

TOWN OF LYME
Select Board Meeting
December 3, 2015
Town Office conference Room

The following were present for part or all of the meeting: Patricia G. Jenks, (Member), Susan J. MacKenzie (Chair), C. Jay Smith (Member), Steven Williams (Highway), Greg Jenks (Highway), Shaun O'Keefe, (Police Chief), Dina Cutting (Administrative Assistant), David Robbins (Planning & Zoning Administrator). Community members Judy Barker & Donna St. Peters.

Susan J. MacKenzie opened the meeting at 8:00 AM.

1) Highway:

- Yard: An old metal drag was removed and the yard was cleaned up.
- Plowing Bus Route: A suggestion was made to go in teams due to the River Road slump closing. It will take much longer to plow and salt-sand doing it in various trips. Bill will help while Matt is training.
- Salters: Have not been calibrated. They have been turned down as low as possible and still release salt.
- Plow Routes: The various routes were reviewed and discussed.
- Roller: Need to go look at a roller in Hanover to see if the small size is more appropriate for Lyme.
- Undercoating: A kit was purchased, and the highway employees will be doing the trucks themselves.
- River Rd Slump # 2: 470 feet of N. River Rd. North just about at Tullar's Farm has the same problem as the other section of the River Rd slump, but not as steep. CLD Engineering will look at it to see what kind of possible fix this could be and if the highway can do the work. There's 35-40 foot drop to the field, with the water in the river at field level.

2) Susan J. MacKenzie (Chair), moved to request CLD Engineering LLC look at River Rd 2nd slump to provide information on the condition of this slump for not more than an hours' worth of work. Seconded by Charles J. Smith (Member). Voted unanimously in favor

- Farmway: Highway department has purchases proper rain gear. Needed due to starting culvert flushing. As soon as the Town is done with the nozzle it will be returned to Hanover.
- Ditch: Pinnacle Rd. above St. Peter's property needs to be cleaned out. Highway will get there soon.

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3) **Patricia G. Jenks (Member) moved to approve the minutes of the 12/19/15 & 12/23/15 meetings. C. Jay Smith (Member), seconded. Changes were offered. Voted unanimously in favor as amended.**

4) **Matters Arising:**

Menorah: Placing a menorah on the common with the Holiday tree was discussed. After consultation with the Towns attorney **Susan J. MacKenzie (Chair), moved to allow the Menorah be placed on the green for 8 days supporting the celebration of holiday spirit. Seconded by Patricia G. Jenks (Member). Voted unanimously in favor.**

Barn Easement: Cutting will call to set up an appointment for the Board to view this barn on Thursday 12/10/15 at 4:00 or later.

Post Pond Water Level: Judy Barker noted the water level is very high in Post Pond. Smith will notify the Conservation Commission at their next meeting December 7th, 2015. The town has the ability to breach the dam.5)

5) **New Business:**

Pike House: The refrigerator needs to be replaced. Cutting will work this out with the tenant.

Trash Bags: The Budget Committee recommended the board find ways to improve the revenue sources of the Town. Increasing the cost of trash bags was discussed. \$3 for large, \$1.50 for small with cards @ \$15.00 each (\$3 per punch up from \$2) effective 1/1/16.

6) **Susan J. MacKenzie (Chair) moved to accept the new price change for bags and punch cards as of January 1, 2016. Seconded by Patricia G. Jenks (Member). Voted unanimously in favor.** Jenks will put out notifications in order for the community to be aware of this change.

Car Registration: The town can put an additional fee on vehicle registrations. This fee can be allocated into a fund to be used for specific reasons, i.e. road repairs and maintenance. Jenks will bring further information to the next meeting.

Budget: It was clarified that 36 hours is considered full time employment, and allow benefits according to the Towns personnel policy.

Plow School Yard: The SAU office will need to get their own bids. Cutting will let them know.

FEMA: Goose Pond: Do we need guardrails? This will be finished this week.

