

Town of Lincoln
Selectboard Regular Meeting
March 18, 2025

FINAL Meeting Minutes

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

Called to order at 5:37 PM by Tim McGowan, Chair

Present: Jessica Erwin (arrived late), Joe Martell, Tim McGowan, Lisa Sargent (via Zoom)
(Ken Stockman absent)

Other town officials present: Kristyn Brady, Selectboard Assistant; Will Mathis, Highway Supervisor;
Dan Cram, Highway Maintenance Worker; Jo Jackson, Planning Commission Chair
(Trish Waugh absent)

Public present: Deirdre Zele (Zoom), Geoff Booth (Zoom), Serena Fox (Zoom), Benj Putnam

Public Comment

Jo Jackson brought up the ongoing Clark hearing — as one of the members of the two boards that made that decision, he really would like to ask that the town counsel speak up in that hearing and represent what those boards decided. He asked if there was direction from the Selectboard and Tim responded that there is. An executive session tonight will also touch on this issue.

Serena Fox shared that she appreciated Jo's comment and the hard work of the ZBA in the previous decision-making process.

Agenda

MOTION by Tim, 2nd by Joe to approve the agenda with the following changes:

Add executive session to discuss pending or probable civil litigation or prosecution, to which the public body is or may be a party, under the provisions of 1 VSA § 313(a)(1).

PASSED 3/0/2 (Ken and Jessica absent)

Updates & Reports

Highway Update

- Dan Cram asked permission to work on his personal vehicle in the town garage. He would be willing to sign a waiver releasing the town from liability and all work would take place outside of work hours. Lisa was just concerned about the liability and would like to at least look into that. Joe was on board with the idea and remembered that staff have done that in the past. Lisa and Tim both agreed that if there's a precedent, they don't see an issue, but he would prefer to have Dan sign a waiver. Tim asked if Dan could wait a week to let Trish find out what that paperwork

should look like, and he said yes. Tim thanked Dan and Joe for asking permission first. Geoff Booth spoke up for Dan's great work and safety.

- Will Mathis shared that in the last month the shop has been cleaned, degreased, organized, and repainted, thanks to Geoff Booth's hard work. He's helping to address comments from OSHA.
- The team dumped screened stone on York Hill Rd today, so when that gets pushed into the soft surface of the mud, it will help rebuild the base that has been deteriorating – Will found a stump coming through the middle of the road earlier in the season, if that tells you anything about the condition.
- Tomorrow they will move onto the Notch Rd – they found some culverts installed improperly that are damaged. They did a quick fix today and will do a more long-term fix tomorrow.
- They assessed a blocked culvert on Lincoln-Ripton Rd, which they are adding to the summer maintenance list. Those summertime projects also include:
 - Gap Rd culverts ahead of paving
 - West Hill Rd metal culvert replacement
 - Notch Rd culverts
 - Downingsville had a few questionable culverts, as well
- Tim asked if Will had ordered materials for all of these projects. He said they're going to use the stone they have, and concrete will need to be ordered for headers and footers.
- Joe shared that he'd like to ask Wayne Preston back for seasonal work as soon as Geoff leaves in a few weeks. We could really use three trucks on the road and Wayne's work on the grader. Geoff can also be involved this summer on some culvert work with a little bit of notice. Tim and Will pointed out that it all depends on the weather. Will thinks how they've been working, section by section and road by road, with Dan and Gary running both dump trucks, continues to be successful. Tim asked Joe to call Wayne and ask for his availability for two days a week starting as soon as he can.

At this point, Jessica Erwin joined the meeting.

- Tim asked about working with the fire department to flush some blocked culverts. Will said the pumper they are using is adequate, but the culverts that are causing the most trouble are usually the smallest and most in need of replacement/upgrade. They're still doing assessments and ranking priorities. They'll purchase culverts with the remainder of their FY25 budget ahead of July 1 and hold off to purchase more in the new fiscal year.

Current Business and Authorizations

National Bank of Middlebury Account

MOTION by Tim, 2nd by Joe to remove the previous authorizations of Lisa Truchon and Van Talmage from the Town of Lincoln National Bank Middlebury bank account and add Patricia Waugh and Sally Ober as authorized officials.

PASSED 4/0/1 (Ken absent)

Right-of-Way Work Permit Updates

There was discussion in the last meeting about changing the primary contact for the right-of-way work permit application to the Town Administrator, rather than the Highway Supervisor.

MOTION by Tim, 2nd by Joe to approve the updates to the Selectboard's right-of-way work permit application.

PASSED 4/0/1

Vermont Gran Fondo

- There was previously discussion of the request to hold the annual Vermont Gran Fondo on Lincoln's roads. More research was done on whether the town could collect permit fees and it was determined that we cannot.
- Tim wished them good luck and no injuries.

MOTION by Tim, 2nd by Joe to approve the use of Lincoln roads for the Gran Fondo on June 28, 2025.

PASSED 4/0/1

Accounts Payable & Payroll Warrants

MOTION by Tim, 2nd by Joe to approve **AP 25-38 for \$24,220.64.**

Includes \$3,858.69 for salt; a \$2,490.77 payment on the John Deere grader; \$1,851.12 for tools and paint for the Town Garage; and \$461.03 for glass for the excavator.

Joe asked about the details on the tools and paint. He will talk with Will about these orders, but they were made before there was a purchasing policy in place.

PASSED 4/0/1

MOTION by Tim, 2nd by Joe to approve **PR 25-37 for \$6,711.55** [pay period ending 3/8/2025.]

PASSED 4/0/1

Previous Meeting Minutes

MOTION by Tim, 2nd by Jessica to approve meeting minutes for the 3/10/2025 organizing meeting.

PASSED 4/0/1

New Business

Quarterly Committee Update

- A date for the next quarterly update from the Planning Commission, Development Review Board, Burnham Foundation Board, Lincoln Sports, and other town organizations and partners was discussed.
- Jo shared that he thought town organizations need only meet with the Selectboard twice a year, but the quarterly updates are sorely needed with the DRB, PC, and Conservation Commission.
- There are appointments happening through April, and others have conflicts in early May.
- It was decided to invite the DRB, PC, and Conservation Commission only on May 28 at 6:30 pm for a special meeting.

3/27 Special Town Meeting

- Tim shared a reminder that there will be a Special Town Meeting at the Town Offices on Thursday, March 27, 2025, at 5pm to approve the tax exempt status of two town organizations.

Appointments and Employment

Appointments Update

- Outreach to appointees with expiring terms has begun. The Emergency Manager still needs to be contacted. Tim will follow up with Nicole Lee from the DRB. A replacement needs to be identified for Assistant Treasurer and Ken's seat on the DRB.
- Appointments will be made in the next two regular meetings.

Executive Session

MOTION by Tim, 2nd by Lisa to enter executive session regarding the appointment, employment, or evaluation of a public officer or employee under the provisions of 1 V.S.A. § 313(a)(3). Benj Putnam was asked to join.

PASSED 4/0/1

Entered Executive Session at 6:43 PM

Exited Executive Session at 7:02 PM

No decisions were made as a result of executive session discussion.

MOTION by Tim, 2nd by Lisa to find that premature general public knowledge of pending or probable civil litigation or prosecution, to which the public body is or may be a party will clearly place the Town of Lincoln at a substantial disadvantage by disclosing its negotiation strategy.

PASSED 4/0/1

MOTION by Tim, 2nd by Joe to enter executive session to discuss pending or probable civil litigation or prosecution, to which the public body is or may be a party, under the provisions of 1 VSA § 313(a)(1).

PASSED 4/0/1

Entered executive session at 7:03 PM.

Exited executive session at 7:45 PM.

No decisions made based on the discussion in executive session.

MOTION by Tim, 2nd by Joe to adjourn at 7:45 PM.

PASSED 4/0/1

Respectfully submitted: Kristyn Brady