

TOWN OF LYME
Select Board Meeting
April 30th, 2015
Town Office Conference Room
Approved: May 7th, 2015

The following were present for part or all or parts of this Select Board meeting:

Susan J. MacKenzie (Chair), Patricia G. Jenks (member), Charles J. Smith (member), Chief O'Keefe, Dina Cutting (Administrative Assistant). Matt Brown & James Graham (Independence Day Committee) and community member Wayne Tullar.

1. Chair MacKenzie opened the meeting at 8:00AM.
2. Independence Day Committee: The Board reviewed the ideas and intent of this celebration with James Graham and Matt Brown. The connection between the Independence Day celebration and the craft-breakfast was discussed. It was the sense of the Board and Police department that this should be a separate event. This is to be organized though the Church (horse sheds use) and that if this event happens, it must be over with well before the Independence Day events start because of parking and safety issues. Concerns were expressed at the potential expenses for tents and what people may perceive as "for profit" activities. There is no advertising of any businesses allowed on the common. The Board again communicated that this should be a family friendly event and that funds being generated from this event should be going toward the next year's event. Police and safety staffing was discussed. This event is on the actual holiday so the cost to the police department's budget could be significant. In the past the Town has not billed the committee for this police staffing but the celebration has not been on the actual holiday. Length of time for the events was discussed. This committee should work out a parking plan with the police department. It was recommended the committee discuss the concerns and options to be considered for this event, make a plan and then the Select Board representative will bring this back to the board at a later meeting to be considered.
3. A brief discussion with Wayne Tullar about life on Berway Farm took place. Mr. Tullar left the meeting.
4. At 8:35AM MacKenzie moved to enter non-public session under authority of RSA 91-A: 3 II (c). "Reputation". Seconded by Jenks. Voted unanimously by a roll call vote. Present for the non-public session were, Smith, MacKenzie, Jenks, O'Keefe & Cutting.
5. At 8:50AM the Board returned to public session.
6. MacKenzie moved to forgive interest and fees associated with a 3 month extension concerning the property discussed. Seconded by Smith. The board did note after 3 months the property owner should come back to the board to discuss a long range plan for tax payments. Motion voted unanimously in favor.
7. Jenks moved to approve the minutes of April 23rd, 2015(regular meeting), April 27th, 2015(non-public meeting) & April 28th, 2015(non-public meeting). Seconded by Smith. A change was offered. Voted unanimously in favor with revisions.
8. The board reviewed matters arising.
 - Cell phone booster still waiting for missing part.
 - Jerry Brightman will be scheduled to meet with employees for a workshop in the near future, hopefully on a Tuesday.
 - Police Station shower unit is a problem as it allows water flow and leakage everywhere if used. Contractor for the building has been contacted numerous times and there's been no satisfactory response. MacKenzie will find solution.
 - Planning and Zoning job description for salary wage review-The Board should look at the part of the job that requires the highest level of expertise and use that as the best measure to evaluate the salary for this position
 - MacKenzie reported Mr. Celone discussed the skating rink and leveling off the common. She reiterated they need to come to the Board with a professional plan. Mr. Celone reported to MacKenzie that he would like the Recreation Commission to take over this

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skating rink.

- Safety concerns on River Road. Trees were cut out and there is nothing keeping cars from going off the road. MacKenzie and Chief O'Keefe will go look at this site after the meeting.
 - It was noted the Low and Moderate Tax Relief Forms can be obtained in the Select Board office.
9. At 9:35AM MacKenzie moved to enter non-public session under authority of RSA 91-A: 3 II (c). "Reputation". Seconded by Jenks. Voted unanimously by a roll call vote. Present for the non-public session were, Smith, MacKenzie, Jenks, & Cutting.
- The interviewees for the Highway Department opening were discussed.
 - The interviewees for the Assessing Clerk opening were discussed.
10. At 9:45AM the Board returned to public session.
MacKenzie moved to offer the Highway position to Michael Tebbetts at the hourly wage of \$14.50. Seconded by Smith. Voted unanimously in favor.
MacKenzie moved to offer the Assessing Clerk position to Ian Smith at the hourly wage of \$13.50. Seconded by Smith. Voted unanimously in favor.
Cutting will notify both applicants and report back to the board.
11. Public Comments: None at this time
12. Manifest: none
13. Hewes Brook Bridge: MacKenzie reported to a meeting with Advanced Infrastructure Technologies (AIT) is a full service company. MacKenzie recommended CLD Engineering continue to assist the town in this project as well as obtaining the necessary permits. MacKenzie reported it appears this bridge can be replaced, including removal of the old bridge, for less than \$150,000. The board discussed that this had not been made an official project as of this date; funding would need to be reviewed. Smith did note concern over the number of potential projects and road issues going on at one time and the limited funding the town has and acknowledged the Hewes Bridge project was on the priority list. MacKenzie moved to make the Hewes Brook Bridge an official project allowing the project to move forward. Jenks seconded this motion. MacKenzie noted the proposal from AIT. Motion voted unanimously in favor.
14. Park & Ride: The State will be starting the installation of the catch basins next week. The traffic pattern has been worked out. Road Agent Fred Stearns informed MacKenzie that Derby Mountain Construction will be hired to remove asphalt and dirt from this site. Concerns about no pedestrian walkway were noted. At this time MacKenzie noted it would be beneficial to get bids on the Library parking lot in order to have the asphaltting done at the same time for cost savings. Cutting will discuss with Judy Russell the Library Director. School Parking Lot Committee was reviewed. The school lot has the potential for 30 spaces while 40 are needed. The school is not feeling comfortable making recommendations concerning the little common and parking. Smith noted there is going to be issues with funding this. The Town does not have the funding for this in the budget this year.
15. River Road Slump: Soils are very unstable; it's clear this will take a lot more studying and funds to move ahead on this project. The engineer and road committee are still working on the answers. It is looking like it will not be feasible to repair the slump this construction season. MacKenzie and the Roads Committee may recommend the board look to get going on the 1st phase of the Goose Pond Road project.
16. Lyme Center Academy Trees: Henderson Tree Service recommended some maintenance and preventive care for trees at the Lyme Center Academy building grounds. Henderson provided a proposal for this work and that is included in the operating budget. MacKenzie moved to accept the proposal for the work Henderson Tree experts are recommending in the amount of \$1,675.00.

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Seconded by Smith. Voted unanimously in favor.

17. Road side mowing bids: Orchitt Mowing was the only bid proposal the town received. This is the same company that mowed last year. The RFP was much more detailed and has additional requirements for 2015 mowing. The bid was \$17,350.00. Smith moved to offer a contract to Orchitt Mowing for the 2015 road side mowing season. Seconded by MacKenzie. Voted unanimously in favor.
18. Committees and Commissions:
 - Coffee Hour: Independence Day Committee was discussed. Concern regarding Dorchester Road & Goose Pond Road properties were expressed. A community member noted the desire to have a crosswalk from the common to Stella's and from the common to Lyme Country Store. MacKenzie noted the road in question is a State road.
 - Heritage Commission: Jenks reported the Commission voted to start a fund to collect donations towards heritage projects.
 - Planning Board: will be meeting to discuss the Tensen Farm application
 - An anonymous call of concern was received regarding a blocked culvert on River Road causing a significant buildup of water which might be contaminating a property and several concrete culvert barriers which are no longer used but are migrating down over the bank off River Road and a potential hazard to fields used by the farmers and residents in that area. This will be referred to the Highway Department for investigation.
19. An application for the use of the common was approved: Congregational Church concert.
20. Copier contract for the Select Board office copier was approved and signed.
21. Ongoing business was reviewed.
 - A date for the employee workshop was not set. More scheduling information needed.
 - MacKenzie reported on the pavement preservation class. Baker Hill road will not be the road for this project. It's not in good enough condition right now. In order to be considered for this preservation project the road must have good drainage and be in good shape. The Roads Committee will be reviewing and assigning a grade number for all paved roads for future plans. The board should consider chip sealing Baker Hill Road instead.
 - Green up day: The board review past practice with drop off of bags at the Transfer Station and the Select Board office will create a list of items to be picked up.
22. Cutting reported issues with the septic at the Pike house. Stearns Septic worked on this issue and pumped the tank. They recommended fixing a pipe that is "slumping" in 2 places as it goes to the holding tank and is restricting flow. Estimated cost is \$2,364.00. The board approved this proposal with the understanding the town will uncover and cover the pipe.
23. Smith will write a letter to be considered by the board at the next meeting to Representative Pierce concerning the condition of our roads and the Block Grant funding. Towns needs increased funding of road projects.
24. MacKenzie recommended the Town notify the Army Corps of Engineers of the grave condition of River Road to see if this could generate any help.
25. There being no further business Smith moved to adjourn at 10:53AM. Seconded by MacKenzie. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting