

LYME SELECT BOARD  
MINUTES  
November 13, 2014  
Approved: November20, 2014

Present for all or part of this meeting: C. Jay Smith-Chair, Susan J. MacKenzie-member, Patricia G. Jenks-member, Shaun O'Keefe-Chief of Police, David Celone-member of the public

Meeting was called to order at 8:00am.

1. MacKenzie made the motion to approve the minutes of the November 6, 2014 meeting. Jenks seconded and motion was voted in the affirmative by all members.

2. Matters Arising:

-MacKenzie recommended that for safety reasons the area on River Road where the "slump" is be designated as one lane until it can be determined by an engineer that it is safe for travel on both sides. Her observation is that the condition is worsening, and with the local farms using it more aggressively during harvest, efforts must be made to ensure safe travel. As it's been stated publically the area is of concern, MacKenzie made the motion that section be clearly posted as being one-lane traffic. Motion was seconded by Smith and voted in the affirmative by all members. Smith recommended that two 1-Lane Road signs be erected along with a STOP sign on the south bound lane and a YIELD sign on the north bound lane of the restriction. The Highway Foreman will be instructed to place barriers and get the signage up immediately. MacKenzie will take care of public announcement and the Police Department has been advised and concurs.

-MacKenzie reported the cofferdam people are scheduled to come today on the Fisher Bridge project. If the scheduling permits and they finish their part, the road should be reopened to through traffic by next week.

-MacKenzie reported the drilling & boring company is scheduled to work on the slump area of River Road November 20, 2014.

-Jenks asked about following up with scheduling a session with Jerry Brightman. Based on available dates provided by Mr. Brightman, it was agreed that she will ask for time with him on November 24<sup>th</sup>.

-Jenks reported that a couple of department heads had expressed frustration in the lack of closure following their budget presentation/discussion with the Select Board. The Board agreed this is a "hole" and will work on a plan to structure the budget process in such a way that department heads are alerted to the Board's determination with enough time so the Department Head can prepare to justify to the Budget Committee if necessary.

-Jenks reported that Allen Rowell of Rowell's Grading met with Fred Stearns at Fred's request to discuss supplemental grading help on areas of Goose Pond Road and River Road. Mr. Rowell indicated that his understanding from Stearns is that the Goose Pond Rd is scheduled for a considerable amount of work and it wouldn't make sense to bring in too much additional material at this time. However, there is grading maintenance that can be done in that section which will stabilize the road for the winter months. On the River Road section Stearns had been concerned about the larger chunks of asphalt that had broken off during the reclamation process and couldn't be graded. Rowell suggested that those could be placed in a "windrow" configuration with the

grader, run over with the Bomag compactor which would break up the pieces and then graded back into the road as road material. Stearns was concerned about lawn damage and Rowell felt there was one area of about 200 ft on the River Road which might need a conversation with the property owner. In both areas of concern, the grading should include crowning. Rowell said he's aware of the concept of flattening roads in the fall grading and this is what used to be done, and still is, on lightly used roads. Neither Goose Pond Road nor River Road is lightly used. The crowning is the normal practice now in areas of high vehicular traffic to prevent the immediate return of potholes. Ditching should not be a problem as it takes very little material from the sides to make a significant difference in the center. Regardless of what or how much gets graded, compaction is critical. Rowell is scheduled to begin working with the Highway crew the end of the week of November 16<sup>th</sup>.

-Chief O'Keefe is waiting for confirmation from Dig Safe to install the new speed monitoring signs. His hope is to secure them on acquired phone poles near the 30 MPH signs on Rt 10 near the Bailey Farm and near the hydrant across from Creamery Lane as recommended by the NHDOT.

-O'Keefe mentioned that he had not been aware that Tuesday November 11<sup>th</sup> was a town holiday. He hadn't received a list of the holidays and requested that one be provide at the beginning of each year.

-O'Keefe has just learned while coordinating the acquisition of the new cruiser computer that the Verizon Wireless contract is being revised and Lyme's costs should be decreasing.

-Jenks asked about the status of the Parking Ordinance. Town Counsel had made recommended changes which need to be reflected in a revision. O'Keefe is working on this.

-MacKenzie reported the NHMA employee compensation survey is ready to be downloaded.

-Jenks asked about the memo from Dina Cutting concerning the BOS minutes format. It was agreed that detail is important, but tightening up the detail is good.

3. Public Comments: Dave Celone asked about the concept (based on a program done in Kingston Ontario) of placing weatherproofed pieces of art on various trees on and around the common, to which a maze would be created through the snow as a focal point in the winter months. He's talked with the school principal about using the school playground area which isn't complete yet. While the principal supports the project there, in the interim Celone would like to use the Common. He was encouraged to fill out and file the Common Use application with support for this project from the Board.
4. Committee and Commissions Reports: Other than the Budget Committee meeting Wednesday evening there was no C&C activity.
5. Ongoing Business: The Pathways Engineering proposal was discussed briefly. MacKenzie would like another week to study this and review with the Roads Committee at their meeting November 18<sup>th</sup>.

-A message was received from Administrative Assistant Cutting who is attending a conference where she learned about a computer program designed specifically for tracking road maintenance activity. She'll be bringing the information back to the Board for review.

-Mike Everheart from Prescott Products will be providing information on the open-bottomed culverts.

-John Fields may be able to help with the River Road issues if the project (near Berway Farm & the south end) extends a year out.

- MacKenzie will follow up with Health Officer Hanissian regarding a concern expressed by a citizen.
- MacKenzie will check with Estes & Gallup Inc. about the floor issue in the safe.
- Jenks will do an update of the “at risk” people list
- Photo ID’s. An ideal time to capture some of the photos would be at the holiday gathering on December 12<sup>th</sup>. O’Keefe will be asked to be prepared to do this while everyone is in the same place at the same time. The photos will then go to Michael Hinsley for processing.
- Smith will invite P&Z Administrator Dave Robbins to the December 4<sup>th</sup> Select Board meeting.
- There was a short review of the 2013 Audit report. The Trustees of the Trust Funds will be asked about some of the terminology and accounting when they attend the Select Board meeting on November 20<sup>th</sup>.

This meeting was adjourned at 10:05am.

Respectfully Submitted,

Patricia Jenks/pro tem