

TOWN OF LYME  
Select Board Meeting  
October 3<sup>rd</sup>, 2019  
8:00 AM  
Town Office Conference Room  
Approved: October 10, 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 Steven Williams; Police Chief Shaun O'Keefe; Transfer Station Supervisor Matthew Thebodo. Community members: Sue MacKenzie and Bret Ryan. Retiring Beach Supervisor Robert Thebodo.

1. At 8:00AM Chair Sahr called this meeting to order.
2. At 8:00 AM Mr. Sahr moved to enter non-public session under RSA 91-A: 3 II (a) [employee reviews]. Motion seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote. Present at this session were Kevin Sahr, Judith Brotman, Ben Kilham, Matthew Thebodo and Dina Cutting. The Board reviewed personnel issues. At 8:17AM Mr. Sahr moved to re-enter public session. Motion seconded by Mr. Kilham. Voted unanimously in favor. The minutes were sealed by a unanimous roll call vote.
3. Transfer Station: The Board and Mr. Thebodo reviewed the following items:
  - Safety issues concerning dogs in vehicles. The Transfer Station is set up to work most efficiently with the employees unloading the trash. This means they must reach into vehicles. This is not a good scenario for a dog. They are just protecting their vehicle. After carefully consideration it was the recommendation of Mr. Thebodo, which the Board supported, that there be a "no dog" policy at the Transfer Station. Mr. Thebodo will work on this policy and get the information out to the residents
  - The Transfer Station employees will also work with the residents to make this change positive.
4. At 8:55AM Mr. Sahr moved to enter non-public session under RSA 91-A: 3 II (c). Motion seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote. Present at this session were Kevin Sahr, Judith Brotman, Ben Kilham and Dina Cutting. Discussion concerning matters which, if discussed in public, would likely affect adversely the reputation of any person.  
At 9:08AM Mr. Sahr moved to re-enter public session. Motion seconded by Mr. Kilham. Voted unanimously in favor. No action was taken in the non-public session.
5. Highway: The Board and Mr. Williams reviewed the 2019 budget. Mr. Williams noted he would like to purchase a compactor arm for the excavator if there are funds left in the 2019 budget. \$15,000 is required to purchase a new one. The highway has been renting one all summer. The following additional items were reviewed:
  - River Road: NNEFS is crushing smaller rock material
  - Hewes Brook bridge replacement: Still doable in November.
  - Baker Hill Road: Waiting on the permit. DES is reviewing information. The culvert project on Baker Hill was reviewed.

Mr. William's would like to clarify that Northern New England Field Services will be putting asphalt in the ditches. Because of the steepness and run off of water it is necessary.

- The Board informed Mr. Williams that Timothy Keener resigned his position with the Highway Department as of Tuesday October 1, 2019.
  - Gravel Bid needs to be done soon.
  - River Road at North Thetford Road - The Board reviewed the Army Corp of Engineer grant. Mr. Sahr will contact Mr. Puntin to discuss the options for gathering estimates, RFP information and give advice on how to determine if the Army Corp of Engineers grant is the best financial option for the Town.
6. Public Comment: The property owner located at the Army Corps of Engineers repair site would like to know who is responsible for replacing the steps on the river bank affected by the erosion. Concerns about Non-Public sessions and abatements were noted by Mrs. Mackenzie. If the Board is not reading past non-public minutes how do they know the history of the situations? Mr. Sahr noted the Board does get historic information and thanked Mrs. MacKenzie for her concern.
  7. Mrs. Brotman moved to approve the minutes of the September 26, 2019 public session. Seconded by Mr. Kilham. Voted unanimously in favor.
  8. Matters arising & new business: None at this time
  9. 2020 mowing bids: The Board opened and read a bid from Lyme Lawncare LLC. This was the only sealed bid the Board received. Lyme Lawncare LLC is the company mowing for the town at this time (The Select Board, Cemetery Trustees and Recreation Commission are very pleased with their work). After careful consideration Mrs. Brotman moved to accept the bid of \$46,000 for the 2020 mowing season. Seconded by Mr. Sahr. Voted unanimously in favor.
  10. Dorchester Road-Non-public discussion later in the meeting.
  11. Employee reviews-Wednesday October 9, 2019 at 9:00AM the Board will continue employee evaluations.
  12. The Board meeting for October 10<sup>th</sup>, 2019 will start at 10:00AM instead of 9:00AM.
  13. Mr. Sahr reviewed a graph of the municipal operating budgets for the past 10 years.
  14. Committee and Commissions:
    - Planning & Zoning- Mr. Sahr reviewed the draft Senior Housing amendment discussion.
  15. Mr. Sahr moved to approve the non-public minutes of the September 26<sup>th</sup> and October 1<sup>st</sup>, 2019. Also the September 30<sup>th</sup> public meeting. Seconded by Mrs. Brotman. Voted unanimously in favor.
  16. At 10:36AM Mr. Sahr moved to enter non-public session under RSA 91-A: 3 II (c). Motion seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote. Present at this session were Kevin Sahr, Judith Brotman, Ben Kilham, Chief O'Keefe and Dina Cutting. Discussion concerning matters which, if discussed in public, would likely affect adversely the reputation of any person.  
At 10:55AM Mr. Kilham moved to re-enter public session. Motion seconded by Mr. Sahr. Voted unanimously in favor. No action was taken in the non-public session.
  17. At 10:55AM Mrs. Brotman moved to enter non-public session in accordance with RSA 91-A: 3 II (l) Consideration of legal advice provided by legal counsel. Seconded by Mr. Sahr.

