

TOWN OF LYME
Select Board Meeting
April 4th, 2019
8:00 AM
Town Office Conference Room
Approved: April 11th, 2019

The following people were present for part or all of the meeting: Select Board members: Kevin Sahr, Judith Brotman and Benjamin Kilham. Administrative Assistant: Dina Cutting. Road Agent: Steve Williams. Highway employees: Scott Bailey, Tim Keener, and Cole Williams. Police: Chief O'Keefe. Community members: Brett Ryan, Sue MacKenzie, John Gardner, John Greisemer. Northern New England Field Services, LLC-Dennis and Laura Thompson. Right Angle Engineering, LLC- Erin Darrow. Green Woodlands- Bob Green

1. At 8:05AM this meeting was called to order by Chair Sahr.
2. Brotman moved to approve the minutes of the March 29th, 2019 meeting. Seconded by Kilham. Changes were reviewed. The minutes were voted unanimously in favor with amendments noted.
3. Letter to Tim Caldwell concerning the use of Dorchester Road. The letter was reviewed by the board. Sahr read the letter out loud. The Board approved and signed the letter.
4. Williams, Thompson and Darrow-Baker Hill Road project: The Board reviewed the project. The following specific areas were discussed:
 - Head walls
 - Culverts
 - Guardrails
 - Paving Options
 - Permitting
 - Contract

After a lengthy discussion it was the sense of the Board that Thompson and Williams should come back to the Board with the following information:

- Cost of paving with and without emulsion.
- Permit information and inclusion of additional work necessary for permitting in the contract. This will be a standard dredge and fill permit. The permitting will be part of Northern New England Field Services contract.
- Recommendation and cost of guardrail- low profile galvanized metal or wooden post
- Head wall- block with pins, reviewing past projects and the longevity of this type of wall.

Gather this Send requested information and proposed contract to Cutting for review by Board prior to the next meeting.

River Road Slump: the remaining parts of this project were reviewed. Information needed for remaining work-

- The road will be closed May 1st, 2019 for completion of this project.
- Cost of paving for the end of road at East Thetford Road to Grant Brook
- The paving is being planned for the 3rd week in July as long as the project is on schedule.

- Culvert sizing-Followed was a discussion concerning the need for 4' culverts. The permit was reviewed and approved by DES based on using 4' culverts. Thompson committed to using and installing the permitted culverts.
- Making an arrangements with the 2 cottages closest to the East Thetford end of the project for their exit and entry when the work is being done. Thompson to discuss this with them and Town to write and send explanatory letter.

Hewes Brook Bridge: Darrow briefly noted the contractor wants to get started as soon as possible. This project can not start until the River Road project is completed and re-opened.

Dorchester Road: Darrow reviewed the project with the board.

Dorchester Road Easement- remove F. # 2-Ryan agreed to the easement as written by Town Counsel.

Ryan discussed the following additional topics with the Board:

- Possible donation of some material to the project by Ryan.
 - Ryan is hoping for the Town's cooperation in the future if there is any erosion from this change.
 - Ryan offered the use of the pit on High Street to store material and equipment during the project.
 - Cutting and Darrow will work out an agreement for Ryan to consider.
 - The construction of this project is targeted to begin 2021.
5. Public Comments: Mr. Green of Green Woodlands reviewed the past issues with the Select Board regarding Dorchester Rd. In 2009 the Board and Mr. Green were addressing the same issues. He feels the sign at the end of Dorchester Road is not appropriate. He has put considerable financing and time into this network of trails. He has built a different entrance on the Dorchester side of his property to encourage people to come in by that entrance. Mr. Green stated that the majority of people who use the Dorchester Road are Lyme residents. Mr. Green is hoping the Town and Green Woodlands can once again work together on this topic. He noted this is a financial consideration he has to make for the future of his property. A few members of the public spoke of the enjoyment of using Mr. Green's property to ski and/or mountain bike. Others spoke of the hardship in traveling on this road because of the amount of traffic and the wear and tear on the road. Mr. Green suggested the board look into the cost of having the road paved. The Board is going to review past Board conversations and decisions on this matter and then further consider this issue.
6. Personnel Policy: The employees present reviewed the following sections of the personnel policy:
- Vacation payoff was at the 2018 pay rates, this has been addressed and the employees will be paid the balance at the 2019 pay rate.
 - Emergency call in-This section needs to be reviewed.
 - Over Time- Concerns that over time will be over budget because of Comp-time being taken away
 - Departments being "on Call" hasn't been addressed
 - Generally in the past the personnel policy changes have not taking benefits away from current employees.
 - The Board will invite all employees to share any feelings concerning the Personnel Policy.

- After the Board reviews and discusses these recent changes the Board will communicate at a future meeting with the Town staff.
7. Police: E-ticket software needs to be purchased at an initial purchase cost of \$2,360.00, and \$360.00 annually. It was not known this would need to be purchased in 2019, the operating budget does not include this cost. Chief O'Keefe will purchase it and review his budget and come to the board if necessary towards the end of the budget cycle.
 8. Committee reports:
 - Common Committee: Tony Pippin resigned from the committee and the committee would like the Select Board to appoint Russell Barnes. The committee requested the Board increase the membership of this committee. After a discussion the board felt 9 committee members was an appropriate number.
 - Kilham reported that the Conservation Commission reviewed the Grafton Turnpike culvert replacement with Road Agent, Steven Williams. The knotweed project received funding from the Swan Fund.
 - Coffee hour: no attendance this week.
 9. The Board reviewed the financial papers for the contracts concerning the Fire Truck and Police Vehicle. Sahr moved to adopt the resolutions set forth in the general obligation government certificate for the Fire Truck and Police Vehicle. Seconded by Brotman voted unanimously in favor. The board signed all the documents required.
 10. Lyme Center Academy generator grant request- the Foundation urged the Board to re-submit this to the Lyme foundation. The Board agreed.
 11. The board reviewed and signed a letter supporting the Recreation Facilities Swan Grant submission. The recreation commission will make sure these items go through the necessary DES review.
 12. The Board requested Cutting set up a time with the School Board to meet the new members and have a brief discussion concerning the Adequacy Aid in NH issue.
 13. The Board requested Cutting supply them with the Town's information concerning the 2009 Dorchester Road traffic issue.
 14. At 12:05PM Kilham moved to adjourn. Seconded by Brotman. Voted unanimously in favor.

Respectfully submitted,

Dina