

Pending Approval

Town of Lincoln, Vermont
Regular Selectboard Meeting
Held electronically from remote locations via
GoToMeeting due to Covid-19
March 17, 2020 6:00 p.m.

In attendance: Selectboard Chair, Bill Finger; Vice-Chair, Paul Forlenza; members Oakley Smith, Will Sipse and Bay Danforth; Select Board Assistant/Bookkeeper Ann Kensek, Road Foreman Dave Cavoretto

Guests: Representative Mari Cordes. RN (UVM Med Ctr); Lincoln Emergency Manager, Barbara Rainville; Lincoln Health Officer Eleanor Scully; Pastor Justin Cox, United Church of Lincoln; Deacon Chair Nancy Stevens, United Church of Lincoln; Dr. Brian Bates, Mountain Health Center, Bristol; Clara Carroll, Addison County Parent Child Center; Sarah McClain, MAUSD School Board representative, Lincoln; Sally Ober, Town Clerk; Dan Ober Lincoln Volunteer Fire Company Fire Chief.

Bill brought the meeting to order at 6:00 pm.

Bay talked about the reason for the meeting, to share resources and information among different organizations and not overlap services but meet the needs of the residents of Addison County and Lincoln in particular. Attendees were invited to introduce themselves.

Paul Forlenza suggested asking people at the meeting what they can do.

- Nancy said that for some, food would be an issue, and that a couple of people had reached out saying they were alright now but might need help soon. Justin said that volunteers were going to the church to sign up.
- Nancy said the school system will distribute lunches and the bus drivers will deliver them.
- Brian said Mountain Health Center is open and will remain open. They are working on telemedicine and video. Their ongoing priority is to meet everyone's need. They are receiving a lot of calls about testing. There will be a drive-up testing center in Middlebury. No one is sure yet what the larger community needs will be. There is a social worker on staff for patient needs that are more than physical. They want to make it vulnerable patients don't have to go to the pharmacy for meds. Marbleworks has a drive through pharmacy and has a delivery service. It would be possible to coordinate w/volunteers for delivery. Walgreens may be able to do this.
- Sarah said that the schools are closed but employees are to report to work to get materials together along with technology such as Chromebooks for students who may not have access otherwise. Technology deliveries will be coordinated with food deliveries via buses.
- Paul noted a big challenge is that parents need to stay home with kids, Sarah said there is a school board meeting on Wednesday night to discuss this and meeting the needs of

- 47 families with special needs children.
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- 49 • Clara said they were having lots of meeting with low income parents who are concerned
50 and afraid of isolation. There is lots of energy around getting people together.
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 - 52 • Nancy asked about families without technology. Sarah said they were delivering
53 Chromebooks and they were hoping to help them keep phones on.
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 - 55 • Sally said she received an email from Green Mt. Access, and they aren't sending people
56 into family homes right now. Utility providers recognize how important they are.
57
 - 58 • Justin noted that utility companies won't be shutting anyone off.
59
 - 60 • Mari talked about a couple of crowdsource sites online, including a Google doc from the
61 State for updates and a Facebook Group called How can I Help # Prepare to help
62 coordinate with Town Officials and there is lots of support. She will send links by email.
63 There are also links to help with homeschooling.
64
 - 65 • Bay talked about being proactive with resources and reaching people who aren't online
66 and to have a place for people who can help and where someone who needs help can go.
67 Maybe the church has a volunteer? Maybe someone who hasn't volunteered before?
68
 - 69 • Mari said the Town should have an agreed upon list of guidelines, VT Department of
70 Health.
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 - 72 • Bay noted we have to be careful of stigma- if info to be gathered is centralized.
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 - 74 • Justin and Nancy left at 6:30 for another meeting.
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 - 76 • Barb said that Bristol Town Offices were closed until April 6 to all walk-ins.
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 - 78 • Sally asked Mari about legislation regarding Open Meeting Law and Open Record Law.
79 Can we ask people to wait due to safety?
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 - 81 • Mari said there is a call-in meeting everyday at 4. Questions will be answered the next
82 day. Amri will send information on that.
83
 - 84 • Barb talked about the Vermont League of Cities and Towns resources and noted she gets
85 updates from Vermont Emergency Management. She'll send sign up info to Sally.
86
 - 87 • Paul asked Brian if he could share some best practices and not repeat what CDC is saying
88 because we may not have the latest information.
89
 - 90 • Brain noted they are trying to stay up to date.
91

