

TOWN OF LYME
Select Board Meeting
January 11th, 2018
8:00 AM
Town Office Conference Room
Approved: January 18, 2018

The following people were present for part or all of the meeting: Select Board members: Charles J. Smith, Chair, Susan J. MacKenzie and Bradford E. Keith. Matthew Thebodo, Transfer Station Supervisor and Maintenance. Administrative Assistant: Dina Cutting.

Smith called the meeting to order at 8:00AM.

1. Keith moved to accept the minutes of the January 4, 2018 meeting. Seconded by Smith. Motion voted unanimously in favor.
2. Matters arising:
 - Grant Brook: Mackenzie reviewed the Grant Brook bids. Williams called various towns and companies for recommendations on 2 companies. Williams recommended Nott's Excavating, Inc. bid be accepted. Keith moved to accept Nott's Excavating, Inc. bid at \$248,539.00 Seconded by Mackenzie. The board reviewed the balance in the Grant Brook project from Article # 15 of the 2017 Town Meeting. \$51,000 is remaining. It was agreed this would be considered the contingency amount and it will cover the remaining engineering costs for CLD which consist of monitoring, DES reporting etc. of this project. The warrant article for 2018 Town Meeting to complete this project will be in the amount of \$248,359.00. The motion was voted unanimously in favor.
 - Mackenzie was investigating option for overtime pay for the highway department. It was the Towns understanding that an employee must work 40 regular hours before they are paid over time. She had spoken to Steven Buckley of NHMA and attorney Mark Brotman of Drummond Woodson. It was their opinion that the Town develop a policy and do anything concerning overtime pay. The board discussed various scenarios. It was noted that the personnel policy must be the same for all employees. It was the sense of the board to investigate this further and see what area towns do. Cutting to gather information.
3. Annual Concurrence Emergency Operations Plan was reviewed. The board signed off at Margaret.A.Caudill-Slosberg, Emergency Management Directors recommendation.
4. Culvert Inventory- the 3 options were reviewed, the board confirmed option 2 at \$21,000 as the option best suited for this project. The board discussed the warrant article and the 50% funding from the State. This article will be included in the 2018 warrant in the amount of \$21,000.
5. George Sansoucy, PE, LLC proposal for consulting on the Great River Hydro LLC 2016 and subsequent year's tax appeal was reviewed. Cutting has requested clarification on this and it will be addressed at a later date.

6. City of Lebanon Public Works request for information. The town no longer has a contract with the City of Lebanon.
7. Boston Post Cane: Smith announced the Town of Lyme is saddened by the passing of Hellen Darion, Boston Post Cane holder. The Select Board sends their deepest sympathy to her family. As the tradition continues The Boston Post Cane will now be presented to town elder Fred Philips. Plans will be made to present the cane to him at a later date. Smith moved the board sign the proclamation stating Fred Philips as the Town of Lyme elder citizen and Boston Post Cane recipient. Seconded by Keith. Voted unanimously in favor.
8. Transfer Station: Thebodo reviewed various Transfer Station items. Keith noted the loader needs to be discussed. Thebodo reviewed his practice of picking glass up with the bucket and dropping it, and pushing down on the paper and cardboard. He is not smashing anything. Thebodo will work on an estimate of how much more the cost will be for glass and paper if the Town cannot consolidate the product in the bins before they go to be recycled. The hauls will increase significantly. Thebodo will look and price other items to be used to push down and consolidate these materials. The board reviewed the need for the 3rd employee. Thebodo will be meeting with MacKenzie to review information concerning the need of a new location for the Transfer Station.
9. Review 2017 budget expenditures and vote the proposed 2018 budget: Cutting noted the 2017 budget numbers were not final. Some review and confirmation of 2017 invoices needed to be made. The 2017 expenditure of funds from the highway department was a unique year. The employees were busy repairing the damage from the July storm thus were not able to get much of the regular summer work completed. Most of the material purchased through out July and August went to the various road repairs due to this storm. The materials were purchased and posted to the Block Grant carry over and not taken from the 2017 highway budget. The board reviewed and discussed various lines from the 2018 proposed budget. MacKenzie moved to approve the proposed 2018 budget in the amount of \$2,244,792.00 this amount will be recommended to the budget committee for consideration. Seconded by Keith. Voted unanimously in favor. The board discussed various way to publicize the budget meetings. Mackenzie and Keith will work together to put the sandwich boards at the front of the school or the common with information to advertise these meetings.
10. The draft warrant was reviewed. The board will review and finalize this warrant at the January 18th board meeting and present a draft warrant to the Budget Committee at the January 24th, 2018 meeting.
11. School Choice proclamation. The board felt it was not appropriate for the board to put on the warrant.
12. Fairpoints petition-Cfoil-fast roads and fiber or lack of were discussed. This is a long term project. The board will keep up with the informal group working on this. The board was not going to make a Town comment on this petition.
13. Public Comment: None at this time.
14. Manifest: A manifest in the amount of \$61,522.61 for the 2017 operating budget was reviewed and approved by the board. A manifest in the amount of \$286,230.18 for the 2018 operating budget was reviewed and approved by the board.
15. Committee & Commissions:

- Conservation Commission: Smith reported the Conservation Commission will be requesting a grant from the Lyme Foundation to help fund the replacement of the board walks on the Trail in the Chaffee Sanctuary. February 18th, 2018 is the snowshoe walk weather permitting.
- Coffee hour: MacKenzie reported discussions of River Road and Overseer of Town Welfare. Sandwich board advertising on the side of roads, is there an ordinance about this type of advertising? Snow being piled on the medians by the park and ride, concerns about the plantings. The board referred this concern to the state.
- Community Development Committee: A joint meeting with the Planning Board and Community Development Committee will take place on January 25th, 2018. The Community Development Committee discussed getting private funding for a build out study of the entire town. An idea of starting a foundation to accept donations towards taxes. Funds would go to help defer the taxes lost because of current use and conservation easements on a large percentage of land in Lyme.

16. Erin Darrow, Right Angle Engineering:

- River Road Bridge over Hewes Brook: The board review the Hewes Brook Bridge plan. The board discussed renting, leasing purchasing a temporary bridge for this project. The timing of this project. Permitting necessary and when this work should begin. The following issues were confirmed- The Town will seek to secure the temporary bridge in the Town of Enfield. Rent this bridge for up to 90 days. Erin to make these arrangements and get something in writing. The permit needs to be amended. Mackenzie and Erin to meet with Collis Adams DES next week. MacKenzie will get plans to UVLT for review. Discussion of installing the temporary bridge ASAP as a precaution was discussed. MacKenzie to discuss with Williams about if the Highway crew can install the temporary bridge. Mackenzie moved to have Erin Darrow secure the temporary bridge from the Town of Enfield. Seconded by Keith. Voted unanimously in favor. It was confirmed by the board that this bridge should continue to be a 1 lane bridge.
- Baker Hill Road: A draft plan was reviewed with Erin. Water, drainage, culverts, erosion, past work done to this area, any excess material from the Grant Brook Project can be used as fill for this project and the most cost effective way to complete this repair were all discussed. The right of way needs to be marked out on both sides of the roadway. Property owners will be notified of this upcoming work.
- Erin reviewed the various grants and how they work. She felt the town should investigate an HMGP grant. The first thing to be done is a benefit cost analysis. The board will need to consider all options for funding repairs.
- At this time the board thanked Erin for coming to the meeting.

17. The Town Offices will be closed on Monday for the holiday.

18. There being no further business to come before the board the meeting was adjourned at 12:05PM

Respectfully Submitted,
Dina Cutting