oakley expressed concerns over setting a precedent to have additional costs to applicants for
106 engineering except in certain situations that warrant review, and he is not sure if this is one of
107 those situations. He'd like the Selectboard to make a site visit.
108

109 Will spoke about the science involved and invited the Selectboard to make a site visit and that
110 he would abstain. He encouraged bringing in an engineer for measurement and find the best
111 placement for the access.
112

113 Bay spoke in favor of a site visit as a logistical first step.

114 Bill suggested scheduling a site visit by the Selectboard to see if they can make a determination,
115 and if not, to take a step back.
116

117 Discussion on possible times and dates. Consensus to meet Monday the 8th at 4:30 pm at the
118 site of the proposed Access on Lincoln Gap Road. It will be warned as a Special Meeting.
119

120 Josiah Jackson noted there is an existing access that belongs to Chris Acker that may offer a
121 solution.
122

123 Other Highway:

- 124 ○ Bill noted that the road operation was busy plowing for the small storms coming
125 through daily. Dave is waiting for deliveries of salt.
- 126 ○ There was problem with wiring wearing through on the 2020FL truck from the dump
127 body/sander.
- 128 ○ Plowing system so far working smoothly.
- 129 ○ There's a new house being built on James Road and lumber was delivered to the Town
130 truck turnaround, causing the sander to have to back out. Bill talked with the
131 contractor. Discussion on pros and cons of smaller trucks and Lincoln's challenging hill
132 and roads.
- 133 ○ Bay noted that Hall Road and the corner of the York Hill bridge were not well plowed.
134 Brief discussion followed.
135

136 b. Selectboard Ass't/Bookkeeper

137 Ann reported that she has been doing Heavy Weight Vehicle permits and working on draft
138 questions for the Ad hoc Zoning Administrator Hiring Committee.
139

140 c. Town Clerk/Treasurer

141 d. Budget and Finance

142 Paul and Ann had a conversation about how to show grant income to help give a more accurate
143 idea of how much is in the operating budget, and also that we should avoid spending unless we
144 have to.

145 Town Meeting recap:
146 Bay thanked Paul for his presentation at the Informational Hearing Monday night.
147 Paul noted his intent is to be as transparent as possible. This year he started talking about the
148 Reserve Funds. Next year he wants to go into what the Town's debt structure looks like.
149 Bill said he appreciated the support for the paving fund, and he hopes we can keep it rolling,
150 especially since we don't know yet this year if we'll have state grants.

151
152 Discussion on 80% of voters passing the budget and possible reasons why so many voted no.
153 Bay noted a survey may help ahead of next year's meeting.
154 Discussion on the Moderator leading the Pledge of Allegiance and whether people were given a
155 choice. General agreement that Todd did a great job moderating the meeting.

156
157 e. Planning and Zoning

158 i. Interim Zoning Administrator

- 159 • Ann reported that she's enjoying the work, grateful for the work that Bob, Will and Sarah did.
160 She met with Will one day and he reviewed where each permit is at in the process.
- 161 • There have been several new permit applications.
- 162 • The space is almost organized.
- 163 • Last year's permits have all been organized and she is going through them one by one to
164 determine if everything is complete.
- 165 • She's doing some minor reworking of permit applications so applicants will understand all the
166 permits required for each area. This will help people better understand the process and be more
167 efficient for the ZA office.
- 168 • Working from information from Sally, Bob, Sarah, and Will and day to day operating to create a
169 simple sheet for us to keep track of permit process and explain to the applicants the steps
170 required. Again, easier for permittees and more efficient for the ZA office.

171 ii-iv. Zoning Administrator Recruitment

172 There are four applicants.

173 At the last Selectboard meeting it was agreed to form a review committee of the applicants
174 consisting of two Planning Commission members, two Zoning Board of Authority members,
175 two Selectboard members, and also to include Sally Ober, who works a lot with the Zoning
176 Administrator.

177 The Planning Commission will be represented by Aaron Thomas and Matt Atkins; ZBA by
178 Tommie Thompson and Harry Reynolds; Selectboard by Paul Forlenza and one other member,
179 likely to be Oakley Smith who will follow up with Bill tomorrow.

180
181 Discussion on the process. The goal of the first meeting is to review the applications and see who is
182 qualified and screen the applications. A meeting date will be set.

183
184 7. Old business

185 a. MAUSD School closure proposal

- 186 i. -iii. Discussion on the letter the Selectboard sent to the other Selectboards in the MAUSD .Kevin
187 Hansen, a Bristol resident and Bristol Representative on the MAUSD school board sent a letter
188 to the Bristol Selectboard asking them not to sign Lincoln's letter. General agreement not to
189 respond Bill expressed that the letter should be re-written and eliminate all references to other
190 towns and send the letter to the School Board and also to send a copy to all the Tonws
191 encouraging them to do the same. LCS Reimagined is also reaching out to other towns.

192 Brief discussion on the various cultures and economies of the five towns. What matters to one
193 may not matter to another, and the impact will be felt differently.
194 Bay reported on the LCS Re-imagined site and that they are willing to support the Selectboard
195 and will reconnect about this.

196
197 Further discussion on options and possibilities as well as ideas on communicating.
198

199 b. Town Office IT Management RFP- in process
200

201 c. Town website update- Bay talked with the designers and they are ready to start migrating data.
202

203 d. Update on Jackson/Malt- Bay had a meeting with a resident who has a fund in the Vermont Land
204 Trust and they'd like to donate the entire \$15,000. In addition, other people have donated
205 between \$6,000 and \$7,000. There will be many initial projects this funding will help with. She
206 expressed her gratitude and excitement. Bay gave an update on a meeting she had with Jamie
207 Brookside from Malt.
208

209 e. Bike/Ped study- Bay reported that she'd spoken with Christina from Dufresne. Christina is working
210 on the alternative plan. Because it is a large project they'll recommend a way to phase it in. They
211 also spoke about the Jackson land. They will do a presentation for endorsement, but specific
212 date is set yet.

213 Bill mentioned the proposal Steve Harris made that incorporates travel in the woods and crosses
214 the river back to the school. He can have Steve come and do a presentation.
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216 8. New Business- none
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218 9. Other Business/Board member Concerns/New Ideas-None
219

220 10. Executive Session- Bill moved to go into Executive Session at 9:16 pm to discuss a personnel issue.
221 Will seconded. Vote passed 5-0-0.
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223 11. No decisions were made.
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225 12. Adjourn.
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227 Minutes respectfully taken by Ann Moreau-Kensek
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