

TOWN OF LYME  
Select Board Meeting  
May 26, 2016  
8:00AM  
Town Office conference Room  
Approved: June 2<sup>nd</sup>, 2016

The following people were present for part or all of the meeting: Select Board members: Susan J. MacKenzie (Chair), Charles J. Smith & Patty Jenks. Police Chief, Shaun O'Keefe. Administrative Assistant, Dina Cutting. Fire Chief, Michael Mundy, Community members, Mildred Bailey and Tammy Bailey Pippin. Executive Council member Joseph Kenney,

- 1) At 8:00 AM MacKenzie called the meeting to order.
- 2) Minutes: Jenks moved to approve the minutes of May 19<sup>th</sup>, 2016 and April 29<sup>th</sup>, 2016. Seconded by Jenks. Voted unanimously in favor.
- 3) Matters arising:
  - Timber- Cutting reported the regulation of Timber cuts is through DREG and DES. The town does not and cannot have any ordinances regulating this. If there is a concern that does not include timber tax or reported wood cut it needs to be referred to DREG or DES. Mr. Evens, Timber Tax supervisor at the DRA is sending Ranger Sherman to look at a job that is of concern. He will contact the Forester and review this project. The Road Agent has jurisdiction over timber roads and curb cuts being put in on town roads; not how much and what is cut for timber unless the cut consequently damages a town owned roadway. At that point his intervention is required.
  - Part-time maintenance worker- still reviewing job description, put on next week agenda

High water at Post Pond-MacKenzie reported she spoke to Conservation Commission Chair Blake Allison who stated the Conservation Commission was in charge of the Chaffee Wildlife Sanctuary and that the breaching of the beaver dam must come through them. Smith reviewed past issues and changes in the laws as to beaver dam breaching which now lies with the Select Board. The water gage is not in yet and Allison is making arrangements to get it in. Cutting will pull out the old water release policy and information for the board to review.

- Meeting with Governor Hassan: MacKenzie reported she and 12 others met with the Governor Wednesday. They reviewed the issues with the Wilder Dam, the current management of the dam and the erosion damage as the result. They discussed the re-licensing and the possible mitigation fund. The group will meet again in Brattleboro on June 3<sup>rd</sup>, 2016 at 10:00AM. Lyme is a stake holder in this and it is important the town be represented. MacKenzie noted the importance of finishing the River Road survey and the possibility of having CLD give the town some estimates of cost on the areas identified as needing repairs along the River Road.
- Chief O'Keefe reported 26 pictures of vehicles or bicycles going over Edgell Bridge from Thursday to Monday. No overweight trucks were noted. Will see what during week days shows. Also reported receiving calls about dogs on the beach. Cutting to send out a reminder that dogs are not allowed to be on the beach or ball field, and any "after effects" need to

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be removed.

- 4) Public Comments: None at this time
- 5) Fire Chief Mundy: Chief Mundy reviewed the policy for tracking the AED's in town. This will be the responsibility of the Fast Squad president from now on. Dry hydrant at Dowd's Inn was discussed. Mundy inquired about follow through with health and safety inspections. If and when the fire inspection has been done and the owner does not comply with the required changes, what happens? These violations would be referred to the State. Chief Mundy informed the board about a fire call concerning a brush pile reigniting. It was noted a letter should be sent to the property owner because this was a high fire time and they should not have been burning. It was noted there were larger diameter logs in the pile; burning over 4" in diameter is illegal in certain circumstances. The property owner could be charged for reimbursement of the cost of this fire call.  
Dry hydrant at the boat landing will be cleaned out and made usable. This will happen soon with the assistance of Lyme Highway.  
The department will be doing drills with neighboring towns. Hose inspection will take place. The Fire department is gathering information on potential ways to economically plan for the expansion or replacement of the fire station and working with regional mutual aid departments to assess what direction to go with the upgrade of the next truck to be replaced. This effort is done for reporting to the select board for future budget planning.
- 6) Manifest: Reviewed and signed regular manifest in the amount of \$43,687.36. The board had some questions concerning the Overseer of Public Welfare manifest. Cutting explained one of the checks on the Overseer manifest will be voided. The board would like to make sure it is made clear to property owners receiving assistance that a lien will be placed on their home to cover these welfare payments. In addition, the board asks that the Welfare officer consider and direct clients able to work to contact the select board office to be considered for work at the Transfer Station.
- 7) Executive Council member Joseph Kenney: After a brief introduction the Executive Council Kenney reviewed his responsibilities and what the Executive Council does. River Road was discussed. A small community like Lyme struggles to deal with the demands of large repairs like the Slump on River Road. MacKenzie reviewed the River Road concerns and the various other erosion locations along the River Road banks that could compromise the road. Relicensing of the Wilder Dam was discussed and that Lyme is looking for help with this. Governor Hassan has become informed of this just recently, and Mr. Kenney will be discussing this topic with her. Mr. Kenney will take all this information back to the next council meeting and the Town will hear from him as to what kinds of help they can be on this important topic. Mr. Kenney discussed several other issues with in the state of NH. The board thanked him for coming and invited him on a River tour, which he accepted.
- 8) At 9:50AM MacKenzie moved to enter non-public session in accordance with RSA 91A: 3 II (c) for the purpose of discussing matters which, if discussed in public, would likely affect adversely the reputation of any person. Seconded by Jenks. Voted

