

TOWN OF LYME
Select Board Meeting
May 10th, 2018
10:30 AM
Town Office Conference Room
Approved: May 17th, 2018

The following people were present for part or all of the meeting: Select Board members: Susan MacKenzie, Bradford Keith and Kevin Sahr. Highway Road agent: Steven Williams. Police Chief O'Keefe. Administrative Assistant, Dina Cutting. Community members Morton Bailey Sr. and Morton Bailey Jr.

1. The meeting was called to order at 8:00AM
2. Highway: The following items were reviewed and discussed:
 - The board reviewed the highway budget. Overtime, comp time, working weekends were all discussed. It was the understanding that the highway department would be working on Saturday and/or Sunday varying days and employees so that the grader could be operating most days. Williams informed the board they were trying to catch up and needed to work days that the weather permits. The board noted the overtime budget was depleted and the need to be cautious of the over time was reiterated.
 - Mag chloride for dust control and grading were reviewed and discussed.
 - Loader tire has been repaired but may not last, the new loader should be in soon.
 - Gregory Road project will start next week.
 - Williams explained Daniels did not know about the Hewes Brook Bridge bidding and mandatory meeting and would like to bid on this project. The board reviewed the RFP, it was felt at this time that the RFP needs to be followed. If a company was not at the pre bid meeting then they cannot submit a bid.
 - Williams asked about the Block Grant funds. It was noted these funds are committed to other projects at this time.
 - The board and Williams discussed the long range costs of paved roads vs. gravel road costs.
 - Williams noted the 75% of the gravel costs go to Dorchester Road and Grafton Turnpike. The tree cutting and maintenance needs to be done on these roads to help reduce mud season costs.
 - The borings on River Road will ~~be done~~ starting may 15th.
 - The road crew will be setting some head walls and renting an excavator for these projects.
 - The board reviewed the trial Transfer Station change with Williams.
3. Morton Bailey reviewed the past Select Board meeting minutes pertaining to concerns with his site plan review and the Planning Boards decision to approve. Followed was a lengthy discussion with Mr. Bailey Sr. and Mr. Bailey Jr. The following points were discussed.

- Mr. Bailey asked what authority the Select Board has to second guess the Planning Board. The board explained their role as the enforcement authority of the town's zoning ordinance.
- The Board's right to ask for an administrative appeal to seek the zoning board's interpretation of the Zoning Ordinance pertaining to this site plan review.
- Clarification of what this Select Board sees as potential issues with this site plan review approval.
- Non-Conforming Business uses in a rural residential district are subject to limitations with regard to changes. This requires a 1989 baseline determination which the town currently does not have a record of.
- The Board considered how the issue of non-conforming businesses gets addressed without an administrative appeal of a current case.
- The idea of a commercial district along the northern Route 10 area was considered.

At this time Sahr moved to support the Planning Boards decision to approve the site plan review located at 302 Orford Road. Seconded by MacKenize. Further discussion ensued.

- The best way for this issue to be addressed and discussed was reviewed.
- The board would like to invite the Chair of the Planning Board and Zoning Board to a meeting to discuss the procedure and process that is used.
- Mr. Bailey Sr. reviewed the history of his business. He noted frustration concerning the board's actions and what Mr. Bailey has had to go through.
- A friendly amendment by Keith was made to clarify that this vote would mean the Select Board would not file an administrative appeal concerning the Bailey site plan approval. Sahr confirmed this and accepted this amendment.
- It was noted that this has helped flag something that needs to be clarified and the Board needs to figure a way to get the information on the baseline scope of non-conforming businesses in town.

The motion was voted 3 in favor and 1 against.

4. At 9:10AM Mackenzie moved to enter non-public under RSA 91-A:3 (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Seconded by Keith. Voted unanimously in favor by a roll call vote. Present for this session was MacKenzie, Keith, Sahr, Cutting and the applicant. The board had a lengthy discussion which if discussed in public may affect the reputation of a person or persons. At 9:50AM Mackenzie moved to enter public session and the board then voted to waive interest and fees from a property tax bill when the tax due is satisfied.
5. Highway web page need a section on culverts and the responsibility of cleaning, changing etc. Cutting will locate the letter that was sent to residents for information.
6. Keith moved to approve the minutes of the May 10th, 2018 public meeting. Seconded by MacKenzie. Changes were offered. The board had a discussion concerning content of the minutes. Voted unanimously in favor with changes noted.
7. Matters arising:

- Temporary Bridge: The board reviewed the temporary bridge for sale. It was decided to ask the Road Agent to have Cole Williams to go and look at the bridge and come back with a recommendation. If this bridge can be used in areas in town for emergency and temporary situation the board would like to consider it.
 - The week of May20th, 2018 is National Public Workers Week. The board discussed how they could celebrate this.
 - The board discussed the elevation of the River and what was the best way to track this.
8. The manifest was reviewed and signed in the amount of \$80,694.97.
 9. The board reviewed and discussed the fixed pricing of Fuel Oil and Propane for the Town. This changes daily and must be locked in on the day of the rate the Town wants. Keith moved to give Cutting the authority to lock in a rate for the Town for propane and fuel oil. Seconded by MacKenzie. Voted unanimously in favor.
 10. A veteran's credit was reviewed and approved for David Hewitt.
 11. At 9:50AM Mackenzie moved to enter non-public under RSA 91-A:3 (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Seconded by Keith. Voted unanimously in favor by a roll call vote. Present for this session was MacKenzie, Keith, Sahr and Cutting.
 12. At 10:30AM the board moved to enter public sessions having reviewed various hardship abatements, and granting a disability exemption.
 13. Committees and Commissions:
 - Emergency Management Meeting: Sahr reviewed what took place at this session. The Town is fortunate to have such a skilled Emergency Team. The board would like to commend our emergency personnel on a job well done. Still need to pick up more volunteers, if an emergency happens it is a lot of time to cover during the event. Part of the Emergency work will be a meeting with Chief Mundy and Road Agent Williams. They will come up with a procedure that will help these 2 departments run efficiently during an emergency.
 - Mackenzie and Sahr will be trading Coffee hours.
 - Sidewalks, pedestrian crossing, School safety was reviewed and discussed

At 11:55AM Mackenzie moved to enter non-public under RSA 91-A:3 (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Seconded by Keith. Voted unanimously in favor by a roll call vote. Present for this session was MacKenzie, Keith, Sahr and Cutting. The board reviewed items having to do with a community member and their property.

At 12:10AM the board moved to enter public sessions having reviewed various hardship abatements.
 14. Ongoing:

- Army Corp of Engineers: the engineering portion for Lyme could be as much as \$10,000. They plan on construction in 2019 or 2020
- Hewes Brook Site meeting: Mackenzie reviewed the meeting.
- Conservation Commission: MacKenzie attended the last meeting and informed the member of the various road projects coming up.
- Lyme Community Development Committee: The last meeting was spent reviewing and approving minutes. Chris Ramsden will be communicating soon about the funding for the visioning project.

15. At 12:35 MacKenzie moved to adjourn. Seconded by Keith. Voted unanimously in favor.

Respectfully Submitted,
Dina Cutting