

PENDING APPROVAL

Town of Lincoln
Regular Selectboard Meeting
Tuesday, November 1, 2022
6:30p – Town Office

Selectboard Members in Attendance: Oakley Smith (OS), Tim McGowan (TM) via Zoom, Alan Schmidt (AS), Bill Finger (BF) –Chair

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

Others in Attendance in person: Marilyn Ganahl (MG)

Meeting called to order at 6:32p

Agenda adjustments and approval

- Added agenda items. Both can go in at end of the meeting:
 - Add approval of annual tax mapping update generated by Christine Chamberland Mapping, Middlebury
 - SB authorization to sign resolution that says Planning Commission can apply for a grant should they need to

Motion BF, AS 2nd moves to amend the agenda with those additions

Passed 3/0/1

Consent Agenda

1. Minutes 10/18/22 regular meeting
2. Payroll check warrants
 1. 23-17 \$3258.43
 2. 23-18 \$3248.27
3. Accounts payable check warrants
 1. Questions were raised about various expenses:
 1. Clarifying questions about what Avenu is:
 1. It is land record software
 2. Question re: equipment maintenance purchase at Town Garage
 3. Reasoning for Otter Business Service expense
 1. It is the transcription service the SB tried at the previous meeting, but subscription was cancelled after one use because it proved inefficient
 4. Zip recruiter was cancelled
 5. Questions regarding contract with town land mowing:

1. Question: we have three different contractors doing different parcels, question raised if we should consolidate to one contractor?
 1. General discussion was held around this question
4. Brook Field Service Generator Maintenance Contract (Program 2)
 1. This is the generator at the elementary school that is used as our town's emergency shelter
 2. Contract terms reviewed by SB chair, BF
5. Driveway Access Permit – Murray Road - Adam Frey
 1. Purpose of this agenda item is to put it in front of board for transparency purposes

Motion AS, OS 2nd to approve consent agenda

Passed 4/0/0

Public Comment

- MG shared a story about how Lincoln community helped find two dogs through networking
- MG shared their personal perspectives re: why they believe there should be a town wide vote regarding a proposed private airstrip

Executive Session

Motion OS, AS 2nd to go into executive session by OS, AS 2nd move to enter executive session to discuss the appointment or employment, or evaluation of a public officer or employee 1 VSA§ 313(a)(3)

Passed 4/0/0

Motion AS, OS 2nd to offer Will Warren full time position with the Town of Lincoln Highway Department

Passed 4/0/0

Reports

a. Highway

1. **1.1** Personnel and plowing contractor search update
 1. Plowing contract discussed for possible contractor for hire to do additional plowing
 2. BF presented and reviewed draft contract and specific details of contract to the SB
 3. BF recommended approving this contract and putting a signature on it for Thursday this week

1. Questions, comments, and concerns re: compensation, details, and wording within the contract were raised and brought up for general discussion
 1. It was determined that the nature of these topics were appropriate for Executive Session and it was determined that the SB will go into Executive Session for further discussion at the end of this meeting
2. **1.3 Traffic Ordinance – review and discussion**
 1. Postponed discussion of this agenda item until SB member, Bay Jackson, is present since they are the point person on this topic

b. Selectboard Assistant

AK presented updates to SB

- Has started providing budgeting information to each department and generating this information is in-progress
- AK will distribute spreadsheets to support SB budget planning
 - Eg: information saying what's a one-time expense, recurring expenses, cost estimates, etc.
 - Wages, retirement, health insurance information for proposed town administrator position and new highway worker reflected in budgeting information, as well as the fact that some staff may need additional hours and that there may be more legal fees
- AK explained Planning Commission (PC) resolution and why receiving SB authorization to move forward with the grant in advance would allow the PC to move forward freely, should they need to, to meet application deadline

Motion OS, AS 2nd to approve municipal resolution for municipal planning grant FY23

Passed 4/0/0

e. Zoning Administrator

- SG provided synopsis of what has been going on with zoning issues and topics
 - Distributed hand out outlining what is being worked on
 - Shared that he will be doing site visits to different properties in town that have specific issues and/or concerns that have been brought forward
 - Logistics of the preschool project reviewed and discussed as to how Harvestar can and is likely planning to move forward re: setbacks and communication with adjoining properties
 - Question re: documentation of site visits were asked and addressed

Old Business

Affirm Public Hearing Date

Town missed the deadline for getting an ad in the paper for getting the advertisement for originally planned date, so a newly proposed date was presented: November 21

Motion OS, AS 2nd that the meeting has been moved to November 21 at 6:30pm

Passed 4/0/0

Other Business, concerns, ideas

- RFP for Addison County Regional Planning Commission distributed for review
- Routine expense that we incur the Christine mapping contract so moved by OS 2nd AS ayes have it
- Town attorney, Benj Putnam, was consulted re: the Clark and Bicknell cases going to the state environmental board:
 - Putnam suggested that the town tag on a new resolution saying that all pending issues before the Zoning Board have been completed and therefore the Zoning Board no longer exists
 - BF drafted a purposed resolution, and he is going to have Putnam review it before moving forward

Motion OS, AS 2nd move to enter executive session to discuss the appointment or employment, or evaluation of a public officer or employee 1 VSA§ 313(a)(3)

Passed 4/0/0

Respectfully submitted by Christine Birong-Smith, Selectboard Clerk