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unanimously by a roll call vote. Present for this non-public was Sue MacKenzie, Patricia Jenks, Jay Smith, Tammy Bailey Pippen, Mildred Bailey and Dina Cutting. The board discussed issues brought to the board by a property owner.

- 8) At 10:15AM the board returned to public session having decided to request more information concerning this matter.
- 9) Oath of office for Michael Whitman for the Transfer Station Committee was signed by the board.
- 10) 2015 property abatement appeals were reviewed and signed
  - ✓ Sugar Top Farm Partnership-21 Hardscrabble Road
  - ✓ Nigel & Ayadele Hart-711 River Road
- 11) Committee & Commission:
  - Coffee Hour: Post Pond water level was discussed
  - Transfer Station Committee: no quorum but a nice visit and information shared. Whitcher will be asked to meet with this group to discuss how his end of things work.
  - Goose Pond Road: CLD has noted the Goose Pond Road work is complete. Grass is growing in; the erosion matting needs to be removed when the growth is complete. The sense of the board was to release the final check to L & M Contractors. Cutting will have them invoice the Town.
  - Recreation Commission: The boat rack area is out of control. Lots of boats laying around and it is clear they are not being used; some have been there for years. The lawn care people cannot mow or whip. The Recreation Commission would like the board to take some action. The board reviewed the ordinance and all boats must be marked with the owner's name and address. Cutting will send a public advisory to alert people to this issue. Owners will have until June 15<sup>th</sup> to mark/identify or remove their boat(s). If there are boats left and not marked by then the Police will remove them. Technically, boats left during off-season can be deemed as abandoned property. Once removed and reclaimed, there could be a reclamation fee assessed. This will be considered at a later time. The Plott Hill Plod, 5K fundraiser will happen again this year on August 6<sup>th</sup> starting at 10:00AM. More to come on this.
  - Hazard Mitigation Meeting: One more meeting next week and this plan will be complete. Then the group will start the Emergency Operations Plan.
- 9) Ongoing:
  - Job description: The reorganization of the Select Board office staff was reviewed and discussed. Smith noted concerns with the drastic change and cautioned that this was going to take some time. Smith noted concern that the Treasurer and the Tax Collector are both new and this would make a challenging situation to have a new employee working with them. Jenks felt that while a challenge, it might work out well, as no one will have preconceived ideas of how things must be. A learning curve, but not insurmountable. The group discussed a manageable strategy and time

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table that would hopefully not overwhelm the trainee or trainer. Cutting noted and all agreed both positions should know enough of each other's job to cover when people are out on vacation etc. After a lengthy discussion and considering all aspects of the various responsibilities it was agreed this would be a work in progress. It is important to get someone into the office soon. Advertising for this 30 hour per week bookkeeping/secretary position will be done now.

- Assessing committee charge: Smith noted he had drafted an RFP but not the charge. This will be on the agenda for next week.

10) At 11:10AM Smith moved to adjourn. Seconded by MacKenzie. Voted unanimously in favor.

Respectfully Submitted:

Dina Cutting