

TOWN OF LYME
Select Board Meeting
May 30, 2019
8:00am
Town Office Conference Room
Approved: June 6, 2019

The following people were present for all or part of the meeting: Select Boards members; Kevin Sahr, Judith Brotman and Benjamin Kilham; Office Assistant, Patricia Cashman; Police Chief, Shaun O'Keefe; Transfer Station Supervisor, Matthew Thebodo; Road Agent, Steve Williams; Highway member, Scott Bailey; Right Angle Engineering, Erin Darrow; Community Members: Brett Ryan, Rusty Estes, Arend Tensen, Mike Smith, and Christopher Ramsden.

1. At 8:02, Board Chair Sahr called the meeting to order.
2. Rusty Estes explained to the Board that he wanted to upgrade Shoestrap Road, which is a Class VI road, "to make it passable" by replacing culverts, cleaning ditches, filling in pot holes and stabilizing the bank by building it up again. There was discussion among the Board, Road Agent, Mr. Estes and Mr. Tensen with everyone agreeing that since this is a Class VI road, the town has no authority to do any work on the road or use any Town funds on the road. Mr. Estes and Mr. Tensen stated that they were aware that the work is to be done at their own risk and cost; Mr. Estes was seeking permission to begin work. Mr. Sahr stated that he wanted to check with Town Counsel once more to make sure there wasn't a legal form to fill out, but he offered a verbal agreement permission. Ms. Brotman and Mr. Kilham supported the agreement. Ms. Cashman will follow up with Dina Cutting regarding the form and contact Mr. Estes if needed. (see attached document)
3. Mr. Estes had a second issue; he told the Board that he plans on doing blacktop driveway work at the home of Richard Bradley and he wanted a meeting with the Town's Road Agent to take a look at it due to water run off issues and the slope of the driveway. Road Agent Williams agreed to meet with him. Mr. Estes thanked the Board for their time.
4. Arend Tensen told the Board how much he appreciated the fill he has received. He wanted to make it clear that he was very happy with both the town and the highway crew. Mr. Tensen also wanted to the Board to know that he is not clear of the actual property boundaries on River Road; what the town actually purchased and how *Easement by Prescription* law pertains to this area. Mr. Tensen wants this cleared up so that the June 13th meeting can be productive. Mr. Sahr asked Ms. Darrow if a survey was being pursued and she replied that it should be done in 1-2 weeks but that she will ask them to have it done by next week if possible.
5. There was a brief discussion about gravel between Brett Ryan and Steve Williams. They both clarified their understandings.
6. Erin Darrow of Right Angle Engineering spoke on four (4) issues:
 - (a) Goose Pond Road - She and Williams did a walk through on Tuesday May 28th and are hoping the work can done this summer with a completion date in October

2019. Ms. Darrow will post the RFP with a bid deadline of June 12th at 3pm. The bids will be opened on Thursday June 13th. After a detailed discussion about bonding, the Board agreed to leave in the “Ability to provide performance and payment bond” in the RFP. The Board also agreed that a site walk be held on Wednesday June 5th at 10am. The bidders are not required to attend the walk but it is recommended.

- (b) River Road Construction Site – Ms. Darrow said she is following up with the surveyor to make sure they have it for the June 13th meeting with abutters. She also stated that she had been in contact with Dennis Thompson (NNEFS) regarding being in compliance with permits. Ms. Darrow requested that road agent and a board member accompany her to the site. It was agreed that Mr. Sahr would meet them at the site at 10:30 today. Ms. Darrow said she would send the SWPPP (general permit) to Ms. Cutting, Mr. Thompson and the Road Agent.
 - (c) Ms. Darrow stated that a resident of River Road is complaining of noise. The Board agreed that all such complaints will be addressed at the June 13th meeting, rather than on a one-on-one basis.
 - (d) Ms. Darrow will be asking for an expedited permit for work on River Road South. The Board felt it was best to get this as soon as possible due to the changing water levels and the damage it is causing.
7. Change of Order for NNEFS: All members signed the change order for River Road bypass work. Ms. Cashman will notify Mr. Thompson.
 8. Highway: Road Agent Williams told the Board that there has been a recent loss of trees on River Road North and that he is concerned about large trees that are leaning. The trees are not located on the town right-of-way. The Board asked Ms. Darrow for a plan and suggestions. Mr. Williams and Ms. Darrow planned on taking a look later today. Mr. Sahr asked Ms. Darrow to write up a plan and suggestions, to be submitted Ms. Cutting. Mr. Williams also informed the Board of the ongoing work the highway crew is doing on River Road and Breck Hill; cleaning ditches, rolling and spraying.
 9. Public Comments: There were none at this time.
 10. The minutes of the May 23rd meeting were approved with one change - a correction on #5 from James Dickerson (logger) to David Roby (owner) on the Report of Wood Cut form.
 11. New Personnel Policy: Ms. Brotman had 2 small edits.
 12. Transfer Station: Mr. Thebodo told the Board that there was only one bid for MSW & recycling, and that it was from Casella. An in-depth discussion followed concerning prices and the budget, changes in recyclables, including ways to decrease cost. Mr. Thebodo suggested removing glass from zero sort. The Board agreed. Mr. Sahr asked Mr. Thebodo to call Casella on some issues and report back to the Board. Ms. Brotman suggested an updated brochure and hand-outs for residents. Mr. Thebodo agreed to do that today. Casella’s new contract should be sent to Ms. Cutting.
 13. Police: Chief O’Keefe recommended to the Board that they do not move forward with a suggested parade on July 6th that Sarah Crockett asked them to approve. He said the request is late for a state permit and that the coverage needed could not be supported, as he spoke with Mike Mundy as well. The Board agreed to deny this request and added

that they hoped next year there would be more interest at an earlier time for a 4th of July celebration. O'Keefe will contact Ms. Crockett to let her know of the decision.

14. Christopher Ramden of the LCDC committee told the Board that they don't have a quorum for a meeting with the Planning Board next Wednesday, June 5th, as posted. They will have a *working session* meeting on Tuesday June 4th in the town office conference room. The Board agreed.
15. At 10:04am Mr. Sahr moved to enter a non-public session, in accordance with 91-A:3 II (I) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present. Seconded by Ms. Brotman. Voted unanimously in favor by a roll call vote. The Board discussed Town Counsel's review of the last meeting. At 10:15am the Board moved to return to public session having made no decisions.
16. There being no further business before the Board at this time, Ms. Brotman moved to adjourn at 10:16. Seconded by Mr. Kilham. Voted unanimously in favor.

Respectfully submitted,

Patricia Cashman