

TOWN OF LYME
Select Board Meeting
March 1st, 2018
8:00 AM
Town Office Conference Room
Approved: March 7, 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. Administrative Assistant: Dina Cutting. Police Chief Shaun O'Keefe. Highway department: Scott Bailey, David Tyler and Cole Williams.

Community members: Arend Tensen, David Roby, Kevin Sahr.
Right Angle Engineering, Erin Darrow

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

1. Highway:
 - The board reviewed the highway budget.
 - Dead River and gas pumps were reviewed. The gasoline pump nozzle will be replaced on March 6th, 2018.
 - Fuel prices and the annual contract with Dead River was discussed.
 - Tree cutting on Orfordville road: The planning board held a public hearing, this was approved and Williams is getting pricing on this. In the meantime the highway employees are cutting and clearing the small brush.
2. MacKenzie moved to accept the minutes of the February 22, 2018 meeting. Seconded by Keith. Changes were offered. The board discussed reports from committees vs. reports to the Select Board from Committees. After a lengthy discussion it was noted that committees should report to the Select Board. Committees can and should communicate with the town in an informational capacity but if they are presenting factual information they need to make sure this information is correct. Changes were offered to the Community Development Committees report. Mackenzie noted after changes are made the committee will be distributing this to the community. The minutes were approved unanimously with amendments noted.
3. Matters arising:
 - O'Keefe reviewed his meeting with Principal/Superintendent Valance. The Police will be meeting with the teaching staff to go over school safety. Valance reviewed various other plans and new equipment purchases having to do with safety with Chief O'Keefe.
4. River Road Slump-Arend Tensen: The Select Board, Erin Darrow and Arend Tensen reviewed various items involving the River Road reroute. The new plan is amenable to Tensen. Before an authorization/agreement is signed between Tensen and the Town 4 points of discussion were reviewed:
 1. Esthetics: This is important to both Tensen and the Select Board. The final plans will be reviewed as soon as possible.
 2. The location of the road. Tensen would like to have a driveway cut at the easiest location access to his property off the new section of

the River Road. After discussing the Select Board agreed to this driveway cut.

3. Fill: Tensen would like fill the town cannot use for the road project, up to 4,000 yards.
4. Drainage: Tensen wants to make sure the drainage is not going to be a problem. It was noted by both the engineer and Tensen that because of the location of the new road it did not look like drainage would be a problem.

Tensen and the board were confident these requests will be agreeable to both parties. Erin Darrow will be taking more borings in the coming weeks. The Town's attorney will be contacted to work these details out and come to the board with a draft written agreement.

5. Baker Hill Road-David Roby: Erin Darrow reviewed the tentative plan for Baker Hill Road repair. The Select Board reviewed various items which were concerns of Mr. Roby's. The following items were reviewed:
 - a) The impact to the natural stream
 - b) Matching the existing culvert with a 2 to 1 slope
 - c) A tier II stream
 - d) Pre-cast vs. cast in place headers
 - e) Retaining walls, pros and cons of height
 - f) DES regulations and requirements
 - g) FEMA requirements for the HMPG
 - h) Pros and cons of shorter vs. longer culverts
 - i) Pros and cons of a bridge at this location
 - j) Addressing drainage in various locations and waiting until 2019 season to do the work.
 - k) It was the sense of the group that it is important to work towards receiving the FEMA(HMPG) grant for this repair. The application will be due April 9, 2018 and the Town should hear in June if they are accepted by HMPG. Erin Darrow will be working on gathering information.
 - l) The permit needs to be approved prior to grant application.

After a lengthy discussion concerning a bridge at this location it was everyone's sense this was not a viable option.

6. Planning & Zoning: Robbins informed the board that people are coming in and requesting information on permits. The board reviewed and discussed the recording secretary's salary. Robbins felt this position could receive a raise. It being after the budget setting process the board noted Robbins has a budget line for these payments and it is his discretion within that budget line.
7. Public Comment: None at this time.
8. Manifest: A manifest was reviewed and approved in the amount of \$29,961.39.
9. Bonding of Town roads: Cutting had sent out draft material. The board will review this and discuss at a later date.
10. Abatement appeal process: The office has a procedure for abatement appeals. This was reviewed. This procedure should be followed in the future.
11. Keith reviewed the Pettaplace issue. Various changes in the property ownership, de-merger and lot line adjustments made this confusing. Keith and Todd Haywood, Town

Assessor reviewed all tax cards. Cutting noted Phettaplace had submitted 2 abatement appeals just yesterday, 1 for Nancy Wray's LUCT (Todd will summarize these changes in a memo) and 1 for his personal property. Cutting requested these 2 appeals go through the office procedure and the explanation written not be sent until the office had time to review it. Keith will e-mail an explanation to Mr. Phettaplace. Cutting will process Nancy Wray's Land Use Change Tax. Mr. Phettaplace's personal property was reviewed.

12. River Road reroute, Hewes Brook Bridge and Baker Hill Road: It was noted at this time that the town's attorney should work to secure authorization of abutting land owners if necessary for the above mentioned projects. Cutting will notify Town Counsel.
13. Change in Select Board meeting: The meeting of March 8th, 2018 will be rescheduled for March 7th, 2018 at 9:00AM due to a member conflict.
14. Committee & Commissions:
 - Coffee hour was reviewed.
 - Recreation Commission: Smith reviewed the following items:
 - Baseball: the need for new bats
 - John Balch field was discussed
 - Roads Committee: Traffic counters will be put out on various roads
 - Keith will contact Steven Whitley concerning progress with the FERC information.
 - Planning and Zoning: No one showed up for the Public Hearing concerning tree trimming on Orfordville Road The goal for this year is to work on the housing chapter.
 - Holt's Ledge: Cutting will set up a meeting with Mackenzie and Dartmouth College to discuss and review these findings.
15. Personnel Policy review: This will be done at a later date.
16. There being no further business to come before the board the meeting was adjourned at 11:55AM

Respectfully Submitted,
Dina Cutting