

TOWN OF LYME
Select Board Meeting
June 26th, 2014
Town Office Conference Room
Approved: July 3, 2014

The following were present for part or all of the meeting: Charles J. Smith (Chair), Susan J. MacKenzie (member), Patricia G. Jenks (member), & Dina Cutting (Administrative Assistant), Megan Wilmot (Pond Program Coordinator) and her daughters Robina & Ruth

1. Chair Smith called the meeting to order at 8:00AM.
2. MacKenzie apologized for her reaction to the Goose Pond Road bid requests being sent out. She had forgotten the board had approved this. Everyone is busy with a lot of different things and this slipped her mind.
3. Goose Pond Road engineering proposals received and opened:
 - Dufresne Group Consulting Engineering- \$36,550
 - Pennoni- \$31,900
 - GM2 Associates- \$48,400
 - Northpoint Engineering- \$43,000
 - DuBois & King- \$35,000
 - Quantum Construction Consultants LLC- \$45,950
 - CLD- \$49,606
 - Pathways Consulting LLC- \$22,770

The Board requested that a complete set of proposals be kept in the Town Office for the Roads Committee members to come in and review. These proposals should not leave the office. The Roads Committee will review and make a recommendation to the Select Board at the July 3rd 2014 Select Board meeting. The Select Board will then make their decision at the July 10th 2014 meeting.

4. Megan Wilmot, Pond Program Coordinator introduced herself and her daughters to the Board and discussed her plans for the Pond Program which currently has an enrollment average of 22 youth per week. Megan reviewed the schedule of events for this program. She is concerned that people have been getting on the new ball field. She requested signage be installed to help with this. There will be 3 paid counselors per week for 4 weeks of this program. Megan presented a list of paid counselors for approval by the Board. The list included:
 - Sivi Colberg, Brenna Kerin, Grace Callaghan, Kennedy Marshall, Cameron Marshall, & Margaret Parish
 - MacKenzie moved to approve the list of paid counselors for the 2014 Pond Program season. Seconded by Smith. Voted unanimously in favor.

The Board thanked Megan for coming to the meeting.

5. MacKenzie moved to approve the minutes of the June 19th, 2014 meeting. Seconded by Jenks. Voted unanimously in favor.
6. Matters Arising:
 - The Board reviewed the discussion previously held with Chief Hinsley concerning a 4-wheel drive vehicle for the Fire Department. The Board would like Cutting to look into the insurance issues of leasing a vehicle from a citizen for use in the Volunteer Fire Department.
 - The Board discussed a request to have a 4th of July parade around

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the Common. This is a last minute request and there is not enough time to apply and receive a state permit for the use and closure of Route 10. The board felt it would be reasonable to have a gathering on the Common. There needs to be a Common Use application submitted for this. Cutting will contact the interested party and communicate the information.

- The Board reviewed information concerning a cell phone booster. Still some questions, Cutting will ask Harvey Brotman for his advice and an estimated cost for installation.
 - Jenks has been asked about the flag pole at the Town Offices. Smith and O’Keefe will be putting it up in front of the Police Station entrance.
 - MacKenzie noted the Board had not addressed the stump dump issue. This needs to be taken care of as soon as possible. The Highway Department is being asked to clear the ditches and remove debris and they have no place to put it. The Select Board needs to make a point to the Highway Department that if the town is going to spend the funds to repair roads the Highway Department needs to take care of them and do the maintenance. This means ditching and clearing culverts must be done each year. Logs and rocks routinely need to be removed from the ditches and the Highway Department needs a place to put them. Smith and Stearns will look into this.
 - Various wash outs occurred due to heavy rain fall. Locations in Lyme were reported to have received from 3.5” to 4.6” of rain over Wednesday night.
 - Baker Hill Road to the hill above the old Hewes Farm on Goose Pond Road: Adequate culvert replacement or installation at driveways along this road repair section needs to be considered.
7. Public Comment: None
8. Manifest: \$10,274.74 and Overseer of Welfare manifest \$1,853.51 were approved and signed.
9. 2013 Abatement appeals: The Board reviewed and discussed the recommendations of George Sansoucy, PE, LLC, Utility appraiser for the Town of Lyme – Based on his findings and recommendations Jenks moved to deny the abatement appeals of the following utility companies:
1. TransCanada Hydro
 2. Northern New England Telephone
 3. Public Service of New Hampshire
 4. New Hampshire Electric Co-operative

Seconded by Smith. The motion was voted unanimously in favor.

10. 2013 Abatement appeals: The board reviewed the abatement appeal of Duncan & Ann Mackintosh.

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- MacKenzie moved to deny the abatement appeal. Seconded by Smith. Voted unanimously in favor.
11. 2013 Abatement appeals: The board reviewed the abatement appeal of Coe & Ann Kerr.
- MacKenzie moved to deny the abatement appeal. Seconded by Smith. Voted unanimously in favor.
12. Committees & Commissions:
- Recreation Commission: The 5 K fundraiser is moving along. The Commission voted to spend \$750.00 to have some maintenance done to encourage grass growth on the Ball Field.
 - Heritage Commission: The Commission was notified of two Rufus Porter murals at the Hood Museum previously located in a Lyme home no longer standing. The museum returned the murals to the Town and the HC will look into the possibility of having them restored.
 - The Heritage Commission is working on the summery report of historical properties. They continue to try to come up with an efficient way to alert owners of historical properties that help and advice for restoration and building projects is available through the Heritage Commission. This will be discussed further.
 - The Select Board discussed the need for various committees and groups to have a valid Lymenh.gov e-mail address. Cutting reported the Town owned 18 e-mail addresses to date. Each is at cost to the Town. Most groups and committees should be sending official town notifications through the Select Board office. The Supervisors of the Checklist have requested a Lymenh.gov e-mail address for use in official communications to state and federal contacts. The Town Clerk noted she currently is able to communicate officially on behalf of the SOCL, however they feel it's more official if the communications come directly from them. Cutting will research the existing email addresses, who actually is utilizing them and if the SOCL could take over a slot which is not being used to capacity. The Board will revisit this.
13. Ongoing matters:
- Jerome and Sherrill Robinson are inquiring about a conservation easement signed in 1988 between Robinson, Conservation Commission, Town of Lyme and SPNHF. The description of the easement matches the land description in the deed but because of a boundary line agreement between Wilbur Clark & Robinson done in 1996 because the Town is an easement holder are they required to join in on the agreement to make it valid? The Robinsons are asking if the document can be signed retroactively. The Map and Lot file was reviewed and there was no boundary line agreement and no notification of this change to the Conservation Easement

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documented. It appears the Conservation Commission, SPNHF and the Town was never notified of this change. The Board will need to discuss this after research is completed concerning what should be the next step.

- The evaluation process was discussed. The Board has not yet decided on a good format. Jenks will look at various models and come back to the Board with further information.
- Deputy Town Clerk job description will be completed next.
- The board needs to set a date for the Capital Reserve Fund discussion
- Jenks noted she had begun reviewing the budget items, beginning with the Highway Department as that is among the largest of the budgets carried by the taxpayers. Various budgetary topics were discussed and the Board wants to make sure the Highway Department is coming to the next Select Board meeting. Smith will invite them. It's the Board intention to work together as a team with all Town Departments to address escalating costs and expectations. Meetings requested with any Department Head and/or Department should not be considered a threat, but a positive effort toward open communications and problem resolutions.

14. There being no further business at 10:45AM MacKenzie moved to adjourn.
Seconded by Jenks. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting