

TOWN OF LYME
Select Board Meeting
August 14th, 2014
Town Office Conference Room
Approved: August 21, 2014

The following were present for part or all of the meeting: Charles J. Smith (Chair), Susan J. MacKenzie (member), Patricia G. Jenks (member), Ryan Morse (L & M Contractors), Jesse Bushaw LPF (DRA) Steve Sherman (NH Forrest Ranger), Linda Magoon (DES) & Dina Cutting (Administrative Assistant)

The board asked several questions pertaining to paid invoices from the manifest.

1. Chair Smith called the meeting to order at 8:05AM.
2. Jenks moved to approve the minutes of August 7th, 2014 regular meeting. Seconded by MacKenzie. Voted unanimously in favor.
3. Jenks moved to approve the minutes of the August 6th, 2014 6 month budget review meeting. Seconded by MacKenzie. Voted unanimously in favor.
4. Matters arising:
 - Park & Ride: The Board discussed various issues and concerns pertaining to the ownership of the Park & Ride. MacKenzie asked what would happen if a community member cut down the trees and put gravel down to create more parking in the Park & Ride. Smith noted the Park & Ride is owned by the State of New Hampshire. It is to assist people in car pooling and ride sharing, not for business parking. The state was previously approached concerning selling this to the town. The funds to just get the option of considering it were felt to be too costly at the time. The Park & Ride problems should be addressed in the regional parking plan.
5. At 8:15AM Ryan Morse, L & M Service Contractors LLC joined the meeting.
 - Fisher Bridge: Mr. Morse notified the Board that the permit for this work to begin has not been issued from DES as of today. He is anticipating it will come prior to October 1st, 2014. The coffer dam company is set for this time line. If for some reason the permit is not received by the 1st of October the schedule will need to be re-visited. Mr. Morse does not want this project to wait until 2015 but cannot do anything until the permit is issued. The job should take approximately 3 weeks once it is started, the rising and falling of the water is going to make this a difficult job. The bridge will need to be closed. Mr. Morse will accommodate school bus traffic 2 times per day but no other vehicles will be allowed across the bridge during the construction period. Mr. Morse will arrange for signage to go up soon to warn people of this coming closure. MacKenzie noted a farmer will be hauling corn the first part of November. If this job is under construction at that time the farmer will need to make arrangements to go another route.
 - Cutting reported Mr. Williams from Pathways Engineering did stop and check on Hewes Brook Bridge. He felt there were no significant changes from the time of the inspection and engineering report was done. Possible that one of the wing walls has shifted a bit. Mr. Morse suggested the Town move ahead with permit applications for this bridge given the length of time it took to secure the Fisher Bridge permits. Permits are good for quite some time (5 years).
 - Mr. Morse requested a letter releasing L & M for the River Road plantings it has been over 2 years and L&M is not responsible for the care of these planting any longer.
6. Timber cutting discussion: The following topics were reviewed and discussed-

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- Best Management practice
 - Storms and the increase in rain intensity
 - Town road washouts at large timber cut sites. What can be done to prevent this from happening and what the town can and cannot do as far as regulations concerning road washouts?
 - Increasing the size of culverts
 - Debris and slash regulations
 - Logging that crosses streams and the regulations from DES
 - DES reacts to concerns or complaints
 - Eco link should be subscribed to
 - Kibbie should take the Timber Class offered by DRA
 - Highway Department should be made aware of all timber cuts and be more proactive when timber cuts are taking place concerning culverts and roads
 - The board could consider budgeting for the Town Timber assessor to go and inspect jobs when they are finished to make sure they are closed up using best management practices. The challenge is there is no regulation requiring the logger or land owner to notify the town when complete. The Report of Wood will just show up in the office, sometimes months after the job is complete.
 - Review protocol and consider a written reminder for the landowner and logger concerning best management practices.
 - The board thanked all three for taking the time from their busy schedules.
7. Matters arising cont.
- Records Committee will be formed; the charge needs to be written.
 - Budget schedule was reviewed. It was noted the underdrains for Acorn Hill need to be included in the Highway budget request.
 - Request for Bids for grinding need to be developed and go out as soon as possible. 2 sections of River Road and Goose Pond Road will be done. Smith moved to meet with Stearns to get the request for bids for grinding out as soon as possible. Seconded by Jenks. Voted unanimously in favor.
 - A draft of Culvert Maintenance Policy was reviewed and discussed. Smith will add a sentence addressing the landowner's responsibility to maintain the culvert. How to track follow-through with issues of concern to protect the town roads was discussed. The Board needs to be able to confirm the landowners have followed through with the repair of the culvert. In the past the Highway department has cleaned and thawed culverts because these may impact the town road. This will still be the practice of the town.
 - The Select Board will do a town wide mailing when this policy is finalized. MacKenzie moved to fund a town wide mailing of the policy. Seconded by Jenks. Voted unanimously in favor.
 - Jenks noted Chief Hinsley reported the unsuccessful attempt to blow out 2 culverts. He noted these culverts are not being maintained and the Fire Department might end up doing more damage than good under these circumstances. The culverts were impacted with silt and dirt. MacKenzie

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suggested the Highway crew use the culvert steamer (without the steam).
This should be able to boar a hole to release the debris.

8. Public Comment: None
9. A manifest in the amount of \$392,648.33 was approved.
10. Administrative matters:
 - Robinson: The comments from the Conservation Commission and the Select Board will be handled by the landowner's attorney and the Towns attorney.
 - Notice of Intent to Cut was signed for Tom & Andrea Colgan
 - Report of Wood Cut warrant was signed by the Board for LaCroix in the amount of \$515.47
11. Committees & Commissions:
 - Jenks and Cutting reported the Building Committee will be reviewing prioritized items and coming to the Board with a recommendation for the 2015 proposed Capital Reserve Fund amount. It was noted there is a water issue at the east corner of the parking lot at the Town Office Building. This is causing the parking lot to heave and crack at that corner. The recommendation was to solve the water problem then address the pavement issues. The Highway Department can put a swale in the east side to divert water. MacKenzie moved to have the Highway Department install a swale to divert the water from the parking lot. Seconded by Jenks. Voted unanimously in favor.
 - Road side mowing will begin next week. This needs to be posted on the web page. Smith will meet with Stearns to give clear guidelines from the Board.
 - Discussing the concepts of Regional Public Health idea: The Board felt the community was providing this for its residence already.
12. Ongoing business-
13. At 10:19AM Smith moved to enter non-public session under authority of RSA 91-A: 3 II (e). "Legal" Seconded by MacKenzie and voted unanimously by a roll call vote. Present for the non-public session were, Smith, MacKenzie, Jenks & Cutting. A legal matter was discussed.
14. At 10:32 the Board returned to public session referring this matter to the Town Attorney. Smith moved to move ahead with a court case. Seconded by Mackenzie. Voted unanimously in favor.
MacKenzie moved to have Chief O'Keefe and the Human Society do whatever they can to improve the conditions for foul, rabbits, dogs; anything in a cage as soon as possible. Seconded by Jenks. Voted unanimously in favor.
15. The Board discussed the Heritage Preservation Commission meeting. Jenks informed the board that the commission was asking Planning & Zoning Administrator, David Robbins to review properties and compare to a list for Historical information. Jenks reviewed this and felt it was not an efficient use of the Zoning Administrator's time. Jenks indicated to the Historical Commission the current suggested method of getting info to property owners was too cumbersome. It was suggested that the Heritage commission create a flyer that Robbins can distribute with any permit issued for the landowner's information

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concerning the Heritage commission.

16. The use of Recreation Facilities for Lyme Inn guests was reviewed. Guests at Loch Lyme Lodge and the Lyme Inn may use the facilities. They need to check in with the lifeguards to receive a pass for their vehicle. If not lifeguard hours the establishment they are staying with will give them a temporary pass.
17. There being no further business at 10:55 Smith moved to adjourn. Seconded by MacKenzie. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting