

Town of Lyme
Board of Selectmen
Minutes for October 20, 2011

1. At 8:00 AM Charles opened the meeting. The following attended part or all of the meeting: Charles Ragan (chair), Richard Vidal (member), Simon Carr (member), Shaun O'Keefe (Police Chief), Dina Cutting (Administrative Assistant) and Wayne Pike.
2. Wayne Pike came in to ask permission to run two pipes under Dorchester Rd, adjacent to 651, for dry hydrant and sewer pipes. Wayne and the Board discussed closure of the road while the work was being undertaken and the need to notify neighbors beyond the work site. The Board then approved the application and signed the authorization.
3. The following administrative matters were discussed and actions taken:
 - a. The minutes of the meeting of October 13th were approved as submitted.
 - b. A manifest to the value of \$11,014.76 was reviewed and signed.
 - c. An Intent-to-Cut was signed for John Stanhope Map 401 Lot 17
 - d. A tax warrant for \$40 for land use change tax, recorded last January, was signed.
 - e. Simon reported on the Budget Committee meeting of Wednesday 19th: the committee had received presentations from heads of departments for Highway, Police, Fire and Library. Simon had also explained the basic procedure regarding the request for the Budget Committee to approve the Board's proposed application to DRA for emergency funds from the unassigned fund balance. The Budget Committee had agreed to hold a public hearing at LCAB on Wednesday November 9th
 - f. Charles reported on the CIP Committee meeting of Monday 17th: the committee had discussed energy-saving tips to published on the website. Sue Mackenzie had announced that she would be stepping down next March.
 - g. A Cemetery lot sale for Paul and Nancy Anderson was signed.
 - h. The Board authorized Charles to sign the standard financial statement letter to the auditors.
4. River Road:
 - a. An authorization letter for the town to act on behalf of Carola Lea had been received. An equivalent letter from Marselis Parsons was still awaited.
 - b. Permit applications to DES were signed for a Wetlands Permit, Alteration of Terrain Permit and Shorelands Protection Act Permit.
5. There was a discussion on the tax rate:
 - a. Simon moved and Richard seconded that \$25,000 be taken from the unassigned fund balance for the Overlay. The motion passed unanimously.
 - b. Simon moved and Richard seconded that no other funds be taken from the unassigned fund.

The motion passed unanimously.

- c. The Board then agreed on the tax rate to be set by DRA.
6. The Board had received the resignation from Wallace Ragan as Emergency Management Director with effect from November 15. The Board received his resignation with great regret and with appreciation for his work over the past fifteen year:
 - a. At 8:48 AM Charles moved and Simon seconded that the Board enter Non-Public Session under 91-A:3 II(c) “matters affecting the reputation of a person”. Charles, Simon, Richard, Shaun and Dina attended the non-public session.
 - b. The Board briefly discussed possible replacements for Wallace.
 - c. The Board returned to public session at 8:57 AM.
 - d. Dina was asked to advertise the vacancy of EMD on all the town noticeboards and website.
7. The Board reviewed the preliminary Selectboard budget and will finalize it at the meeting of October 27th.
8. The meeting adjourned at 10:45 AM.

Simon Carr
Recorder

River Road Timeline.

Date	Event: brief summary. Further information in BOS minutes at Town Offices. Note that this does not summarize the discussions at the regular Selectboard meetings
April 30/May 1, 2011	Heavy river flow washes out a portion of River Rd.
May 2, 2011	BOS meet in emergency session. Vote to authorize tree cutting if necessary (scenic road) and vote to close road with jersey barriers.
May 5, 2011	BOS appoint Holden to undertake initial investigation.
May 19, 2011	Holden reported on two possible approaches for re-instating the road. Both options exceed the town's emergency highway CRF. The failure did not fall within FEMA funds.
May 27, 2011	Simon and Shaun meet with Grafton County Commissioner Ray Burton, Rene Pelletier (DES Wetlands Commissioner), Steve Couture (DES), Richard Roach (Army Corps of Engineers) and Bill Rossignol (Holden). It was made clear there were no state or federal funds available, also that no work could extend the bank in to the river. The advice was to move the road and stabilize the bank.
June 10, 2011	Mailing to all residents confirming that the road will currently remain closed. A public meeting will be held September 14 to lay out all the options, but any votes will have to wait until Town Meeting.
June 16 and June 23, 2011	Citizens request that the road be re-opened to single-track traffic. BOS review the costs and ask Holden to consider this option.
June 22, 2011	NRCS visits the Tullar Farm and views the road.
June 23, 2011	Holden reports that the road is not safe, even as a single-line road. NRCS writes to Shirley Tullar giving her possible grant program information. Also concurs in not re-opening the road.
June 27, 2011	Shirley Tullar passes NRCS information to Selectman Simon Carr.
June 28 and June 29, 2011	BOS staff (Dina) contact NRCS, submit initial verbal notification of application for funds, subsequently followed up with emailed notification to ensure application is within 60-day limit.
July 5, 2011	NRCS staff visits the site and discuss the procedures with staff in respect of the town application for funds. Peter Holden and Simon Carr meet with the adjoining landowners and Upper Valley Land Trust to discuss the possible relocation of the road and the effect of this on their land. Following their provisional agreement, Holden will now prepare a proposed scope of work for submission to the Board.
July 14, 2011	The Board meets with Bill Rossignol (Holden) to review which trees should be removed to ensure the stability of the riverbank.
July 15, 2011	Coos and Grafton counties are declared disaster areas for the May 26-30 rain event, but this does not cover the earlier event. The Board will endeavor to see if they can obtain a waiver, which would cover the earlier event.
August 4, 2011	Collis Adams (DES) meets with the Board and Bill Rossignol (Holden) and accepts the schedule of trees to be removed with minor amendments.
August 11, 2011	Planning Board holds a public hearing for removing trees affecting the bank stability and agrees to do so with conditions.
August 25, 2011	Holden presents an initial solution to the Board.

August 27, 2011	Tropical Storm Irene has major impact on Vermont, but no impact on River Rd and limited impact in the rest of Lyme
September 1, 2011	Holden presents further alternatives to the Board. Tree-cutting commences.
September 14, 2011	Holden presents options and costs to a town informational meeting. Comments and reaction from the public were noted and will be addressed by the Board.
September 22, 2011	Members of the public attend the regular Selectboard meeting to re-iterate their points from the informational meeting.
September 27, 2011	Mike Poirier and Lance Harbour from NH Department of Safety meet with Selectmen Charles Ragan and Simon Carr and Road Agent Fred Stearns to discuss possible emergency funding and suggest the possibility of FEMA mitigation funds. Initial information is given to the Board.
September 29, 2011	Holden produces an initial study using a shallower slope, which should reduce total costs to less than \$500,000. Work starts on modifying the existing easements to accommodate the additional land required.
September 30 and October 4, 2011	Simon Carr meets with the abutting landowners to discuss the revised layout, which they are both agreeable to.
October 6, 2011	The Board reviews the necessary steps to implement the revised layout. They authorize Holden to apply for the necessary DES permits and decide to invite bids for the work.
October 12, 2011	The Board sends out a town-wide mailing updating the present status of the road and their plans for proceeding on the replacement road.
October 13, 2011	Members of the public attend the regular Selectboard meeting to raise their concerns and also acknowledge the usefulness of the letter. The Board reviews Holden's proposals for the final construction documents, bid and permit application processes and agree to proceed with this.