

TOWN OF LYME
Select Board Meeting
June 6th, 2019
8:00am
Town Office Conference Room
Approved: June 13, 2019

The following people were present for all or part of the meeting: Select Boards members; Kevin Sahr, Judith Brotman and Benjamin Kilham; Administrative Assistant Dina Cutting; Transfer Station Supervisor Matthew Thebodo; Assessing Assistant Patricia Cashman; Road Agent Steve Williams; Highway members Scott Bailey, Cole Williams & Tim Keener; Planning & Zoning Administrator David Robbins; Community Members: Brett Ryan, Rusty Keith and Sue MacKenzie; Blaktop representative Mr. Cardillo.

1. At 8:00AM Board Chair Sahr called the meeting to order.
2. At 8:01AM Chair Sahr opened the public hearing for the acceptance of the following grant funds:
 - ✓ FEMA funds from the July 1, 2017 storm in the amount of \$233,087.12.
 - ✓ Lyme Foundation grant for Recreation facilities at Chase Beach & ball field in the amount of \$45,000.

Mr. Sahr reviewed the FEMA grant funds: 75% of documented costs from the July 1, 2017 storm. After a brief discussion Mr. Sahr confirmed that the Board will make a recommendation to the Town at the March 2020 Town meeting concerning the placement of these funds. Funding the Emergency Road Repair Capital Reserve Funds and the General Fund were noted as possible options.

Ms. Brotman moved to accept the \$233,087.12 in FEMA grant funds. Seconded by Mr. Sahr. Voted unanimously in favor.

Mr. Sahr and Ms. Cutting reviewed the Swan Fund grant for the Town Recreation Facilities. Playground equipment, picnic tables, grills, changing room, outdoor games, and a new float were all reviewed and discussed as options.

Ms. Brotman moved to accept the \$45,000 for Recreation Facility equipment. Seconded by Mr. Sahr. Voted unanimously in favor.

At this time there were no questions or comments from the public.

3. At 8:10 AM Mr. Kilham moved to close the public hearing. Seconded by Ms. Brotman. Voted unanimously in favor.
4. The only bids for River Road and Baker Hill paving ~~were~~ was opened:
BlackTop-
 - Baker Hill Road: Shoulder- \$3,557.22
 - Baker Hill Road: Overlay-\$24,923.94
 - River Road: Shoulder- \$5,353.44
 - River Road: Overlay-\$37,576.46

Mr. Williams will review the bid and come back to the board with his recommendations.

