

TOWN OF LYME
Select Board Meeting
June 5th, 2014
Town Office Conference Room
Approved: June 12th, 2014

The following were present for part or all of the meeting: Charles J. Smith (Chair), Susan J. MacKenzie (member), Patricia G. Jenks (member), Fred Stearns (Road Agent), Chief O'Keefe (Police Chief) & Dina Cutting (Administrative Assistant).

1. Chair Smith called the meeting to order at 8:00AM.
2. Stearns reviewed culvert replacements for an upcoming project. The Board discussed having one of the Highway members take the certification course for culverts. This is a DES course and would allow an on-site person to be certified for installation of culverts in wetlands. The Town would not be required to apply for permits in most cases of culvert replacement.

Stearns and the Board discussed paving on the Goose Pond Road. Followed was a lengthy discussion concerning how thick to apply the pavement. Advice from a paving expert was no less than 1 ¾". Stearns is requesting 2". Discussion took place concerning the Block Grant funding and what will be available. The sense of the Board was to put bids out for 2 different thickness of paving and decide after the bids have come in and after they can consider the funding available.

Capital Reserve Funds: Stearns presented some older figures for replacement amounts on the trucks and grader. Stearns explained this list needed to have 10% added each year in order to come up with the correct figure for the CRF spread sheet. Replacement ideas were shared and there was a discussion on the need of replacing the grader. It is felt that the town could possibly hire out grading the dirt roads 2 times per year along with ditching. The town would possibly keep the grader we now own for additional work needed. Graders are a big financial investment and the town has lots of roads they are going to need funding for in the coming years. For this reason it would be worthwhile thinking about not replacing the grader next year. Stearns expressed his frustration with this consideration and asked if the board was finished with him. He left the meeting. Concern was expressed about the outdated financial information Stearns brought to this meeting. It was noted at this time the goal of the board is to identify different ways to get projects done at the lowest cost to the town. It is important for Stearns to understand that this is not a reflection on him or the highway department. The board asked Cutting to get an estimate on grading and ditching all the dirt roads in town.

The board would like additional information on the grader: how many hours does it currently have on it, does it need additional maintenance etc. MacKenzie commented department heads need to come to meetings prepared to defend what they think they need for equipment and to have accurate financial information.

3. MacKenzie moved to approve the minutes of May 29th, 2014 public and non-public session. Seconded by Jenks. A change was offered. Voted unanimously in favor with changes noted.
4. Matters Arising:
 - Common use permit was requested for a party at the Glenshaw home: this common use permit was denied. The Common is not for use as a parking lot.
 - PSNH: The meeting with PSNH was a little confusing. The information MacKenzie was expecting was not what PSNH came to discuss. Cutting reviewed what she understood were the highlights of the meeting. MacKenzie was more interested in securing funding for solar panels for the Town Office building. At this time there are no rebates with PSNH. MacKenzie reviewed solar and how the payment system works. MacKenzie offered to have the Energy Committee come up with a plan to present to the Select Board in order to make the option of solarizing the Town Offices a possibility.

