

Town of Lyme
Board of Selectmen
Minutes for May 17, 2012

At 8:00 AM Simon opened the meeting. The following were present for part or all of the meeting:
Simon Carr (chair), Richard Vidal (member), C. Jay Smith (member), Dina Cutting (Administrative
Assistant), Shaun O'Keefe (Police Chief)

1. The following administrative matters were discussed and actions taken:
 - a. Approved the Public and non-public session minutes of May 10, 2012. Approved the minutes of May 15, 2012.
 - b. Matters arising:
 - i. Discussed the problem and complaints regarding brush cutting, fencing and trenching on Nichols property. Shaun has talked to the forestry Warden and he will look into it and if warranted he will contact DES. This is a State and not a Town jurisdiction however the board would like to be kept apprised of the situation.
 - ii. Dina noted that there was someone interested in bidding on the LCAB Steeple Project and they will be out to look at it. There are three people interested in bidding on the Pike House Project.
 - iii. Discussed an issue with the transfer Station.
 - c. Voted to approve and sign the manifest for \$33885.76. Also approved a manifest for Overseer of the Welfare \$410.00.
 - d. Motion by Simon, seconded by Richard and voted 3 – 0 to accept a grant in the amount of \$3584.75 from the Department of Safety for a new police radio.
 - e. Discussed and approved a permit for Bloods Catering at Loch Lyme Lodge for an outdoor event with alcohol/food. Designated Dina to handle this type of routine permit in the future.
 - f. Approved and signed intent to cut Map 407 Lot 98 Walter & Kathleen Swift.
 - g. Reviewed and approved a Land Use Change Tax for Map 421 Lot 22 Cutter Trust, Donald, Thomas & Rosalie in the amount of \$26.60.
 - h. Reviewed and signed the Yield Tax:
 - i. Map 418 Lot 24 Robinson \$1796.62
 - ii. Map 421 Lot 81 Tyler Rich \$59.67
 - iii. Map 408 Lots 22, 19 & 20 Loch Lyme Lodge \$1371.75
 - iv. Map 406 Lot 22 Wetzel \$220.79
 - v. Map 409 Lot 99 Scott – Steffey Maple Grove Farm \$70.76
 - vi. Map 407 Lot 97 Hoyt \$424.20
 - vii. Map 414 Lot 30.1000 Finley \$323.40

i. Committee and Commission Reports:

- i. Simon discussed the Planning Board public hearing on the Master Plan. Biggest issue at this meeting appeared to be affordable housing, co-housing and aging in place.
 - ii. Jay discussed the Roads Study Committee meeting. Will be working to construct a spreadsheet of material costs and look at methods/materials and come up with a “cost per foot” and identify and prioritize roads to be repaired/rebuilt
 - iii. Shaun noted he has been looking into availability of cruisers for next year when we are scheduled to replace one. Ford is now offering an all-wheel drive model that is police rated.
- j. Motion by Simon, seconded by Richard and Board voted 3 - 0 to go into non-public session at 8:40 am under RSA 91-A:3 II(c) “Matters affecting reputation.
- k. At 8:51 am Board returned to Public Session having discussed with Shaun his conversations with the Attorney General’s office and the State Police and actions pending/taken.
- l. Discussed the holiday tree on the common and what is being done to get a replacement.
- m. Discussed complaints/concerns with some of the grounds keeping. Have received complaints regarding grass being blown on to the tennis/basketball courts and up onto the side of the building at Town Office. Also running over items at the ball field. Board will look into the maintenance issues further. Simon noted that he is currently drafting a document for consideration that would change the Cemetery Commission to Trustees.
- n. Simon noted the list of ongoing issues in the folder that we need to work on.

2. River Road:

- a. Discussed the reports from the references on the bids being considered. It was decided to contact the contractors and have a meeting next week with the Board, Holden and the Contractor separately to discuss details of their bid. Dina will contact Holden and try to set up meetings at 8:00 am and 9:30 am next Tuesday.
- b. Jae is working on getting the final signatures.
- c. The Meeting adjourned at 9:27 am.

/s/C. Jay Smith
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 3, 2011	On the advice of Ray Burton, the town asks Alan Hanscom, NH Road Engineer for advice on closing the road.
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 24, 2011	Alan Hanscom responds with suggestion for opening a single-track road. Does not give opinion on substrata conditions. Holden reviews suggestion and re-confirms their view that the road and substrata are not safe.
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. Board endeavors unsuccessfully 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. (TransCanada draw the Wilder dam to very low levels).
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.
October 21, 2011	Letter received from UVLT regarding the need to take the conservation land through the Eminent Domain law. Final construction documents received from Holden and distributed to interested bidders.
October 27, 2011	Board authorizes Town Counsel to proceed with the necessary steps to comply with the Eminent Domain law.
November 1, 2011	Board meets with Town Counsel, UVLT and Holden to confirm procedures for Eminent Domain and to agree the necessary land areas. Dredge and Fill permit applications are sent to DES.
November 3, 2011	Bids from four contractors for the river bank stabilization are opened. They range from \$417,084 to \$766,935. The Board will use these bids in preparing for town meeting warrant articles. The Board signs a further letter to be mailed town-wide, concerning progress.
November 10, 2011	The Board signs the Written Disclosure notices to the landowner and easement holders, putting the Eminent Domain process in motion.
November 13, 2011	Holden meets with Fairpoint and PSNH regarding relocation of utility poles.

December 2, 2011	Holden meet with the Selectboard, Road Agent and Derby Mountain Construction to consider possible options for the bank repair.
December 8, 2011	23 members of the public come in again to request the road be opened to single lane traffic. The Board asked a second engineer whether they would be prepared to advise.
December 29, 2011	6 members of the public came in with requests, questions and comments. The Board decided against undertaking a peer review of the geotech analysis.
January 5, 2012	Road Agent and Derby Mountain Construction are still working on prices for alternative options. The Board accepts a petition to lay out a new portion of River Road inland of the damaged bank.
January 12, 2012	Road Agent and Derby Mountain Construction submit an alternative higher price for 1 to 1.5 slope. The Board agree that they should continue with the 1 to 3 slope originally priced.
January 26, 2012	Greg Hanlon came in to question why an alternative engineer had refused to advise. The Board said that he should take that up with engineer; the town had had no hand in the engineer's decision. The proposed warrant articles were passed to the public. The Board laid out a possible timeframe should the main warrant article pass. 10 members of the public were also present.
February 9, 2012	Board holds a public hearing on site to lay out a new portion of road. They take comments and respond to questions regarding the new road layout. Subsequently the Board votes to lay out the new road, contingent on all necessary easements being obtained.
March 13, 2012	After receiving a commitment from NRCS for a 75% matching grant for the bank fix to River Road, Town Meeting passes a warrant article to relocate the road and repair the bank
March 14, 2012	DES issues the permit for the bank work.
March 28, 2012	Special Board meeting with Ed Hansilik (NRCS/USDA Representative) to discuss Grant for the costs of repairing the river bank.
April 5, 2012	UVLT has acquiesced in the taking of the land, subject to some revision of the costs.
April 5, 2012	Ed Hansalik – NRCS presents the Grant Proposal to the Board of Selectmen. Board accepted the Proposal pending Town Counsel review.
April 12, 2012	Following discussion with Town Counsel regarding NRCS proposal it is decided to reject all previous bids and advertise for new bids with additional language and specifications as set forth in the NRCS Grant proposal.
April 19, 2012	Sent signed contracts to NRCS for their signature. The advertisement was in the paper and have received several requests for bid packages.
May 3, 2012	Marselis signed the purchase agreement. Monadnock Archeological Consulting LLC has recommended a Phase 1b Archeological Investigation.
May 10, 2012	Bids are opened and announced. Monadnock Archeological Consulting LLC completed Phase 1b and found no artifacts in the construction zone.
May 15, 2012	Received the Alteration of Terrain Permit.