- 92 • Mari said the VT DOH may be more accurate than the CDC right now. Best Practices
93 have not changed that much.
94
- 95 • Patients are being put in negative pressure rooms in the hospitals. Airborne illness travels
96 further than droplets.
97
- 98 • Mari said there is still an issue with testing kits and availability is still an issue. People
99 who are high risk are getting tested. Porter has a drive through, but you still need a
100 provider to recommend you go for a test.
101
- 102 • Sarah asked what per cent of patients requesting tests are able to get one. Brain said kits
103 are a limited resource, and they are getting lots of calls. They would test more people if
104 there were more tests. They are limiting testing- it is a bottleneck.
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- 106 • Barba asked if Porter does testing in their lab. Brain said the DOH laboratory does.
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- 108 • Mari mentioned another site that might be opening and UVM Medical Center in
109 Burlington is also looking at doing this.
110
- 111 • Bay said the Selectbaord is putting out info on best practices- geared toward community,
112 not necessarily medical but more about volunteers and how to keep themselves safe.
113
- 114 • Paul noted that we wouldn't want to give out medical information. Mari is right- the VT
115 Department of Health is where to get that information.
116
- 117 • Sally said she put an alert on the website to go the Vermont Department of Health for
118 guidance.
119
- 120 • Paul asked about contacting people and Ann updated the group on the status of the Town
121 email list of Town notifications.
122
- 123 • Paul invited Road Foreman Dave Cavoretto to weigh in on challenges. Dave said he took
124 his own kids out of school, and he is staying out of contact with other road crew, In
125 Starksboro and Bristol Town Employees only are allowed in the garage and all deliveries
126 are left outside.
127
- 128 • Wayne Preston is Dave's back-up, and Dave said he and Wayne go the garage at different
129 times so if one of them gets sick the other one won't. Lincoln doesn't have an official
130 inter-town agreement, but the Foreman in neighboring towns have each other's backs and
131 will make sure the towns are taken care of. Dave noted we also have a couple of
132 contractors who are on the Town list as back-up help in an emergency.
133
- 134 • Barb said there may be other people in town who can drive vehicles in an emergency and
135 also noted that if anyone is working on Covid-91 to keep track of their time in case
136 FEMA becomes involved. For instance, volunteer time could be counted as in-kind
137 toward FEMA.

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- Bill said there are lots of good things happening and our job is to facilitate it and keep it in the community as much as we can.
- Barb said Becky Price is the organizer of the food shelf in Bristol.
- Paul asked Sally what the Fire Company sees as their challenges, Sally said Dan had left for an Addison County Fire Fighter’s meeting.
- Will said what we do at the community level always works, but what about the next level up?
- Barb said that with the whole state under a State of Emergency she doesn’t want to get on the way of what’s working. She said that she goes with the Last Man Standing- but if push came to shove, she’d be in charge.
- Will asked if the medical need is too much for the regional level?
- Mari replied that the UVM Medical Center has MASH -type unites planed. Someone could contact them to ask about their planning.
- Barb talked about it going up the chain of command and if things got too bad, they would call in the national Guard.
- Will said if this gets like the 98 floods, you’ll need a full-time director. Barb said if that happens, she’ll be here full time.
- Bill noted it time to transition to the regular select board meeting and asked Bay to summarize.
- Bay said she appreciated the experience, life experience, etc. people brought to the conversation. In terms of action, there are great efforts and it’s great to be on the same page with out duplicating. Clara and Addison County Mutual Aid are also happy to do this. She and others on the call thanked everyone for being there.
- Barb said she, Bay and Mari could come back around on Thursday to work on protocols and identify people and have something out by Friday.
- Barb said she also had Tory and Deidre’s numbers at the school, and they have the pulse on the school families.
- Oakley noted we should plan for the worst and hope for the best.

At 7:11 all guests left the meeting.

184 Bill Finger brought the regular meeting of the Lincoln Selectboard to order at 7:13.

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186 **1. Agenda Adjustments and Approval**

187 Bill asked for amendments to the agenda, and there being none, Paul moved and Will seconded
188 to approve the agenda as presented. Vote called and passed.

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190 **2. Approval of the 3/4/2020 Meeting Minutes and 3.15.2020 Special Meeting Minutes**

191 • Oakley moved and Bill seconded to approve the minutes of the 3.4.2020 Selectboard
192 Meeting. Paul abstained from voting as he wasn't present at that meeting. Vote called and
193 passed.

194 • Paul moved and Oakley seconded to approve the minutes of the 3.15.2020 Emergency
195 meeting. Vote called and passed.

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197 **3. Citizen Comments: none**

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199 **4. Highway Report**

200 a. Winter equipment and vehicle maintenance

201 ** Proposed truck trade-in and purchase

202 • There was a consensus last meeting to move ahead with the new truck purchase. Do we
203 want to affirm the decision to move ahead? The issue was whether to sell the Western
204 Star to Charlebois for \$48,000 toward the new truck and order a new Freightliner tandem.

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206 • Dave contacted Charlebois/Viking about a new snowplow. Charlebois will take the
207 Western Star as soon as IMR is done with repairs. The new order has already been put in.
208 Getting anything from vendors is slow- no idea when the new truck is coming. Sean Broe
209 is waiting for parts, and Charlebois will take the truck as soon as we can drive it up there.

210

211 • Oakley asked if it is getting fixed or just drivable. Dave said fixed to the best of our
212 ability. It will cost between \$6,500 and \$10,000

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214 • Brief discussion on FY 20 budgeted amount vs. the large cost for repairs. Some of the
215 repairs are residual from the March 2019 Accident.

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217 • Bill noted that if there are \$10,000 needed in new repairs the trade in would net to
218 \$38,000.

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220 • Discussion on whether the truck should have been totaled at the time of the accident.

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222 • In a few months the Town will know how contracting snow-plowing the roads sugars out
223 financially from this winter.

224

225 Bay read out the numbers for the new truck from the March 15 meeting minutes. Paul moved to
226 purchase a new truck for \$153,000 to come from the Capital Equipment Fund. Bay seconded,
227 vote called and passed.

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229 b. Winter/Spring Road maintenance update

- 230 • Wayne Preston is working part-time. Adam L. is hauling gravel from stock at the Town
231 Garage. We had to put sand down 119 times going out this winter so far. Things are
232 going well, alternating times with PT temp workers, etc.
233 • We're down to the last 1000 yards of sand at the garage and should be okay.
234 • The very early spring caught us off guard- not a budget issue, but an availability issue.
235 • Mud season is just getting going.

236
237 **Review of Urz Curve plans (So. Lincoln Road) and TAC Engineering Grant status

- 238 • The Selectboard needs to approve the concept so Otter Creek Engineering can get it done.
239 Bill noted he couldn't show the map at this meeting because of the technological
240 complications with meeting electronically and asked for questions.

- 241
242 • Dave said he is getting price and it looks like it will be less than originally thought but it
243 would be time to get the ball rolling soon. It will also be time to get permits in place for
244 the sand pit.

- 245
246
247 • A landowner who owns property across the road from the beaver ponds wants the
248 Selectboard to look at this and is interesting in donating the land to the Town as long as it
249 is conserved. Bill believes the Town can accept the property without a vote, Bill asked
250 the landowner to write a proposal.

- 251
252 • Dave thinks the Town also owns some land on that side of the road and Bill further
253 defined that. Brief discussion.

254

255 **5. Budget and Finance**

256 a. * Approval of check warrants

- 257 • Paul moved and Will seconded to approve Payroll Warrant #20/37 for \$2,690.59. Vote
258 called and passed.
259 • Paul moved and Bay seconded to approve Payroll Warrant # 20/38 for \$3,358.89. Vote
260 called and passed.
261 • Paul moved and Will seconded to approve Accounts Payable Warrant # 20/38 for
262 \$23,312.19. Highlights include Western Star Repairs, gravel purchase and Health Care.
263 Vote called and passed.

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265

266 b. FY20 Budget status report

267 Paul reported on the budget, which stands at 67%, exactly where it should be for this month.
268 Overages in areas like equipment repair and balanced out by other areas where expenditures are
269 well below budget.

270 Bay asked a question about how the budget works, and Paul and Ann spoke briefly about it.

271 Bay thanked Paul for making the information available.

272

273 **6. Administration and Personnel**

274 a. Update on IT Security

275 Will expects to have this for the next meeting. Will has concerns over NEMRC's security. Bill
276 would like to keep moving forward on this and see what the expert says in the Champlain
277 Assessment and if necessary, do an RFP for software. Oakley suggested someone from NEMRC
278 (maybe Lisa) come and talk about NEMRC's security.

279

280 b. ****Review & Update Conflict of Interest Policy**

281 Discussion on the current Conflict of Interest policy. Bill asked Bay to look at the Policy in
282 depth for the Board. No updates made.

283 c. Other Business

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286 **7. Public Safety**

287 a. Radar speed data update

288 Bay reported Mark Collins contacted her to congratulate her and talk about enforcing speeds and
289 the question of contracting with the Town. Oakley updated Bay on the history of this and let her
290 know the signs are a deterrent and they do work. Bay said Matt is happy to work with the Town
291 in anyway he can. Once she gets the information Bay can give reports on speeds.

292 Paull noted that we're missing a report on speeds over the last year and it would be helpful to
293 know if generally speeds have gone down. Will noted it would be helpful to know in case we do
294 bring in law enforcement to know if it is helping as well. Bill believes he has the data at the
295 office.

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297 b. Bike-Ped Contract

298 There will be a virtual meeting on Friday on Bay's behalf to bring her up to speed on the
299 Bike/Ped Sidewalk Scoping Study that Ellie was working on.

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301

302 **8. Board Member Concerns**

303 a. VLCT – Training

304 1. SB Institute- Bay is signed up for this.

305 2. Health Officer.

306 3. Sand/Gravel Pit – Fed. Mine Safety Admin. - Bill, Oakley and Dave

307

308 **10. *Adjourn 8:30**

309 Session at 8:28, Bill Finger seconded, vote passed.

310

311 Respectfully submitted,

312

313 Ann Kensek,
Selectboard Assistant