

Pending Approval
Town of Lincoln, Vermont
Selectboard Meeting
Held via GoToMeeting due to Covid-19
November 5, 2020

In attendance: Selectboard Chair, Bill Finger; Vice Chair, Paul Forlenza; members Bay Jackson, Will Sipse and Oakley Smith; Road Foreman, Dave Cavoretto; Selectboard Ass't/Bookkeeper, Ann Moreau-Kensek

Guests: Atty James Dumont; Josiah Jackson; Tommie Thompson, Zoning Board of Authority Chair and Planning Commission member

Bill brought the meeting to order at 6:32.

Bill remarked on several proposed amendments to the original Agenda sent out:

1. Proposed Special Meeting on Thursday, Nov. 12, with MAUSD School Superintendent Patrick Reen to discuss budget cuts, etc.
2. Formal action to approve Bay and Paul to work with MALT on conservation easement for the Will Jackson Property.
3. Conditional Use Hearing for the sand pit is next Monday and there are some important issues to discuss.
4. Approve the winter plowing contract for Averi Smith.
5. Approve the Errors and Omissions for GL 2020 after Grievances/tax rate calculations. Every year the Listers find small errors in the Grand List.
6. Municipal Road General Permit (MGRP) amendment

Bill asked if there were any other amendments. Paul moved to accept the agenda as amended and Bay seconded. Bay added that she'd like to do a small update on Sidewalk Scoping Study and on the website work she's been doing.

Bill reminded the Board that Open Meeting Law says virtual meetings must be recorded. Bill called the motion to approve amendments to the agenda. Vote called and passed. 5-0-0.

2. The Consent agenda was reviewed:

- a. Approval of 10/20/20 meeting minutes
- b. Payroll Warrant #21/18 for \$4,573.74 and Payroll Warrant #21/19 for \$4,376.94
- c. Accounts Payable Warrant for \$129,212.97

Bill brought to the Board's attention there was an error in the Capital Equipment Fund that led the Board to believe that when they traded in the Terrastar in Dec. 2019 it was paid for, when it was not. There was one more payment due. Bill explained further. Paul asked whether this would affect the Operating Budget. It will not.

Question on the purchase of two laptops for the Town Office- one was for the Zoning Administrator and the other for the Assistant clerk so both can work remotely during Covid as needed, and so staff will not be sharing the same computer.

47 Paul moved and Bay seconded to approve the Consent Agenda. Vote passed, 5-0-0.

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49 3. Public Comment:

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51 Bill noted that the Selectboard would be going into Executive Session to discuss a Personnel
52 matter, but that guest was expected who was not yet present, so he gave the floor to Jim Dumont
53 and Tommie Thompson.

54

55 Jim and Tommie had each sent a letter to the Selectboard bring to their attention errors in the
56 narrative and certain omissions in the Sand Pit narrative document. Tommie suggested that the application
57 scheduled for hearing on Monday be withdrawn to correct several errors in the narrative.

58 Discussion on setbacks and slope issues in particular.

59

60 Bill talked about the process that began last May and how it progressed.

61 Discussion on next steps. Tommie suggested either amending the application or withdrawing it.

62 The ZBA is willing to have meetings with the Selectboard. Paul suggested the Town sit down
63 with the engineers, using Jim Dumont's letter and ZBA concerns.

64

65 Bill moved to withdraw the application, back up and see where the Town went wrong, and
66 resubmit the application as soon as possible.

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68 Brief discussion on the application and the transition to a new ZA.

69 Discussion on waiving fees.

70 Bill asked if there was any further discussion. Being none, the vote was called.

71 Vote passed, 5-0-0. Bill will get something in writing to take the Sand Pit Hearing off the ZBA
72 agenda for Monday, Nov. 9, 2020.

73

74 Tommie and Jim thanked the Selectboard.

75

76 4. Executive Session, Personnel matters.

77 At 7:18 Bill moved, and Paul seconded to go into Executive Session to discuss a personnel issue.

78 Motion passed, 5-0-0. All non- Selectboard meeting attendees were asked to leave the meeting.

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80 The Selectboard came out of Executive Session at 8 p.m.

81 5. No actions were taken.

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83 Bill noted that Dave Cavoretto would be arriving at the meeting soon and he wanted to wait till
84 he arrived to discuss amendments in the Contract with Averi Smith for winter plowing.

85

86 Brief discussion on the Special Meeting with MAUHS Superintendent Patrick Reen. Bill moved
87 to hold a Special Meeting with Patrick Reen on Thursday, Nov. 12 at 6:30 pm. Bay seconded,
88 No discussion. Called and passed 5-0-0.

