

TOWN OF LYME
Select Board Meeting
September 10th 2015
Town Office Conference Room
Approved: September 17, 2015

The following were present for part or all of the meeting: Susan J. MacKenzie (Chair), Charles J. Smith (member), and Dina Cutting (Administrative Assistant). Highway Department employees, Scott Bailey, Steve Williams and Michael Tebbetts. Megan Fryman (Pond Program Coordinator) & Robert Thebodo (Beach Supervisor).

1. Chair MacKenzie opened the meeting at 8:00AM
2. Highway Department: The following items were discussed-
 - 4 tires for the Loader will be ordered and put on. Smith moved to put 4 tires on the Loader at the cost of \$2,020.00. Seconded by MacKenzie. Voted unanimously in favor.
 - Shoestrap Road and the definition of the Class VI section. The Town cannot maintain and or improve this section as it is *subject to gates and bars*.
 - The Road Committee should include tree removal in the overall cost of rehabilitation the Town roads.
 - Michael Tebbetts has offered his resignation. He will hand in a formal letter as soon as possible. Smith moved to accept his resignation with regret. MacKenzie seconded this motion and it was voted unanimously in favor. The Board wished Michael good luck.
 - An advertisement for a new full-time employee was discussed. The ad will be drafted and put in the local paper ASAP. The part-time seasonal position was discussed. This has been advertised with no applicants to date. Contracting out the plowing and winter maintenance of all Town owned and maintained parking lots and driveways was discussed. Given the possibility of not finding a seasonal on-call employee and needing to hire a new full time employee it was felt this would be a good time to try this action. An ad will be drafted for this ASAP. It was noted that the Town Highway Department has been plowing the school parking lot. If this is contracted out it would be expected that the school pay a portion of this bill. Mackenzie will discuss this with the School administrators.
 - Nortrax will be coming to evaluate the roller. They will present the Town with options concerning trading this roller for a smaller one.
 - GMC: Cutting reported this vehicle needs to stay covered under the Town insurance policy. Municipal insurance cannot be separated by collision and liability like private. This is a cost of less than \$300.00 per year. It would not be covered at all if this insurance is discontinued. The highway department will find out what this vehicle could potentially go for with a trade in as opposed to private sale. The frame is broken so this would need

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to be made clear to the person purchasing it. Pros and cons were discussed concerning private sale and trade in.

- All the Highway vehicles need to be inspected by September 30th, 2015.
 - The extra plow truck needs a new chain. This is about \$2,000.00. Bailey can install this chain. It was the sense of the board to purchase the chain so it is on hand.
 - The roads still need more gravel.
 - Sand is needed for the winter sand pile.
 - The budget was reviewed.
 - Williams felt that ledge in the roads needs to be addressed. It is making it difficult to grade.
 - Williams also cautioned the board with regard to grinding a road and leaving it for an extended amount of time. It does not make people who live on the road very happy.
 - MacKenzie would like maps of underdrains for all Town roads.
3. Smith moved to approve the minutes of September 3rd, 2015 public & Non-public minutes. Seconded by MacKenzie. Voted unanimously in favor.
4. Matters arising:
- Generator pricing: Still waiting
 - Trees on the Common: Another limb was reported down. Henderson was working in the area so they took care of it. They will be coming back in October to aggressively prune the trees. There was a discussion about the possibility of taking down an ash tree, which has had 3 large limbs come off in the past 4 months. Cutting will have Henderson re-evaluate this tree.
5. Pond Program-Megan Fryman: Present for this conversation was Robert Thebodo, Beach Supervisor. Ms. Fryman reviewed the program and noted the new changes to 2 split weeks and early drop off went very well. She will continue this for next year. She went on to explain the amount of time this program takes. The WSI swimming program paper work is very time consuming. Because of early drop off other requirements she is normally at the beach from 8:00AM to 2:00PM 5 days per week for 4 weeks. She felt this position salary should be increased to \$4,000.00 total for the 4 week program. The revenue was reviewed and generates enough to support this increase. The board supported this increase, and this figure will be put in the proposed budget. Hourly pay of counselors was discussed, it was noted if the funds are in the budget to increase the hourly wage for a senior counselor than this would be something Ms. Fryman could recommend to the board. The adult swim dock was briefly discussed. Mr. Thebodo acknowledged his feeling of uneasiness with this kind of attractive nuisance next to the beach. MacKenzie explained there is no other place for this dock to be and have the water deep enough. Mr. Thebodo reiterated it is a Red Cross approved beach and has safety concerns. He reviewed a few incidences concerning adults and people using the beach and some unfortunate incidences when community members disrespected the lifeguards.

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Matters Arising cont.:

- Park & Ride: Nylon mesh was put down on the lawn part of the park & ride. This is sticking up and makes it impossible to mow. Cutting will investigate the cost of having this cut out so it can be maintained.
 - MacKenzie has not heard from Pathways concerning the questions and possible changes to the proposal for River Road South. Cutting will contact Pathways to find the status of this.
 - MacKenzie has discovered other sections of River Road with erosion and possible future concerns. **NO MORE KAYAKING FOR HER!**
 - The Police department had received grant funding for traffic details, has this been done?
6. Public Comment: none at this time
 7. Payroll manifest was reviewed
 8. Manifests in the amount of \$46,438.13 and \$90.00 were reviewed and signed.
 9. Copier contract for the conference room copier was reviewed and signed.
 10. Lyme Center Academy Building rental: A request was denied for a discount for 1 day class not held during the 8 week rental.
 11. CLD Consulting Engineers contract needs to be held over for the next meeting for clarification.
 12. S. W. Cole Engineering, Inc contract for Goose Pond Road compaction testing in the amount of \$4,625.00 was reviewed and signed.
 13. Innovative Surface Solutions draft contract was reviewed. This is a 3 year commitment for the product (Magnesium Chloride). The Town cannot committee funds over a 3 year period without an escape clause. This will need to be discussed with Innovative Surface Solutions before next spring.
 14. Committee & Commissions:
 - Conservation Commission: Smith reported the commission would like Mr. O'Hara's engineer to come and explain the plans for the Fire Pond on his property.
 15. Ongoing:
 - Old guard rails near Fisher Bridge: Concerns that if they are pulled out it could cause erosion or other problem with the river bank. These will be left in place for now.
 - River Road Slump: Land owner does not want town to move the River Road. He would like this fix to take place without cutting trees and moving soils. The board is waiting for more information before moving ahead with this.
 - Shredding event is set for Sunday October 4th, 2015 9:00AM to 12:00noon at the Fire Station.
 - Street light on Market Street: Eversourse can rotate the light at the owner's expense. Cutting to get an estimate on this. The board will need to approve because it is a municipal light and then the landowner will pay for this action.

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- School parking lot: The Select Board cannot give the okay to create parking spaces on the little common for the school staff. This needs to be brought to Town Meeting for a vote. The School will fund this project but the property is the Towns.
- Park & Ride rules and regulations: It was the sense of the board the Police Department is now responsible for the necessary signage and ordinance regulations pertaining to regulating the Park & Ride.
- A prioritized list for plowing municipal parking lots needs to be created.

There being no further business at 10:30AM MacKenzie moved to adjourn. Seconded by Smith.
Voted unanimously in favor.

Respectfully Submitted
Dina Cutting