

TOWN OF LYME
Select Board Meeting
October 15, 2015
Town Office Conference Room

The following were present for part or all of the meeting: Susan J. MacKenzie (Chair), Patricia Jenks (member), Charles J. Smith (member), Steven Williams (Highway Department), Chief O'Keefe (Police) and Dina Cutting (Administrative Assistant). Bill Ackerly (Community member)

1. Chair MacKenzie opened the meeting at 8:00AM
2. Highway: MacKenzie moved to enter non-public session in accordance with 91-A: 3 II (b) the hiring of any person as a public employee. The Board reviewed the Highway candidates. The board and Williams felt it was important to start the plowing season with an experienced driver. The board also discussed the need for a possible full time temporary position for an undetermined amount of time.
3. At 8:15 the board moved to enter public session having voted to offer a full time Highway position and a full time temporary highway position to 2 of the applicants.
4. The bids for the Municipal buildings parking lots were opened, announced and reviewed as followed:
 - Northwood's Excavating- \$70.00 per hour
 - Derby Mountain Construction- \$27,750.00
 - Winslow Lawncare- \$21,700.00
 - Lyme Lawncare- \$15,400.00

The board discussed the various parking lots to be plowed, the way the contractor will be getting material and the benefit this will be to the highway crew to be able to concentrate on the roads rather than lots. The highway department will not have the 2nd ton truck so the contract for plowing parking lots will be instrumental in efficient road maintenance.

Smith moved to accept the bid of \$15,400.00 from Lyme Lawncare. Seconded by Jenks. Voted unanimously in favor.

5. The bids for the GMC 5500 truck were opened ,announced and reviewed as followed:
 - Matthew Scruton- \$5,025.25
 - Todd Dunham- \$2,500.00MacKenzie moved to accept the bid of \$5,025.25 and have the truck delivered to Rochester on the same truck that will be delivering the Chipper for repair as the truck is not drivable at this time. Seconded by Smith. Vote unanimously in favor.
6. A tree on Breck Hill will be removed. The board would like Bob Thebodo to look at a tree reported to be dead on the Common. If it is dead Lyme Lawncare will remove it.
7. Smith moved to approve the minutes of the October 15th, 2015 public meeting. Seconded by Jenks. Voted unanimously in favor.
8. Matters arising: The board discussed the closing of River Road. Hewes Brook Bridge needs to be fixed as soon as possible. The 100 year fix is not reasonable. MacKenzie will work with CLD & DES to find a compromise.

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9. New Business:

- Lifeguard shed at Beach is leaking badly and needs to be replaced. Bob Thebodo received a proposal to replace this roof with a metal roof. This is estimated to last 35 years or so at the cost of \$2,000. The repairs budget line has the funds to do this fix. Jenks moved to have the roof replaced. Seconded by Smith. Voted unanimously in favor.
- Road side mowing: It is so late in the season the board discussed not having a complete mowing done. MacKenzie will see if Orcutt Mowing would just cut the upper vegetation at an adjusted price.
- Fire Station: MacKenzie reported a discussion with Chief Hinsley concerning the fire station. It was Chief Hinsley's opinion that this building will need to be replaced soon. It was noted money has been and needs to continue to be put into a capital reserve fund for this purpose. The highway department would like to use the appropriate fire equipment to get culverts flushed before winter. Chief Hinsley noted the Fire Trucks are the property of the town and the highway department can use these trucks any time. Hinsley also noted the organization of and application for grants on behalf of the fire department has become an important and sizable job, which up until now has been managed internally by firefighters. Currently all the volunteer fire fighters have other job commitments. These administrative tasks need to be done. The Fire Department is seeking an administrative assistant who would be an employee of the Fire Fighters Association, paid through that association and therefore would not be personnel added to the Town's operating budget. As an independent agency the fire department can do as they wish.
- Cutting Hill Lane: The Board discussed a possible solution, recommended by the highway department, to address concerns expressed by a property owner at the beginning of the road. Water run-off is coming from the property owner's property for reasons not yet determined. The Town will consider the recommendation that the intersection be changed from a Y configuration to a T configuration, which should reroute the run-off.

10. Public Comment: none at this time

11. A manifest in the amount of \$ 361,256.92 (\$250,000 school appropriation) was reviewed and approved.

12. Payroll manifest was reviewed

13. River Road Closing: Mackenzie met with David Roby, Dan Brand & John Stadler to discuss the options for fixing River Road. MacKenzie has been contacted by various community members concerning River Road and Shoestrap Road since the closure of the slump area. Of concern is emergency services and how homeowners will be affected. To address that and other questions like alternate routes etc. a public forum is scheduled for Tuesday October 20, 2015 at 6:00PM. CLD Engineer, Willis Engineers and the Towns attorney will be at this meeting to help answer questions. Location to be announced.

14. The mowing bids were opened, announced and reviewed as followed:

- Mending Wall Lawncare LLC- \$40,600
- Winslow Mt. Lawncare- \$44,500

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- Hitchcock Construction, LLC- \$31,260
- Lyme Lawncare LLC- \$41,400

The board reviewed these bids. At this time it was the sense of the board to check references and report back at the next meeting.

15. Planning & Zoning Administrator's memo concerning a complaint received about a driveway on Old Dorchester Road. After a brief discussion the board requested more history and information on this issue. Cutting will relay request to the P&Z Administrator.
16. Committee & Commissions:
 - Coffee hour: MacKenzie reported more discussion concerning the skating rink on the common. The group is still looking at how to get this area on the common leveled out. There was also a discussion concerning the lack of invitations for local business involvement in community events.
17. Ongoing:
 - Budget: No new proposed budget amounts this last week. Still waiting for insurance numbers and a few departments. The board will need to set up a meeting dedicated to reviewing the budget. Wednesday October 21, 2015 at 2:00PM will be the first workshop.
 - Tax rate information was reviewed. The board discussed using \$125,000 from the Undesignated Fund Balance to help reduce the tax rate, which will be \$24.63 per \$1000.00 representing a 2.88% increase. At this time MacKenzie moved to take \$125,000 from the undesignated fund balance. Seconded by Smith. Voted unanimously in favor.
 - The Town received an anonymous donation to be used to help families and/or community members in need, i.e. health issues, food, heat. The Select Board is grateful for this very thoughtful gift. The funds will be overseen by the Treasurer, and used for the purposes requested.
18. At 11:30 the board moved to enter non-public session in accordance with RSA 91-A: 3 II (c). "Personnel". Present for the non-public session was MacKenzie, Jenks, Smith and Cutting
The board discussed hiring of personnel.
At 11:50AM the board entered public session.
19. There being no further business at 11:50AM Smith moved to adjourn. Seconded by Jenks. Voted unanimously in favor.

Respectfully Submitted
Dina Cutting