

Pending Approval

Town of Lincoln, Vermont
Regular Selectboard Meeting

(This meeting held at the Lincoln Town Office and from multiple remote locations via Zoom)

Recording is available at www.lincolnvermont.org

April 19, 2022 6:30 p.m.

In Attendance: Selectboard Chair, Bill Finger; Selectboard Vice Chair, Oakley Smith; members Paul Forlenza, Bay Jackson, and Alan Schmidt; Selectboard Assistant Ann Moreau-Kensek

Guests: Town Lister, Lisa Truchon; Eileen, Serena Fox, Marilyn Ganahl, Anna Howell, Kristi Lafayette, Sandra Lee, Spencer Prescott, Tommie Thompson

Bill brought the meeting to order at 6:30.

1. Agenda adjustments and approval

Three items were added:

- signing documents to give the new treasurer signatory permission at the banks, etc.
- a short Executive Session at the end of the meeting for a personnel issue
- sign the Local Emergency Management Plan

Bill moved and Paul seconded to approve the agenda as amended. Passed 5-0-0.

2. Public Comment

- Sandy Lee came to comment on Old Business under ARPA funding.
- Marilyn- just watching
- Serena – no comments

3. Consent Agenda:

- Brief discussion on several items, including mud maintenance costs and money sent to the State for marriage licenses.
- Bill moved and Paul seconded to approve the Consent Agenda as amended. Passed 5-0-0.

4. Old Business:

a. Property Damage Claim, Kristi Lafayette.

Kristi read from a document regarding water damage issues to her property. She outlined the history of the property and water issues there, meetings with the Selectboard, VTtrans and the Agency of Natural Resources and others. She stressed to the Selectboard damage to her property she attributes to water issues related to changes on Quaker Street, culvert(s) and drainage from Elder Hill Road and the driveway at 11 Elder Hill Road and cited from various documents related to work and studies done in the area. She is concerned about her family's safety in case of a flood event. A video was shown of recent flooding on the property, as were photos. She is seeking damages from the Town.

The Selectboard encouraged her to send additional photos and documentation she referred to during the discussion and submit them to the Town. Bill Finger thanked her and encouraged her to file specific claims for damages to her property, and to get them to him in writing so the Town can submit to the insurance company. At this time the Town is not asking for possible solutions, but first to document the damage. Bill and Kristi will work together to clarify what's needed for the claim. Oakley noted that the Selectboard wants to help her and are doing the best they can. Kristi reiterated her concerns. Details of the discussion can be seen on the video of this

50 meeting at www.lincolnvermont.org, Boards and Committees, Agendas and Minutes,
51 Selectboard Meetings and Agendas 2022.

52
53 b. IT Proposals:

54 Alan reported on the process of narrowing down IT proposals for the Town Offices. VC3 stood
55 out, and Starksboro, who uses them, is happy with them. Paul moved and Alan seconded to
56 approve VC3 for IT Management services for the Town at \$1077.50 per month per their proposal.
57 Brief discussion on length of contract and availability of a service rep on site if needed. Vote
58 called and passed, 5-0-0.

59
60 c. Zoning Board of Adjustment and Development Review Board transition: Unforeseen
61 complications with appeals and hearings before the ZBA mean the transition needs to be
62 postponed while these are in process with the current ZBA.

63
64 The Selectboard can proceed with discussions/interviews with people who are interested
65 in being on the Planning Commission so they can get up and running and working on the Zoning
66 Regs. When the appeals are done the ZBA can be transitioned to a DRB. Further discussion on
67 number of members on the DRB and the best method of training new people and current ZBA
68 members who may serve on the DRB on how to do subdivisions.

69
70 Discussion on needing to delineate the process of transition- a document is needed to outline the
71 steps. Details are needed, and a person to oversee the transition and direct the training. OS
72 suggest a delay, not because of the two appeals, but to develop a transition plan and to assure
73 everything is legal. Discussion on number of people on the new DRB. It's the Selectboard's
74 responsibility to identify leaders and then affirm with the candidates if they want to be leaders.

75
76 Bay will put together a proposal of the next steps.

77 The deadline will be extended – encourage people to sign up and interview PC candidates.

78
79 Bill suggested a Special Meeting to interview PC candidates Tuesday, April 26 at 6:30. Bay will try
80 to have something to present at that meeting.

81
82 d. Approval of revised meeting and action schedule for new Lincoln School District: Sally Ober is
83 working hard to put together a schedule to elect a new school board, probably either at the
84 Primary in August or the election in November.

85
86 e. MAUSD withdrawal: Paul submitted a report to the Dept. of Education for a meeting
87 tomorrow. He hopes they'll get conditional approval at the meeting. Lincoln has commitments
88 from others school systems in case of a need to go to Plan B. Until July 1, the current rules apply-
89 after that, new rule may set us back by 18 months. The report is on the State Board of Education
90 website.

91
92 f. ARPA Process: The Selectboard has to vote on whether to take the standard allocation. Paul
93 reported that Town would have \$370,000 to spend- half this year and half next year. He
94 advocated having at least one community meeting to see how people wanted the money to be
95 spent, and noted he has a list of projects and requests.

96
97 Sandy Lee spoke about Lincoln Sports' proposal, which is broken down into sections with an
98 overall goal of making the property more accessible to residents. Paul suggested having all the

99 groups who have requested funds do a brief presentation at a public meeting. Paul suggested
100 Tuesday, May 10 at 6:30 at Burnham Hall.

101
102 Paul moved and Bay seconded to declare that the Town of Lincoln, for the purposes of the ARPA
103 funds, are taking the standard allocation and will declare that in the report due by April 30.
104 Passed 5-0-0.

105 106 5. New Business

107 a. VT Dept of Liquor Control- Catering Permit for Laura Gammon, Nomadic Chef Catering, LLC.
108 The event is a wedding on Zeno Road on May 28th, with about 128 people expected. Bay moved
109 and Alan seconded to approve the Catering Permit for Laura Gammon, Nomadic Chef Catering,
110 LLC. Passed 5-0-0.

111
112 b. Appoint Interim ACRPC Transportation Advisory Committee delegate:

113
114 Will Sipsey was the TAC delegate for years and stepped down after the election in March. VTrans
115 has York Hill Bridge and Sugarbush Hill Bridge on their radar, but not Grimes Road Bridge,
116 which is also in bad shape. Bill submitted a letter to TAC saying it needs to be added to the list.
117 Lincoln needs an Interim appointee until a permanent person can be appointed. There is a
118 meeting tomorrow night. Alan asked about the time commitment- about two hours a month. Bill
119 moved and Paul seconded to appoint Alan Schmidt as the interim delegate to the TAC.
120 Passed 4-0-1 (abstain, Alan Schmidt)

121
122 c. Transfer Station Application for Full Certification:

123 The Town has been operating under a Categorical Certification that requires trash/recycling
124 being picked up needs to be in a wheeled trailer, etc. We need a full certification for Wade to
125 conduct business without one. Discussion on alternatives, pros and cons in applying for full
126 certification. Paul moved and Alan seconded to proceed with the process of getting full
127 certification for the Transfer Station. Passed 5-0-0.

128
129 d. Affirm VTrans FY 23 Class 2 grant application- Gap Road:

130 Bill completed grant application on Friday and rejection came through today. The State said they
131 don't have enough money.

132 133 6. Reports:

134 a. Highway

- 135 ○ The Highway Dept. has been busy dealing with the windstorm, mud season and potholes.
136 We're at the top of D & F Paving's list to come fill potholes on West River Road as soon
137 as the asphalt plant opens. Paving will be done later in the summer.
- 138 ○ Lucas Nezin swept Town roads and bridges, as he did last year.
- 139 ○ Bay asked if the Highway Dept. clean up the trees beside the roads after a windstorm.
140 Discussion on creating a plan.

141
142 b. Selectboard Ass't

143 Lots of heavy weight permits and updating the Local Emergency Management Plan.
144 Paul moved and Alan seconded to authorize Bill to sign the LEMP Municipal Adoption form for
145 2022. Passed 5-0-0.

146
147 c. Planning and Zoning: Appeals
148

149 d. Town Clerk, Treasurer, Lister

150 Treasurer Transition:

- 151 ○ Bill read the Resolution for the National Bank of Middlebury to add John V. Talmage on as
152 a signatory. Bil moved and Paul seconded to approve the Resolution. Passed 5.0.0.
- 153
- 154 ○ Bill moved and Alan seconded to authorize Bill Finger, Selectboard Chair, to sign the
155 document to add John V. Talmage as a signatory to at the People's United Bank. Passed
156 5.0.0.
- 157

158 Lisa Truchon, Lister, reported on the RFP for the Town wide Reappraisal. Two came back.
159 NEMRC didn't send a proposal, just a contract at \$100 per parcel, done in 2024. NEMRC will do
160 everything the other vendor will, for less. The other vendor came back higher and won't be done
161 till 2027. The Common Level of Appraisal (CLA) by then will likely be below 85%, and taxes will
162 go up. NEMRC also will load data onto a website so residents can see their appraisal.

163
164 As a NEMRC employee, Lisa is not making a commission on it if the Town chooses NEMRC.
165 She will only be involved as a Lister. Three people will work on the reappraisal and be done in
166 2024. Lisa cited numerous local towns for NEMRC references, including Hinesburg, Monkton,
167 Huntington, Middlebury, and Bristol. Ours was last done in 2010. The lower the CLA the higher
168 the taxes.

169 The Grand List will increase by 1-2 million this year, a small percent of the total.

170 Paul moved and Alan seconded to hire NEMRC to do a full town-wide reappraisal at \$72,600, for
171 2024. Passed 5-0-0.

172 Lisa encouraged the Borad to ask questions. Paul asked Lisa to sign a note saying she has no
173 financial interest in the Town hiring NEMRC for the reappraisal.

174
175 7. Other business:

176 Green-up day: Four free tires per household on Green-up day. Solid Waste takes the tires for free
177 on Green-up day. There will be a roll-off at the Firehouse for green bags. The Conservation
178 Commission has agreed to run Green-up day this year and going forward.

179
180 8. Paul moved, and Bay seconded to go into Executive Session for a personnel matter. Passed 5-0-0.
181 (Entered Executive Session at 9:02 PM)

182
183
184 Minutes till Executive Session respectfully taken by Ann Moreau-Kensek

185
186 *Exited executive session at 9:51 PM*

187
188 *MOTION* by Paul Forlenza, 2nd by Alan Schmidt to accept Ann Kensek's resignation as Lincoln Zoning
189 administrator effective not later than July 15, 2022.

190 *PASSED 5-0-0*

191
192 *Meeting Adjourned at 9:52 PM*

193
194 *Post executive session minutes respectfully submitted by Bill Finger.*