TOWN OF LYME
Select Board Meeting
April 22, 2015
Town Office Conference Room
Approved: April 30th, 2015

The following were present for part or all or parts of this Select Board meeting:
Susan J. MacKenzie (Chair), Patricia G. Jenks (member), Charles J. Smith (member), Chief O'Keefe,
Dina Cutting (Administrative Assistant). Mark Bolinger (Energy Committee).

1. Chair MacKenzie opened the meeting at 8:05AM.
2. Jenks moved to approve the minutes of April 16th, 2015. Seconded by Smith. A change was offered. Voted unanimously in favor with revisions.
3. Cell phone booster: It was installed and there are some issues with lack of reception. Cutting to call Wavecom.
4. Mark Bolinger reviewed the committee's recommendation for changes to the Energy Committee charge. The Committee would like to have more authority to be involved with town and school building energy issues. The Board agreed to support the Energy Committee in having the authority to advise on projects involving town building projects but limited as to how much impact they have on school decisions. Bolinger will make changes to the charge and the Board will review and vote at the next Select Board meeting.
5. The board reviewed matters arising.
6. Public Comments: None at this time
7. A manifest was reviewed and approved in the amount of $54,429.16
8. Committees and Commissions:
   - Independence Day Committee: Jenks and O'Keefe reported on the Independence Day meeting which was relocated from the Academy Building to the Fire Station as the power was out at the Academy. There have been no decisions made as of this date but the committee has discussed many options. It appears this event may mirror the 250th celebration which is concerning because of the size and scope of the project. The following were of concern to the Select Board:
      1. Breakfast and craft fair-this sounds like it is being organized by Those Guys and Matt Brown with cooperation of the Church. The feeling was these could be separate events ending in time to free up parking at the horse sheds for the Town event.
      2. A foot path for potential parking at the Legion can't be part of Independence Day Committee charge.
      3. The donations must be for the Independence Day Celebration only.
      4. The Select Board was dismayed at the appearance of for profit modes and the amount of funds being allocated to tents, bands etc.….The Board would encourage this committee to make this a family friendly event and to stay away from commercializing it and /or being "for profit".
      5. The Board would like to make sure this committee has a viable plan and asks that they present something in writing for the Board to consider at the May 7th meeting.

   Jenks will e-mail the committee a synopsis of the Boards discussion. The next Independence Day Committee meeting is May 4th, 2015 7:30PM in the Town Office.
   - Coffee Hour: was not attended this week
   - Planning Board: will be meeting to discuss the Tensen Farm application
9. Karen Keane came to discuss and review concern of culverts and culvert maintenance. Keane wanted to make sure she was heard in her concerns for culvert draining water on to private property and then the property owner being expected to maintain. The Board explained the NH State laws

concerning culverts and the Town policy and that it is the property owner's responsibility to take care of culverts on their own property.

10. Ongoing business was reviewed.
    - Upcoming meeting concerning the River Road Hewes Brook Bridge. 11:00AM April 24th, 2015 at the bridge. Lunch break then back to discussions at 1:00PM at the meeting room at Lyme Inn.
    - BMSI Highway program coming along. All information has been entered by BMSI and Steve will be setting up a training session with BMSI.
    - Because it is difficult to find a job description to compare to Lyme's Planning and Zoning administrators job description, MacKenzie will seek out a human resource person to review and get feedback on the Planning & Zoning Administrators wage and benefits package. The wage will be compared to the job descriptions only. What skills and longevity the present employees in that position hold is a separate issue. The next position to be reviewed will be the Administrative Assistant.
    - Smith reported an incident in the office with Jedediah Smith. J Smith came to the office and demanded Select Board member Smith and the rest of the Board stop following him around. Jedediah Smith was upset and very vocal; he raised his voice and described what he felt was the board watching him all the time. A community member had entered the building and promptly left.

11. MacKenzie contacted Jerry Brightman for advice on a class for communication for all employees and the Board. Mr. Brightman has offered to take this on. The cost will be negotiated and brought back to the board. A location will be looked into as the conference room is not big enough. More details to work out. Cutting felt in order for the best case scenario to come from this it should be communicated to Mr. Brightman what the issues are beforehand.

12. At 9:40 AM MacKenzie moved to enter non-public session under authority of RSA 91-A: 3 II (b). Seconded by Jenks. Voted unanimously by a roll call vote. Present for the non-public session were, Smith, MacKenzie, Jenks, & Cutting.
    The board reviewed applications for the Assessing Clerk position
    The board reviewed applications for the Highway Department position.

13. At 10:06AM the Board returned to public session with no action taken.

14. Cutting informed the Board that Property Liability Trust would not be offering Liability and Workers compensation insurance as of July 2016. Cutting will start to look into this for more information and options for the future.

15. There being no further business Smith moved to adjourn at 10:16AM. Seconded by Jenks. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting