

TOWN OF LYME  
Select Board Meeting  
January 8<sup>th</sup>, 2014  
Town Office Conference Room  
Approved: January 15<sup>th</sup>, 2015

The following were present for part or all of the meeting: Charles J. Smith (Chair), Susan J. MacKenzie (member), and Patricia G. Jenks (member). Shaun O'Keefe (Police Chief). Dina Cutting (Administrative Assistant).

Highway Department employees: Fred Stearns; Road Agent, Scott Bailey, Steve Williams, and Russell Stearns.

1. Chair Smith opened the at 8:00AM
2. Highway department: Reviewed work:
  - Franklin Hill Road, High bridge Road, Dorchester Road, Pinnacle Road all had mud season problems in the past few weeks due to unseasonable weather temperatures. Budget issues concerning material, over budget, material trucking by private trucking companies which was an unbudgeted expense are all concerns.
  - The board and highway department reviewed the information pertaining to the pavement preservation workshop Stearns, F and Stearns, R attended. Many new techniques. Based on what the individual towns have for available funds. Then you start looking at how long you want the road to last the then you look at the various methods and how you can fit that method into your budget constraints. The board thanked Stearns F and Williams S for coming to the Class V roads committee meeting to hear and discuss the Goose Pond Road project with CLD engineers.
  - Stearns presented his preliminary summer road work "to do" list. This was reviewed and discussed.
  - Vandalized signs were discussed.
  - Installing the generator at the Highway Garage. Having a larger propane tank put in to have the generator and 2 modines all attached to one tank was the preferred option.
  - Roadside mowing: The pros and cons of having the Highway department continue to do this was discussed. No decision was made. But this should go out to bid again if it is going to continue to be done by an outside company.
  - Gate: The lock keeps freezing. The board would like the department to look into better covered locks, or something to help with cold wet weather. It was felt it was important to keep this gate locked after hours. Smith will also research frost proof locks.
  - Uniforms: The highway department would like to order the new safety uniforms; they take 10 weeks to come in. Because this purchase will happen prior to the March budget vote Stearns can order them but if funding gets voted down Stearns will need to find the \$ within his budget to cover the expense.
  - Followed was a discussion concerning the additional cost of trucking in materials for the roads. It was the sense of the Board that the cost of the independent trucking was offset by the reduction of wear and tear on the town's trucks, fuel costs and time of the driver when they are needed to do other projects. In order to get the best price possible for the trucking it was

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suggested to bid this out and see if it helps lower these charges. Stearns and Cutting will get the bid specs ready.

3. Communication via board members and Cutting should be treated as an FYI and not requesting feedback.
4. Jenks moved to approve the minutes of December 31<sup>st</sup>, 2014. Seconded by Smith. Voted unanimously in favor.
5. Matters arising:
  - Boring on River Road at Hewes Brook. Still gathering information.
  - Slump on River Road: Still waiting for a proposal.
  - South River Road: CLD is working on the second opinion for the culvert.
6. Public comment: None
7. A manifest in the amount of \$14,318.26 for 2014 expenditures was reviewed and signed.
8. The board reviewed the length of terms for committees. These are determined at the start of all committees and should not be adjusted at individual request. If someone needs to leave their term before it is up there is a system in place to handle that. MacKenzie will communicate this to the Energy committee.
9. Intent to cut was reviewed and signed for Graf, Kevin & Irene- Map 404 Lot 3-Storrs Hill Lane.
10. Committees and Commissions:
  - Previously reported on Roads Committee meeting
    - Conservation Commission: A wildlife blind is being built in the Chaffee Wildlife Sanctuary. CC considering \$ 30,000 to help confirm an easement by Upper Valley Land Trust on Whipple Hill. The Conservation Commission will be holding a public hearing on February 2<sup>nd</sup>, 2015 to consider this.
11. Transfer Station hours: Thebodo could not come attend this meeting due to a work conflict but the change from opening the Transfer Station on Saturdays instead of Sundays may cause a problem with the present workers. Both do jobs that involve working for other employers on Saturdays. The board will still put this out on the survey to see how strong the community feels about Saturday vs Sunday hours.
12. The Survey will need to have questions pertaining to: 1) Transfer Station days and hours. 2) Credit Card payment options. 3) Tax billing 2 times per year. It was noted that people can make payments towards their tax bill at any time throughout the year.
13. Table Top drill for Emergency Management has been rescheduled for February 6<sup>th</sup>, 2015 9:00AM to 1:00PM.
14. Cutting reviewed the new online system for reporting financial budgeting and warrant article information to DRA. This will be a learning curve and data entry will take longer this year. Once everything is in the system it should be more efficient.
15. Ongoing business:

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- Regarding the office change for the Administrative Assistant, Cutting noted after discussing with Chaos Computing it was felt to be fiscally responsible to wait until the new computers come in and only move things one time. Move will happen after Town Meeting.
  - The board briefly discussed various warrant articles. The road articles need figures soon. Priority needs to be given to the ongoing 3 projects started now. Slump on River Road, River Road South and Goose Pond Road.
  - Warrant article for 2015:
    1. The board would like to see if the town will approve the Select board as agents to the Class V Roads CRF.
    2. Park and Ride funds
    3. Paved Roads funds
16. Road side mowing RFP needs to be more specific so that particular cutting is done.
17. Town of Lyme vs. Smith court decision was reviewed.
18. The 2014 remaining funds for budget were reviewed. Roughly \$75,955 left with \$30,000 worth of invoices to be paid. Close budget again this year.
19. Jenks moved to approve the minutes of January 6<sup>th</sup>, 2015. Seconded by Smith. Voted unanimously in favor.
20. At 10:17AM Jenks moved to adjourn. Seconded by MacKenzie. Motion voted unanimously in favor.

Respectfully Submitted,

Dina Cutting