

Pending Approval

Town of Lincoln, Vermont
Regular Selectboard Meeting

(This meeting held from multiple remote locations via GotoMeeting).

Tuesday, September 15, 2020, 6:30 PM

In Attendance: Selectboard Vice-Chair, Paul Forlenza; members Oakley Smith, and Bay Jackson; Selectboard Bookkeeper, Ann Kensek; Selectboard Clerk, Sarah Summers (*Selectboard Chair, Bill Finger and member Will Sipseay absent*)

Guests: Road Foreman, Dave Cavoretto; Dave Wetmore, Nate Gusakov (ZBA), Emmet Mosely, Jo Jackson, Jamie Brookside Montague (*Exec. Director, MALT*), Tommie Thompson (*Vice Chair PC, Chair ZBA*)

Paul called the meeting to order at 6:54 PM. He apologized for the technical difficulties in opening the virtual meeting. He ran through the agenda and suggested approving the 09-01-2020 Regular Meeting Minutes at the next SB meeting as he had not read them yet. He noted Bill was not feeling well and that he may or may not be joining the meeting. He noted other agenda items to be removed should contributors be absent. Ann requested authorization for a staff retirement gift of \$100; there were no objections, (*Town budget funds to be used*).

1. *Agenda adjustments and approval:

- a. *MOTION (PAUL), SECOND (OAKLEY), TO APPROVE THE MEETING AGENDA. NO FURTHER DISCUSSION. VOTE CALLED AND PASSED. (3-0-0-2)

2. *Approve 9/01/2020-regular-meeting-minutes: (Removed from agenda, see above).

3. Citizen comments: (NONE)

4. Highway report: (Dave gave very brief updates):

a. Road Maintenance Update:

- i. **So. Lincoln Road:** Dave said work is being done on the Urz curve now; two large culvert installations completed by Nezin and Smith; he's happy with the job done.
- ii. **Ripton Road:** Dave said work is starting tomorrow; hopefully completed by Thursday.
- iii. **Work on West River Road Sept. *23/24 (Weds/Thurs)*** - Dave said work on West River Road will occur on September 23/24 and the road will be fully closed. ***Public should plan on taking detour (Forge Hill/Quaker Street)*** Ann asked about reporting the closure; Dave clarified that he gave Sally the details on the "Full Closure" (7:00 AM-4:30 PM). Nate asked if stonework on a bridge in South Lincoln will be changed; Dave said it would remain unaffected. Paul asked Nate if he had any citizen comments and apologized for moving over Item #3 quickly; Nate

45 clarified his attendance for the discussion on the PC/ZBA merge
46 (Item # 7b).

47 **b. Grant Applications and reimbursements (Ann):** Ann said all
48 reimbursements are received but one: (work Nezin did in the spring
49 before the FY changed). She said the reimbursement should be in any
50 day now. Ann informed the Board about 3 grants she recently applied
51 for: FEMA, LGER, and Digitization. Town received \$11,836.00 in funds
52 for digitization; this will make available online, land records dating back
53 to 1980. Ann noted that the Town should hear about the FEMA/LGER
54 grants by the 18th.

55 **c. 20/21 - Winter Road maintenance strategy:**

- 56 i. Dave said he had begun hauling in sand and he would like to
57 speak to the Board at the next meeting about hiring a part-time
58 plow truck driver (Town truck)/advertising the opening. Dave said
59 he needs to sit down with Ann and finalize things; he noted his
60 desire for a candidate with light mechanical skills should
61 something need repair. Paul asked if the part-time plowing
62 position would be in addition to contractors; Dave confirmed that
63 it would be in addition to contractor hire.

64 **d. Garage repair update (Oakley):**

- 65 i. Oakley informed the Board that Avery completed the punch list
66 of work. He explained that he and Dave discussed some other
67 desired work recently at the Town Shed. Oakley said the
68 additional items discussed are not urgent and that they should be
69 addressed at some point, he is waiting to see the invoice from
70 Avery. Dave noted the possibility of tin wrap with remaining funds
71 after speaking with Avery.
- 72 ii. Bay asked Dave about Forge Hill, Dave said he and Bill are amidst
73 organizing contact/communications with 5 or so residents, Dave
74 may knock on doors.
- 75 iii. **Report on Gap Road Plowing Special Meeting 9/10 - Next**
76 **steps:** Paul and Bay briefly reported on the recent Special
77 Meeting (RE: Gap Road Plowing/Lea & Thayer. Paul said there
78 was a lot of opposition, mostly due to recreation. Paul clarified
79 that the Board needs to put together a regulation and then pass
80 it, then give the Town 90 days to act on it. Bay said the discussion
81 was understanding and there seemed a general hope to keep
82 Lea/Thayer in Town. She asked about road/recreational
83 classifications. Bay said the overall sentiment was to keep it how it
84 is, and that the most comfort was expressed with the shortest
85 plowing proposal. Paul said that a number of emails were
86 received in support of Lea and Thayer's proposal but that those
87 who generally feel compelled to attend meetings, tend to have
88 the strongest opinions. *(To be added to subsequent agenda).*

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e. Other Business: (NONE)

5. Potential land donation - Jamie Montague (MALT) and Dave Wetmore:

a. Paul invited Jamie to speak to/introduce an exciting proposal: Jamie informed the Board about Will Jackson's (Lincoln property owner) vision to deed his property to the Town of Lincoln and have MALT serve as the owner of the conservation easement. Jamie said Will is in his early 90s and she is assisting him by speaking on his behalf during some preliminary broad discussions. She explained that Will has devoted much of his life to maintaining trails on the roughly 100-acre property, and that he hopes to see his vision come to fruition swiftly. (Property located just before the school, as you go East on River Road, up to the left). Jamie described some geological characteristics of the property: mix of forest, early succession, field. She explained MALT's access to various mapping tools that allow high visibility of parcels/overlay: she indicated that several VT high priority habitats/ecological features are present on the property. Jamie explained some terms of responsibility: Lincoln (owner) would be responsible for small parking area and maintenance, MALT would cover annual monitoring/keep an eye on ecological health. MALT would not explicitly manage but assist the Town in following the vision of the easement for maintaining the spaces as Will desires to see it. She said Will is eager to get conversations rolling and she named some of his hopes for use:

- i. Take away ROW to develop land commercially/industrially/restrict use of proper ROW/utility easements.
- ii. Limited signage: Will open to historical/educational information.
- iii. Adamant about no further uses of gravel, Jamie noted a possible contingency under certain circumstance.
- iv. No manipulation of waterways or course of waterways. (Small tributary feeds into New Haven on somewhat eastern side).
- v. No cutting except to maintain trails.
- vi. Recreational/educational: bird watching, skiing, etc. Will originally not okay with hunting; open to conversation after talks with Jamie. Jamie said safety Will's major concern, mention of signage/other representatives of the hunting community's involvement.
- vii. Desire for future educational structure/shelter, Will hopeful that Community School students will utilize/access someday.

One Jamie also indicated there are various permitted/not permitted uses in terms of conservation easements.

- Dave Wetmore said things are in the early stages and Will is open to ideas but that he has owned the property since the mid 70s and it has always been open, he does not want it to change. Dave noted the presence of some resources that be important to the Town, he clarified that earlier comments about gravel was from

133 the 98 Flood, not Irene, when about 20,000 yards were removed.
134 He noted a difficulty in importing resources/materials at that time.

- 135 • Oakley asked if it would come off the tax roles; Jamie confirmed
136 that it would. She noted that Will hopes the project can be
137 completed within the calendar year. Jamie said MALT has no
138 issue moving at this expedited pace and that it is a simple
139 agreement for them to execute, she said she informed Will that
140 his requested timeline is very quick. (*Estimated taxes \$3-4,000*).
- 141 • Paul said it is in an incredible gift/rare opportunity and that the
142 Board will do all possible to accelerate discussions. Nate
143 informed the Board about his membership with the Backcountry
144 Hunters & Anglers Assoc. and their vast educational offerings
145 devoted to public land access; he offered to liaise with the
146 regional chapter and report back.

147 viii. Jamie concluded that protecting development rights takes
148 energy and resources over time and that land trusts fund through
149 endowments. MALT will need to fundraise for this (roughly
150 \$15,000 as one-time fee in perpetuity of land trust). MALT hopes
151 to have Lincoln's support for connections during the fundraising
152 phase. Discussion on legal advisement (Putnam/Punderson),
153 timelines, clarity needed on whether Town vote needed for
154 property acquisition. (It was noted that Town vote must occur for
155 any sale/release of Town property). Jamie to circle back with Will
156 to discuss uses, Board to discuss further with Bill Finger (*SB Chair*)
157 present, Dave W. noted adding a possible provision that may
158 assist Jamie in moving forward. Dave finalized with sentiments
159 about working for many years with Will and that he has had this
160 vision for a very long time. He reminded the Board to consider
161 maintenance: brush hogging, other expenses. General tone of
162 gratitude for natural beauty/characteristics of Will's property
163 shared by all.

