

PENDING APPROVAL
Town of Lincoln
Regular Selectboard Meeting
Tuesday, October 4, 2022
6:30p – Town Office

Selectboard Members in Attendance: Bay Jackson (BJ), Oakley Smith (OS), Tim McGowan (TM), Bill Finger (BF) –Chair

Town Staff Present: Ann Moreau-Kensek (AK) - Selectboard Assistant, Dave Cavoretto (DC) – Highway Supervisor, Christine Birong-Smith (CBS) - Selectboard Clerk

Others in Attendance in person: Lisa Nading (LN) – Pollinator Project representative, Robert Clark (RC) – Otter Creek Engineering (OCE)

Others in Attendance via Zoom: Josiah Jackson (JJ) – ZBA; James Dumont (JD) – Legal Consultation

Called to order 6:33p

Agenda adjustments and approval

Motion BF, TM 2nd With no adjustments motion made to approve agenda as is

Passed 4/0/1 (absent)

2.1 Town Office Pollinator Garden – Judith Siegel & Lisa Nading (by request)

- LN came to present project idea:
 - Pollinator garden in front of Town Office
 - LN submitted three proposals for consideration regarding garden design
 - Discussion around what plowing would look like and making sure there is access to gas tank and storage shed
 - Purposed solution by DC to have plowed snow placed in other areas of the property that would simultaneously allow access to fuel tanks and not crush plants
 - Garden will be a native planting
 - LN wondering if there could be an allocation of funds for a barrier or edging to help maintain plant health
 - Timeline: would have to do edging, then they would lasanga garden and then plant in spring
 - Maintenance:
 - Volunteers to support maintenance
 - Volunteer recruitment efforts will begin as project progresses

Motion BJ, TM 2nd to approve moving forward with pursuing project.

Passed 4/0/1 (absent)

Consent Agenda

1. Minutes 9/20/22 regular meeting
2. Payroll check warrants
 1. PR 23-13 \$4,942.72
 2. PR 23-14 \$3,982.24
3. Accounts payable check warrants
 1. AP \$67,568.47

Motion BF, TM 2nd move to approve consent agenda

Passed 4/0/1(absent)

Reports

a. Highway

1. **1.1** Review of **Sand Pit** operation and reporting requirements with RC (OCE)
 1. How to do due diligence to make sure town is following state and town requirements and what OCE's role will be in this re: stormwater and other issues:
 1. Stormwater general permit reviewed verbally reviewed and presented by RC in-depth
 1. RC will get state stormwater representative information in writing to BF
 2. Weekly inspections are required with this permit throughout the operating time
 1. These weekly inspections are required after a rain event only when operational
 3. Annual inspection by OCE or other 3rd party
 4. Document the use log when open and close the pit each year
 5. Fundamentally this authorizes town to follow plans and to document the following of plans
 1. Work at site needs to be documented once a year during time of active work in pit so there is a paper trail for when the state pops in for a check in
 6. Turnover of on-site coordinator
 1. RC reviewed the binder document for reference around coordinating this maintenance and explained that this document will support transitions between coordinators
 7. RC explained how vegetation and other features of the site work now and over time when the town is no longer using the pit for sand extraction
 1. RC clarified that when the land goes back to the Norton's, they will be able to terrace and reshape slope
 8. Selectboard Question: Who's in charge of employee training for sand pit?

1. RC said he is unable to answer question at this time that and that he will reach out to the state regarding available training
 1. Personnel training options were broadly discussed
9. The point person is documented as being the Highway Supervisor
 1. This role must be added into Highway Supervisor job description so that way it goes forward if/when there is a new highway supervisor the duty will move forward to them
 2. An SB member must be appointed to oversee compliance
2. **1.2** Sand screening proposal & contract for 2022/2023
 1. Draft screening contract was looked at during the previous selectboard meeting and discussed edits have since been made by BF

Motion BF, OS 2nd to approve contract for screening of the sand

Passed 4/0/1 (absent)

3. **1.3** Personnel and plowing contractor search update
 1. OS reached out to former Lincoln Road Foreman and he is willing to plow snow in an on-call basis
 1. Individual has been interviewed

Motion OS, BF 2nd recommends that Selectboard hire Mr. Tracey as part time for winter plowing at \$24 per hour upon receiving a copy of CDL documents

Passed 4/01 (absent)

2. Still looking for more part time plowing help and a full time person
 1. DC is meeting with employment candidate on Thursday and there is a radio ad for two weeks to advertise open employment positions
4. **1.4** Gap Road winter closing date, issue and discussion
 1. Nearing seasonal Gap Road closure
 1. This typically occurs annually on October 15th
 2. Discussion of the possibility of keeping the Lincoln side partially opened for trail access
 1. Town of Warren puts their Gap Road barrier technically in Lincoln
 1. Practice does not seem to be an insurance issue
 2. Lincoln must close Gap Road at the same time as Warren
 1. Because of Warren's town employees work schedule, closure is going to occur on October 13th this year
 3. General discussion re: keeping the Gap Road open on the Lincoln side until later in the season was held was had
 1. Conclusion: Lincoln going to remain synced up with Warren's schedule for the time being
 2. JJ commented that maybe there could be a way to coordinate opening/closing gap based upon weather from the Lincoln side to support rec access and local commerce in the future

5. **1.5** Trucks, Equipment and Road maintenance
 1. Undercoating has been applied to new truck and cost was incorporated into the final cost of the truck
6. **1.6** Escalating salt cost
 1. Approx. \$85 per ton this year
 1. This is a large mark up from previous years
7. **1.7** 613 Quaker Street – drainage damage allegations (redux)
 1. Kristi Lafayette’s property
 1. To date, no credible evidence has been presented showing that any culvert work the town has done has damaged this property
 2. The town has requested Lafayette to provide documentation from the structural engineers she claims to have evaluated the drainage situation
 1. To date, Lafayette has provided no response to this request
 3. Lafayette’s letter to selectboard was discussed
 1. Selectboard determined that a letter should go to Lafayette as a response
 4. Possibility of the Lafayette property being eligible for a FEMA buy out was brought forward by AK
 5. Descriptions of property’s drainage issues discussed, and the history of the issue was provided to new SB member, TM

Motion OS, BF 2nd made motion to send letter drafted letter

Failed to Pass 2/1/2 (Abstained and absent)

6. Further discussion regarding letter and its content was held among Selectboard members
 1. Edits to the language of letter generated collectively by Selectboard

Motion BJ, BF 2nd to reconsider

Passed 3/0/2 (abstained and absent)

Motion OS, TM 2nd to send modified letter

Passed 4/01 (absent)

8. **1.8** Traffic Ordinance – review and discussion
 1. Intersection of Gap Road and South Lincoln Road – put a stop sign in lieu of yield
 2. Speed limit – Request that there be 30 mph on Elder Hill
 1. Ordinance Clarification Report was referenced re: dirt roads and signage
 1. Report states that on dirt roads you can do advisory signs
 3. Suggested signage to add to Elder Hill to support traffic patterns and road use:
 1. Put a stop sign at the corner of Quaker and Elder Hill
 2. Chevron signs on corner to help people slow down and use caution

3. The possibility of having someone from VTrans come to look at the road for additional information and consultation was reviewed
 1. Based upon information available through the state's website:
 1. It is not recommended by state Local Roads Program that to have signage on class 3 dirt roads
 4. Selectboard determined that the town needs to gather information and background and options to prepare for broader community conversation
4. Merge signs for Atkins and Colby Hill was discussed broadly
5. Screenshare of Setting Speed Limits from Local Roads Program
 1. It will be distributed to SB members for their review to support future discussions
9. **1.9** Town garage boundary survey update
 1. LaRose will put pins in and provide a sketch and provide it to the Town, including Tommie Thompson

b. Selectboard Assistant

AK provided brief outline of work in progress, including updating personnel policy and starting Town Report

Old Business

a. ARPA Survey

- BJ has received questions re: ranking system
- There have been some survey responses entered

b. Interim/Emergency Zoning

- BJ reached out the town's attorney, Benj Putnam
 - Feels compelled to amend Part II re: building over 1800 ft as conditional use
 - Questions for JD
 - Both options presented in document are fine and clear
 - Part II: does not include language around conditional use approval 23 and 333 - land use change above 1800 ft
 - Document otherwise ticks all the boxes JD previously outlined, such as including vs. excluding similarly material uses
 - Discussion of use permits language to use or not use was held and language edits to zoning ordinance discussed
 - JD: run it by Putnam to make sure all requirements have been met and then make sure it's been properly wared before the next meeting
 - BJ will do this and request a clear schedule of what must happen

- There's **procedural consensus** to move forward in the above outlined manner

New Business

a. FY24 Budget – schedule

- TM has not been able to meet with the Town Treasurer yet
 - TM is planning to come into the Town Office on Monday to get access to NEMRC and meet with AK and Van Talmage re: budgeting systems and schedule

b. TAC Planning Grant –

- \$25,000 got it to study the big bend on W. River Road after selectboard member, Alan Schmidt's, presentation to TAC of the issue and need for funds

Other Business, concerns, ideas

1. FYI – UVM/VTrans Traffic Calming

1. A town resident reached out to discuss our town's current postings (i.e. bike lanes, speeding signs, etc)
 1. BF thinks that we might be able to glean information from this work to help us provide backup information re: signage changes to support planning process

2. FYI – Municipal Roads MRGP Review & Comment

1. All the drainage work on roadsides and there's an updated version of it on the bulletin board, BF suggests people look at it and turn in comments by due date

1. AT&T service was briefly discussed regarding cellular tower

- a. BJ will reached out to town resident who brought up issue with the Selectboard to see if he has made progress with finding more information

Adjourn at 9:45pm

Respectfully submitted by Christine Birong-Smith, Selectboard Clerk