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3-1 grade: Culvert areas should be guard-railed. The cost is too much. There is 4x4 posts w/ reflectors. The Board will address the safety concerns.

Docks: Need to be ordered (see funding).

Cemetery Trustees: They will discuss the electricity for the old shed at their next meeting.

Franklin Hill Rd: Intersection meeting Dorchester Road. East side dangerous to plow and maintain. Various problems with making the west side the only drivable route. The board would like to see if the State has any ideas on addressing these safety concerns at this intersection. Cutting to ask Dennis Ford if they can set up a meeting.

7) Public Comments: None at this time

8) Manifest: Manifest in the amount of \$595,408.36 was reviewed & signed.

EMPG Grant agreement:

9) Susan J. MacKenzie moved to accept the EMPG grant agreement terms as presented in the amount of \$4,000.00 for the purpose of updating the community's Local Emergency Operations Plan (LEOP). Furthermore the Board acknowledges the total cost of this project will be \$8,000.00, in which the Town will be responsible for a 50% match (\$4,000). Seconded by Patricia G. Jenks. Voted unanimously in favor.

10) Committee & Commissions:

Coffee Hour: C. Jay Smith (Member) requested a new sign for the covered bridge, "1/2 mile," "Caution," in florescent green.

11) Transfer Station: Simon Carr came to the first New Transfer Station Committee meeting to review what had been done in the past. Safety concerns from various members were noted. Will forward concerns to the Safety Committee. Expenses & revenues will need to be reviewed. There needs to be a meeting every 2 weeks in order to have the requested information for the board prior to Town Meeting.

12) Road Committee: River Rd. update projects. Test pits have been done – CLD will develop a proposal with estimated costs for an alternative route.

Goose Pond Rd: Driveways still need to be graded to prevent water from running down drives and onto the road. There is a punch list to be reviewed and checked.

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David Robbins (Zoning): Tyler Rich's driveway on Dorchester Rd. Robbins was under the impression that the Board was going to research this. It's in the meeting minutes, and will need to be reviewed. The Board needs to respond to the complaint. There are issues with the new driveway, and this needs to be corrected. After a brief discussion it was the sense of the board to ask Tyler Rich to come to a board meeting to review what took place and how this driveway situation got to where it is.

Pinnacle Rd Driveway: Curb cut permit issued. Issues with landowner & Steve due to location of driveway and site distance issues. Have an engineer come in, identify driveway with the ability to cut bank back for site distance & utility poles. Previous curb cut was revoked. Revisit this in the spring to permit. David to go with Steven & planning Board Member to make sure everything is considered. The Board is not making an arbitrary decision.

13) New web page: There needs to be a dead line set for documents and form so when the changeover is made the forms go with it. Robbins will let people know.

Vision: Robbins has been asked to be able to run reports from the Vision software. After a brief discussion it was noted with read only access you cannot run any of the reports and or develop any reports. Cutting noted Terri will be trained to do this kind of work and in the mean time she can produce any report requested by Planning or Zoning.

River Road (South End): Pathways - How much to get an emergency permit and fix with urgency.

- 14) **At 11:15 AM MacKenzie moved to enter non-public session under authority of RSA 91-A: 3 II (c). "Reputation" Seconded by Jenks and voted unanimously by a roll call vote. Present for the non-public session were, Smith, MacKenzie, Jenks & Cutting.**
- 15) **At 11:55 AM the Board returned to public session. Smith moved to approve 2 hardship abatement requests, 1 extension of taxes with no interest due to hardship and 2 Elderly exemption applications. Seconded by MacKenzie. Voted unanimously in favor.**
- 16) **At 11:55 AM Mackenzie moved to enter non-public session under RSA 91-A:3 II (a) for the purpose of discussing a personnel matter. Seconded by Jenks. Voted unanimously by a roll call vote.**
- 17) **At 12:05 AM the Board returned to public session**
- 18) **There being no further business MacKenzie moved to adjourn at 12.05 AM. Seconded by Smith and voted unanimously in favor.**