

Town of Lyme  
Select Board Meeting  
Minutes for January 9<sup>th</sup>, 2014  
Approved: January 16<sup>th</sup>, 2014

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

1. Chair Smith called the Selectboard meeting to order at 8:07AM
2. Smith moved to approve the minutes of the January 2, 2014 public and non-public meetings  
Seconded by Vidal. Voted unanimously in favor.
3. Matters arising:
  - MacKenzie is still discussing the Emergency Management Director's position with Kevin Peterson.
  - East Thetford Bridge repairs, the Selectboard would like an update on this project.
  - MacKenzie noted some concerns were expressed to her with the long term agreement the Skiway has with the Town. Possible problems related to this and could possibly affect the kids ski program. It was noted there is a written agreement between the town of Lyme and Dartmouth College. The recreation commission is in communication with Doug Holler, Skiway director, every year. If there are concerns with the ski program they should be directed to the Recreation Director Steve Small.
  - The job descriptions will be distributed to the Highway Department and the Highway employees will be invited to the next Selectboard meeting to review them.
4. Public Comments: There were none
5. Manifest was approved in the amount of \$36,482.43 for 2013 & \$450,905.20 for 2014. The manifest amounts of \$1,356.53 & \$1,943.94 were also approved for the Over Seer of Welfare.
6. There was a brief discussion concerning an extension of a tax payment. There was a data entry issue and this tax payer did not receive the tax bill when the town wide mailing was done. Smith moved to extend the due date of this tax payment per the Tax Collectors request. MacKenzie seconded and it was voted unanimously in favor.
7. Assistant moderator Nancy Grandine was appointed.
8. The board reviewed and signed the proposal from CAI Technology, the update of the town tax maps. MacKenzie will touch base with Robbins concerning the Planning maps and the associated costs.
9. Committee & Commission reports:
  - Class V Roads Committee: The Committee will be working on a plan for the future roads maintenance; this plan will include maintenance that will be funded in the regular highway budget. MacKenzie will be reviewing the budgeting process. The UNH study and recommendation of road maintenance should be able to be accomplished within the regular roads budget. The board discussed the use of different methods during mud season.
  - Budget Committee: The school presented the 2015 school year budget. 1.5% increase. They will be presenting a bond vote for the town to consider.
  - The Board discussed safety concerns in front of the school. It was the sense of the board to request Chief O'Keefe put together a meeting including, School board members, Selectboard members, Jeff Valance, Mike Harris & Police to discuss

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these concerns.

10. Smith reported the set up for Jan 21<sup>st</sup> election will be 5:00PM Monday Jan 20<sup>th</sup>. There will be a Selectboard member to cover for all election hours and all 3 Selectboard members will be there for counting.
11. Chief O'Keefe reported he had received a call from a resident that the gate at Shoestrap Road keeps being left open and the road is being traveled often. He is concerned about the safety of vehicles on this class VI road. The Selectboard shared in the safety concerns, but there are warning signs "Class VI Road, subject to gates and bars" & "travel at your own risk", the Town cannot close and lock this gate.
12. Ongoing business:
  - Smith will touch base with David Celone & Tony Pippin concerning the rink on the Common.
  - Job descriptions: the Administrative Assistant and the Assessing Clerk will be the next job descriptions to be worked on.
  - Smith reported on the pre-trial meeting that took place.
  - Contact Pathways concerning the possible grants for box culvert bridges.
13. At 9:30AM Smith moved to enter non-public session under authority of RSA 91-A: 3 II(a). Seconded by Vidal and voted unanimously by a roll call vote. Present for the non-public session was, Smith, Vidal, MacKenzie, Chief O'Keefe & Cutting. The board discussed compensation with Chief O'Keefe and reviewed his employment contract.
14. At 9:38AM the board returned to public session.
15. Smith moved to approve the contract with Chief O'Keefe. Seconded by Vidal. Voted unanimously in favor.
16. At 9:38AM Smith moved to enter non-public session under authority of RSA 91-A: 3 II(c) "matters which, if discussed in public, would likely affect adversely the reputation of any person". Seconded by Vidal and voted unanimously by a roll call vote. Present for the non-public session was, Smith, Vidal, MacKenzie & Cutting.
  - The board discussed a hardship abatement.
  - The board reviewed a matter which if discussed in public would adversely affect the reputation of a person.
17. At 10:00AM the board returned to public session having determined that more information was needed.
18. There being no further business Smith moved to adjourn at 10:00AM. Seconded by Vidal. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting