

TOWN OF LYME  
Select Board Meeting  
April 26, 2018  
8:00 AM  
Town Office Conference Room  
Approved: May 3<sup>rd</sup>, 2018

The following people were present for part or all of the meeting: Select Board members: Susan MacKenzie, Bradford Keith and Kevin Sahr. Road Agent, Steve Williams. Administrative Assistant, Dina Cutting. Roads Committee member, Frank Bowles. Erin Darrow, Right Angle Engineering.

1. At 8:00AM Chair Mackenzie called this meeting to order.
2. Highway: The board reviewed various roads with Williams.
  - Pony Hill Road
  - Baker Hill Road
  - Clean out and maintain culverts and cutouts
  - Turnarounds- These need to be researched as soon as possible
  - Road side mowing-
  - Primex- Insurance claims on the 2011 truck: 2 claims are being processed, Cutting informed the board of the amount that will be funded.
3. Hewes Brook Bridge: The board reviewed the RFP, bidding process and time line. Pros and cons concerning companies and how the process will go. Engineer and Roads Committee will review and see various ideas and recommendations from contractor. The engineer will recommend the best for this project. The contractor recommended by the engineer and road committee may not be the lowest bid. It was noted the coffer dam will be challenging at this site. The pre-bid meeting will be important for contractor to get a clear picture of what will be needed. Pre-bid meeting scheduled for Monday May 7<sup>th</sup>, 2018 at 1:00PM @ Hewes Brook location. Important to have Steve Williams at this meeting, Cutting to communicate this information. A temporary bridge was located, the board will consider this after gathering information. The electronic copy of Hewes Brook plan and RFP will be sent out.

River Road Slump-The liability waiver will be sent to the boring company. Borings will start Monday May 7<sup>th</sup>, 2018 at 7:30AM. Dennis Thomson will be trimming and cutting trees and brush to make room for the boring machine. The board would like a letter from Erin commenting on the River water flowage, height etc. pertaining to any damage being done by erosion. In 1955 the maximum height was 385' at present this elevation is being used daily.

River Road at North Thetford road location: It was noted that the river is being regulated at a high level, concerns for the potential damage and erosion when it is lowered at such a fast rate and frequently. This site is compromised and the Roads Committee is worried this will erode more because of this continued practice.
4. Grant Brook site: The survey is being finished.
5. Keith moved to approve the non-public minutes of April 18<sup>th</sup>, 2018 and April 19<sup>th</sup>, 2018. Seconded by Sahr. Voted unanimously in favor.

6. Keith moved to approve the public minutes of April 18<sup>th</sup>, 2018. Seconded by Sahr. Voted unanimously in favor.
7. Keith moved to approve the public minutes of April 19<sup>th</sup>, 2018. Seconded by Sahr. Voted unanimously in favor. The minutes were reviewed and changes were offered. Voted unanimously in favor with amendments noted
8. Matters Arising:
  - The board will review the 1<sup>st</sup> draft of the FERC letter. This letter will go to Ross McIntyre and John Mudge for their input.
  - Mulvihill culvert-Williams will be meeting with Robbins to address this.
  - E-mail communication concerning zoning ordinance 9.11 and 9.21. Keith noted according to section 9.11 of the Zoning Ordinance “it shall be the duty of the Selectboard, acting as the Administrator, to enforce the provisions of this ordinance and the Board is hereby given the power and authority to do so”. Keith would like to know where and when the board comes in to enforce things. Keith reviewed concerns with a present project on Route 10. Keith noted some concerns of the property owner moving forward before getting necessary permits from the Planning or Zoning board. This is a non-conforming business use in a rural district. No change of use permit was ever applied for or granted by the zoning board when Lyme Green Heat started operation. The board discussed the possibility of a commercial zone on the northern section of Route 10 to alleviate these non-conforming business issues. The board is in support of a commercial district in this area. After a lengthy discussion it was the sense of the board that Keith attend the Planning Board meeting and inform this group that the board would like them to consider a commercial district for the coming 2019 Town Meeting warrant.
  - Lyme Community Development Committee: The RFP for the consultant was reviewed and briefly discussed. Keith reiterated his previous opinion that this committee should be disband, then the individuals can gather this information and work on their own. Funding for the consultant was discussed. This will be funded by donations. Concerns that the town will move ahead with the visioning phase and the funding may not come through. MacKenzie gave her personal guaranty the funds will be there. The Select board is required to hold a public hearing to spend these funds. Mackenzie mentioned the joint meeting between the Planning Board and LCDC was good. Mackenzie moved to approve the RFP approved by the LCDC to hire a consultant. Seconded by Sahr. Voted unanimously in favor.
  - Cutting reviewed some trees along the west bank of the Lyme Center Academy Building. These are in danger of coming down. One fell during the last storm. Cutting will get some estimates.
  - Milfoil treatment contract was reviewed and signed.
  - Pony Hill Road- MacKenzie will meet with the residents to inform them of the condition at the culvert.
9. Sahr reviewed the 10 year road plan to date. The sense of the board was for this committee to move to phase II of this project.

10. Transfer Station: Sahr and Thebodo have been gathering financial information and options concerning various ways to save the Town funds involving recycling and trash. The board reviewed and discussed the option of zero sort, no recycling, etc. Moving to zero sort and 1 day per week pickup was discussed. Sahr to find more information on what the next step might be and what the logistic of having a trial run with zero sort may be.
11. Public Comment: none at this time
12. Manifest: A manifest in the amount of 632,006.81 (\$550,000 school appropriation) was reviewed and approved.
13. Committees and Commissions:
  - Coffee hour: the later time was better for people. Discussed high-speed internet and taxes.
  - Planning Board and LCDC meeting – It was agreed that an RFP would be reviewed at the next LCDC meeting and shared with the select board the planning board for final select board approval after hearing from the planning board. This will be sent to the NHMA and the Town web.
14. Ongoing:
  - Communications: individual lyme.gov emails were discussed. It was the sense of the board to keep thinking about this issue.
15. At 12:02PM MacKenzie moved to enter non-public session in accordance with RSA 91A: 3 II (c) matters which if discussed in public, would likely affect adversely the reputation of any person. Seconded by Keith. Voted unanimously in favor by a roll call vote. Present for this session were Select Board members: Susan MacKenzie, Bradford Keith and Kevin Sahr. Administrative Assistant, Dina Cutting. The board reviewed and letter handed to Cutting earlier in this meeting. At 12:14PM MacKenzie moved to enter public session. Seconded by Keith. Voted unanimously in favor. At this time Keith moved to seal the minutes of this non-public session. Seconded by MacKenzie. Voted unanimously in favor.

There being no further business to come before the board at this meeting MacKenzie moved to adjourn at 12:14AM seconded by Sahr. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting