

TOWN OF LYME
Select Board Meeting
August 13th 2015
Town Office Conference Room
Approved: August 20th, 2015

The following were present for part or all of the meeting: Susan J. MacKenzie (Chair), Patricia G. Jenks (member), Charles J. Smith (member), Dina Cutting (Administrative Assistant). Fred Stearns (Road agent) & Nancy Grandine (Overseer of Welfare). Community members: Ellen Knights.

1. Chair MacKenzie opened the meeting at 8:02AM
2. Jenks moved to approve the minutes of August 6th 2015. Seconded by Smith. Voted unanimously in favor.
3. Matters arising:
 - Jenks reported she heard from the State DOT regarding the Park & Ride finish and the asphalt needs to harden for some time and then the permanent stripping will be done. They will stay in touch as to schedule as the lot will have to be closed to complete the stripping.
 - GMC: MacKenzie reported the GMC now has a gas leak. With all the mechanical issues added to the frame being broken again in 2 places it was the sense of the board to have the Highways department take this truck off the road. MacKenzie moved to not put any more funds into repairing this truck. Seconded by Jenks. The trucks registration and insurance will be canceled. Motion voted unanimously.
 - Chase Beach: There was a brief discussion of alternatives in dealing with the goose problem at the beach. In the meantime the lifeguards will do their best to keep up with the mess each day. Cutting did note that in the past the beach supervisor has hired someone to continue cleaning the beach area after the lifeguards are finished for the summer. Cutting will look to see if there is funding in the budget for this.
 - An estimate for a separate generator for the Pike house was reviewed. Because this is over \$5,000 the board would like 3 estimates for this cost.
 - Court date for the Smith case was confirmed for Monday September 28th, 2015.
 - River Road: Ellen Knights joined the meeting. The condition of the south end of river road was briefly discussed. Knights reviewed the issues concerning the dust on the south section of River Road. The speed of the traffic is a big issue; this makes the dust hang in the air and then settle on lawns, houses, etc. Because of this dust the lawnmower filters get clogged, the solar panels get blocked, there are health issues for residents living on that section of River Road and the dust is almost unbearable. Knights explained the cost estimates received by residents for paving a thin coat, to be considered a base coat until the final paving could be done. The board reviewed the plans for this section of the road. Because of the drainage and dirt work that still needs to be done it would not be cost effective to put this thin coat down and then need to tear it up to finish the project. Unfortunately some of the funding for this project was needed for emergency fixes so this has pushed this project back to a later date. The

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board is moving ahead with this project and Pathways will be working on the final plans. The intention is to pave this road once the up graded drainage; ditching and material are dealt with. In the meantime the highway department will be treating the section of road with calcium chloride. The board has set up a meeting for August 25th, 2015 to hear information concerning the town having its own equipment to apply calcium chloride. This will enable the town to not have to wait for a company to schedule the treatment which in turn will make treating troubled areas more effective.

Because speed aggravates this situation Knights asked if the police department could do some speed patrolling in this area. The board discussed putting temporary speed bump in this section. Jenks will check into this and the board will ask the police to put the speed buggy out and spend some time patrolling this area.

4. No public comment at this time
5. The payroll manifest was reviewed.
6. Nancy Grandine, Overseer of Welfare: MacKenzie explained as the board reviews each manifest they cannot help but notice repeated payments that appear to for the same vendors for extended periods of time. The board is concerned that some people applying for help may not be honest with their financial situation and they would like to know how the Overseer deals with this. Grandine reviewed the process a resident would need to go through in order to qualify for assistance. If the board feels someone is not being honest they should report this to Grandine. Grandine reviewed the basic funding people receive. Each year she attends workshops and discusses various ways to deal with difficult issues like getting accurate financial information from people. The board and Grandine reviewed the guidelines for assistance. Each year the board must approve Appendix A of the guidelines. (Basic funding for food, utilities, gas etc).
MacKenzie moved to approve the rates as shown on appendix A. Seconded by Jenks. There was a brief discussion on fuel assistance. The motion was voted unanimously in favor. The board thanked Grandine for coming and acknowledged this was a difficult job and if the board can help in any way to let them know.
7. River Road feasibility study: The board reviewed CLD proposal. This is a continuance of the problem solving of the "Slump". Jenks moved to accept the CLD proposal. Seconded by Smith MacKenzie has approached the land owner for discussions but will receive permission in writing to have further soil testing done for the potential road re-location.
8. MS-535 was reviewed and signed.
9. Committees and Commissions:
 - MacKenzie reported the roads committees' upcoming informational meeting. They will be receiving information on calcium chloride treatments and the possibility of the town owning equipment to apply this product. This meeting is open to the public and they would encourage all to come. August 25th, 2015 @ 9:00AM in the town office conference room.

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Pathways proposal: Concerns that the proposed changes had not been made to the last proposal were expressed. MacKenzie will highlight the areas needing change or discussion and contact Pathways.

10. Ongoing:

- Request the Transfer Station employees post a sign with the upcoming electronic day and hazardous waste dates on it.
- Chaos Computing has finished the installation of the new computers and the upgrade of others. The old ones will be offered to employees for a small fee. The server will go to Chaos Computing once the old computers are cleaned of town information and ready to be received by others.
- Culvert on Baker Hill: There is a sink hole on the edge of the culvert that was reported to be caused by a hole that was accidentally put in the culvert when installed 2 years ago. Cutting discussed this with L & M contractors advising they were hired by the town and working with the road crew when this was installed. Because L&M was asked to help on this project and was under the direction of the Lyme Highway department it was agreed the Highway foreman would be instructed that the highway dept. is responsible for repairing/replacing the damaged culvert.
- Voting booths: Jenks discussed the research done to price new, lighter and easier to maneuver voting booths. The ones currently being used are over 30 years old and no longer stable. The funding for this was discussed for the 2015 budget but replacement was cut from the budget. The board should consider this for 2016.

11. Fred Stearns, Road Agent:

- In May 2015 26 truckloads of material were trucked to an out of town location. The board asked for clarification of what this material was and why this was done. Stearns explained this material was a buildup of over 12 to 15 years of junk. He said it included culverts, underdrains, asphalt chunks, ditching's etc. that had been accumulating in the yard. He felt it could not be used for anything and instructed it be pushed into a pile. Board members expressed concern over the amount of time and money used in the trucking of this material. It was also noted that the information provided at last week's meeting by the two highway employees around at the time of the pile push and then a third involved in the trucking differs from what Stearns is relaying at this meeting.
- Budget review: The highway budget was reviewed. Stearns had reviewed this with Cutting and if spending continues and the projected amounts are spent from each line the highway budget could be over by roughly -\$5,000. Not knowing what may happen in the winter months left in 2015. With 40 loads of gravel still to come in the materials budget line will be under budget \$22,000. With this under budget line the Town should be able to hire Rowell Grading (\$12,000) for additional grader help. After additional discussions it was the sense of the board and the road agent to reduce the amount of winter sand ordered to 1000 yards. Areas for fall grading were discussed. Stearns noted he would use Rowell for the

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longer stretches of roads i.e. River Road, Baker Hill, Pinnacle, Acorn Hill, Reservoir Road, Grafton Turnpike. These calculated to roughly 96 hours of grading. At this time MacKenzie moved to hire Allan Rowell for up to 100 hours of grading at the rate of \$120.00 per hour. Seconded by Jenks. Voted unanimously.

- GMC truck: MacKenzie informed Stearns of the leak in the gas tank. This truck is unsafe and not to be driven. Stearns will be investigating the best option for the town to get rid of this truck.
- On call winter employee: Stearns reviewed what the part-time winter employee would be expected to do. This is an essential position for the Highway department. It is budgeted for 320 total hours. This person will be on call for storms and considered for no overtime unless absolutely necessary. Cutting will advertise this position
- Jenks reviewed the data entering system at the Highway Garage with Stearns. Jenks plans to be at the shop Mondays to address the weekly inputting of invoices and employee activity.
- Proposals were reviewed for heavy equipment maintenance contracts with Nortrax. Stearns will add these to the highway proposed 2016 budget. The roller has 125 hours; Stearns has requested a price for 250 hour maintenance from Nortrax for the roller.
- Stearns noted he will be planning on being present at Monday and Friday morning work planning meetings. The board thanked Stearns for coming to the meeting and wishes him a speedy recovery from his knee replacement.

12. Ongoing cont.:

- Cutting is waiting to hear back from Virtual Town Hall and Shredding Company on dates to get these projects moving.
- Adult swim dock-DES has requested more information and has decided this requires a major impact permit.
- Information for the park & ride rules: Town parking ordinance and Police department will oversee this.
- NRRRA will be reviewing information for Zero sort program. Recycling costing the town money so this needs to be revisited for a cost comparison. Cutting will gather information.
- Jenks was asked about the River Road bus route. Mackenzie noted she had contacted school administration, school principal, bus company and bus driver that the River Road route will not be accessible from the north end of River Road by the East Thetford Bridge, and that it could be this way for up to 3 years.
- Cutting noted she had scheduled Ryan Morse from L&M for the next week's meeting to discuss some (non-)engineering parts of the Goose Pond Road project in hopes of saving the Town some money. MacKenzie will invite CLD to this meeting.
- The highway crew has been working hard and working on new ideas. The board wants this to continue. This group does not need to be directed they need to be supported. The board is watching and MacKenzie will be at all team meeting to

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make sure things are not going off course.

13. At 11:15AM Jenks moved to enter non-public session under RSA 91-A: 3 II (a) for the purpose of evaluations. Seconded by Smith. Voted unanimously by a roll call vote. Cutting left the meeting at this time.

Respectfully Submitted
Dina Cutting

August 13th, 2015 Non-Public Session

The following were present for part or all of the meeting: Susan J. MacKenzie (Chair), Patricia G. Jenks (member), Charles J. Smith (member).

1. At 11:15AM Jenks moved to enter non-public session under RSA 91-A: 3 II (a) for the purpose of evaluations. Seconded by Smith. Voted unanimously by a roll call vote.
2. At 11:30 AM Board returned to public session having discussed personnel evaluations.
3. Meeting adjourned at 11:31 AM

Respectfully Submitted
C. Jay Smith