

TOWN OF LYME
Select Board Meeting
January 3, 2019
8:00 AM
Town Office Conference Room
Approved: January 10, 2019

The following people were present for part or all of the meeting: Select Board members: Susan MacKenzie, Bradford Keith and Kevin Sahr. Highway personnel: Steve Williams, Scott Bailey, Cole Williams and Tim Keener. Administrative Assistant, Dina Cutting. Planning & Zoning: David Robbins. Meghan Butts and Olivia Uyizeye from Upper Valley Lake Sunapee Regional Planning Commission. Community Member: Judy Brotman.

1. At 8:08AM Chair Mackenzie called this meeting to order.
2. Keith moved to approve the minutes of the December 20th, 2018 meeting. Seconded by Sahr. Changes were offered. Voted unanimously with changes noted.
3. Matters arising:
 - Waiting for the mapping for school bus approved roads and will bring them to Robbins
 - Baker Hill Road easement: all set waiting for metes and bounds.
 - Baker Hill Road: The board discussed this project and the commitment made to Northern New England Field Services to perform this work. The board reviewed and discussed Daniels estimates on this project. William's will communicate with Dennis on the best approach for various parts of this project.
 - Gravel and sand bids RFPs' will go out ASAP.
 - Turn arounds still need to be addressed
 - Williams is still trying to locate additional bids on the Truck and excavator.
 - Grafton Turnpike: A topographical survey will need to be done. MacKenzie will be going to the Conservation Commission to request funding assistance on this project. The funds will go toward culvert work. This culvert will be under 48" the Town crew can do this replacement themselves.
 - Pit discussion: The board and Williams reviewed the use of the Pit. It was decided that the Town can rearrange the highway garage area to accommodate for more storage. The use of the pit will not be necessary. Notify Pit owner and then Williams has 30 days to remove all Town material.
 - Carry over of vacation time was discussed. Various topics were reviewed and discuss concerning time worked, holiday time, over time etc. The board is reviewing the personnel policy at this time so no employee will lose any time not used at this time.
4. Culvert Inventory: Olivia and Meghan reviewed the culvert inventory program. Questions were asked and answered. Williams reviewed the program and the highway will be able to update this as they perform work on all culverts in town. The board thanked Meghan and Oliva.
5. Personnel policy review: the board set Monday January 7 at 1:00PM as a meeting time for policy review. All department heads are welcome to sit in on these meetings as preliminary discussions take place. Ms. Brotman expressed interest in being involved in this.

6. Planning and Zoning: Robbins reviewed and discussed the data he is collecting and tracking for the Select Board.
Phone system had major issues the previous week. Robbins was able to switch in a new model to keep this system going. Robbins will be researching other options for a phone system.
7. Intent to Cut was signed by the board: Malcolm, Bill-Baker Hill Road-Map 409 Lot 77. This intent to cut was not reviewed by the office. Cutting reviewed protocol for Intent to Cuts.
8. The board noted a letter concerning work to be done on the Reservoir Pond dam in the future.
9. Contract for Sanders Searched, LLC for lien research was signed by the board.
10. No Public comment at this time
11. Manifest was reviewed and signed.
12. Committees and Commissions:
 - Followed was a brief Road Committee review. Working of identifying priority projects. Dorchester Road project review will be Tuesday January 8, 2019.
13. Town Meeting discussion: The board would like to highlight the Culvert project for the public and have some slides to show. Possible warrant articles are as followed:
 - Goose pond Road- \$160,000 to finish project
 - Dorchester Road- \$155,000 town share of FEMA grant
 - Baker Hill Road- \$70,000 To add to remaining balance to complete project
14. The reviewed the vehicle purchases for 2019. The financing of these will be with Mascoma Bank for 7 years. Loan payment to come from CRF. There was a brief discussion on the need for a public hearing and a 2/3 ballot vote at Town Meeting. This is yet to be clarified.
15. The board reviewed and discussed the memo from Assessor Haywood concerning the assessment of property and how it came about being changed. After a brief discussion the board requested Haywood visit this property to perform a site visit, then assess this property according to the methodology used to assess other properties in the Town of Lyme.
16. There being no further business before the board at this time Sahr moved to adjourn at 12:40PM. Seconded by Keith. Voted unanimously in favor.

Respectfully submitted,

Dina Cutting