

Pending Approval
Town of Lincoln, Vermont
Regular Selectboard Meeting

Tuesday December 7, 2021, 6:30 p.m.
Lincoln Town Office and various locations via Zoom

In Attendance: Selectboard Chair, Bill Finger; Vice-Chair, Paul Forlenza; members Oakley Smith, Will Sipsey (arrived after meeting start), and Bay Jackson; Selectboard Assistant and Zoning Administrator, Ann Moreau- Kensek; Highway Supervisor, Dave Cavoretto; and Town Clerk Sally Ober

Guests: Kelley Hines and Julie Potter

Bill called the meeting to order at 6:33 PM.

1. Agenda adjustments and approval

- Transfer station hours for Christmas
- School bus turnaround by Masterson's farm stand
- VLCT webinar Friday on accessing infrastructure funds
- Change health care premiums discussion to Executive Session

Bill moved and Paul seconded to approve the agenda as amended. Passed 4-0-1 (absent)

2. Public Comment

Kelley and Julie came to talk about snowplowing at the end of French Settlement Road. Discussion followed about:

- consistency of plowing and snow left in the way at the end of the road;
- where the road turns to Class 4;
- school bus safety and getting bus turnarounds plowed first;
- the width of the road at the end of French Settlement and getting plows, buses and safety equipment through. It'll take longer for safety vehicles to arrive at the end of a road than it will to arrive at a location on one of the Town's main roads.
- what would be needed to bring the end of the road past the turnaround up to Class 3 standards and what is the process of formally extending the Class 3 portion of a road;
- challenges created by people parking there and at other tight areas on narrow roads to hike or ski;
- possible minor changes in how the turnaround is plowed allowing easier access for those who need it. Driveways off of turnaround will not be plowed.

Paul asked what Kelley and Julie would like to see done. They wanted to bring it to the Selectboard's awareness. Bill noted that the Town can ask the State to come and remeasure the roads to accurately determine where Class 3 roads end and Class 4 begin. Measurements may differ in odometers in personal or Town vehicles – State measurements are more precise.

The Selectboard thanked them for coming.

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3. Consent Agenda

- a. Minutes 11.30.2021 Special Meeting
- b. Payroll Warrant # 22.24: \$4,124.00
- c. Accounts Payable Warrant #22.24: \$143,603.64. High expenses include the annual payment on the 2020 and 2021 Freightliner trucks and the Road Grader, as well as Roadside mowing.
Paul moved and Will seconded to approve the consent agenda as presented.
Passed 5-0-0.

4. Reports

a. Highway

- Trucks are 100% ready for bad weather.
- Two trucks have inspections coming up next week.
- Mixing sand and salt to help salt go further.
- Dave is updating the connected segments data for the State when he can.
- Private waterline leak on Gove Hill Road and potential associated roadwork: Bill addressed this with the property owner, Bob Bernstein, who is putting a well on the property as soon as he can get it scheduled and the ground freezes, then the water line will be cut off.
- Roadside tree and brush management: The canopy hasn't been maintained for years and branches hang low enough in some areas to damage Town trucks, RVs, buses- mirror damage, etc. Discussion on equipment, remedies, and potential costs. Dave recommended budgeting for this in the coming year.
- Discussion on appointing a Tree Warden and the skills needed to perform the job. Will volunteered for the position, and Bay recommended Josiah Jackson. Will and Josiah will be interviewed at the next Selectboard meeting, and the position will be advertised in Front Porch Forum to see if anyone else is interested.
- Paul will include Dave's request for funding to work on the canopy in the upcoming budget. Paul and Dave will meet Tuesday at 10 a.m. to work on the road budget.

b. Selectboard Assistant

Bill reported that UVM Intern James Bottino assured him that he would have a report ready soon. Brief discussion followed.

Regional Emergency Management Committee Appointees: Ann was not familiar with this. She'll talk with Barb Rainville, current Emergency Mgt. Director and advertise on FPF to see if anyone else is interested. The other committee member is an Emergency Services representative. To be followed up at next Selectboard meeting.

Working on the Treasurer's job description & ad. Challenges include separating out responsibilities of the Bookkeeper, Lister, and Delinquent Tax collector, since Lisa is interactive and performs a variety of tasks. A time will be set for Paul, Ashley, Lisa, Sally, Ann and Bay to meet regarding the treasurer job description, ad, and process of hiring. Ann will do a Doodle poll to set the meeting.

