

TOWN OF LYME
Select Board Meeting
August 30th, 2018
8:00 AM

Town Office Conference Room
Approved: September 6th, 2018

The following people were present for part or all of the meeting: Select Board members: Susan MacKenzie, Bradford Keith and Kevin Sahr. Police Chief: Shaun O'Keefe. Road Agent, Steven Williams & Heavy equipment operator, Scott Bailey. Administrative Assistant: Dina Cutting. Community member: Ernst Kling. BlackTop: Stuart Close

1. The meeting was called to order at 8:00AM
2. Paving bids:

The following bids were opened and read aloud

- Blacktop-Pinnacle Road-Shoulder graveling-\$4,648.00; Shim & overlay-\$99,249.20
- Pike- Pinnacle Road- Shoulder graveling-\$6,475.00; Shim & overlay-\$97,831.25

- Blacktop-Acorn Hill Road-Shoulder graveling-\$3,127.00; Shim & overlay-\$66,260.32
- Pike- Acorn Hill Road- Shoulder graveling-\$4,375.00; Shim & overlay-\$63,679.25

The board reviewed and discussed the bids. Block grant funds were reviewed. The board discussed pros and cons of paving both Acorn and Pinnacle, it was the sense of the board to fund 1 road this fall and consider the other in the 2019 year. At this time Mackenzie moved to accept the low bid provided by Blacktop for the 2018 paving of Pinnacle Road, in the amount of \$103,897.00. Seconded by Sahr. The board confirmed with Mr. Close that this paving could be completed in the 2018 season. Mr. Close confirmed this. Voted unanimously in favor.

3. Highway:
 - The board and Williams reviewed road issues, roadside mowing, and tree cutting.
 - Williams informed the board of a new budget tracking method he will be using.
 - Mulvihill culvert: Williams felt this culvert can be repaired from the home owners side, thus will not affect the paving just planned for Pinnacle Road. A letter has been sent to Mulvihill and they have until November 1 to attend to this issue.
 - Williams and Cutting will be meeting with Mrs. Smithers concerning the Cutting Hill turnaround Friday morning at 9:00AM.
 - Williams suggested making the intersection of Cutting Hill Lane and Pinnacle a T instead of the Y intersection it is now. This will allow for more room to put in adequate drainage.
 - The board and Williams discussed asphalt emulsion. Williams will be getting pricing on this for various sections of Lyme roads.
 - River Road: The paving will be done in 2019, bidding will take place including the re-route section and additional roadway, this will allow for a better price. Mackenzie noted the re-route section will be 18' wide and not 20'.

- Salt: 2 distributors will be used this season. It will provide easier access.
 - A rock came from the grader tire and hit a passing vehicle's windshield. Cutting will arrange for this to be repaired.
 - Breck Hill Road underground electric: Cutting will prepare the paperwork for the Select Board to sign.
 - Williams explained the highway department just received the sprayer back from Lucky's and it is still not working correctly. The board has sent a letter to Lucky's and are waiting for a response.
4. Public Comment: Mr. Kling noted an e-mail from a Select Board member he did not agree with. He was asking if this was an e-mail from Rusty Keith personally or Rusty Keith for the Select Board. Keith confirmed the e-mail was from Rusty Keith the individual. There was a further discussion concerning individual board members and official town e-mails. The board is working hard to meet all the open meeting laws and e-mails to and from board members are not something that should be happening. Official notices from the Select Board will come from the Select Boards office via Cutting. Kling thanked the board for their time.
 5. A manifest was reviewed and signed in the amount of \$374,125.06 (\$300,000 School appropriation)
 6. MacKenize moved to approve the minutes of the August 23rd, 2018 meeting. Seconded by Sahr. The board reviewed edits. Voted unanimously in favor with changed noted.
 7. Personnel Policy review: At a previous meeting the board voted to remove the option to accrue comp time from the personnel policy. O'Keefe noted because of the change he will need to increase his over time by 78 hours to make sure his budget will cover any over time that will be created because of the removal of comp time. The board discussed and reviewed the concerns with building up comp time (past personnel policy allows up to 480 hours of comp time to be accumulated). The board does not want this financial commitment to over burden the operating budget. Over time and comp time should only be used in emergency situation. The board reviewed and discussed the labor laws pertaining to over time and hours worked. This topic will be reviewed and discuss with the Highway Department at the September 13th, 2018 meeting.
 8. O'Keefe informed the board the new repeater at the fire station is on hold while the radio licensing is addressed and finalized.
 9. Election: Mackenzie noted the board will need an additional person during the day to help with coverage. Sahr will arrive between 5:00pm and 6:00pm from his out of town trip. The Select Board is allowed to appoint a pro-temp if necessary. Cutting will fill in as a pro-temp with 1 other Select board member during various times of the day on September 11th, 2018. All 3 Select Board member must be there for the counting of the ballots. Set up for the election is at 5:00pm Monday September 10th, 2018.
 10. Cutting noted the Select Board had been served a summons to civil action: New Hampshire Fast Roads has filed a complaint against the Town of Lyme stating they have no authority to assess real estate taxes on providers of telecommunications services who have installed cable and other equipment on poles located in certain rights-of-way absent of lease or other agreement between the utility provider and the Town. The Select Board is disappointed in Fast Roads for filing this action. Fast Roads in the past years have had various hubs that were installed around town and given the relationship with the Town of

- Lyme wonders why they would not have approached the town prior to taking this drastic and expensive step. The board requested Cutting call Fast Roads to discuss this action.
11. River Road: Phase IA of the archaeological study has been completed. It was determined that Phase IB needs to be done. This phase is estimated to cost \$1,000. Keith moved to go forward with this phase. Seconded by Mackenzie. Voted unanimously in favor. Because of the need to get the river road project going as soon as possible the Select Board has requested this be done right away. The board reviewed the material supplied by Cutting concerning the financials for the River Road warrant article. The board is in agreement.
 12. Dennis Thompson came to review the project with the board.
 - Reports of people trespassing and concerns for safety were noted at the River Road reroute site.
 - The power company still needs to come and move the power pole.
 - Thompson reviewed the progress at the work site to date. Drilling has gone deeper than expected, this will create an added expense of \$10,000 to \$15,000. They should be done drilling next week.
 - Thompson supplied keys to the gated area to Chief O'Keefe. If an emergency access is needed one lane is clear.
 - Paving the road were reviewed.
 13. Copier contract: Keith moved to have MacKenzie sign the copier contract for the board. Seconded by Sahr. Voted unanimously in favor.
 14. Committee and Commissions:
 - Heritage Commission: This commission is reviewing the option for signage in the historic section of down town.
 - Discussed the option of holding a public forum concerning what to do with the common? Various items i.e. trees, benches, what to allow etc need to be considered, this needs a long range plan.
 - Upper Valley Lake Sunapee Planning Commission: William Malcolm is the new member. MacKenzie moved to appoint William Malcolm. Seconded by Keith. Voted unanimously in favor.
 - Lyme Community Development Committee: A report from Resilient, the consultant providing information on the visioning for the Planning Board and LCDC was reviewed and discussed. Sahr noted some points of concern; I believe that the Lyme school age student per unit ratio is low as determined by Resilience. Secondly, I am looking for a realistic, constructive approach to development that could be presented as a basis for discussion at the forums that maintains the vitality of Lyme as a whole. The board reviewed and discussed these points. Sahr requested the opportunity to address this report. Mackenzie and Keith supported Sahr and requested he write a response to be shared with Resilience, Lyme Planning Board and Lyme Community Development Committee.
 15. At 11:35AM Sahr moved to enter non-public session in accordance with 91-A:3 II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person. Seconded by Mackenzie. Voted unanimously by a roll call vote. Present for this meeting was Mackenzie, Keith, Sahr and Cutting.

The board discussed matters which, if discussed in public, would likely affect adversely the reputation of any person.

At 11:50 Mackenzie moved to enter public session. Seconded by Sahr. Voted unanimously in favor. The sense of the board was to Mackenzie discuss this issue of concern with the Chair of the Lyme Development Committee.

16. Fire Station planning: Briefly discussed. The board would like an update from Chief Mundy.
17. Due to a Budget and finance workshop the September 20th. 2018 meeting will be changed to Friday September 21st, 2018 at 8:00am.
18. Abatement: Bogdanich. The recommended abatement for Mr. Bogdanich was reviewed and discussed. MacKenzie moved to approve the abatement for Mr. Bogdanich. Seconded by Sahr. Voted unanimously in favor.
19. At 12:27PM Sahr moved to adjourn. Seconded by MacKenzie. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting