

TOWN OF LYME  
Select Board Meeting  
November 19, 2015  
8:00am  
Town Office Conference Room  
Approved: December 3<sup>rd</sup>, 2015

Present for all or part of the meeting: Susan MacKenzie, Chair, C. Jay Smith Board member, Patricia Jenks, Board member, Police Chief Shaun O'Keefe and members of the Highway Department: Steven Williams, Scott Bailey, Greg Jenks and Matt Thebedo

1. MacKenzie called the meeting to order at 8:03, welcoming the Highway department crew.
2. Highway discussion: Appreciation to Scott Bailey for his grading efforts on Baker Hill road. Appreciation to department for efficiency and preparedness for a culvert project on Dorchester Road. MacKenzie asked if the crew could take a look at the proposed test pit sites for the "slump" issues on River Road, checking for access and opinion of what the amount of work would entail. It's her understanding the pits are to be performed every 300 ft and the testing length is approximately 2000 ft.

One of the crew will contact the Town of Hanover to learn about the size of the vibratory roller they use. We need to move forward with locating a smaller roller if that's what is needed.

Thebedo is in the early stages of learning about driving the larger trucks and is working toward getting his CDL license with an automatic transmission endorsement. Neither Thebedo nor Jenks have experience with operating a plow & wing set up, so there will be a learning curve for that when the time comes.

Current projects include the culvert repair on Dorchester Road and another headwall repair further down the road on Dorchester Road. End of season grading is taking place and preparations for winter are happening in the shop.

Greg Jenks asked if the town consulted an arborist to advise about trees that are very close to the travel way of roads or dead and need to be removed. Smith explained the law governing the removal of trees in the right of way and those on private property compromising road safety. MacKenzie indicated that due to budget constraints the highway crew was our arborist and should let the Select Board know if they felt there was a potential problem.

Williams said he's received a call from Allan Rowell inquiring about grader time in 2016. It was confirmed that 100 hours is budgeted for contracted grading. He'd also received a call from Dick Towle who owns a gravel pit in Thetford VT, who has offered a price of \$16.75 a yard for gravel for the remainder of the 2015 season. This price is one dollar less per yard than what is currently purchased as part of a contract executed in early 2015. However, again because of significant budget issues, we are not in a position to make any purchases beyond what has already been committed. The price consideration extended by Mr. Towle's is appreciated and we regret not being able to take advantage of it.

Undercoating is currently being done to Truck #2, as a trial. The crew will assess if this is worth the expense before committing to have any others done. Williams advised that the 2004 Sterling truck is deteriorating and its replacement should be considered sooner than what is currently scheduled. It's his opinion that these trucks should be replaced on a ten year cycle rather than the twelve year cycle currently used.

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There is still no word on the whereabouts of the nozzle for flushing the culverts, which are becoming more compromised. Jenks will contact Chief Hinsley again. Hinsley has indicated he would locate one if necessary.

Chief O'Keefe did a VIN Verification on the chipper. It was determined to be a 1989, and with that information Jenks can proceed with getting it registered.

Williams expressed concern over being able to make provisions for uniforms for Thebedo. It was his understanding that the contract provided for 4 users and adding Thebedo exceeded that threshold as Stearns remains on the contract. However Dina Cutting has indicated that getting Thebedo outfitted would be appropriate and would not increase the costs excessively.

O'Keefe asked about a hole that keeps appearing where the tar changes to dirt on Acorn Hill Rd. Both Bailey and Williams have noticed while grading that in areas such as this where large 4" rock was used during mud season repairs in the past that these holes are appearing more frequently. In addition O'Keefe mentioned another concern on the northern end of River Road across from Berway Farm which bears watching. Williams and Bailey will take a look with MacKenzie, and feel there is a way to stabilize the area for the time being.

3. The minutes of the meetings held November 10, 2015, November 12, 2015 (public & non-public) were approved as submitted.

4. MacKenzie noted it has been a month since the last public advisory has been offered regarding the River Road closure status. She is waiting for a communication from David Roby and Arend Tensen both of whom have a vested interest in the proceeds. An announcement has been drafted which will be reviewed by Jenks and Smith before being released.

5. Matters Arising: The newly formed Transfer Station Study Committee will meet on November 30, 2015.

Dowd's Country Inn provided a very reasonable and acceptable estimate for the employee Holiday gathering. Jenks will follow up and confirm the date and options. Members of The Select Board and Police Dept. will host and pay for the event.

6. New Business: Parking on the Common remains a concern, therefore continued research into appropriate fencing continues. There are establishments who remain non-compliant to the parking restrictions in town. The Board will ask Planning and Zoning Administrator David Robbins to provide the permitting history and site plan review information for that location for the next Board meeting. Chief O'Keefe is concerned about potential contentious issues arising when the newest business opens up. Meanwhile, the business in question will be asked to place "no parking" ribbons on the Common when they have large events. Chief O'Keefe will discuss with the management.

It looks like there is a need to establish a policy to address Transfer Station Inventory deliveries and customer procedures. This will be looked into.

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A letter requesting that a Menorah be allowed to join the Holiday tree on the Common for the season has been received. Although the Board as a whole has no objections to this, the issue presents broader concerns which will be addressed after legal consult.

A letter from Vickie Davis representing the Upper Valley Hazardous Waste grant process was received. Smith made the motion, seconded by Jenks that this annual request be approved. The letter was signed by Chair Mackenzie.

It has come to light that a building, currently under major renovation has a historical barn preservation easement on it which was missed in the permitting process. Renovations of this magnitude are in violation of the easement conditions. The Board will do a site visit with owner permission and the Tax Assessor will be contacted for advice as to how the construction has affected the building assessment. Following that procedure, the Board will follow through with the appropriate action for a breach of easement.

The copier maintenance contract with WB Mason Inc for the conference room copier in the annual amount of \$95.00 was signed by Chair MacKenzie.

7. An Intent to Cut application for Map 412 Lot 3-Bear Hill Conservancy was signed.

8. Committees & Commissions reports:

Jenks reported on a Buildings Committee meeting where end of the year activity list was reviewed. Some items remain outstanding, including the upgrade to the Town Office generator, pump work at the Academy Building and painting at various locations. The question of whether or not the small cemetery service shed located at the Old Cemetery is still used and requires power was asked. This will be investigated.

Smith reported on a Planning Board meeting at which the Pinnacle Project was a topic of discussion. There is a public hearing scheduled for December 10, 2015.

MacKenzie reported there was no quorum for the Energy Committee meeting. The Roads Committee met and reviewed ongoing projects and the Hewes Brook bridge plans. NH Department of Environmental Services is requiring extreme measures for this project which could drive the cost to upwards of \$375,000. As that is not an option, a less desirable but more manageable remedial measure with a cost of \$138,000.00 is being considered.

MacKenzie hosted the Coffee Hour, where full and part time residents from River Road came to inquire on progress. Rich Brown of Loch Lyme Lodge attended asking about the Post Pond water level and beaver dam management. Chief O'Keefe will check to see what the current level is at. Bob Coyle of Stella's restaurant addressed continued parking issues with neighboring businesses and inconsistencies with the parking on the Common enforcement. Police have been requested to enforce and ticket if appropriate.

9. Police Department: Per new procedure, Chief O'Keefe presented what is the first of monthly reports on activity within his department. The department had over 200 calls in October 2015; an accounting breakdown was provided. He estimates that by year end they will have close to

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2000 activity requests and/or follow-up. Regarding a concern about illegal parking on Post Pond across from Loch Lyme Lodge, O'Keefe commented this was state property, and that blatant parking violations are addressed. Abutting property owners experiencing disruptive activity at night at this location need to call in a complaint so the Police have something to work with. The department is working independently and in conjunction with area police on several cases involving burglaries and drug-related activity. There have been no calls involving State Police response recently. The new computer server is scheduled to be installed at the Hanover dispatch location next week. O'Keefe has received notification that fines set by the State of New Hampshire for traffic violations are increasing significantly. Unfortunately, the towns do not realize revenue from these fines. He ordered signage three weeks ago for the park and ride. The signs haven't been delivered yet.

10. The Board discussed the Budget Committee meeting held the evening before, comfortable that everything that could be done to present a fiscally responsible budget has been done. The final figures will be given to Cutting for warrant article work. All department heads must be diligent in being cautious with expenditures as the year ends. The remaining operating funds are low.

11. Regarding the River Road slump, it was agreed that despite the continued requests for more detailed investigative measures, the Board has exhausted all viable options, placed their trust in reputable engineers who have gone beyond expectation to provide guidance and expertise at no extra costs. The Board cannot commit any more funds to further exploration.

12. At 10:45AM Smith moved to enter non-public session in accordance with RSA 91-A:3 II (d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. Seconded by Jenks and voted to approve 3-0. Present for this non-public session was MacKenzie, Jenks & Smith.

13. At 10:52 AM Board returned to Public Session. Smith made a motion to seal the minutes. Seconded by Jenks and Board voted to approve the motion 3 – 0.

14. Smith made a motion that the Board send a letter via certified mail, return receipt requested to Luc Beaubien denying his request to use the Tower on the Fire Station.

15. Because of the Thanksgiving Holiday there will be no regular meeting of the Select Board on November 26<sup>th</sup>.

This meeting was adjourned at 11:00 am.

Respectfully Submitted,