

1 Pending Approval

2 Town of Lincoln, Vermont  
3 Regular Selectboard Meeting

4 (This meeting held from multiple remote locations via GoToMeeting).

5 December 1, 2020 6:30 PM  
6

7 **In Attendance:** Selectboard Chair, Bill Finger; Vice Chair, Paul Forlenza; members Bay Jackson  
8 and Will Sipsey; Selectboard Ass't/Bookkeeper, Ann Kensek  
9

10 Absent: Oakley Smith  
11

12 Guests: Ellie Bryant; Mike Winslow, ACRPC; Chrissy Haskins, Dufresne & Associates; Judi  
13 Danforth, Nate Gusakov, Judith and Steve Harris, Josiah Jackson, Sarah McClain, Alison Parker,  
14 Rob Reiber, Mary Beth Stillwell  
15

16 Bill brought the meeting to order at 6:33. He introduced the meeting and noted that the main  
17 item for the evening was a public information meeting on the Sidewalk Scoping Study, but first  
18 the agenda for the meeting had to be approved.

19 I. Agenda Adjustments and Approval

20 Amendments to the agenda include:

21 Bill- This year the Selectboard has the authority to change all ballots to Australian Ballot for  
22 Town Meeting. He hasn't discussed this yet with Sally and would like to add this in under "new  
23 business".

24 Also added were Health Insurance concerns and to extend the Sidewalk Scoping Study.  
25

26 Bill asked if there was anything else, and hearing none called the vote. Passed 4-0-1 absent  
27

28 *Public Information Meeting, Sidewalk Scoping Study for Connecting Sidewalk to the Lincoln Community School*

29 Bill introduced Mike Winslow from Addison County Regional Planning and Chrissy Haskins  
30 for the Dufresne group and noted they came to talk about the process. He then invited Bay to  
31 lead the discussion.

32 Bay reviewed the process to date and invited Chrissy to do her presentation. (Presentation is  
33 available in hard copy at the Lincoln Town Office and online at [www.lincolnvermont.org](http://www.lincolnvermont.org),  
34 Governance, Selectboard, Selectboard Minutes)  
35

36 Chrissy talked about the study and the survey done as a part of that. Concerns over limited  
37 space for a bike or pedestrian walkway was the #1 concern, according to the survey. Many more  
38 people would allow their children to bike and walk to school with a safe way to do so.  
39

40 Challenges were discussed, existing conditions were reviewed, including the river corridor,  
41 permitting, wetlands, potential archaeological areas, driveways, trees, sections of ledge, steep  
42 slopes and the bridge were all covered.  
43

44 The next steps were previewed  
45 .

46 Bill and Bay thanked Chrissy and opened the discussion to questions, beginning with the  
47 Selectboard.

48  
49 Discussion on the Will Jackson Property and the Truchon Bridge.  
50 Paul thanked Bay for her work and Ellie who started it while she served on the Selectboard. He  
51 asked if this project was more or less challenging than others. Chrissy noted that it is similar in  
52 challenges to other projects, with the steep river embankments being a particular challenge.  
53  
54 Discussion on having to cross the road and the possibilities of keeping the path on one side or  
55 the other.  
56 Bay asked for clarification on what archeological sensitive land is. Chrissy replied that any  
57 land that has not been disturbed has the potential to be Archeologically sensitive.  
58 Further discussion on possibilities of using the Will Jackson land.  
59 Discussion on culverts and alternative materials, such as using cinder on the trail rather than  
60 pavement.  
61  
62 Ellie encouraged the Board to begin planning the next grant now because there is much to do  
63 before the deadline in June. Mike Winslow can help.  
64 Bill asked about what requirements will need to be met to get Federal Funding. VTrans needs to  
65 approve and the Town needs to comply with VTrans Standards and ADA Guidelines.  
66 Having the scoping study done will help strengthen the next grant application.  
67 Bill asked if Chrissy had looked at Advisory Bike lanes. Discussion ensued.  
68  
69 Bill opened the discussion to guests.  
70 Discussion on utility poles and whether they would be moved, and if so, to where.  
71 Discussion a possible green strip between the sidewalk and the road.  
72 Discussion on speed of drivers on the road and the dangers posed to pedestrians and bicyclists.  
73 Discussion on maintenance for the sidewalk- plowing in the winter and sweeping in the spring.  
74  
75 Bill thanked Chrissy. Mike reminded the Board they will have to guide Chrissy with a choice of  
76 which alternative.  
77 Chrissy said she'd look at the Will Jackson property and see if there are new ideas and then  
78 proceed.  
79  
80 Mike talked about the need to extend the contract with Regional Planning through the end of  
81 the project and Chrissy's contract will expire in Dec. and needs to be extended as well.  
82 Contracts can be renewed by email.  
83 The Scoping Study report will be made available at the Town Office and on the Town website  
84 [www.lincolnvermont.org](http://www.lincolnvermont.org).  
85  
86 Will Sipsey conveyed to Mike Winslow that Briggs Hill Road in Bristol is sliding and needs  
87 repairs.  
88  
89 2. Consent Agenda:  
90 a. Minutes of the Regular Meeting on 11.17.2020  
91 b. Payroll Warrants # 21/22 for \$6336.73 and #21/21 for \$3261.87  
92 c. Accounts Payable Warrant # 21/21 for \$124,252.66  
93