87 Requests for funding for Town report coming in- will generate a list for the next
88 meeting. Sally Baldwin is helping with report, another volunteer or two will be
89 helpful, but we can get it done.
90

- 91 c. Town Clerk/Treasurer:
92 Sally came to talk with the Selectboard regarding renewal of the AVENU
93 contract. This is the software in use for cashiering, scanning documents, and
94 printing land records. Sally wants the Selectboard to sign off on it. Costs went
95 down by \$20/mo., and there are fewer services offered. Accordingly, the budget
96 for Office Supplies should be higher,
97 Paul moved and Will seconded to approve the contract with AVENU at \$330 per
98 month for five years, Passed, 5-0-0.
99

100 Discussion on hiring/replacing Treasurer Lisa Truchon, Town Treasurer. Lisa is
101 not running again. Various scenarios were discussed. The Selectboard Will
102 request voter approval to change the treasurer position from elected to
103 appointed at 2022 Town Meeting. Sally will check with VLCT and the Secretary
104 of State's office for process and procedures.
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- 106 d. Budget and Finance: Paul noted that he may be able to have a first draft of the
107 budget, or at least have questions to ask for the budget, by the Selectboard
108 meeting on the 21st. Paul is meeting with Dave next Tuesday at 10 to discuss
109 budget.
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- 111 e. Zoning:
112 Things have slowed down considerably. We're on Permit #104. There is a
113 Conditional Use coming before the ZBA, and a Major subdivision coming before
114 the Planning Commission.
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117 **5. Old Business:**

- 118 a. **Public Safety:** Discussion on using game cameras to surveille the public at
119 locations such as trailheads, where vehicles get broken into regularly. Cameras
120 would be for the Constables' use and clear signage needs to be placed at
121 trailheads regarding use of cameras. This is a policy decision, and not one to take
122 lightly. Will moved and Paul seconded to approve the purchase of game cameras,
123 purchase not to exceed \$300. Passed 4-1-0. Bill, Paul, Will & Oakley for, Bay
124 against.
125
- 126 b. **MAUSD Save Community Schools:** Paul reported that there has been
127 discussion with Ripton to explore the idea of forming a Supervisory Union.
128 Starksboro is still undecided. The Merger Committee voted to use consolidated
129 district structure for proposed merger.
- 130 c. **ARPA:** Paul reported that he received an email from Bristol Rescue asking for
131 funding and he had also spoken with Kate McGowen, Lincoln's Rep to Maple
132 Broadband about what other towns are committing. Additional funding for
133 broadband improvement may be available through recently passed federal
infrastructure legislation. The Town is receiving some money directly and some

- 134 through Regional Planning. More funding is coming and there was a consensus to
135 wait till additional funds arrive and use that to improve our town.
- 136 d. **TH36 (USFS291) Discontinuance:** Bay emailed Chris Mattrick but hasn't heard
137 back yet.
 - 138 e. **Sand pit progress update:** Benj is working with Dave Venman on the closing for
139 the purchase of the property, and Robert Clark is working on the Stormwater
140 Discharge Permit and General Construction Permit. Bill will contact them for an
141 update.
 - 142 f. **Transfer Station Contract renewal update:** Bill met with Wade Acker about
143 taking over Moose's operation. Wade will come back with a proposal. He hopes
144 to maintain the system as it is and will sign a simple standard contract with the
145 Town. Moose suggested opening the Transfer Station on Sunday, December 26th
146 to accommodate the Christmas Holiday, and the board agreed by consensus.

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148 **6. New Business**

- 149 a. **Merry Mulch Proposal by Brett Sargent:** Brett proposed having a day when
150 residents could bring their Christmas trees to a certain location where they could
151 be chipped. Chips would be available for residents. Volunteers may be needed to
152 assist. The Selectboard agreed this is a good idea and particulars have yet to be
153 figured out.
 - 154 b. **School Bus Turnaround:** The turnaround by Masterson's Farm Stand is a
155 hazardous spot and is hard to keep plowed so there is enough room. Bill talked
156 with Betcha Transit about moving the turnaround to Eagle Park, where the plow
157 trucks from Lincoln and Bristol turn around. The process of making the change
158 was discussed. Will moved and Paul seconded to change the turnaround to Eagle
159 Park where it is consistently plowed, there is room for a wider swing, and there is
160 a better line of sight. Vote called: 3-2-0. Bay and Oakley were opposed.
- 161 **7. Executive session:** Paul moved and Bill seconded to go into Executive Session at 8:49
162 p.m. to talk about a personnel related question. Passed, 5-0-0.
163 The Selectboard came out of Executive Session at 8:57 p.m.
164

165 Paul moved and Will seconded to approve the plans for employee health insurance through
166 MVP and BC/BS as presented on a spreadsheet in executive session for \$57,745.76 total
167 premiums, \$3,464.75 to be paid by staff and \$54,281.01 Town contribution.

168 Passed 5-0-0

169 8. Meeting was adjourned at 9:07p.m.

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171 Respectfully submitted,

172 Ann Moreau-Kensek