

Town of Lincoln  
Regular Selectboard Meeting  
September 21, 2021

Meeting Minutes [Draft]

SB Member Present: Bill Finger (BF), Bay Jackson (BJ), Oakley Smith (OS), Will Sipse (WS), Paul Forlenza (PF)

Staff Present: Ann Kensek (AK), SB Assistant, Bookkeeper, and Interim Zoning Administrator (ZA); Sally Ober (SO), Town Clerk; Christine Birong-Smith (CBS), SB Minutes Taker

Others Present: Robert Reiber (RR), Brian Bates (BB), Alexandra Jacone (AJ), Kate McGowan (KM), Andrew Brookes (AB)

Meeting called to order at 6:35pm by chair BF

**Motion** BF, 2nd WS to approve published agenda with amendments as follows:

Add:

- Town treasurer asked that parcel data be added under Reports section of agenda

**Passed 4/0/1**

No Public comment

**Consent Agenda**

Minutes 8/17 Regular meeting, & 8/19 Special meeting 8/23 Special Town Meeting, 9/7 Regular meeting

Payroll Check Warrants      22/12 \$4,145.61      22/13 \$4,153.53

Accounts Payable Check Warrant    22/13 \$33,383.97

**Motion** by BF to approve Consent Agenda, 2nd WS

**Passed 4/0/1**

**Interviews and appointments – volunteers to fill vacancies:**

- BF made everyone aware that SB can appoint people tonight, however, that that may or may not happen
- **Town Health Officer**
  - BF noted that it is possible to have co-officers in this position
  - Interview with Alexandra Jacone (AJ)

- RN at Porter Medical Center
- Recently moved to Lincoln
- AJ described her interest in this position
- Interview with Brian Bates (BB)
  - BB is a doctor at Mountain Health Center
  - Lincoln resident
  - BB described his interest in this position
  - Would be happy to be a co-health officer with AJ

**Motion** by WS to appoint both interviewees, AJ and BB, to be Co-Health Officers, 2nd OS

**Passed 4/0/1**

- **Energy Coordinator**
  - Interview with Rob Reiber (RR)
    - Described interest in position
    - Described vision and potential projects for energy efficiency work in the town

**Motion** to appoint RR as Energy Coordinator by WS, 2nd OS

**Passed 4/0/1**

- **ACCD (Maple Broadband) Rep**
  - Interview with Kate McGowan (KM)
    - Described interest in position
    - Described vision for what this work may bring to community

**Motion** to appoint KM by WS, 2nd by OS

**Passed 4/0/1**

- **PC/ZBA**
  - Interview with Andrew Brooks (AB)
    - Lives in NYC, has a house and family in Lincoln
    - Described interest in position
    - Discussed potential vision for position
    - AK is going to send him further information related to position
    - AB will be in town at the time of the next SB meeting and Planning Commission meeting and was been encouraged to attend either or both

## Reports

- Highways
  - i. grants, projects – East River Road drainage/sidewalk

- There is work on getting the application together
- ii. winter sand supply & plan for winter maintenance – update
  - Road Foreman is getting sand pile ready and making sure that trucks are ready to do this work, Sand supply should be completed by the end of the week.
- iii. wetlands meeting update
  - This meeting is required with the state re: work on So. Lincoln road
    - Meeting yet to be scheduled
      - When it is scheduled, Otter Creek Engineering will be present and Melanie Acker (landscaping) will be present
      - BF spoke with the Conservation Commission about the new access down on So. Lincoln Road and they want to be involved in discussion
- iv. Conservation property mowing
  - Tony Porter (TP) completed mowing behind town garage
  - Conservation Commission suggested TP also be contracted for mowing the recently donated Jackson property
  - Question raised: if volunteers work on Jackson property, is there liability coverage?
    - BF will check on this
- v. Isham hollow bridge – update
  - Precast concrete components of project came back higher than estimated
    - New projected cost is still considered a reasonable price
- vi. Truck Repair
  - Repair in progress
- vii. So. Lincoln Rd – Lines & signs
  - Is slated to take place in the coming days
  - General discussion of problematic intersections in town
    - Suggestion presented to have white board or other function to discuss different intersections so there is a visual platform to support roads discussions

- BF delivered updates and information on AK's behalf
  - i. UVM intern – James Bottino (JB) - update
    - JB visited last week to get started on his project that will give SB information on having so much national forest land in the town (pros and cons) - taxes, recreation, and so forth
      - BF gave JB tour of town to show him borders

Town Clerk/Treasurer

i. BCA Meeting – Checklist Review 9/22

- SO attended New Haven meeting and said that they were just broadly discussing scheduling for MAUSD vote.
- SO said she does not officially have a quorum yet for meeting
  - SO asked SB members to indicate if they planned to attend meeting
    - BJ will be there
    - OS can't come
    - WS will be there
      - After these indications, SO noted that she will continue recruiting one more person to attend
- SO noted that this meeting is required by law, so it would be efficient and in town's best interest not to postpone further

ii. Lisa Truchon, Lincoln Treasurer, requested approval of the Christine Chamberlain Mapping proposal for parcel data update (\$2,300.00)

- General discussion of topic took place
- **Motion** to approve request

WS, 2nd PF **Passed 5/0/0**

iii. MAUSD – Withdrawal approval vote

- PF presented information re: that, although no deadline is specified in Vermont Statute, the objective is to have MAUSD member towns vote within 90 days to ratify Lincoln's August 24 vote to withdraw from the district
- SO wrote a letter to the town clerks in the other four towns in MAUSD (Starksboro, Monkton, New Haven, Bristol) requesting a November vote regarding withdrawal
  - Bristol is not interested and wants to wait until March to vote
    - General discussion of this possibility took place
  - Discussion of pros and cons of SB members approaching other town SBs took place
    - There was review of drafted letter to other four towns SBs regarding scheduling the vote

**Motion** by PF, WS 2nd for the Lincoln SB to approve draft letter to the other four towns in the MAUSD district to make vote within 60 to 90 days

**Passed 5/0/0**

## **Budget and Finance**

i. FY21 Year-end report - continued

- PF reviewed adjustments to FY21 Annual Report originally reported at 9/7 SB meeting
  
- American Rescue Plan Act (ARPA) 2021 – use of funds committee / public meeting?
  - Next step is to schedule a public meeting
    - Question raised: Does the SB have a special SB meeting or incorporate this topic into a regular SB meeting?
      - PF estimates it would be an hour long discussion
      - Suggestion to hold special meeting on October 26th

## **e. Planning & Zoning**

i. ZA – progress update and Planning Commission/ZBA – organizational review – request for ad hoc committee delegates meeting

- BF wrote to ZBA asking to recommend 3 people from their committee and BF is still awaiting response

## **Old Business**

Sidewalk scoping study – update

- BJ reported that Mike Winslow sent report to Chris from VTrans and Chris is going to arrange an internal review and will get back to SB with comments
  - due to supply chain issues and contractor availability, pricing has changed and has increased
  - Next thing is just awaiting response from VTrans
- BF wants to see if town can get grant funding for drainage work in this section and sidewalk together because drainage impacts condition of sidewalks in town; BF wants approval to add this into the grant proposal
- Discussion of the possibility of town to expand parking by potentially buying local property
  - Idea of purchase would not only be to create more parking, but to also create a multiuse space outdoor in community
  - Someone will approach landowners to see if they are interested in selling

Law enforcement – Schedule Selectboard and public discussion meetings; Traffic Ordinance re: speed limits

- Town would need to write a new ordinance and get the process underway
  - Next step to write ordinance would be a traffic engineering study on roads where town wants to change speed limit so the town can have an engineering study to back the speed limit in the ordinance
  - There was also discussion of making town wide speed limit of 30 with a couple of 25 mph zones
- Scheduling public meeting discussion
  - It was thoroughly discussed by SB to hold two separate special meetings: ARPA and Law Enforcement
    - The special meetings would be held separately on the same day on October 26th
      - 6pm for first meeting, 7:30pm for second meeting and make them both one hour meetings
        - The law enforcement meeting first and ARPA meeting second

Plowing/Parking Ordinance for Gap Rd.

- Project still under consideration
- La Rose Surveyors began initial assessment work and town is going to contact Susan Duckworth about project details because she is an adjacent property owner
- OS expressed that the town should look into a contractor doing the work

TH36 (USFS201) – discontinuation (Emily Proctor Trail)

- Trying to revitalize this possibility
  - BJ will contact USFA about this topic to generate momentum to address it
  - Sand pit conditional use permit – update
- BF reached out to ask lawyer, Benj Putnam (BP),
  - General discussion of how to proceed with BP's feedback took place with ideas for different meeting formats suggested and generated
  - OS will reach out to BP for further discussion

## **New Business**

Willard's Woods (Jackson property) celebration

- BJ will speak at celebration on behalf of the town
- BJ wanted to make herself available during this time for other SB members to let her know if there's anything they want her to include

Declaration of inclusion – continued discussion

- Defer to next meeting due to time

#### Transfer Station contract status and RFP

- No new developments and work is still being done on RFP

#### Town Website

- BJ has continued with maintenance, is close to completion, and awaiting feedback from SO and AK
- Goal: to have it fully live in mid-October
- BJ wants to review job descriptions of town staff to figure out who will take on website maintenance responsibilities

#### **Meeting Adjourned at 9:25pm**

Respectfully submitted by Christine Birong-Smith