

Town of Lincoln
Selectboard Regular Meeting
May 21, 2024

{Draft} Meeting Minutes

https://us06web.zoom.us/rec/share/n1Fflqz7EiN6COiDgEFVa2-Ma36AS6Ey3wjArTPtc9mGae6B2M1JiimTpkZT4M5.jOu_AbEFySfmOzTk

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

Called to order at 6:32 PM by Tim McGowan, Chair.

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

Other town officials present: Van Talmage, Treasurer; Kristyn Brady, Selectboard Assistant; Sally Ober, Clerk; Bill Finger, Weathervane; Paul Forlenza, Lincoln Community Trust

Public present: Kathleen Kolb, Ken Stockman

Public Comment - None

Agenda

MOTION by Tim, 2nd by Joe to approve the agenda with the following changes: Add an update on the Lincoln Community Trust to Updates and Reports; add discussion of a communications plan to New Business; add discussion of trading in a town truck to new business.

PASSED 5/0/0

Updates and Reports

Village Trust Initiative

- Paul Forlenza shared that there is a new grant program with federal funding administered by the Preservation Trust of Vermont and intended for towns less than 2,500 people. There will be technical assistance and funds of up to \$500K for as many as 20 towns in the coming years.
- The only requirement of the grant is that a nonprofit in town must apply. The Lincoln Community Trust is a group of 8-9 residents formed last year before the sale of the General Store – they intend to take on the multistep process of applying for this new funding. At some point, they will need a letter of support from the Selectboard.
- Bill Finger pointed out that this grant is unique in that it doesn't need to be submitted by the town – it is not meant to exclude Selectboards but instead to ease the burden on town officials.
- The Lincoln Community Trust has discussed how a central restriction on creative development in our village district is sewer capacity. If they got a grant in the first round of this funding, it would be used to identify all the utilities already available and where there is potential to expand.
- A questionnaire goes back to the funder on Friday and will be shared with the Selectboard. Their guess is that it's a 3-4 month process. Paul will reach out to the Planning Commission, who

would need to be involved if the money came through. He will give an update at the July 16 regular meeting.

HR Update

- There are new labor law updates and overtime standards taking effect July 1, 2024 and January 1, 2025. A resource on this change came to us through the Vermont League of Cities and Towns, and Sally Ober highlighted that this as an opportunity to discuss her salary in relation to the new minimum wage thresholds. The Fair Labor Standards Act does not apply to elected officials. Yet Sally believes that in the spirit of the law, if a minimum wage is set, it should apply to elected officials with important jobs like hers. She admits that she meets all the standards to be exempt from eligibility for overtime.
- Currently, the law sets the minimum wage at \$35,568 annually. Effective July 1, 2024, this goes up to \$43,888 and January 1, 2025, up to \$58,656. Sally will make \$45,297 annually as of July 1, 2024. VLCT recommended that if an employee is not earning the new minimum, employers should bring them up to the minimum or pay them hourly so they're eligible for overtime if they work past 40 hours.
- A lot of Sally's work on elections requires working overtime to meet all the requirements and setup and reporting. She does not wish to become an hourly employee and be counting her hours instead of helping town residents when they need it.
- Sally asked that in the budget process later this year the Board consider the spirit of the minimum wage laws and her value and institutional knowledge, particularly in the context of new employees coming on at a higher pay rate and as the employee health contribution keeps rising.
- Van Talmage shared his belief that Sally is worth every penny and is a treasure for this town. Amanda asked if there has been any market salary analysis for town positions, and Tim shared that it has been done for positions turning over but not for all roles.

Treasurer Update

- Van shared the most recent fund balance report, and we're in a position to have a surplus, mostly from not having spent the Town Administrator salary budget.

Highway Update

- Cold patch was finally available and was put down on the persistent potholes in West Lincoln. There is some left over.
- Will Mathis, the new highway supervisor, starts May 28.
- Wayne asked if we could purchase a battery-powered chainsaw for each truck, so that debris can be dealt with in the moment – they have just one.
 - Victor asked about PPE and what insurance would require – the assumption is helmet, gloves, and chaps. Amanda suggested Will weigh in on this when he starts. Tim confirmed that there is some room in the highway administrative line item. Conor asked if we need three setups or just two. Victor recommended getting one more of the same saw we have now with same battery.
 - Wayne will take inventory of the PPE we have before buying more gear. Joe will tell Wayne to proceed with buying one chainsaw, as well.
- Amanda shared that we received a grant for the culvert work on Downingsville Rd. We'll need to do a kickoff meeting with Will on that, the Gove Hill ditch work, and summer paving.

Current Business and Authorizations

Access Permit #24-035

- Applicant: Harvey Sharrow
- Location: 1949 Cobb Hill Rd
- Description: Access to owner's wood lot. The site was inspected by Steve Gutowski and Wayne Preston. A culvert is required.

MOTION by Tim, 2nd by Victor to approve access permit #24-035 as written.

