

TOWN OF LYME
Select Board Meeting
February 6th, 2020
9:00 AM
Town Office Conference Room
Approved: February 20th, 2020

The following people were present for part or all of the meeting: Select Board: Kevin Sahr, Judith Brotman and Benjamin Kilham. Administrative Assistant Dina Cutting. Road Agent Steven Williams. Planning & Zoning Administrator David Robbins.

Community Members: Stanley Rosenberg, Rusty Keith.

1. At 9:00AM Chair Sahr called the meeting to order.
2. The following issues were discussed:
 - Lyme Center Academy Parking lot: Mr. Williams explained what had been done to the parking lot to help with the drainage. The parking lot will fit 16-20 vehicles at the most on the hard-packed area. Briefly discussed paving this parking lot. The Board will consider a conditional statement in the policy to allow “mud season” use. The permit application will need to be filled out 14 days prior to the proposed event. Cleaning after events will need to be coordinated. Chief Mundy and Mr. Thebodo will review the parking lot set up for accessibility and access for Fire and Fast Squad. A revised draft of the use policy and permit application will be reviewed next week.
 - Highway: Paving projects were reviewed and discussed. The funding needs to be revisited.
 - Mr. Williams has advertised the 2011 truck on a web site.
 - Sand & Gravel and Paving bids will be finalized next week in order for Mr. Williams and Chair Sahr to review together.
3. Mr. Rosenberg came to discuss the discontinuing of the “old River Road” section. He commented that many of the neighbors would like to see this section stay a pedestrian way. He reviewed the need for a safe walking and biking path on this road. The options and pros and cons were reviewed concerning this type of use. Mr. Rosenberg has discussed the possibility of the Conservation Commission taking over the responsibility of a “trail”. They will be meeting to discuss this on March 2, 2020. The Board encouraged Mr. Rosenberg to discuss this suggestion with the abutting land owners.
4. Prouty: The Board discussed with Chief O’Keefe the use of the new section of River Road for the Prouty in July 2020. The Prouty organizers need assurance of the completion date for their planning. The Board cannot predict that date as completion of the road depends on when the construction company can get going in the spring. After careful consideration it was the sense of the Board that the Prouty should not plan on using this section of the road for the 2020 Prouty fundraiser.
5. Planning & Zoning: Mr. Robbins reviewed the Planning Board’s draft zoning amendment for senior housing. This proposed amendment has been tabled for consideration at this year’s Town Meeting.

6. At 10:15AM Mr. Keith arrived. Mr. Sahr moved to enter non-public session in accordance with RSA 91-A:3 II (c), matters which may affect a person's reputation. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote. Present for this non-public session were Mr. Sahr, Mrs. Brotman, Mr. Kilham and community member Mr. Keith.

At 11:13AM Mr. Sahr moved to re-enter public session. Seconded by Mr. Kilham. Voted unanimously in favor. Mr. Sahr moved to seal the minutes of this session. Mrs. Brotman seconded the motion. The Board voted by unanimous roll call vote to seal the minutes of this session.

Mr. Keith left the meeting.

7. The Board invited Mrs. Cutting and Mr. Robbins into the public meeting. The following areas were reviewed and discussed:
- A River Road property that has new construction going on-What is the status of the Land Use Change Tax for this property. The property owner has information in the office and the Assessor will be addressing this.
 - Mr. Robbins and Mrs. Cutting informed the Board of the process in which the Land Use Change Tax is performed. The Select Board office is finalizing an up to date written procedure "SOP" for this function as responsibilities have been re-assigned.
 - Town mapping and updating the Town web site with the most current Town maps was reviewed.
 - Mr. Robbins will get the up-to-date maps on the web site as soon as possible.
 - Mr. Robbins and Mrs. Cutting will check the web site to make sure all meeting minutes are up to date.
 - Mr. Robbins answered questions about and brought the Board up-to-date on a multi-use family property.
8. Mr. Williams came to the Board with a purchase document for the highway truck to be considered at Town Meeting. Mr. Sahr and Mr. Williams will meet to review this information. At this time the Board discussed having Mr. Sahr sign this purchase document after careful review and confirmation of competitive quotes and the agreement being contingent on the Town Meeting vote.
- Mrs. Brotman moved that in order to expedite this agreement, Mr. Sahr is authorized to sign the agreement on behalf of the Board. Seconded by Mr. Kilham. Voted unanimously in favor.
- Mr. Williams asked for clarity of the Budget Committee's authority.
9. Mr. Sahr moved to approve the minutes of the January 31st, 2020 meeting. Seconded by Mr. Kilham. Voted unanimously in favor.
10. A manifest in the amount of \$725,563.14 was reviewed. Mrs. Brotman moved to approve this manifest. Seconded by Mr. Sahr. Voted unanimously in favor.
11. Notice of appointments were reviewed and signed.
12. Lyme Center Academy Policy: Various communications from users of the Lyme Center Academy Building were reviewed. Mrs. Brotman will draft a communication to the various groups that use the LCAB to explain the Boards commitment to having this building revenue neutral. The use of the building, cost of cleaning, maintenance and parking issue were all reviewed again. The draft policy will be finalized at next week's meeting.

13. The Select Board's communication to residents reviewing the warrant articles for Town Meeting was finalized and signed.
14. Notice for intent to cut: Moffat, Sterling-Map 417 Lot 6.1 was approved and signed.
15. Fire Station RFP: Mrs. Cutting noted this document has been sent to the Town Attorney for review. As soon as it is approved the Board Chair will sign and Mrs. Cutting will distribute. Mrs. Brotman moved to authorize Chair Sahr to sign the RFP. Seconded by Mr. Kilham. Voted unanimously in favor. Mrs. Cutting will ask for updates as things move along in these beginning stages.
A letter to Wavecomm informing them of the changes for the Tower was signed by the Board.
16. Pond Program: Mrs. Cutting reviewed a communication from Brandi Ash, Pond Program Coordinator. Questions and requests will be addressed by Mrs. Cutting.
17. Mr. Kilham moved to adjourn at 12:29PM. Seconded by Mr. Sahr. Voted unanimously in favor.

Respectfully submitted,

Dina Cutting