164 **6. Emmet Moseley- 796 James Road - new water and electrical services in**
165 **Town ROW.**

- 166 a. Emmet told the Board about his permit application to build a 600 SF
167 garage/In-law apartment right at the edge of the turnaround on James
168 Road. Mention of existing well. Emmet said it is unclear where the Town
169 road ends; he requested permission from the Board to pipe/trench
170 under the road. He noted that Spencer Harris performing septic work.
171 Paul asked Foreman Dave to share his thoughts: Dave said he had no
172 issue as long it is regraded/compacted properly for safe turnaround.
173 Paul asked Emmet to keep Dave Cavoretto informed on the project.
174 Dave also requested that the pipe be set across as soon as possible and
175 that it be adequately compacted. ***THERE WERE NO OBJECTIONS TO
176 EMMET MOSELEY'S REQUEST FOR INSTALLATION/SERVICES ON THE

177 ROAD AS LONG AS DAVE CAVORETTO IS INVOLVED AND NOTIFIED
178 OF ALL WORK.

- 179 **b.** The Board continued discussion on the recent Special SB Meeting.
180 Discussion on email with Forest Service regarding summer parking. It
181 was noted that the Forest Service had committed to doing something
182 this summer but that nothing has been done yet. Bay informed the
183 Board about her email communication with Christopher Mattrick
184 (*District Ranger*) and he reported that he understands there is a 'mutual
185 commitment for signage, etc.', he also mentioned the possibility of grant
186 potential with the Great America Outdoors Act (S.3422-116th Congress
187 2019-2020), the bill 'establishes the National Park and Public Land
188 Legacy Restoration Fund to support deferred maintenance projects on
189 federal lands'. Christopher also mentioned guardrails to prevent
190 roadside parking. Dave recalled a meeting 1-2 years ago where
191 Christopher was in attendance (*09-17-2019 SB Meeting*), Dave said
192 Lincoln's obligations in terms of signage were met immediately. Dave
193 told Bay to inquire with Mattrick about Cooley Glen/Nat. Turnpike; Dave
194 interested in classifying for Forest Service maintenance/enforcement for
195 the areas. Bay to follow up. Dave Wetmore noted a particularly deep
196 wash down around corner near Spruce Lodge that should be taken care
197 of.

198 **7. Admin & personnel:**

199 **a. **Discussion of website - purpose, use, status and future**
200 **improvement and design (Bay):**

- 201 i. Bay briefly updated the Board on her communications with
202 various municipal website building companies; she said they are
203 perfectly suited to Lincoln's needs and range in cost from \$2-
204 3,000 plus \$1,600 for annual support (most basic
205 template/functionality). Various levels of customization available,
206 up to \$8,000 for custom buildout/work with graphic
207 designers/additional apps/higher functionality and user-
208 friendliness. Paul asked Bay to sit with Ann/Sally/Sarah to produce
209 document that spells out website needs. Bay noted that
210 companies like Municode work directly with Towns and have
211 previously grasped most municipal needs. Paul said the Town
212 most likely purchased the most economical option when last
213 updating the website and current functionality speaks to the
214 quality of the purchase. Bay asked what is in the budget and what
215 is desired in terms of product accessibility. Ann said more grant
216 funding available with the LGER grant. Paul requested a
217 document that spells out website needs.

