

1 **PENDING APPROVAL**

2 Town of Lincoln
3 Regular Selectboard Meeting
4 Tuesday, December 20, 2022
5 6:30p – Town Office
6

7 Selectboard Members in Attendance: Oakley Smith (OS), Tim McGowan (TM), Alan Schmidt
8 (AS), Bill Finger (BF) –Chair
9

10 Town Staff Present: Ann Moreau-Kensek (AK) - Selectboard Assistant, Christine Birong-Smith
11 (CBS) - Selectboard Clerk
12

13 Others in attendance in-person: Andre Bolduc (AB), Maddy Martell (MM)
14

15 Others in attendance via Zoom: Marilyn Ganahl (MG), Kristi LaFayette (KL), Michelle Hall
16 (MH), Christine Fraioli (CF), Mike Winslow (MW) - ACRPC Transportation Planner and TAC
17 Coordinator

18 **Regular Meeting Agenda**

- 19 1. Call to Order at 6:42pm
20 2. Agenda adjustments and approval
21 a. Short Executive Session at the end regarding a personnel matter
22 b. Extension of the contract for the transfer station and discuss rate increases
23 c. Allison Zimmer’s resignation as alternate for DRB

24 **Motion** BF, OS 2nd moves to approve agenda as amended

25 **Passed** 4/0/0

26 **3. Public Comment –**

- 27 • MM came to the Selectboard with a concern regarding plowing and safe school bus
28 travel on a specific road
29 ○ Provided pictures regarding road conditions to pass around for Selectboard
30 members to view
31 ■ MM talked about the location of photos, explaining photos taken after
32 most recent storm
33 ○ MM plowed the town road herself to resolve certain plowing issues during storm
34 ○ MM’s husband is a school bus driver and she wanted to make sure the bus could
35 get around safely
36 ○ MM has made a plowing request: that there not be a bank where it currently is
37 because of visibility and vehicle navigation issues
38 ○ MM is wanting to communicate with the road’s current contractor to talk about
39 the specifics of plowing that area; she left her number so they could be connected

- 40 • KL – requests that the Selectboard consider getting another hydrology report for Elder
41 Hill Road in relation water issues on her property. In addition, KL has requested that the
42 culvert next to her property be closed.
- 43 ○ KL said a new hydrology report is warranted because Elder Hill has changed
44 since the last report was generated
 - 45 ○ BF explained that the Selectboard is not planning to close culvert because it is
46 doing its job taking the water from Elder Hill to the brook and there isn't a
47 feasible alternative
 - 48 ▪ Engineers from AOT have looked at the culvert and there has been a
49 hydrology study
 - 50 ○ It was noted during the meeting that in previous communications from KL to the
51 Selectboard, KL has cited the results of consultation re: water issues on her
52 property that she has obtained, but has yet to share copies of these reports or
53 findings with the Selectboard
 - 54 ▪ KL acknowledged that she was unaware that this information had not
55 made it to the Selectboard
 - 56 • BF will send her a note letting her know what she said she would
57 provide, but has not provided
- 58 • MG – disappointed with lack of solution for KL's issue
- 59 • CF spoke to her curiosity as to why the town has not looked into the drainage issue at
60 KL's property
- 61 ○ BF reminded everyone that this has been an issue for years, the issue has been
62 looked at, and that it is all available as part of the public record

63 **Andre Bolduc – winter maintenance of Cobb Hill Road to access his property [tentative –**
64 **by request]**

- 65 • Town has not been plowing beyond gate to old gravel pit on Cobb Hill and the turn
66 around for plow is at entrance to gravel pit
- 67 • The state map shows that the road is native soil road base and it is on the map as a class 3
68 road
- 69 • Recently AB's son moved into camp year-round and is hoping for plowing to continue
70 up to the camp for emergency vehicle and fuel truck access
- 71 • AB gave history of plowing on his road and he understands that the class 3 road goes up
72 to north of his driveway
- 73 • It is unclear where the class 3 and class 4 sections of the road begin and end
- 74 • BF noted that the town had asked VTrans to come up and measure where the road
75 classification lines are and they have been non-responsive, but this issue adds urgency to
76 trying to arrange this
 - 77 ○ MW suggested that when reaching out to VTrans to CC him on it so he can help
78 get people to connect with people who are more responsive

79 **Consent Agenda**

- 80 1. Minutes 12/6/22 regular meeting
- 81 1. Amended minutes by BF adding post ES notes

- 82 2. Jo Jackson remove Planning Commission from title and no longer on ZBA
83 2. Payroll check warrants
84 1. General discussion about importance of maintaining consistency around road
85 maintenance throughout roads and details regarding plowing logistics reviewed
86 and discussed
87 2. PR 23-25 \$4,376.69
88 3. Accounts payable check warrants
89 1. AP 23-25 \$30,209.83
90 4. Affirm submission of FY24 Better Roads grant application viz. Gove Hill Road –
91 connected segments drainage

92 **Motion** BF, OS 2nd move to approve consent agenda with changes to the minutes discussed

93 **Passed** 4/0/0

94 **Reports**

95 **a. Highway**

- 96 1. Trucks, Equipment and contract road maintenance
97 1. Town did not get the new truck yet, but the Town did get an invoice for the
98 chassis, so that will probably be in next week
99 2. Engineering services contract proposals – West River Road stabilization
100 1. MW presented scoring sheet that is scored based on his interpretation
101 1. MW is attending meeting to figure out next steps in process
102 2. BF and MW both feel both candidates are equally qualified
103 1. Candidates are SLR and Otter Creek
104 2. SLR is currently working with Bristol on their end of the same road, thus
105 they are already familiar with the road and that moves them up on
106 preference
107 3. Suggestions for how to move forward:
108 1. Selectboard could delegate one or two members as scoring committee, or
109 the SB could score collectively and then the scores get compared to
110 MW's
111 4. SLR would be able to include drones as part of their review, but that would be
112 additional cost to town and not a part of preapproved proposal
113 5. MW wants to notify consultants by end of year to remain in compliance with
114 RFP
115 6. BF said AS, as Selectboard's TAC representative, should lead this

116 **b. Selectboard Assistant**

117 AK has been working on:

- 118 • Getting York Hill grants out
119 • Working with town treasurer in the office

- 120 • Working to get newly hired highway department employee set up with health insurance
121 and other needs to have his paperwork complete
122 • Working on town report and making progress

123 Town Treasurer

- 124 • Has submitted everything needed for audit

125
126 **d. Town Clerk**

- 127 • Small holiday gathering from 12-3 on Thursday for town staff and Selectboard

128
129 **e. Zoning Administrator**

130 Clark airstrip:

- 131 • Clark's hold on appeal to the environmental court still in process
132 • The DRB had held a meeting a recently where the Clark's case was discussed
133 • The court said the DRB needs to hold on reviewing Clark application until the court
134 decides on the request for a hold

135 **Old Business**

136 FY24 Budget – Review 2nd draft

- 137 • TM proposed having a meeting that includes BJ re: budget and suggested having a
138 special budget meeting before the end of the year where all Selectboard members can
139 attend and look at numbers and budgeting can get finalized
140 ○ It was determined that there will be a selectboard budget meeting on Tuesday,
141 December 27th
142 • Health insurance and COLA:
143 ○ General discussion of these topics was held and current information regarding
144 costs were briefly
145 ■ COLA and continuing conversation re: health insurance should occur at
146 upcoming special budget meeting and the selectboard should hold an
147 Executive Session at the beginning of the meeting and then budget review
148 so the findings of the executive session can just be incorporated into the
149 budget
150

151 Traffic Ordinance – Establish committee for review, discussion, and recommendation

- 152 i. BF suggests we create a public committee to get a recommendation for
153 traffic ordinance made up of an SB member, some citizens, somebody
154 planning commission

155 1. BJ oversees this at this point

156 ARPA Survey

157 ii. Selectboard member, Bay Jackson (BJ), was unable to attend this meeting
158 and has been leading the ARPA Survey work

159 1. BJ suggested to postpone conversations about this until after the
160 first of the year

161 iii. BF apologizes for not responding to letter from Lincoln Sports re: ARPA
162 funding matters and acknowledge that the town did receive it

163 Allison Zimmer has resigned as alternate from DRB effective April 1st

164 **Motion** OS, TM 2nd to accept resignation

165 **Passed** 4/0/0

166 3. Wade Acker email re: transfer station contract renewal:

167 a. Interested in renewing at transfer station, but says rates will need to be raised due
168 to Middlebury transfer station prices increase

169 b. What about his billings with town and garage? Are those going to go up? TM
170 requested these questions get answered by Tuesday – it would be good if he kept
171 his rates the same for the town

172 c. Coding issues with billing pointed out and discussed

173 **New Business**

174 a. Annual error and omissions report from listers with items they had to change
175 administratively, and it was not on the agenda because BF did not receive this
176 information until this morning

177 a. This has to be complete by end of year and it was not on this agenda, so it needs
178 to be on Tuesday's meeting

179 b. There was also a new legal bill that totals about \$9,500 dollars re: Bicknell

180 MH extended thanks and appreciated TM's fiscal mindedness

181 **Motion** OS, BF 2nd to enter executive session to discuss the appointment or employment, or
182 evaluation of a public officer or employee 1 VSA§ 313(a)(3)

183 **Passed** 4/0/0

184