

TOWN OF LYME
Select Board Meeting
August 21st, 2014
Town Office Conference Room
Approved: August 28th, 2014

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

1. Chair Smith called the meeting to order at 8:00AM.
2. Jenks moved to approve the minutes of August 14th, 2014 regular meeting. Seconded by MacKenzie. Voted unanimously in favor.
3. Public Comment: None
4. Manifest: None
5. Matters arising:
 - Records Committee: Sue made a motion to get this committee going. Seconded by Jenks. The organizational meeting of September 26th, 2014 @ 1:00PM was scheduled. All Department heads will be required to come to this meeting. Voted unanimously in favor.
 - Bridges: MacKenzie suggested the Board work on getting the necessary information to make a decision on which bridge will be repaired next and how. Smith suggested the permit be applied for soon so it is ready when the bridge construction is ready. The Board reviewed corrugated steel bridges and the possible savings in using steel arches verses concrete. MacKenzie will gather information on costs. The bridge spreadsheet will be reviewed in the near future.
 - Town Office lunch with the Select Board was scheduled for November 14th, 2014. The Board would like to invite all employees to a "bring your own lunch" gathering at 12:30 in the Conference room.
 - MacKenzie noted it should be required to have copies of all CDL licenses in the personnel records. Cutting is reviewing all requirements for Personnel files in the near future and will report back to the Board.
6. MS-1
 - Cutting reviewed the process with the Board. The Utilities Appraiser, George Sansoucey is still waiting on PSNH for their values. The contract stated all values would be to the Town of Lyme by August 15th, 2014. The utility companies have not gotten their information to Sansoucey in time to meet this deadline. Sansoucey will be working over the next few days to have them ready by next Tuesday, August 26th, 2014. The Board will have the choice of applying for an extension (which does not seem favorable because it sets the town back in the tax setting schedule), or sending in the MS-1 with last years' values and applying for a corrected MS-1 when the town goes for the Tax rate setting meeting.
7. Farm Structures & Land under Farm Structure Assessment Application - The Board approved Wayne Tullar's application for River Road-Map 404 Lot 32. The Board reviewed the process and questioned when this application would need to be re-submitted. It was believed to be each year.
8. Committees & Commissions:
 - Energy Committee: Jenks reported the committee has reported 50 people have signed up for solarization in Lyme. The Committee would like to learn more about what the Board has in mind for solarizing Town owned buildings. The following concerns were noted from the committee; Fire

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Station energy loss, Highway garage building condensation issues. The Town Office building is the building the Select board would like to Energy Committee to focus on first. The committee will need 12 months of electric bills. MacKenzie will follow up on the issues at hand.

- River Committee: Fisher Bridge permit was being review by this committee. The relicensing of Wilder Dam and erosion along the river was discussed also.
 - Roads Committee: MacKenzie reported it is the Roads Committees recommendation that the Select Board approve grinding of River Road and Goose Pond Road. MacKenzie will get the measurements of these 2 roads and get back in touch to get the bids out in a timely fashion. The deadline for bids will be September 18th, 2014 at 9:00AM in the Select Board meeting. The committee is working on gathering a price for the Acorn Hill Road maintenance and drainage fix for the 2015 budget proposal.
9. Nora Gould met with the Select Board concerning the 2015 proposed budget amount for the Lyme Parish nurse. Ms. Gould reviewed the Parish nurses duties, functions, hours and amount of community members she supports. Aging in place is a project the Parish nurse has initiated. Aging in place has been well received by many community members. At this time Ms. Gould presented information on a new program called Community Care. Tara McGovern has been hired as that program's project coordinator. The Community Care coordinator will be the organizational and resource go-to person and Ellen Thompson, the Parish Nurse will be the Clinical person. These 2 entities will complement each other and help support our community's aging and health care issues. Community Care is actively looking for office space. This space would need to be donated office space, as this is a new program started this year and all the funds to support both the Parish nurse and the Community Care coordinator are by fundraisers and donations. The 2015 budget request will be \$5,400.00 to be considered by the Board and the Budget Committee. This is a \$400.00 increase from 2014. The Board thanked Ms. Gould for her time and commended the Church for starting this program.
10. Committee and Commission cont.:
- Planning Board: Still working towards changes to clarify the ordinances. A possible subdivision was reviewed at Baker Hill south of the 4 corners.
11. Ongoing business-
- In a communication received Karen Keane, Fast Squad President expressed concerns over the bridge between Lyme and East Thetford being closed for any amount of time.
 - Jenks reported the Select Board coffee hour at Dowd's Inn had general conversations with 3 people. Concerns included the assessor showing up at people's homes unannounced. People would like to be notified prior to her coming. Cutting reviewed the protocol for visits and informed the Board that when a community member takes out a building permit and or purchases a home this is what normally triggers the need for a visit. It was thought that an informational note to all community members may be

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helpful. Cutting will ask Calder to write something up that can be shared via town report, web page, handout with permit applications and possibly a town wide mailing.

- Jenks noted Dave Robbins, Planning and Zoning Administrator offered an option for tracking culverts and road work on a computer program that will keep track of this important information and also map it. This will be explored further.
12. At 9:50AM Smith moved to enter non-public session under authority of RSA 91-A: 3 II (c). "Reputation" Seconded by MacKenzie and voted unanimously by a roll call vote. Present for the non-public session were, Smith, MacKenzie, Jenks & Cutting.
 13. At 10:10 the Board returned to public session having voted to send 1 letter concerning a past employee, acting on the Town attorney's advice.
 14. At 10:10AM Jenks moved to enter non-public session under authority of RSA 91-A: 3 II (c). "Reputation" Seconded by MacKenzie and voted unanimously by a roll call vote. Present for the non-public session were, Smith, MacKenzie, Jenks & Cutting.
 15. At 10:15 the Board returned to public session.
 16. There being no further business at 10:15 Smith moved to adjourn. Seconded by MacKenzie. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting