

TOWN OF LYME  
Select Board Meeting  
September 13<sup>th</sup>, 2018  
8:00 AM  
Town Office Conference Room  
Approved: September 21, 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. Fire Chief, Michael Mundy, Transfer Station Supervisor, Matthew Thebodo and Administrative Assistant, Dina Cutting.

1. At 8:05AM Chair Mackenzie called this meeting to order.
2. MacKenzie moved to approve the minutes of the September 6<sup>th</sup>, 2018 public session. Seconded by Sahr. Changes were offered. Motion voted unanimously in favor with changes noted.
3. Matters Arising & New business:
  - State Bridge Aide: Signatures have been collected and forms will go in the mail today.
  - Evaluations: Still waiting on a few.
  - River Road permitting: AOT permit is the only permit left. Information is being reviewed by DES. New England Field Service is ready to move as soon as the permits are approved.
  - At this time the board reviewed the time line and the likely hood of completing this project prior to winter. Mackenzie noted the contractors are ready to start as soon as possible. It was Northen New England Field service plan to get as much as they can done this fall. The board discussed the 30 day waiting period a requirement of the AOT permit before the closing documents are signed. The board discussed various scenarios and the sense of the board was to get this project started as soon as possible. Sahr moved to have the construction start as soon as all permits are approved. Seconded by MacKenize. Voted unanimously in favor.
4. Fire:
  - Chief Mundy reviewed the information concerning the 2019 fire truck purchase. The 4 wheel drive option will increase this cost. The board reviewed the plan to hand down the police cruiser in 2019 to take the place of the rescue vehicle. This will enable the Fast Squad rescue vehicle to be traded in and/or sold with no replacement funding to come from the Capital Reserve Funds. This plan is all based on the new fire truck being able to carry some of the Fast Squads equipment. Capital Reserve Funds were reviewed and discussed.
  - The board and Mundy reviewed the information gathered to date for the new fire station. The building needs to be big enough to house all the equipment. Mundy noted the Lyme Foundation has been approached with some fund raising ideas. Mundy will encourage the Budget Committee to

add additional funds to the Public Works CRF. The hope is to have the funds and be able to build this new station in 2021.

- Mundy will return to the board with information on a price for the new fire truck, trade-in estimate for the rescue vehicle and a plan for the new fire station that will be discussed and considered by the Town.
- The possibility of relocating the police station to the Fire Station location was briefly discussed.

5. Transfer Station:

- The board and Thebodo reviewed the returned postcard survey.

As of September 13, 2018:

- ✓ 91 do not want Wednesdays
- ✓ 45 yes want Wednesdays
- ✓ 51 want Saturdays
- ✓ 71 want Sundays
- ✓ 22 no preference

- The board reviewed Thebodo's alternate plan with budget implications estimated. The board discussed the option of switching back to Sundays and the possibility of removing Wednesdays. Thebodo noted the cards indicated some residents could do without Wednesday but he felt this was something they should not get rid of. Convenience to residents and work load scheduling were 2 of his main reasons. The board complemented Thebodo on the information sheet he provided with budget information and a long range outlook for the Transfer Station.

Sahr reviewed various points concerning budget, haulers, amount of employees and options of work days.

Keith moved to keep Wednesdays as a Transfer Station open day.

Seconded by MacKenzie. This option was discussed more. Thebodo noted part of the last Transfer Station study group confirmed that the NRRA's recommendation was to not change anything at our Transfer Station. Safety issues and concerns were discussed. It was noted that this new system addresses these concerns.

- Concern for switching and moving into different choices to fast was noted.
- The motion to keep the Transfer Station open on Wednesday was voted 1 yes (Keith) and 2 no (Mackenzie & Sahr).
- Mackenzie moved for the schedule for the Transfer Station be Sundays only with extended hours-8:00AM to 12:00noon. Seconded by Sahr. This motion was voted unanimously in favor.

6. At 9:55AM Kristina Fjeld-Sparks: Cutting Hill Lane was reviewed and discussed. Sparks noted she had been fighting this battle for a long time. The road height is so high all the run off is washing the silt and dirt down the road and covering her stone wall. The highway department is working on Cutting Hill Lane today and she would like the Board to not allow the highway crew to add any more material to this road. It was noted the highway department is fixing the turnaround at the top of the hill (Smithers) to make it safe to turn the plow trucks around. Spark's reviewed her driveway location. Once they have this ready for inspection they will call Williams to come back and review it. Williams will be making the intersection at the bottom of Cutting Hill Lane and Pinnacle

Road a T instead of a Y and creating some ditching believing this will help address the drainage issues.

7. Keith moved a committee be formed to review and advise the Select Board regarding the inventory and the appraisal of property for taxation. Seconded by Mackenzie. Keith reviewed his recommendation. The law allows the town to establish a board of assessors for this purpose, but this would simply be an advisory committee of three residents focused with this task. It was noted that the more people who understand about how the assessing works the better it will be. A charge will need to be developed spelling out exactly what the expectations of this committee will be. Members will need to be trained and take courses concerning assessment and property values, they will need to understand how the assessment of inventory works. The sense of the members was the more information they can be provided the better. Sahr noted he would like to see a clear charge before moving forward with this committee. This motion was voted in favor.
8. New business:
  - Mackenzie noted she was going to have New England Field Services-Dennis review the engineering information in connection with the re-classification of Shoestrap Road.
  - NH State 10 year road plan-Mackenzie will fill this out and bring back to the board for review.
9. Intent to Cut: William Murphey, Map 401 Lot 2. Reviewed and signed.
10. MS-1 form: The board reviewed and discussed this form. The exemptions & credits have not been confirmed. This was sent out as a draft only. Haywood and Cutting will confirm exemption and credit numbers and the board will meet with Haywood on September 21, 2018 to review prior to signing.
11. Committee & Commission reports:
  - Recreation Commission: The commission reviewed soccer. Start of season going well. Shortage of coaching- all members will be encouraging more parents to volunteer. Swan Fund- Recreation Commission will be putting in some ideas of beach equipment i.e. float replacements, playground equipment, and possibly changing rooms. The commission is trying to be conscious of the future maintenance and care keeping in mind we rely only on volunteers to do this work. The tennis courts are in need of re-surfacing. This will be an expensive project. Capital Reserve maintenance of the Recreation facilities fund will be used for this.
  - Conservation Commission: Reviewed an emergency wetlands application for a pond on Pico Road at Roby's. Knotweed treatments were discussed again.
  - Coffee Hours: next one Kevin at Lyme Center Academy building.
  - Lyme Community Development Committee: Mackenzie reviewed the committee's comments pertaining to the survey results. LCDC is not comfortable with what the consultant has offered. LCDC has requested a meeting to be able to review this data and come up with a document. Mackenzie is out of town for the next meeting, Sahr will fill in for her.
  - Keith noted he is meeting with Principal Valance to review assessing information as it relates to single, 2 family and multifamily households and students within the school district.

12. Personnel Policy: The board briefly discussed the comp-time change. The board reviewed department of labor regulations pertaining to “hours worked”. The board would like more information on these topics and how other towns handle this in their personnel policies.
13. At 12:18PM Sahr moved to enter non-public session in accordance with RSA 91-A3 II (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 Mackenzie and voted unanimously by a roll call vote. Present for this meeting were MacKenzie, Keith, Sahr and Cutting.  
At 12:21PM having made no decisions in non-public session Sahr moved to enter public session. Seconded by Keith. Voted unanimously in favor.
14. At 12:21PM MacKenzie moved to adjourn. Seconded by Sahr. Voted unanimously in favor.

Respectfully submitted,

Dina