- Voted unanimously in favor by a roll call vote. Present at this session were Kevin Sahr, Judith Brotman, Ben Kilham, and Dina Cutting.  
The Board discussed advice from legal counsel.
- At 11:15AM Mrs. Brotman moved to enter public session. Seconded by Mr. Kilham. Voted unanimously in favor. Mr. Sahr moved to seal the minutes of this non-public session. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote.
18. At 11:15AM Mr. Kilham moved to enter non-public session in accordance with RSA 91-A: 3 II (l) Consideration of legal advice provided by legal counsel. Seconded by Mr. Sahr. Voted unanimously in favor by a roll call vote. Present at this session were Kevin Sahr, Judith Brotman, Ben Kilham, and Dina Cutting.  
The Board discussed advice from legal counsel.  
At 11:19AM Mrs. Brotman moved to re-enter public session. Seconded by Mr. Kilham. Voted unanimously in favor. Mr. Sahr moved to seal the minutes of this non-public session. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote.
19. At 11:19AM Mr. Sahr moved to enter non-public session under RSA 91-A: 3 II (c). Motion seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote. Present at this session were Kevin Sahr, Judith Brotman, Ben Kilham, and Dina Cutting.  
Discussion concerning matters which, if discussed in public, would likely affect adversely the reputation of any person.  
At 11:35AM Mr. Kilham moved to re-enter public session. Motion seconded by Mr. Sahr. Voted unanimously in favor. No action was taken in the non-public session.
20. A brief recess took place in which a plaque was presented to Mr. Robert Thebodo for his years of service to the Town.
21. At 12:08PM Mr. Sahr moved to enter non-public session in accordance with RSA 91-A: 3 II (l) Consideration of legal advice provided by legal counsel. Seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote. Present at this session were Kevin Sahr, Judith Brotman, Ben Kilham, and Dina Cutting.  
The Board discussed advice from legal counsel on 2 issues.  
At 12:40PM Mrs. Brotman moved to enter public session. Seconded by Mr. Kilham. Voted unanimously in favor.
22. The Board reviewed the Dorchester Road project. After careful consideration Mr. Sahr moved to discontinue any further work on the Dorchester Road Grant project. Seconded by Mrs. Brotman. Voted unanimously in favor.  
The Board wishes to thank everyone for their time on this project. Mrs. Cutting to prepare letters for Right Angle Engineering and Alexxandre Monastiero, State Hazard Mitigation Officer to inform them the town will not be doing this project.
23. The Select Board office will be dealing with an employee shortage for the coming 6 weeks. The Board reviewed office hours and discussed upcoming time off, work to be completed, Tax bills, Web page maintenance, preparation of the 2020 proposed budget and Town Report. The Select Board office will be closed on Wednesday October 16<sup>th</sup>, 2019 due to previous commitments of both office employees.
24. At 12:40PM Mr. Kilham moved to adjourn the meeting. Mrs. Brotman seconded the motion. The meeting was adjourned.

Respectfully Submitted,

Dina Cutting