5. It was noted at this time that the AOT permit has some information pertaining to the removal of pavement from the old section of River Road at the bypass. Ms. Cutting is waiting for confirmation from Right Angle.
6. Mr. Kilham moved to approve the minutes of the May 30, 2019 meeting. Seconded by Ms. Brotman. Changes were offered. Voted unanimously in favor with changes noted.
7. Veteran's credit: Mr. Sahr moved to approve the Veteran's credit in the amount of \$500.00. Seconded by Ms. Brotman. Voted unanimously in favor.
8. Personnel Policy: The final review took place for the personnel policy. The Board reviewed the document. Employees asked questions. Some minor changes were reviewed and discussed. Ms. Brotman moved to approve the personnel policy document with today's changes as noted. Seconded by Mr. Kilham. Voted unanimously in favor. Various employees thanked the Board for their work on this document.
9. Public comments: Ms. MacKenzie noted 2 culvert repairs are needed on Baker Hill. Mr. Williams is aware of them and will be replacing these prior to the paving. Mr. Keith referred to the Select Board minutes of May 23, 2019 noted concerns on the following topics: 79B and the Toensing property application that was granted. The change in assessed value for the gravel pit on High Street. The "non-meeting" the Board had with Town Counsel was also questioned. The Board responded advising that Town Council was consulted on both matters. Brotman advised the definition of a non-meeting.
10. Intent to Cut: Reviewed and approved Phetteplace-Map 404 Lot 130
11. Report of Wood Cut: Reviewed and approved McClave- \$13.18
12. Energy Committee: Street light project. The Lyme Foundation has approved this grant request. Prior to the Board accepting these grant funds the Select Board would like the Energy committee to consider holding a public meeting to share information on the proposed change. Sahr will discuss further with Energy Committee.
13. Casella contract: Ms. Cutting noted this contract had been sent to the Town's insurance company for review. When the contract is approved by the insurance company the Board can then sign it. Mr. Sahr moved to accept the Casella contract for 2019 upon Primex's (the insurance company) approval. Seconded by Ms. Brotman. Voted unanimously in favor.
14. At 9:15AM Mr. Sahr moved to enter nonpublic session in accordance with RSA 91 A-3: II (b) the hiring of any person as a public employee. Seconded by Ms. Brotman. Voted unanimously in favor by a roll call vote. Present for this session were Select Boards members; Kevin Sahr, Judith Brotman and Benjamin Kilham; Administrative Assistant, Dina Cutting; The Board reviewed the recommendation for the Deputy Town Clerk job. After a brief discussion Mr. Sahr moved to offer the position to Katrina Jenks at the rate of \$14.25/hour. Seconded by Mr. Kilham. Voted unanimously in favor. The Board reviewed a candidate for the Transfer Station. After review Mr. Sahr moved to hire Suzanne Simon at the rate of \$12.00/hour. Seconded by Ms. Brotman. Voted unanimously in favor. At 9:29 AM Ms. Brotman moved to return to public session. Seconded by Mr. Kilham. Voted unanimously in favor.

15. At 9:29AM Mr. Sahr moved to enter nonpublic session in accordance with RSA 91 A-3: II (c) matters which, if discussed in public, would likely affect adversely the reputation of any person & (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 by a roll call vote. Present for this session were Select Boards members; Kevin Sahr, Judith Brotman and Benjamin Kilham; Administrative Assistant, Dina Cutting; Road Agent, Steven Williams.
At 10:08AM Mr. Sahr moved to return to public session. Seconded by Ms. Brotman. Voted unanimously in favor. Ms. Cutting will write a letter for Town Counsel to review.
16. Mr. Williams reviewed some necessary tree cutting along River Road. Mr. Williams will check the DES requirements before any trees are removed.
17. Planning & Zoning: Mr. Robbins reviewed the various projects he has been working on, Lock Lyme Lodge and Crossroads.
18. Committee and Commission reports:
 - Ms. Brotman reported the Town Common committee would like to come to the July 11, 2019 meeting for a report to the Board. They will contact Ms. Cutting to arrange.
 - Recreation Commission: Starting to plan for the new equipment at the Recreation Facility. DES permitting is required for this project. Robbins will be asked to help with the permitting.
19. Ms. MacKenzie expressed her concerns with the River Road project, changes being made to plans, treatment of contractors and over Engineering. She asked what was being proposed for the “old River Road”? The Board stated that any decision made concerning the old River Road will be made by the town at March Town Meeting.
20. At 10:45AM Mr. Sahr moved to enter nonpublic session in accordance with RSA 91 A-3: II (c) matters which, if discussed in public, would likely affect adversely the reputation of any person. Seconded by Ms. Brotman. Voted unanimously in favor by a roll call vote. Present for this session were Select Board members Kevin Sahr, Judith Brotman and Benjamin Kilham; Administrative Assistant Dina Cutting; The Board reviewed a matter which, if discussed in public, would likely affect adversely the reputation of any person. At 10:55AM Mr. Sahr moved to return to public session having taken no action. Seconded by Mr. Kilham. Voted unanimously in favor.
21. There being no further business before the Board at this time, Mr. Kilham moved to adjourn at 10:57AM. Seconded by Ms. Brotman. Voted unanimously in favor.

Respectfully submitted,

Dina Cutting