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5. Public Comment: Mr. Ackerly noted the solar project in town was a good one.
6. Manifest: Approval of \$1,754.11 Overseer of Public Welfare manifest and \$85,838.69 general manifest.
7. Report of Wood Cut: Reviewed and signed.
 - Glover, John and Kendra- \$51.52
8. The Select Board reviewed an estimate from Jet Dock for the dock to accommodate the adults who wish to swim across the pond. After review and discussion MacKenzie will notify a couple of members of this group and inform them this will need to be funded from private donations. The Town does not have the funding in this year's budget.
9. The Bridge Repair Department of the State of NH has scheduled a meeting to discuss and answer questions concerning the repairs to the Bridge from Lyme to East Thetford. July 23rd, 2014 at 7:00PM in the conference room at the Town Office building.
10. Tax Anticipation Note was reviewed and signed.
11. MS-5 was reviewed and signed.
12. Committees & Commissions:
 - Recreation Commission: Denette Guerin has been voted as an alternate member. Would the Select Board appoint her to this please? Patty will generate an Appointment/Oath document for the Select Board to sign. The 5 K Plot Hill Plod is moving along great. Fundraising letters have been sent out and sign up forms are available on line, at Lyme Country Store, Lyme Hardware and in the Town Offices.
The Recreation Commission will make sure the fence posts at the Pond field are up and ready for the gate to be opened by beach opening day.
 - Conservation Commission: The Commission voted to expend up to \$7,500 towards the treatment of Milfoil in Post Pond and up to \$7,500 for other projects to be announced at a later date. The Conservation Commission will be working with and supporting the effort the School is making to incorporate the wetlands with the outdoor play and education center for the school children. This project will need some screened and unscreened loam. MacKenzie will discuss with them concerning the loam the town has left over from the ball field project.
 - Roads Committee: Goose Pond Road Paving: Stearns was told to discuss the thickness of the paving with William Watson and get recommendations. Paul Hatch came to discuss the grant concerning River Road. He felt the Town was in a good position because a Pathways plan was completed. This is a 25%-75% grant. The Committee is considering bringing a bond to the town for vote on the 25%. If the Town gets the bond then they can move ahead with some of the repairs and it will be counted towards the 25% of the grant. The Letter of Intent has been approved.
13. Smith moved to lock in at today's rate for fuel oil and propane with Dead River. Seconded by MacKenzie. The rates are as followed: \$3.249 for Fuel Oil and \$1.609 for propane. Voted unanimously in favor.
14. Ongoing Business:
 - Parking Ordinance: Chief O'Keefe is waiting for some administrative issues to be addressed. He will bring this to the Board as soon as possible.
 - Job Descriptions: Minor changes were suggested to the Planning & Zoning Administrator's job description. The board will meet with the employee prior to voting this description.
 - Fisher Bridge: Permit still pending. L& M plans to be ready to start mid-July.

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- Stump Dump: Select Board will look at town owned land to create a stump dump. Smith will look at options for getting onto the property the Town owns on Canaan Ledge Lane.
 - Generator: FEMA has stopped granting generators to Public Works Departments unless you can prove they were part of the Emergency Management Plan prior to March 2014. Lyme's management plan states the Highway Garage is an important part of this plan and the Emergency Operating Center. Cutting will meet with Paul Hatch to address this.
 - Capital Reserve funds: The Board will meet with Police and Fire and then set up a workshop to address the CRF plans.
 - Jenks requested a month to month financial report showing what is being spent in each month.
 - Independence Day Committee: The committee has been disbanded; it was made clear last year and at Town Meeting there will be no fireworks this year. There is \$279.54 left in this fund. The Board will have a warrant article to address these funds at the March 2015 town meeting.
 - No one showed for the mower viewing. The bids will be considered at the next meeting.
15. At 10:25AM 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 Jenks and voted unanimously by a roll call vote. Present for the non-public session were, Smith, MacKenzie, Jenks, O'Keefe & Cutting.
16. At 10:50AM the board returned to public session having voted to seal these minutes.
17. At 10:51 AM Smith moved to enter non-public session under authority of RSA 91-A: 3 II (e) "Legal Matters". Seconded by Jenks and voted unanimously by a roll call vote. Present for the non-public session were, Smith, MacKenzie, Jenks & Cutting. At this time the Board called Mitchell Municipal Services, Attorney Steven Whitley to discuss concerns with a mediation agreement. Following a discussion the sense of the board was to refer this matter back to the mediator. Steven Whitley will contact the mediator.
18. At 11:15AM the board returned to public session.
19. At 11:16AM MacKenzie moved to enter non-public session under authority of RSA 91-A: 3 II (a) "Personnel Matters" Seconded by Jenks and voted unanimously by a roll call vote. Present for the non-public session were, Smith, MacKenzie, Jenks & Cutting. Followed was a discussion concerning personnel.
20. At 11:40AM the board returned to public session.
21. It was the sense of the Board to require the entire Highway Department to come to the 1st Thursday of each month Select Board meeting to keep the lines of communication open and to hear and discuss any issue that may arise.
22. There being no further business at 11:42AM MacKenzie moved to adjourn. Seconded by Jenks. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting