

Town of Lyme
Board of Selectmen
Minutes for June 17, 2010

1. At 8:00 AM Dick opened the meeting. The following attended parts or all of the meeting: Dick Jones (chair), Charles Ragan (member), Simon Carr (member), Dina Cutting (Administrative Assistant), Patty Jenks (Town Clerk), Pauline Field (Police Chief), Shaun O'Keefe (Police Officer), Teresa Mundy, Kathy Larson, Lee Larson, Stephanie Carney and Sue Kirincich.
2. Teresa, Cathy, Lee, Stephanie and Sue came in to discuss the recent increase in fees for the use of the Lyme Center Academy Building. There was a discussion on the costs of operating the LCAB building, especially with respect to heating costs. Lee suggested the town consider a programmable thermostat for the Academy Hall. Stephanie, Sue and Teresa were concerned that they would not be able to operate as many classes with the increased fee structure and that the result would be less revenue for the town rather than more. After discussion, Dick moved and Simon seconded that there be a revision to the charging policy that multiple events of more than five events be charged a rate of \$12.50 per event. Such events to be of an appropriate health fitness/community nature and the policy will be revised to reflect specify what types of are appropriate. The motion passed unanimously. Stephanie also asked whether there could a reduced rate for comparable one-time events. The Board will consider this in its policy revision.
3. There was a discussion on the re-structuring of the Police Department in the light of Pauline's retirement:
 - a. With effect from July 1, Pauline will become Police Manager, serving approximately 20 hrs/week. She will have management and administrative powers only and will be undertaking office duties, including having two designated 'public hours' sessions per week. She will serve in this position until Shaun becomes police chief.
 - b. With effect from July 1, Shaun will be promoted to sergeant, while working towards his Associate's Degree. On achievement of his degree, anticipated to be June 2011, he will be promoted to Police Chief. The town will cover the educational expenses necessary for Shaun to meet the requirements for police chief.
 - c. There will be a need for a second patrol officer and the Board authorized Pauline to talk with the Plainfield Police Chief regarding the possibility of Lyme employing Tony Swett, who is currently at the Police Academy and also authorized her to make an offer to Tony Swett.
4. At 9:10 AM Simon moved and Dick seconded a motion to go into non-public session under the authority of RSA 91-A:3 II(a) "the compensation of any public employee" to consider pay and conditions for the Police Department.
5. At 10:06 AM the Board returned to public session, having voted to seal the minutes until contracts had been agreed and approved.
6. At 10:07 AM Dick moved and Simon seconded a motion to go into non-public session under the authority of RSA 91-A:3 II(b) "the hiring of any person as a public employee" to consider

hiring for the Transfer Station and Post Pond program summer camp counselors.

- a. The Board reviewed the applications for transfer station attendant and agreed to offer the position to Juan Hernandez at \$9.50/hr with an increase to \$10.00 after a satisfactory three-month probationary period and and NH certification as a transfer station attendant.
 - b. The Board agreed to appoint Hannah Glenshaw, Ellie Cook, Grace Patton, Nick Bowen, Phillip Caffry, Conner Hinsley, Liam Hinsley and Olivia Marshall as paid Pond Program counselors.
 - c. At 10:16 AM the Board returned to public session.
7. The following administrative matters were discussed and actions taken:
- a. The minutes of June 10th were approved with minor amendments.
 - b. The manifest to the value of \$20,905.35 was reviewed and approved.
 - c. An Intent-to-Cut was signed for Bill Nichols Map 421 Lot 20.
 - d. Charles, Pauline and Dina updated the Board on the Highway Safety Committee meeting of Thursday, June 10th.
 - i. The revised charge had been submitted and the Board will review it next week.
 - ii. The Board signed a letter to NHDOT asking revised pedestrian signs on Route 10 adjoining Loch Lyme Lodge and asking for tree limb clearing/undergrowth clearing at a number of locales on State Roads.
 - iii. The Committee has set up a sub-group working on Bike safety, with especial respect to River Rd.
 - e. Dick reported that the most recent Planning Board had been canceled, but an edited draft of the Master Plan had been issued to the Planning Board.
 - f. Simon and Dina reported on the Building Maintenance Committee's initial meeting on Tuesday, June 15th.
 - i. The Committee had reviewed the major issues and planned to undertake site visits in two weeks.
 - ii. Simon said that there was still approximately \$7,000 in the bond money for the town offices. This had been allocated for fixed air conditioning units, which were anticipated to cost about \$18,500. However Frank Bowles had identified a potential donor for two units, which would become available within a few years. The committee recommended that the initial wiring and first unit be installed now, but there was a shortfall. They asked that the Board assign sufficient funds from the Town Buildings Maintenance CRF to make up this shortfall. Dick moved and Simon seconded that up to \$2,000 be made available from the CRF to enable the initial work to be undertaken. The motion passed unanimously.
 - g. There was a brief discussion on the UVLSRPC/DOT informational meeting regarding the Route 10/E. Thetford Rd intersection. A possible solution had been identified, but DOT will

need to investigate its legality.

- h. The Board discussed the DRA inventory form PA-28 and agreed not to use it. The form was signed accordingly.
 - i. There had been two complaints about culverts:
 - i. Meg Maker had complained about a culvert on Preston Rd. This was being fixed in regular maintenance this week.
 - ii. Amy Record had complained about access to her field from Recordridge Lane. There was no curb cut at this location. She should apply for a driveway permit and any initial culvert would be at her cost with the town then undertaking maintenance.
 - iii. Dina was authorized to write to both complainants explaining the situation.
 - j. The Board approved Fred's vacation request for July 18-24 and Pauline's request for July 11-24.
 - k. The Board signed the July 4 fireworks permit (actually scheduled for July 3).
8. The Board agreed that the draft Chaffee Wildlife Sanctuary easement and management plan go to town counsel for her to discuss with DES and UVLT. The plan to include the wording as proposed by town counsel.
9. Dick had signed the contract for repair of the tennis courts. The contractor hoped to carry out the work this work, but it was dependent on heat and humidity conditions.
10. The meeting recessed at 10:47 AM to reconvene at the Town Offices at 10:00 AM Friday 18th June to meet with NH Homeland Security and Emergency Management.

Simon Carr
Recorder