

Town of Lyme  
Select Board Meeting  
Minutes for October 3, 2013, 2013  
Approved: October 10<sup>th</sup>, 2013

The following were present for part or all of the meeting: Charles J. Smith (Chair), Richard A. Vidal (member), and Susan J. MacKenzie (member). Police Chief; Shaun O'Keefe and Dina Cutting (Administrative Assistant).

1. Chair Smith called the Selectboard meeting to order at 8:07AM
2. At 8:07AM Smith moved to enter non-public session in accordance with RSA 91-A: 3II (e). Seconded by Vidal. Voted unanimously by roll call vote. Present at this session was Smith, Vidal, MacKenzie, and Cutting.  
The board discussed legal matters.  
At 8:26AM Smith moved to enter public session. Seconded by Vidal. Voted unanimously in favor
3. MacKenzie moved to approve the minutes of the September 26<sup>th</sup> 2013 meeting. Seconded by Vidal. Voted unanimously in favor.
4. Matters arising:
  - MacKenzie will be working with Robbins to apply for a permit to address the 475' section of River Road.
  - MacKenzie would like to make sure representatives from the Energy Committee, Town Building Committee, Selectboard and the Road Agent are present when the insulation is taken off the highway building to check for corrosion. This will enable everyone will see the same thing and it will be documented by MacKenzie.
5. Forestry Service Contract with Evans Forest Management was reviewed and signed.
6. Intent to Cut :
  - Sargent, Avery-Map 407 Lot 131 was approved and signed. MacKenzie noted she felt the culverts and ditches should be checked for the locations of logging operations. It can cause significant road issues if the culverts are plugged and/or ditches are full.
7. Amendment to the agreement between Crossroads Academy & Town of Lyme for the use of their ball field was reviewed and signed. The Town will be able to use this field for another year.
8. An application for dredge and fill permit for the dry hydrant at Boat Launch Lane was received.
9. Committees & Commissions:
  - Roads Committee-No Quorum-Had a work session on paving history to develop costs associated with the 10 year plan.
  - Inventory of culverts needs to be developed.
  - MacKenzie will be responding to Helen Dennis concerning her request to have the Town contribute to the maintenance of her driveway culvert.
  - Milfoil Committee: Cutting reported after her e-mail to the committee members she had only heard back from 1 member. That member noted they had not been contacted by any other committee member for quite some time. The Selectboard is concerned this committee is not addressing the issues associated with its charge.
10. At 9:06AM Smith moved to enter non-public session in accordance with RSA 91-A: 3II (e). Seconded by Vidal. Voted unanimously by roll call vote. Present at this session was Smith, Vidal, MacKenzie, O'Keefe and Cutting.  
The board held a phone conference with the Towns attorney to discuss legal matters.  
At 9:26AM Smith moved to enter public session. Seconded by Vidal. Voted unanimously in favor.
11. 2013 Municipal Tax Rate will be delayed until after November 7<sup>th</sup>, 2013. The tax bills will be going out later than usual. The Selectboard noted this will lead to a higher TAN interest charge for 2013.
12. 2014 budget discussion: All Department heads are required to have their proposed budget figures in

the office by Friday October 11<sup>th</sup>, 2013. The board discussed the New England CPI and traditionally this is the % COLA the employees receive.

- For budgeting purposes Smith moved to apply the August New England CPI (1.5%) to all town employees. Seconded by Vidal. Voted unanimously in favor.

13. At this time Rod Finley from Pathways called to discuss issues brought to his attention by DES (Department of Environmental Services). The Selectboard will discuss this with the Towns attorney.

14. The Selectboard reviewed the following job descriptions:

- Road Agent
- Highway Department Foreman

After a brief discussion MacKenzie moved to approve the job descriptions of the Road Agent and Highway Foreman. Seconded by Vidal. Voted unanimously in favor.

15. There being no further business at 10:15AM Smith moved to adjourn. Seconded by MacKenzie. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting