

TOWN OF LYME
Select Board Meeting
October 29, 2018
8:00 AM
Town Office Conference Room
Approved: November 1, 2018

The following people were present for part or all of the meeting: Select Board members: Susan MacKenzie, Bradford Keith and Kevin Sahr. Administrative Assistant, Dina Cutting.
Town Clerk- Patricia Jenks, Tax Collector-Barbra Woodard

At 9:00AM Chair Mackenzie called this meeting to order.

1. The board completed the review from the October 24th, 2018 budget meeting. The following topics were discussed:
 - Town Clerk, Deputy Town Clerk and Tax Collector positions were all reviewed. The board reviewed various option of personnel in this office to afford the best coverage. Jenks reviewed the duties and responsibilities of the listed positions. A combined deputy Town Clerk and deputy Tax Collector was discussed. This would be a full time position with benefits.
 - Highway: The board discussed and reviewed the following line items:
 - ✓ Contracted Services
 - ✓ Road side mowing
 - ✓ Vehicles and heavy equipment
 - ✓ Capital Reserve Funds
2. After the final review the increase to the operating budget for the proposed 2019 budget will be 3%.
3. Conservation Commission budget was discussed. Keith has concern that this commission is asking for \$2,100 that must be raised by taxes. The board reviewed and Land Use Tax Fund and monies coming into the Conservation Fund in the 2018 year. MacKenzie will bring this question to the Conservation Commission at their next meeting.
4. Cutting to provide the following information: up to date budget sheet with adjustments made, Capital Reserve fund spread sheet, Roads spreadsheet, and any personnel costs changes from this meeting.
5. The board will review the Capital Reserve Funds and the vehicle replacement cycles on Wednesday October 31, 2018 at 10:00AM.
6. Sahr moved to adjourn at 12:15PM. Seconded by Keith. Voted unanimously in favor.

Respectfully submitted,

Dina