PASSED 5/0/0

Vermont Gran Fondo - June 29, 2024

- There was some discussion of whether the riders could be more respectful of residents in vehicles. The bike race does show off Lincoln, and we're proud that the roads will be in great shape for this event. Tim wished all the riders good luck in this impressive undertaking.

MOTION by Tim, 2nd by Conor to authorize the use of Lincoln's roads for this year's Gran Fondo.

PASSED 5/0/0

Homeward Bound

- Option 1: \$450 for the first three stray dogs and \$75 per dog after that.
- Option 2: \$600 flat fee for the year.
- Zero dogs were turned into Homeward Bound from Lincoln last year.

MOTION by Tim, 2nd by Conor to approve the annual contract with Homeward Bound for \$450.

PASSED 5/0/0

Cemetery Maintenance

- Rhonda Hutchins supplied a list of the cemeteries that need mowing and map coordinates/street names. Kristyn can make this into a map for whoever is contracted.
- Option 1: Add to Steve Patterson's current scope for mowing.
- Option 2: A new proposal from Erika French.

MOTION by Tim, 2nd by Conor to approve Steve Patterson mowing the five cemeteries twice a year.

PASSED 5/0/0

Constable Badges

- The Board had questions about what the previous constables have done and how much it would cost.

MOTION by Tim, 2nd by Conor to authorize the Second Constable to order constable badge(s) to fulfill her roles and responsibilities.

Tim rescinded his previous motion.

MOTION by Tim, 2nd by Joe to invite both constables to an upcoming meeting to discuss their role and needs.

PASSED 5/0/0

Accounts Payable & Payroll Warrants

MOTION by Tim, 2nd by Conor to approve **AP-24/47 for \$36,297.50** [includes \$18,487.15 for gravel and \$4,000 for tree removal.]

PASSED 5/0/0

MOTION by Tim, 2nd by Conor to approve **PR-24/45 for \$5,931.84** [pay period ending 5/4/24] and **PR-24/46 for \$4,780.37** [pay period ending 5/11/24]

PASSED 5/0/0

Previous Meeting Minutes

MOTION by Tim, 2nd by Amanda to approve SB meeting minutes for the 5/4/24 special meeting, 5/7/24 regular meeting, 5/16/24 special meeting, and 5/20/24 special meeting.

PASSED 3/0/2 (Conor and Victor abstained)

New Business

- Hazard Mitigation Funding Program application for Sugar Bush Hill Bridge is due next month. It typically requires a 25% match. The previous Board had authorized a \$91K project in past budget cycles.
 - Amanda thinks the application looks pretty straightforward and would just need help with some of the historical information from the previous project scope. Tim recommended that Amanda get back together with Brian McWalters, State Hazard Mitigation Planner, Vermont Emergency Management; Brian Eberhardt, State Hazard Mitigation Planner, Vermont Emergency Management; and Kyle Medash, Western Floodplain Manager, Vermont Agency of Natural Resources.
 - Amanda will contact the historical society and the Rood family about older photos of the bridge and any damaging events. Amanda will reach out to others on the Board if she needs support.
- Amanda shared a potential communications plan with a shared folder structure to support file sharing between boards and committees and the launch of a town e-newsletter. All agreed this is a good idea and think the new town administrator would give existing staff more capacity to get it up and running.
- Joe suggested trading in the 2021 pickup truck for a one-ton dump, which would be much more useful. With just 12K miles on it, we would get a good trade. Wayne brought this to Joe's attention and agrees that it would be handier for some jobs.
 - Victor agreed. Conor asked if we should get Will involved in this decision-making process and questioned why we invested in the pickup in the first place if it's utility is now up for debate. Joe responded that it was meant for runs into Burlington for supplies, which is far less common now. There was discussion around whether the pickup is the only vehicle light enough to plow Sugar Bush Hill Bridge.
 - We'd want to look at what we'd get on a trade, interest rates, what we're paying now, what it would cost to put a small dump on it. Tim believes the pickup came from G. Stone. Victor will contact them for more info and work with Joe on a proposal.

Appointments and Employment

MOTION by Tim, 2nd by Victor to appoint Ben Shepard as a Development Review Board alternate through March 2027.

PASSED 5/0/0

MOTION by Tim, 2nd by Victor to reappoint Barry Olson and Stephen Halnon to the Development Review Board through March 2027.

There was some discussion of concerns about past comments from Steve during DRB deliberations. Tim rescinded his previous motion until the Selectboard can meet with Steve and others from the DRB to discuss further.

MOTION by Tim, 2nd by Conor to reappoint Barry Olson to the Development Review Board through March 2027.

PASSED 5/0/0

MOTION by Tim, 2nd by Conor to reappoint Spencer Prescott and Ken Pohlman to the Planning Commission through March 2026.

PASSED 5/0/0

MOTION by Tim, 2nd by Conor 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 8:26 PM.

Exited executive session at 9:35 PM.

No decisions made.

MOTION by Tim, 2nd by Amanda to adjourn.

PASSED 5/0/0

Respectfully submitted: Kristyn Brady