94 Bill asked if there were any questions or changes and Paul noted that on lines 144/145 of the  
95 minutes he said ‘detrimental to Towns’ not “cost us a fortune” Paul moved to approve the  
96 Consent agenda with the amendments to the minutes. Will seconded, vote passed 4-0-1 absent.  
97

### 98 3. Public Comment:

99 Josiah Jackson commented that he had questions from the last meeting:

- 100 1. Who from the Town had been in touch with Otter Creek Engineering for the Sand Pit  
101 Application? The Town is an Applicant, and the acting Zoning Admin is a Selectboard  
102 Member.
- 103 2. What’s the best way to have public comment for an agenda item out of the public  
104 comment period?
- 105 3. The Scoping Study presentation was great, and it would be great to have a presentation  
106 on roadways and the sand pit.

107 Paul told Josiah that there had been several informational meetings on the sand pit in addition to  
108 Town Meeting.

109 Bill noted that regarding comments on items on the agenda, the Board tries to recognize the  
110 public as long as it is brief.

111 Will Sipsey noted the distinction between a public meeting and a meeting held on public.  
112

113 Paul explained that the original application for the sand pit had been withdrawn by the  
114 Selectboard. They are getting a meeting together to discuss the schedule, process and to address  
115 issues that need to be attention. Bill further explained the process from the beginning.

116 In terms of conflict of interest with a Selectboard member as Acting Zoning Administrator, it is  
117 not in the list of statutory conflicts of interest.

118 Paul noted this is not ideal, but it was an emergency.

119 Josiah replied he doesn’t have a problem with Will as acting ZA but was questioning him  
120 serving for the Sand Pit and the many things he may need to sign off on.

121

122 Bill requested the Board move on with the agenda.  
123

123

### 124 4. Reports

125 a. Highway: Considering Covid-19, some towns are doing Mutual Aid agreements. We’re  
126 awaiting a detailed agreement from Jason Paquette from Shoreham. Lincoln is unique in that we  
127 only have one FTE. Other Towns help each other out. The issue that drove this is FEMA  
128 requirements.  
129

129

130 Dave has been working to have backup in case he is out of commission.

131 Help includes: Matt Atkins; Wayne Preston; and Averi Smith. Averi is under contract to do  
132 about 20% of the roads this winter and is willing to extend his responsibility if needed.

133 Dave is concerned about Covid transmission and has arranged with Jeremy Perfect and Will  
134 Clark to run the loader during winter storms, keeping the loader to one operator and the plows  
135 to one operator each rather than plow drivers also operating the loader to load the trucks.  
136

136

137 The new truck chassis is at Charlebois and will go to Viking to be built. Financing to be handled  
138 at the next Selectboard meeting.

139 Damage to the guardrail on South Lincoln Road- \$2,700 in damage. The State Police are trying  
140 to recoup the costs from the party who did it. Lafayette will come and repair the guardrail.

141  
142 Mike Winslow will be in Lincoln next Tuesday to help Dave update the report the Town has to  
143 send to the State regarding work on connected segments. Dave and Mike will also do a site visit  
144 to Ripton Road and West Hill Road as a possibility for the next DEC grant.

145  
146 b. Selectboard Ass't: primarily working on the LGER grant materials.

147  
148 c. Clerk Report: Ann reported for Sally that Sally and Caroline have been focusing on Land  
149 Records and they are catching up but not there yet.

150  
151 d. Budget and Finance: Paul gave a comparative wage and salary review for the FY22 budget. He  
152 reviewed where the Town of Lincoln is vs. other towns of similar size and it looks like the Town  
153 is in line with what others are doing. Discussion on hourly vs. salaried pay and the hours elected  
154 officers work and budgets for each area, such as the Clerk's budget or Treasurer's budget.

