

TOWN OF LYME
Select Board Meeting
September 11th, 2014
Town Office Conference Room
Approved: September 18, 2014

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

1. Chair Smith called the meeting to order at 8:00AM.
2. Manifest was reviewed: Cutting is attempting to be more descriptive and post costs individually so they will be easier to track for the roads costs in the future. This is very time consuming when preparing the manifest.
3. Jenks moved to approve the minutes of September 4th, 2014 regular & non-public meetings. Seconded by MacKenzie. Minor changes offered. Voted unanimously in favor with changes included.
4. Matters arising:
 - Roller: Jenks reported the Highway crew would like the roller registered. Cutting has been waiting for paperwork from leasing company. Jenks will take what information that is available and try to register it so the highway crew does not need to worry about this any longer.
 - Emergency Management Director: It was confirmed Michael Hinsley is the backup Emergency Management Director in the absence of Margaret.
 - In review of the Ice & Snow policy MacKenzie would like to discuss the highway crew coming in compliance with this policy and possibly cutting back on the use of salt. A request to register MacKenzie, Stearns, and any other highway employees who would like to take the Green Snow Pro Training was made.
 - Jenks reported Bill LaBombard has offered to help out when needed during the winter months for plowing. The board will discuss this with Stearns.
 - Thank you notes to Bob Thebodo and Megan Wilmott were reviewed and signed.
5. Public Comment: None
6. Manifest: a manifest for \$848,781.28 (of which \$750,000 is a partial September school appropriation) and \$814.78 Overseer welfare payments was signed.
7. Letter to DOT for consideration of placement for flashing speed indicator was approved and signed.
8. Letter to Jerome & Sherrill Robinson was reviewed and signed.
9. Emergency permit for repair/stabilization of roadway on River Road was noted & reviewed.
10. Date for TransCanada Hydro Northeast-initial study report was finalized as September 29, 2014. MacKenzie will attend this meeting.
11. With regret the Board accepted the resignations of Heather Toulmin from the Conservation Commission and Laszlo Bardos from the Budget Committee. The board will await the Commission and Committees recommendation for an appointment to fill these seats. The board will send a thank you letter to each.
12. Copier contract for the EMD/Fire Station was reviewed and signed.
13. Two Cemetery lots were approved: E6-Spinks & B36 McCarthy
14. Committees & Commissions:
 - Conservation Commission: There was no quorum
 - Planning Board: Still discussing ordinances and possible changes for Town Meeting.
15. Draft Parking Ordinance for the Town of Lyme: Chief O'Keefe was not present at this

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meeting. This will be reviewed and discuss at the next meeting.

16. Pathways proposal for River Road: MacKenzie requested Pathways submit a proposed contract outlining the design and bid ready plans for the underdrains, catch basins, culverts and road to include any necessary permits, time line and costs for the south end of River Road from the Hanover town line to the driveway at # 48 River Road.
17. Ongoing business:
 - Deputy Town Clerk job description-Smith will send draft and the board will review and be prepared to vote this job description at the next meeting.
 - Cutting will send the past years' worth of electric bills for the Town Offices building to MacKenzie.
 - East Thetford Bridge-Cutting reported Chris Moen from the State Bridge Maintenance division reported the bridge would not be closed for the coming temporary repairs. The repairs will be done on either side of the bridge with the opposite side open to traffic. This bridge will remain a one lane bridge with traffic lights until the permanent fix takes place. There were concerns noted with this being left a one lane bridge for potentially the next 6 years or until they repair this bridge. Mr. Moen reported the State would be advertising in the Valley News to let the public know when the repairs will start as soon as they have a confirmed date. The Select Board would like to get this information on the Web page and Listserve as soon as possible.
 - The board reviewed and discussed the Comp-time policy. Concerns were noted that extra time saved makes it hard for the highway department to plan vacations and work scheduling during the summer months. The board would like to find a way to support and help with this issue.
 - It was noted the highway proposed budget should include a part-time laborer during the summer months to cover for vacation absences in the highway department.
 - The advertisement for a seasonal on-call snow plow operator was reviewed and approved.
 - Wavecom will be giving an estimate on the cell phone booster for the Town Office building.
 - L&M will be putting signage up on River Road in an attempt to allow travelers ample time to plan for the closing of Fisher Bridge. The bridge will be closed for the duration of this repair with the understanding that the school bus may pass through for the morning and afternoon runs.
 - Additional dock for long distance swimmers: Cutting has gathered costs and will submit a grant request to the Lyme Foundation on behalf of the Select Board. The responsibilities of who puts this dock in, takes it out and checks it for safety will be discussed and decided at a later date.
 - Jenks reviewed NHMA section pertaining to Comp-Time and Over-Time. The town is meeting all the necessary requirements.
18. There being no further business at 9:27AM Smith moved to adjourn. Seconded by

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MacKenzie. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting