

Town of Lincoln
Selectboard Regular Meeting
June 4, 2024

Meeting Minutes

https://us06web.zoom.us/rec/share/tR4pA7l-r29SCo5Uteed97IO95OW9k-BkXKTVRaT-s4_3yzi-R5rhXxOUzgONxg.3mXerF8HSfw09_bo

Vote format: YES/NO/Vacant, Absent, Abstention, Recusal

Called to order at 6:33 PM by Tim McGowan, Chair

Present: Amanda Allen, Victor Atkins, Joe Martell, Conor McDonough

Other town officials present: Erika French, Second Constable; Matt Collins, First Constable (Zoom)

Public present: Bill Finger (Zoom)

Public Comment - None

Agenda

MOTION by Tim, 2nd by Conor to approve the agenda as written

PASSED 5/0/0

Updates and Reports

Constable Update

- Matt Collins has been the First Constable for 4 years. This elected role does not require experience in law enforcement, but Matt thinks it's helpful. He is a fully trained police officer with 30 years' experience. Matt currently works part-time for the Bristol police department and also works security at UVM. He has assisted with vacant house checks, VIN verifications, a recent stalking case, and open investigations with the Addison County Sheriff's Department and Game Warden. He provides a security presence for parades and on Halloween night. This work is summarized each year in the Town Report.
- Erika French was elected Second Constable for the first time in March 2024. She has been informed of the duties by the town clerk. She has not had the chance to meet with Matt, but is available. Erika is trained in first aid, CPR, and conflict de-escalation.
- Erika previously raised a question about proper identification for constables and proposed that the Selectboard authorize the ordering of badges. Matt said he has a badge that was given to him by the town clerk. He thought that a bright yellow jacket may also be helpful to make constables easily recognizable, and yellow safety vests can help with traffic control. Erika designed a badge we could use as an identifier. She suggested considering a vest for identification as they are more versatile. Erika suggested specifying that the badges and vests are property of the town and should be returned at the end of a constable's term.
- Matt said he believes we live in a safe state and town, but crime does happen in Lincoln. He urges folks to be mindful of their surroundings and neighbors. Constable contact info can be found at

lincolnvermont.org/directory. Matt's is a Google Voice number, where folks can leave a message any time of day. Depending on the situation, he will contact the state police to let them know what is going on and to ask them to respond.

Treasurer Update

- Van was not present but provided the most recent budget status report for discussion at the next meeting. The end of the fiscal year is June 30.
- Van is also working with Brian McDonough and Burnham Presents to resolve a problem with a \$5,000 donation meant for Burnham and made out to the Town.

Highway Update

- Will has been grading, servicing trucks, cleaning culverts, and ditching. We have received positive feedback about Will from town residents.
- Our F350 will be worked on and appraised later this week.
- The garage doors will also be replaced in the coming week.
- Tim expressed appreciation for the work that the road crew has been putting in to maintain the roads.

Current Business and Authorizations

Accounts Payable & Payroll Warrants

MOTION by Tim, 2nd by Conor to approve **AP-24/49 for \$12,004.45** [includes \$3,831 for gravel and \$400 for Green Up Day dumpster.]

Conor noted that he thought the dumpster was being donated, but he may be misremembering. Conor will research the donation to see what was decided. We will pay and will ask for a credit if needed.

PASSED 5/0/0

MOTION by Tim, 2nd by Victor to approve **PR-24/47 for \$4,421.54** [pay period ending 5/18/24] and **PR-24/48 for \$4,420.92** [pay period ending 5/25/24]

PASSED 5/0/0

Previous Meeting Minutes

MOTION by Tim, 2nd by Conor to approve SB meeting minutes for the 5/21/24 regular meeting, 5/28/24 special meeting, and 5/30/24 special meeting.

PASSED 5/0/0

New Business

- Childcare tax - Act 76 of 2023, an act relating to child care and early childhood education, tasks the Department of Taxes with the implementation and administration of a new Child Care Contribution, composed of a 0.44% payroll tax on wages. It goes into effect on July 1, 2024. Employers may elect to cover the tax in full or split it with employees with 0.33% paid by the employer and 0.11% paid by the employee.

MOTION by Tim, 2nd by Conor to cover the new childcare payroll tax of 0.44% in full.
PASSED 5/0/0

- Highway department uniforms: Joe suggested purchasing coveralls and rubber gloves for Will. Tim had researched Cintas and the costs are reasonable. Victor noted that the staff should pick their own items. Tim will contact Cintas to come to measure staff and make recommendations. Tim noted that full-time road crew are reimbursed for one pair of steel-toe or composite boots up to \$300 per year. There is no cash back option for those who spend less than \$300.

MOTION by Tim, 2nd by Joe to cover uniforms from Cintas for the highway department as well as up to \$300 in boot allowance per year. The reimbursement for boots will require a receipt.
PASSED 5/0/0

- Joe would like John Kensek to mow the town garage fields in exchange for hay.

MOTION by Joe, 2nd by Tim to allow John Kensek to mow the town garage fields in exchange for hay.
PASSED 5/0/0

- A resident would like the town to remove trees on their property that reach into the town right-of-way. Wayne and Tim surveyed the trees/property and noted that if they fell into the road, the town would be responsible for covering the costs of removal. Conor noted that we do tree work in the right-of-way to keep roads passable. If we were to move forward with this request, we'd need a policy to outline what the stipulations are. Victor noted that Green Mountain Power may be willing to remove the trees close to the power line. Victor will follow up with the resident.
- Tim shared that he has been trying to purchase a used cellphone and AT&T service for the new highway supervisor. Conor will take on this project while Tim is on vacation.

Appointments and Employment

MOTION by Tim, 2nd by Joe to enter executive session regarding the appointment, employment, or evaluation of a public officer or employee. 1 V.S.A. § 313(a)(3)
PASSED 5/0/0

Entered executive session at 7:37 PM.
Exited executive session at 8:28 PM.

It was decided that the Selectboard would offer Trish Waugh the role of Town Administrator with a salary of \$100,000 per year plus benefits.

MOTION by Tim, 2nd by Joe to move forward with the top applicant for town administrator seeking a response by June 14th.
PASSED 4/1/0

MOTION by Conor, 2nd by Tim to adjourn.
PASSED 5/0/0

Respectfully submitted: Amanda Allen