

TOWN OF LYME
Select Board Meeting
August 28th, 2014
Town Office Conference Room
Approved: September 4, 2014

Present at this meeting: Select board: Charles J. Smith, Susan J. MacKenzie & Patricia G. Jenks. Shaun J O'Keefe (Police Chief), Attorney Berry Schuster, Jerome & Sherry Robinson. Steven Whitney (commissioner candidate): Jeff Valance (School principal), Rob Meyers (School building committee), Tim Estes (Estes & Gallop Construction) & Michael Hinsley (Fire Chief): Dina Cutting (Administrative Assistant).

Smith called the meeting to order at 8:00AM.

1. MacKenzie moved to approve the minutes of the August 21st, 2014 meeting. Seconded by Jenks. Corrections were offered. The minutes were approved unanimously with corrections noted.
2. Matters arising:
 - Jenks explained the School needs a certificate of occupancy. Mr. Valance will be coming over to this meeting later on to address this issue.
 - MacKenzie would like to know when Robbins will be coming to the meeting to discuss the collecting of information concerning the town roads. Cutting will check with him and make an appointment. The highway employees need to start tracking the maintenance work done on all the trucks and equipment.
 - Concerns were expressed with the highway department driving the roller down the roads. It was the boards understanding the highway department was having the roller trailered to strategic areas and working on the roads in that specific area. Smith will discuss this with Stearns.
 - A new schedule for the coffee hours needs to be made. The board felt this was beneficial to continue. The feedback on this weekly open discussion time has been very positive. MacKenzie will make a new schedule.
 - Ditching: MacKenzie wondered why the town gave away the ditching's. If people want them they must be valuable. She wondered if the highway department could save the sandier ditching's, pile them in the highway yard for people to use for driveway sanding in the winter. There was not discussion made on this.
3. Robinson easement: Mr. Schuster reviewed the Robinson's easement, boundary line agreement and issues of concern for SPNHF. With discussion between Mr. Schuster and the Towns attorney, Jae Whitelaw they believe they have come up with a solution. Jae Whitelaw will review the proposal from Mr. Schuster and get back to the board
4. Coffee hour: Fallen trees on the side of roads causing hazards. The community member suggested they be cut up and given to community members in need of heating fuel. Followed was a discussion concerning the town right of way, who was responsible for cleaning these trees up, No decisions were made on this subject. It was communicated that Shoestrap Road should be opened back up. The engineer study and closing of Shoestrap was reviewed. It was noted at this time that this closing of Shoestrap was a town vote. The tennis court fence has a hole in it. The Recreation Commission is addressing this.

TOWN OF LYME
Select Board Meeting
August 28th, 2014
Town Office Conference Room
Approved: September 4, 2014

5. The board discussed various issues:
 - Roads warrant article funding. This money can be carried over if the Town has a contract for the work associated with this warrant article. It can be spent on the grinding of River Road and Goose Pond Road., these are both paved roads.
 - Drainage on River Road south end was discussed. MacKenzie noted concerns from the Roads Committee from the Pathways engineering study. She felt this should go back out to bid and/or we need to have a contract before any more work is done.
6. At this time Steven Whitney arrived: Mr. Whitney is running for county Commissioner. He reviewed issues and asked the board various questions. The board thanked Mr. Whitney for coming.
7. School certificate of occupancy: Mr. Valance reviewed the request for a letter from the Select board stating per RSA 155-A: 2 section IV and RSA 155-A: 3 section III that the Fire Chief, State Fire Marshall and Banwell architect had all certified that all requirements outlined in a letter from the State Fire Marshalls permit # 4140060-A had been met and that the Architect certifies the school had been built according to the construction documents approved by the state. The board will send a formal letter verifying this information to the school.
8. The MS-1 was reviewed and signed
9. The MS-4 was reviewed.
10. Grinding bid: The board reviewed the grinding bids for River Road and Goose Pond Road. They will be publicized as soon as possible. It was mentioned that this is a short term project and should consider closing the roads in order to get the project done as fast as possible.
11. Lyme Inn: A letter to the State of NH Liquor Commission was reviewed and signed noting the Inns hours for serving alcohol as approved by the site plan review for the Planning Board.
12. Dartmouth Skiway addendum to original agreement: The letter clarifies and modifies paragraph 2 of the March 8, 2002 agreement. The addendum describes in detail who free skiing for Lyme children apply to. It also includes a nominal fee for administrative costs for producing the passes of \$10.00 per pass, per season. The board reviewed and signed this agreement.
13. Committees and Commissions:
 - Heritage Commission: Jenks reviewed the last meeting, the Thetford Bridge was discussed. Tim Cook will be the contact person for the information concerning repairs to the bridge. This is a historical bridge, national registrar for this type of bridge construction. The State is aware of this and this is one of the reasons they are repairing the bridge and not replacing it.
 - Recreation Commission: no quorum
 - Road Committee: The Committee has divided the River Road repairs into 4 different projects. The key is drainage, 5 to 6 culverts need replacing. 12” underdrainage/driveway culverts were discussed. The plans from

TOWN OF LYME
Select Board Meeting
August 28th, 2014
Town Office Conference Room
Approved: September 4, 2014

Pathways were preliminary. There was some discussion about the next stage from an engineering point of view. MacKenzie moved to have Pathways submit a written contract explaining exactly what needs to be done, permits required and cost before any more work is done. This needs to be a bid ready document. Seconded by Jenks. MacKenzie will give exactly what is need for information from Pathways in writing to Cutting. Voted unanimously in favor. The River Road bank stabilization was discussed briefly.

14. MacKenzie requested an electronic copy of the draft audit report.
15. Jenks has received various pictures from the Highway Department of work done over the past week. These pictures should be put in the shared file (computer) and a few copies printed for the road files.
 1. At 10:38 AM 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.
 2. At 10:55 AM the Board returned to public session having voted 3-0 to seal the minutes of this meeting.
16. The board had a general discussion concerning junk yards.
17. At 10:55 AM MacKenzie moved to adjourn. Seconded by Jenks. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting