

TOWN OF LYME  
Select Board Meeting  
August 6<sup>th</sup>, 2015  
Town Office Conference Room  
7:00PM

Approved: August 13, 2015

The following were present for all or part of this Select Board meeting:

- Susan J. MacKenzie (Chair), Patty Jenks (member), C. Jay Smith (member), Dina Cutting (Administrative Assistant). Highway Department employees: Scott Bailey, Michael Tebbetts & Steven Williams.

1. MacKenzie called the meeting to order at 8:00AM.
2. Jenks moved to approve the minutes of the July 29<sup>th</sup> and 30<sup>th</sup> meetings. Seconded by Smith. All minutes were approved unanimously.
3. Highway Department: The following items were discussed-
  - Material being trucked to the garage for the highway use should be weighed.
  - MacKenzie confirmed she had okayed the order of material from Sayre. This was to clarify a discussion at a previous meeting as to the question of who can order and where it can come from.
  - Chief's Excavating has been informed the Highway department needs 30 to 40 more loads of gravel and more winter sand brought in.
  - Highway building maintenance budget line was reviewed and discussed. Cutting will produce a detailed accounting of this line.
  - The culvert budget line has been overspent.
  - It was reported that the grader and the backhoe have been repaired and the bill will total roughly \$9,000.00. Each bill is over \$2,900, this would allow the Board to take this expense from the Emergency Equipment Repair Capital Reserve Fund.
  - Bailey's truck went in for routine maintenance.
  - The highway employees will be crushing the glass in the container for the Transfer Station. It is important to keep this practice up for budget purposes.
  - The board and highway department reviewed the computer spreadsheets for tracking. Jenks will be entering information for the highway department.
  - Through the process of the highway records accounting now being done it was noted that approximately 26 loads of material were trucked by the highway crew to a location in Orford. When the highway crew was asked what this was about, their recollection was that at some point in early spring there were several piles of aggregate materials in the shop yard. The road agent had this consolidated one pile of mixed materials. The employees were instructed to truck the materials to a pit location in Orford near the Piermont town line. It was not clear to the employees present why this was done. The select Board would like more information from the Road agent concerning this.
  - GMC: The oil pan has been dropped off to Thomson's Garage in Orford. This will be put on. The truck has had 2 batteries and an alternator replaced. It's been scanned for diagnostics and nothing showed up. It is running but may need a throttle in the near future.
  - Pressure washer: The highway employees reported it would be easier and more convenient to be able to have a pressure washer back working. The pressure culvert steamer is really not made for washing vehicles etc. After a brief discussion the board felt the \$1,200 to fix this should be spent from the highway budget.
  - Backhoe needs new tires. Tires for this type of equipment are expensive and the budget needs to have the expenses for all the heavy equipment tires spread out over years. The budget is looking pretty tight at this point. The board will revisit this need in a few months.

TOWN OF LYME  
Select Board Meeting  
August 6<sup>th</sup>, 2015  
Town Office Conference Room  
7:00PM

Approved: August 13, 2015

- Grader: Williams investigated other towns that have as many dirt roads as Lyme and most of them use 2 graders for road maintenance. The town owns one and they have hired in another in certain circumstances. The average is 1 ½ miles per day for grading. The Roller has 125 hours on it. After a brief discussion the highway department employees present were in support of hiring Rowell's Grading to do some of the grading this fall if the budget will allow this. MacKenzie noted \$150.00 per hour and they would like 100 hours, this is a \$15,000 expense. Williams discussed rental charges for a small excavator being used to install culverts, which is enabling a much faster and more efficient project. Other operating necessities and expenses were discussed.
  - There was a brief comment referring to the Dead River contract for installation of the generator. Cutting noted the estimate included Dead River doing all the work. Williams noted he was asked by Dead River to arrange this. Projects like this go through the Administrative Assistant because of contractual issues.
  - The cost of Calcium Chloride was reviewed. An estimate for Allstate to set Lyme up with a tank that fits in the back of one of our trucks is being requested. This would enable the town to apply this product at a savings of about 45%. This estimate will be reviewed.
  - Pinnacle Road washout was reviewed; this is considered an emergency situation. MacKenzie moved to take the cost of this washout repair from the Emergency Highway Repair CRF. Seconded by Jenks. Voted unanimously in favor.
  - The board thanked the Highway department for coming.
4. The board revisited hiring Rowell Grading to grade the roads this fall. After a brief discussion it was agreed that MacKenzie will contact Rowell to confirm hourly cost. MacKenzie moved to inform Rowell the Town would like to hire him for up to 100 hours of road grading @ \$150.00 depending on what the budget can support. Seconded by Jenks. Voted unanimously in favor.
5. Matters arising & new business:
- Request Stearns come to next week's meeting to discuss evaluation.
  - GMC truck issues were reviewed
  - Generator at highway being finished today
  - Medicine drop box-Police concerns-there's no secure place to put this.
  - Public Works Mutual Agreement: The Board has not heard from Police or Fire department concerning this yet.
  - Reports concerning the amount of goose dropping at Chase beach area have been expressed. Keeping the beach clean and picked up is part of the lifeguard's job.
  - Tennis courts and fencing are in the process of being repaired.
  - Report of the adult swim dock being in the way of people trying to get in and out of the canoe and kayak area. Also people are leaving their boats tied up at this dock.
  - River Road South dust: The residents are gathering more information for the board to consider on the paving vs. calcium chloride treatments for that section of the River Road.
  - Goose Pond Road: The board reviewed the projected funds for this job. After review of the bids by CLD and the board, Mackenzie moved to accept L & M Constructions bid. Seconded by Smith. The board discussed the pros and cons for paving this section when L & M is done with the construction portion. There is funding needed for compaction testing and additional testing. It was the sense of the board to discuss what may need to change concerning the top coat to this road with the engineers. The motion was approved unanimously with the understanding that the paving may need to be done the following year.
  - Budget discussion: The board noted the highway employees are working hard and trying

TOWN OF LYME  
Select Board Meeting  
August 6<sup>th</sup>, 2015  
Town Office Conference Room  
7:00PM

Approved: August 13, 2015

to get things accomplished in a timely fashion. They did note the 4<sup>th</sup> temporary worker was not hired this summer so it is frustrating and difficult to keep up.

6. Public Comments: none at this time
7. Payroll Manifest was reviewed.
8. Virtual Town Hall redesign and conversion service agreement: Smith moved to appoint the Chair, MacKenzie to sign this contract. Seconded by Jenks. Voted unanimously in favor.
9. Evaluations are continuing: It was noted the board needs to add the Police Department to the list of salary and benefit review.
10. Pole license for Fairpoint was reviewed and signed.
11. Intent to cut for Oliver, Leon & Helen-15 Recordridge Lane was reviewed and signed.
12. The board signed the Budget Committee appointment for Mr. McClave
13. The board signed 22 ballet clerk appointments.
14. MacKenzie noted CLD will take care of contacting the 3 companies that bid on the Goose Pond Road project and they will also take care of the contract with L & M.
15. Committee and Commission reports:
  - Conservation Commission: Smith reported the Conservation Commission discussed the pros and cons of putting the Town Forest in an easement with the Upper Valley Land Trust. The cost of this would be \$5,000. This would need to go to the town at Town Meeting for a vote. The Conservation Commission will be discussing this more. Repairs to the board walk in the Chaffee Wildlife Sanctuary have been done. The bird watch blind was moved.
  - Roads Committee: Hewes Brook Bridge-AIT needs to meet with DES requirements. The possibility of raising the road 1' has been discussed. CLD has been communicating with DES so things will move quickly once the project is ready for permitting. The committee has been discussing funding and various possibilities; it was noted bonding was not a viable option because of the amount that would be needed.
16. Ongoing business:
  - The board discussed the Smith case. MacKenzie moved to deny any further action that would delay the courts from taking action. Seconded by Smith. Voted unanimously in favor.
  - Set up a meeting with Virtual Town Hall when all board members, Dave Robbins and Ian Smith can be present.
  - MacKenzie noted Wednesday evening at the Transfer Station there was significantly less traffic now that only Lyme residents can attend.
17. At 10:23 AM MacKenzie moved to enter non-public session under authority of RSA 91-A: 3 II (a). Seconded by Jenks. Voted unanimously by a roll call vote. At this time Cutting left the meeting.

Respectfully Submitted,

Dina Cutting