155  
156 Ann will call Jill Muhr at VLCT to get clear on overtime hours for elected, salaried workers, etc.

157  
158 Bay offered to call other towns to ask questions.

159  
160 Bill raised the question of voting for everything in Australian ballot and what Town meeting will  
161 be like this year. Needs to be done virtually, but not sure how this would be done.

162 Bay talked about a presentation-based meeting. Further discussion.

163  
164 Bill suggested the Board move on to the discussion of Health Insurance renewal.

165  
166 Ann compiled numbers from last year and this year to show costs and increases. Brief discussion.  
167 Paul moved to continue to use MVP with the Town covering 95% and staff covering 5%. Bill  
168 made a friendly amendment to increase the employee share from 5% to 6%. Paul seconded. No  
169 further discussion. Vote passed, 4-0-1 absent.

170  
171 Acting Zoning Administrator Report: Will is organizing and getting permits out.  
172 Discussion on how many hours are needed to do the job and the numerous violations in town.  
173 The Selectboard needs to be responsible for violations and get the Town compliant.

174  
175 Discussion with Nate Wallace-Gusacov on his progress toward getting info on the possibility of  
176 changing to a Development Review Board. He estimated he'd be ready to present info to the  
177 Selectboard by the end of the month.

178  
179 Brief discussion on who the ZA reports non-conforming issues to.

180 5. Old Business

181 a. Discussion on Planning Commission minutes from 10/19. Will said he spoke briefly with  
182 Aaron Thomas. Bill noted the Selectboard is trying to take the process followed that was not  
183 according to Open Meeting Law and bring that into compliance via a Special Meeting, creating  
184 a ratification of the Meeting reflected in the minutes. The Selectboard made a decision based on  
185 something not properly done.

186 Further discussion on the job of the Zoning Administrator, the ZBA, Planning Commission and  
187 Selectboard.

- 188 b. Brief discussion on the new website.  
189 c. Ordinance and Policy Reviews: No updates  
190 d. Malt/Jackson: Nothing substantial to report.  
191 e. Sand pit: Discussion on process for Sand Pit documents. Special Selectboard Meetings or  
192 committee meetings. Consensus decision to hold Special Selectboard Meetings and to include  
193 Benj Putnam and Robert from Otter Creek.  
194 f. Ordinance to regulate Lincoln Gap Road parking and winter closure dates: nothing to report.

195  
196 6. New Business:

- 197 a. Draft Board Response to MAUSD Board and Superintendent re: possible school closings.  
198 Bill reported on a School Board email from Jeff Meller, a member of the Feasibility Committee  
199 Minority Report- eight pages of all the good reasons we shouldn't be doing the bidding of the  
200 Superintendent. How do people feel about this?  
201 Paul agreed the Board should send to the Superintendent a letter stating we support the  
202 conclusions of the minority report. It must be sent in tomorrow.

203  
204 Bay noted that after the last meeting she was invited to join a group to try and pull together  
205 some ideas. We must inform community members. The group is meeting around options and  
206 possibilities and to hold off the vote if possible.

207 Discussion on a survey that will be sent to the 5-Town community. The School Board doesn't  
208 have the right to close the school.

209 Bill expressed concerns over the mechanics of how the vote works. First step is to get the letter  
210 out to the school board. Jeff's letter needs to be made public. The whole case is on projected  
211 numbers, but they could be wrong, especially because of Covid.

212 Discussion on the process.

- 213  
214 b. Approval of the Brook Field Contract for the generator at the Lincoln School. Paul moved to  
215 approve Option 2 and Bill seconded. Vote called 4-0-1 absent. Ann will send an invoice to  
216 MAUSD for half the cost per the agreement between the Town and the School District.

217  
218 Executive Session Addendum

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220 At 10:05 Paul moved, and Will seconded to enter Executive Session to consider possible  
221 discipline of a Town employee. Passed 4-0-1 absent.

222 Exited Executive Session at 10:09 pm. Motion by Bay, second by Paul to ratify a written  
223 reprimand issued to a Town Employee on November 12<sup>th</sup>, 2020.

224 Passed 4-0-1 absent. Meeting adjourned at 10:11 p.m.

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226 Minutes respectfully submitted by Ann Moreau-Kensek

227 Addendum respectfully submitted by Bill Finger.

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