

TOWN OF LYME  
Select Board Meeting  
October 25, 2018  
8:00 AM  
Town Office Conference Room  
Approved

The following people were present for part or all of the meeting: Select Board members: Susan MacKenzie, Bradford Keith and Kevin Sahr. Road Agent: Steven Williams. Administrative Assistant, Dina Cutting. Community member: Arend Tensen. Northern New England Field Services, Dennis Thompson.

1. At 8:00AM Chair Mackenzie called this meeting to order.
2. River Road:

Arend Tensen-Tensen requested an appointment to discuss the potential extra fill from the River Road. Mackenzie explained the contract with Dennis Thompson give NNEFS control of the fill. After a lengthy review of the previous negotiations, promises and changes to the reroute project and changes in acreage required from 1.5 to 3.7. Resulting in the fact that rather than a promised donation of land, the Town was required to pay \$87,500 to acquire an easement over this land At this point Mackenzie noted Thompson has agreed to truck fill not being used by the Town to Tensen's farm for \$1.00 per yard. Tensen noted it was his understanding the fill would be delivered at no charge and he was disappointed in this offer. Thomson went on to explain because of the geotec work being incorrect, it was his sense that there would not be much fill left at the end of this project. Tensen made it clear he needed the fill and stated he would wait until the spring to see what was left. The provision for fill to Tenson was not part of the final purchase and sales agreement requiring the Town to purchase Tenson's property. Tensen stated he understood he was receiving the fill all along. He felt he had been agreeable and helpful to the Town starting this project as soon as they could, he had signed all documents necessary and not stood in the town's way. After a spirited exchange between Tensen and board members Tensen left the Select Board meeting.

Thompson reviewed where the project was now. The stabilized section of the existing road will be open as a one lane road for the winter. Construction will continue for roughly 2 more weeks, or as long as Thompson can work. Thompson noted the only engineering work left is the as built plans. The board and Thompson will look at the cost of a 20' road compared to an 18' road. William's noted 20' would be his preference.

3. Highway: William's reported Pony Hill Road culvert will be reinforced to last until it is repaired. An excavator will be rented to do this work.
4. Logging on Mud Turtle Pond Road- Conservation Commission is requesting the board allow John O'Brian repair Mud Turtle Pond Road, this has been voted an Emergency lane. Bob Lee will be having logging done so Mr. O'Brian will be in the area and using this Class VI road. The repairs will enable all emergency vehicles to access the Town Forest for safety reasons. MacKenzie moved to allow Mr. O'Brian to make these repairs. Williams will inspect this work when finished. Seconded by Sahr. Voted unanimously in favor.

5. Cutting reported CLD is working on the final invoice for Grant Brook. Driveway repair and asphalt work is being discussed. MacKenzie noted the town will be paying for the asphalt on the driveway apron repair.
6. The board would like a check list for important items to have in future contracts.
7. Sahr moved to approve the minutes of the October 18<sup>th</sup>, 2018 meeting. Seconded by Keith. Changes were offered. Voted unanimously in favor with changes noted.
8. Matters arising and New business:
  - Cutting Hill Lane: the fencing has been taken down.
  - Pit lease: Mackenzie to check with Jenks
  - Keith reported any joint effort for a shared Town manager with Orford will not be taking place at this time. Sahr suggested Lyme should be approaching Hanover. Mackenzie noted a chamber of commerce would be beneficial.
9. No Public comment at this time
10. Manifest: None at this time
11. City of Lebanon Municipal Solid Waste agreement was reviewed and signed.
12. Casella agreement: The agreement goes through December 31, 2018, reviewed and signed. Lower municipal waste charges because the Town of Lyme has an agreement with City of Lebanon.
13. 2019 tax rate: The board reviewed some upcoming budget factors. Fire station, potential property to purchase, assessed property and raising the total assessed value of the Town. Sahr reviewed the fund balance policy. After a brief discussion Sahr moved to change the fund balance policy to read the following- The Town of Lyme shall endeavor to maintain an undesignated fund balance of not less than 5% of the general fund's gross annual budget, including Town, School and County appropriations; as recommended by the Governmental finance Officers Association and the Department of Revenue. Seconded by Keith. Voted unanimously in favor.

The board discussed a flat tax rate and the pros and cons of keeping the tax rate the same as last years. After a brief discussion Keith moved to adopt a flat tax rate by using \$60,000 from the undesignated fund balance –Tax Rate to be \$27.19. Seconded by Sahr. Voted unanimously in favor.
14. Culvert inventory: The board reviewed the information from Megan Butts of Upper Valley Lake Sunapee Regional Planning Commission. Williams and the board discussed the most useful way to present this information. The importance of updating this report was discussed. The UVLRPC will provide maps, 2 paper reports and all the information they have collected. The reports and maps will be sent prior to finalizing in order to allow time to review prior to printing the documents. The board thanks the UVLSRPC for doing all this work. The grant will be paying for 50% of this project.
15. Highway: The pit was discussed. Williams will get a map of the pit and mark the locations of all the Town material stored in this pit. Highway: The leased pit was discussed. Williams will get a map of the pit and mark the locations of all the Town material stored in this pit. Sahr suggested that the map be included with every lease renewal.
16. Cutting Hill Lane: Williams reviewed a driveway permit. Questions concerning a driveway culvert were addressed and answered. If this area gets erosion in the future William's is to document this with pictures.

Sprayer unit: It was the sense of the board and Williams to get this unit over to Lucky's asap to be fixed.

17. Common use application- the board review the application from Tony Pippin asking to put the skating rink on the common for the winter season. The board approved this request with the understanding that it is removed within 2 weeks of the end of skating season.
18. Sahr explained he had been asked about the Utility Club having underground power installed on the Common. The board reviewed the previous request and informed Sahr they were to come back to the board with a documented plan including locations of underground water and other electrical lines. This issue to be addressed by the new Common Study Committee.
19. The board reviewed the 2019 health insurance pricing. This is a 10.5 % increase. The board would look at alternate plans that will not negatively impact the employees.
20. Committee and Commission:
  - Coffee Hour: River Road project by North Thetford Road- A community member was asking if and when this will be repaired.
  - LCDC- MacKenzie reported the Chair of this committee will be sitting down with the consultants to go over all the information in the near future.
  - Planning & Zoning- Cutting to determine if the Select Board had the authority to not require Dowd's change the parking lot lighting. It is the Select Boards recommendation the Planning Board make a clear definition of dark sky lights.
21. Budget review: The board reviewed the preliminary 2019 proposed budget. The personnel numbers were reviewed and confirmed. The board briefly discussed adding funds for Road Agent. Because of the late hour the board will hold a meeting on Monday October 29, 2018 for the purpose of budget discussions.
22. At 11:55AM Keith moved to adjourn. Seconded by Mackenzie. Voted unanimously in favor.

Respectfully submitted,

Dina