

TOWN OF LYME
Select Board Meeting
October 1st 2015
Town Office Conference Room
Approved: October 8, 2015

The following were present for part or all of the meeting: Susan J. MacKenzie (Chair), Patricia G. Jenks (member), Charles J. Smith (member), Simon Carr, Marleen Green & Mardi Bowles (Trustees of Trust Funds), Fred Stearns (Road Agent), Steven Williams & Scott Bailey (Highway department), Chief O'Keefe (Police Chief) and Dina Cutting (Administrative Assistant). Community member: Deana Stearns.

1. Chair MacKenzie opened the meeting at 8:00AM
2. Trustees of Trust Funds: The Trustees presented a draft warrant article for consideration by the board for 2016 Town Meeting. The draft warrant articles are the following:

- Expenditure of Trust Funds for Professional Financial Management

Financial advisors have been consulted and the Trustees would like to ask the town for permission to invest the funds in a private investment firm. This is allowed for some of the Capital Reserve Funds. The financial advisor would be paid from the funds generated with the investments. The funds should do much better with the investments the financial advisor can make. Public investment pool is a low interest rate and the town is not making any kind of positive gain by staying with the public investment pool.

- Funds from Cemetery lots sold to be directed to the New Cemetery Capital Reserve Fund.

Cemetery lots are sold and the funds now must go into a special revenue fund, which is held by the Treasurer. These funds are voted at town meeting to be accepted, and then voted to be transferred into the New Cemetery Capital Reserve fund. This warrant article will do away with the extra and unnecessary hold over of these funds in a special revenue fund and put them directly into the New Cemetery fund.

The board briefly discussed the Capital Reserve Fund spreadsheet. Smith has up to date numbers, Carr and Smith will review and update the spreadsheet so it is ready for the upcoming budget discussions and consideration.

3. Highway Department:
 - The board reviewed the budget spread sheet; it was noted the budget is very tight and each department should be carefully considering expenditures at this time.
 - Drive way permits: The highway department asked who is reviewing the permit requests and what the requirements are for driveway permitting. Smith indicated that Tim Cook is the Planning Board representative that will be reviewing these permits with the Highway department. The Highway department should consult planning and zoning administrator for requirements.
 - The Highway department chipper is old, does not work and needs to be replaced. This replacement cost is roughly \$25,000 to \$50,000 depending on model. Will need to plan ahead for its replacement. Cannot rent a chipper, so the department will get an estimate on having a chipping company come to take care of what the highway crew gets ready for chipping.
 - Franklin Hill and Cutting Hill Lane still have culverts that need replacing. There is no money in the culvert line. Will wait to see how the total budget

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looks before addressing these.

- The roads held up well in the last storm, a few ditches need addressing. Culverts need flushing and this will be arranged with the Fire Department.
- The board is reviewing applicants and will have a recommendation on a new hire at the next Thursday Select Board meeting.
- Williams would like to get his own estimates on the heavy equipment values for the Capital Reserve Funds.
- Rowell's Grading graded a total of 105 hours. The highway department would like to budget for 200 hours next year.
- The town's grader has been used for 700 hours so far this year.
- The oil pan fix for the grader will be a large expense. The Highway workers will be getting a price for the repair with the hope of them helping and their labor being calculated in to this fix. The oil leak is not excessive at this time. Currently they are going through about 1 qt. for every 200 hours of operation. This repair may need to wait until 2016 because of budget constraints.
- The board discussed various options for future road maintenance and upgrading. It is not realistic to think the Town will have the funds to address all roads. The importance of holding asphalt in place was discussed. The highway department would like to make sure the edges of Goose Pond Road get addressed in order to keep this asphalt in good shape.
- Consideration for 2016 budget were discussed:
 - Contracting 200 hours of grading
 - More material for the dirt roads
 - A trailer to haul the (smaller) roller around.
 - Possibly changing the lease for the roller. Leasing a small piece of equipment.
 - Culverts: There are 435 culverts in the Town of Lyme. The board discussed various types of culverts and it was made clear different ones work best in different areas.
 - Plowing: Williams asked why the Town takes responsibility for the school parking lot snow plowing. It was explained that years ago a previous select board felt this was a cost effective way to have this work done. If this arrangement changes, the school would need to know ahead of time for budgeting purposes.
 - A section of Franklin Hill Road needs guardrails. Safety concerns about this area were expressed by the highway department. An estimate will be requested for budgeting purposes.
 - GMC truck will be advertised for sale in "as is" condition.
 - A brief discussion of 2 locations in town where vehicles and/or plows are infringing in the right of way inhibiting efficient plowing by the town and potentially causing an accident.

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Smith moved to approve the minutes of the September 24th meeting. Seconded by Jenks. The second non-public minutes will be added to these draft minutes. The minutes were approved with additions.

4. Matters arising:
 - Lyme Electric will be coming to the next board meeting to discuss the generator issues.
 - O'Keefe clarified the signage needed for the Park & Ride.
 - There is a special Select Board meeting scheduled for 9:00AM Tuesday October 6th, 2015 to discuss the Slump on River Road.
 - Cutting Hill Lane is a problem. The property owners at the bottom of the road are not happy with the height of the road vs. their driveway. They feel road conditions are responsible for washing away their property. There was some discussion of changing the configuration of the road. This will be investigated further.
5. Public Comment: none at this time.
6. The payroll manifest was reviewed.
7. Manifests in the amount of \$ 259,979.49 (\$250,000 is school) and \$4,692.89 (Over Seer of Welfare) were reviewed and approved.
8. Police cruiser: The replacement for the Tahoe is due in 2016. The Select Board is considering keeping this as a vehicle to be used by departments for running parts, going to workshops and classes etc. The board asked Chief O'Keefe to report on how this will affect the purchase of the new cruiser price without a trade-in.
9. Pathways River Road South response to changes in the proposal. MacKenzie will review and report back to the board.
10. Committee & Commissions:
 - Coffee hour: MacKenzie reported concerns expressed over the conditions on the riverbank at the 2012 River Road bank stabilization. Some of the plantings are dying and weeds are growing into the road. Trees were planted under electric lines. The board will look into this.
 - Snow blowing for paths on the common. The Board committed to making a path from the back side to the front side and from the middle back to the corner the post office is on, so people will have the ability to cross the common in the winter months. This needs to be confirmed with the Transfer Station staff that will be taking care of this detail.
 - Clarification regarding the addition of a bench on the west end of the Common: The board had agreed that one could be placed there. The community members who wanted this will need to fund and follow through with the acquisition of the bench.
 - Energy Committee: concerns over the Fire Station condition were noted. This committee would like to see the Fire Department look at the energy issues in this building. When is this building slated for replacement?
11. 10:00AM-Fred Stearns, Road Agent. Stearns brought the board up to speed on his recovery. At 10:02AM Smith 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.

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Present for the non-public session were, Smith, MacKenzie, Jenks, Fred & Deana Stearns and Cutting.

12. At 10:25AM the board returned to public session having made no decisions. The board thanked the Stearns' for coming in and wished Fred a speedy recovery.
13. At 10:25AM Smith moved to enter non-public session under authority of RSA 91-A: 3 II (c). "Personnel." Seconded by Jenks. Voted unanimously by a roll call vote. Present for the non-public session were, Smith, MacKenzie, Jenks and Cutting. The board reviewed candidates for the Highway position. Smith will be performing reference checks on the candidates and reporting back to the board.
14. At 10:45AM the board returned to public session having made no decisions
15. At 10:45AM Smith 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 and Cutting.
16. At 10:55AM the board returned to public session having made no decisions.
17. Ongoing: No review
18. Reminders:
 - October 4th Shredding event 9:00AM Fire Station
 - Monday October 12th, 2015 Office closed for Columbus Day
19. There being no further business at 11:00 Smith moved to adjourn. Seconded by MacKenzie. Voted unanimously in favor.

Respectfully Submitted
Dina Cutting