89

90 Discussion on appointing Paul and Bay to work with the Middlebury Area Land Trust (MALT)
91 on the conservation easement on the Will Jackson property. Bill moved and Will seconded to
92 appoint Paul and Bay to work with MALT on the conservation easement on the Will Jackson

93 property. No discussion Vote called and passed 5-0-0. Paul noted he and Bay have an upcoming
94 Zoom meeting with Jamie Brookside (Montague), Executive Director, to review the draft
95 agreement with MALT.

96
97 Dave Cavoretto joined the meeting.

98
99 Bill initiated the discussion on the contract for winter plowing for Averi. He suggested two
100 changes to the contract used for contractors last year: Averi's address is to be changed to 500
101 Bull Run Road and the provision that at least one truck must have a wing plow (line 22 on pg. 3)
102 will be taken out.

103
104 Dave confirmed the changes were all that were needed.
105 Discussion on who would plow the Transfer Station driveway and discussion on various
106 possibilities.

107
108 Paul reminded the Board all they had to do was approve the contract for Averi. Paul moved to
109 approve the contract with amendments made and to also eliminate the Transfer Station from the
110 contract. Bay seconded. No discussion, Vote called and passed 5-0-0. Bill will amend the
111 contract and send it around for signatures.

112
113 6. Reports

114 Highway: Bill asked Dave if he had anything to report on. Dave noted Gary Dubois will
115 back on Forge Hill to do patching to get through the winter.

116
117 Dave reported that he heard from a resident on Brown's Road about their mailbox. He
118 wasn't sure why the mailbox was broken, but he will help fix it.

119
120 They've been spreading gravel with the grader.

121
122 Bill asked about the backup plan for winter in case Dave becomes ill. Dave noted he had
123 several people that work on an on-call basis. Further discussion on a contingency plan.

124
125 Discussion on drug and alcohol testing and the Town's roster.

126
127 Selectboard Asst/Bookkeeper: Ann reported that most of her work has been with getting
128 documents together for the Town's Cares Act Corona virus grants. The Digitization work
129 is well underway and should be done around November 16th. The Better Roads grant
130 (BR0792) Colby Hill Grant reimbursement request will be submitted next week. The last
131 of those invoices were paid in the current AP.

132
133 Ann also researched and created a list of Town policies and ordinances so Board
134 members can review them as was discussed at the last meeting.

135
136 Ann also reported on behalf of the Clerk, Sally Ober, that she has had Mark Mulqueen
137 working for her at the office doing a variety of IT tasks, such as setting up the public
138 computer in the conference room and hooking it up to the rental copier in that room for

139 Title Searchers. She's really happy with the variety of things Mark has done/can do and
140 would like to hire him to do more regular work.

141
142 Errors and Omissions request: Brief discussion. Paul moved to approve the Errors and
143 Omissions Report sent by the Lister. Bay seconded. Vote passed, 5-0-0.

144
145 Municipal Roads General Permit Amendment: Paul moved to approve MRGP
146 amendment. Bay seconded. Ann explained briefly that the amendment is to incorporate
147 the Road Erosion Inventory done last year to the Town's General Permit. Vote called and
148 passed, 5-0-0.

149
150 7. Review and Approval of the 10/19 Planning Commission minutes. Minutes have not been
151 submitted so no action can be taken.

152
153
154 8. Old Business"
155 Town Policies and Ordinances: Bill briefly introduced the subject and encouraged the
156 Selectboard to choose areas of interest.

157 Paul-Fiscal Policies

158 Bay- Personnel Policies

159 Bill- Municipal Policies and Codes

160 Oakley- Dog/noise ordinance

161 Will- Traffic and Sewage Ordinances

162 Brief discussion. Ann will send electronic copies to Selectboard Members.

163
164 Bay gave an update for the Sidewalk Scoping Study: She reported there is an upcoming
165 virtual meeting with a presentation on the study, to be scheduled in December or January.
166 Paul noted it would be good to hear about the project. Bill suggested the presentation
167 could be held at the Dec. 1, 2020 regular Selectboard meeting. Bay will follow-up with
168 the presenters and get back to the Selectboard.

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171 9. New Business- None

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173 10. Other Business/ New Ideas: Website- Bay is moving forward. She created a list of
174 Website objectives and asked the Selectbaord to review the offerings. Discussion on cost
175 vs. quality. Bay would like to talk about the website at Town Meeting. Bill encouraged
176 her to get good input from all Town Employees and she thought she would send out a
177 survey. Further discussion. Bay will email her list of objectives and possible vendors.

178
179 Brief discussion on the Planning Commission minutes. Joe asked what the Selectboard
180 process is regarding hiring. Will noted the Zoning Administrator serves at the pleasure of
181 the Selectboard and is supervised by the Planning Commission.
182 Meeting adjourned at 9:10 pm.

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184 Minutes taken by Ann Moreau-Kensek

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