218 **b. Next steps on merging Planning Commission and ZBA to a single**
219 **Development Review Board:**

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- i. Paul introduced Jo to speak to a recent letter he had written. He invited Tommie to speak as well. Tommie said he was attending as an interested party; he said he was surprised to hear that a merge was on the agenda without prior notification of PC/ZBA members. Tommie said the Town has two very positive and active boards that do not lack participation and the current regs are set up around those two boards. He said the State seems to be encouraging a changeover to a Design/Development Review Board. He said both boards interface with the public and go to great lengths to serve applicants; ZBA always takes site visits. He recalled a description of PC vs ZBA from his town government mentor, Fred Thompson, as 'Visionary vs Enforcement'. He said both boards are healthy, and that the current process is best served by two boards. He said perhaps changes can be made in future in conjunction with regulation updates.
 - ii. Nate said he learned a lot at a municipal training at Lake Fairlee and that the State was definitely in support of shifting towards a Development Review Board. He said the Planning Commission sets bylaws and long-ranging goals, and the DBA would have current ZBA responsibilities as well as take on additional responsibilities (previously under Planning Commission's purview). Nate referred to outlined responsibilities (24 VSA 4460).
 - iii. Discussion on previous models, active participation, confusing/shifting board titles. Bay thanked Nate for providing references and said that having more/varying opinions is healthy. Dave Wetmore highlighted the importance of cross-participation, (at least on PC member on DRB recommended for realistic goal setting). Dave also said that some changes to the Town Plan did not make a difference a few years ago.
 - iv. Paul said Jo wrote an extensive letter and asked him to weigh in: Discussion on single board, Town of Huntington's website, importance of maintaining separate PC, previous meeting and minutes, open meeting law, agenda posting, general confusion, citizen clarification. Paul suggested adding to next agenda.
- c. **Re-establishment of in-person Selectboard meetings:**
- i. Paul asked the Board if they feel ready to meet in person in some capacity/properly masked/distanced in the conference room. Bay suggested leaving the conference room available to those citizens without access to computers. Nate said he is more inclined to attend a virtual meeting due to convenience; he would like to have in conjunction with in-person option. Oakley noted the recent a recent 'hybrid' meeting in which audio quality was poor. Oakley said he would love to meet in person but more comfortable at home without a mask. Mask sentiments shared by

264 other members. Max capacity 5 (perhaps 6) people in conference
265 room. ZBA to meet in October downstairs at Burnham.

266 **8. Budget and Finance:**

267 a. Paul review the budget, he said it looks in good shape: bottom line at
268 12% (Target -17%), Hwy at 10%, General Fund at 18% (misleading due
269 to additional costs for primary election). Contractual services = Otter
270 Creek for South Lincoln Rd./sand pit. Paul asked Ann to have Sally come
271 to the board with expenses for the upcoming election.

272 **b. *Approval of check warrants (Ann/Paul):**

273 i. AP #21/12 \$33,414.35: Highlights: Dufresne group for sidewalk
274 scoping \$13,000, sand pit analysis \$3,200.

275 ii. *MOTION (PAUL), SECOND (BAY), TO APPROVE AP WARRANT
276 #21/12. VOTE CALLED AND PASSED. (3-0-0-2)

277 iii. Payroll Warrant #21/11: \$3,143.20. Highlights: Larry Masterson.

278 iv. Payroll Warrant #21/12: \$3,003.19. Highlights: Retired foreman, 9
279 hours hauling.

280 v. *MOTION (PAUL), SECOND (OAKLEY), TO APPROVE BOTH
281 PAYROLL WARRANTS #21/11 & #21/12. VOTE CALLED AND
282 PASSED. (3-0-0-2)

283 **c. **Coronavirus Municipal Records Digitization Grant:** (Above)

284 **d. **Local Government Expense Reimbursement Grant:** (Above)

285 **9. Public Safety & Environment:**

286 a. **Sidewalk scoping - Bay :** Bay had no new information but expects to
287 hear soon, Paul asked for projected schedule of their report. Bay said
288 Winslow pleased to hear about timeline.

289 **10. **Ash Tree Mgmt Grant (Will): NONE**

290 a. **Other:** Jo followed up with discussion about his recent job application
291 experience. He told Paul to feel free to share his letter with other Boards
292 and it is not meant to be negative towards any board. Jo expressed
293 excitement to help make things better. Further discussion on warnings,
294 board-to-board communication/liasing, agendas, internal
295 communication, SB/PC/ZBA cross communication/participation (RE:
296 sand pit). Board members thanked Jo for his articulate letter and agreed
297 with sentiments. Oakley said meetings regarding the sand resource
298 issue were scheduled over the course of many months (appropriately
299 posted/warned) and they were very poorly attended. Nate said what Jo
300 expressed in the letter was great and thanked him.

301 **11. **Executive Session - personnel/legal matter: NONE**

302 **12. Adjourn: 9:08 PM**

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305 Respectfully submitted,
306 Sarah Summers

