

TOWN OF LYME  
Select Board Meeting  
June 30<sup>th</sup>, 2016  
8:00AM  
Town Office conference Room  
Approved: July 7<sup>th</sup>, 2016

The following people were present for part or all of the meeting: Select Board members: Susan J. MacKenzie (Chair), Charles J. Smith, Patty Jenks. Road Agent, Steven Williams. Administrative Assistant, Dina Cutting. Fire Chief Mike Mundy. Laurie Wadsworth, Tammy Bailey-Pippin, Mildred Bailey.

- 1) At 8:0 AM MacKenzie called the meeting to order.
- 2) Highway:
  - Williams reported Allan Rowell had been grading. Jenks reported a conversation with Rowell who noted he was pleased with the condition of the roads; they are much better than last year at this time.
  - Please put up the new Shoestrapp Road sign and the adult swim rule sign.
  - Barricades are all fixed and on the common for the 4<sup>th</sup> of July celebration.
  - Williams will be taking vacation soon; grader school is one of the things he will be doing.
  - The other highway employees will be signing up for classes soon and Bailey and Williams will be doing a supervisor's class in order to receive their certification.
  - Road side mowing. Until this takes place Williams will ask Thebodo to trim at some intersections that are overgrown.
  - The parking lot at the Town office building was looked at. The highway crew was asked to wait before doing anything. Concerns with the creation of a swale and if it would create more of a problem.
  - Ditching is being done on River Road, they will be staying away from the eroded areas.
- 3) Minutes: Jenks moved to approve the minutes of June 23<sup>rd</sup>, 2016 public and non-public meetings. Seconded by Smith. Voted unanimously in favor.
- 4) Matters arising:
  - Paperwork for Goose Pond Road to be completed.
  - Has the land out on Canaan Ledge Lane been posted yet? A question for Chief O'Keefe.
  - Jenks reported the 2 safety deposit boxes at Ledyard bank were reviewed. One was opened, the items in it were mostly cemetery commissioner and vital statistic supporting files which can be kept in the vault. The other one would not open. When the bank gets it open Jenks will go review its content.
  - Cutting reviewed the lease for the new tenant to move into the Pike house. The lease was signed contingent on a background check coming back clean.
  - Matt Thebodo to figure out how much room in Earl Strout's building for the Transfer Station bags to continue to be stored.
  - The board received information from the assessor to be reviewed.
- 5) At 8:37 the public hearing for the Recreation Facilities Ordinance was opened. Laurie Wadsworth was present at this time.
  - Mackenzie explained the changes and the reasons behind the changes. There needs to be some kind of answer to all the boats being left around out there. The board discussed the pros and cons of regulating an area like this. Who's

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responsible for this facility and who would oversee this section concerning the boats and boat rack was a concern. MacKenzie read a statement from Ross McIntyre. Laurie Wadsworth commented she is a new kayaker, she feels this is a great convenience for people such as herself that cannot lift her kayak and get it on top of her car. The board and Wadsworth discussed various scenarios concerning the ordinance and the oversight of it. Cutting will bring this back to the Recreation Commission and come back to the board with a recommendation on how to incorporate some boat racks, regulations and recommendation on a plan for who will monitor these boat racks. The police will enforce the ordinance.

- 6) Fire: Chief Mundy explained they had an open house, picked up one new member and possible 2 more interested. They are getting ready for the parades in Lyme and Orford. They will be doing some drills and using Post Pond. While they are there they will water the ball field during the training. Mundy will not be available to meet in July so he will be back to the board the 4<sup>th</sup> Thursday in August. He has met with Tim Estes and Rob Meyer to start the discussions on a new Fire House. They will bring an estimate and square footage for a new building in order to plan out the financial commitment. This way the Capital Reserve fund can be funded appropriately. They will be thinking and getting prices on a new Fire Truck which is due to be replaced in 2018. Don Cutting was checking the Fire Station generator, Cutting is checking on prices for a maintenance contract for the Town Office, Fire Station and Highway generators. There was a brief discussion concerning the old fire truck leased from Marcelis Parsons. Mundy will review the terms and discuss with former Fire Chief Michael Hinsley then come back with information on the long range plan for this truck.
- 7) At 9:15AM MacKenzie moved to enter non-public session in accordance with RSA 91A: 3 II (c) for the purpose of discussing matters which, if discussed in public, would likely affect adversely the reputation of any person. Seconded by Jenks. Voted unanimously by a roll call vote. Present for this non-public was Sue MacKenzie, Patricia Jenks, Jay Smith and Dina Cutting. Mildred Bailey and Tammy Bailey Pippin.  
At 9:43AM the board returned to public session having discussed matters if discussed in public likely would affect adversely the reputation of a person. MacKenzie moved to seal these minutes until June 1 2017. Seconded by Smith voted unanimously.
- 8) Public Comments: There were none this time
- 9) Manifest was approved in the amount of \$1,849.45
- 10) Latham House Tavern-revised letter to liquor commission was reviewed and signed.
- 11) Notice of appointments for Assessing Search Committee were reviewed and signed: Earl Strout, Gary Phetteplace, Rusty Keith, John Mudge and Wayne Tullar.
- 12) The board will review the assessing update letters and information provided by Diana Calder.
- 13) The board reviewed the recommendation of George Sansoucy to deny the Utility abatements for 2015. MacKenzie moved to deny the utility abatement per recommendation. Seconded by Smith. Voted unanimously in favor.
- 14) Committee & Commission:
  - Independence Day Committee: They will be having a party!
  - Transfer Station: MacKenzie reported this committee seems to be going around and around with the same information. Casella will be invited to come and tour the

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facility and meet with the committee.

- Recreation Commission: no quorum.
- Coffee hour: Washburn Hill Road needs some work it is rough.
- Tax Committee: The resource booklet is complete and they will be printing a few copies. The committee is looking at ways to help give people options to pay taxes, deferred taxes, reverse mortgages ect. They discussed the Overseer of Welfare program, ongoing reports should be reviewed by Select Board, and would like a process to review who is getting assistance, concern that the town has never dealt with these volumes of distributions of money before were noted.
- Assessing committee: Final draft of the RFP will be worked on at the next meeting. Then it will go to the board for approval.
- Heritage Commission: no meeting.

15) At 10:12AM MacKenzie moved to enter non-public session in accordance with RSA 91A: 3 II (a) for the purpose of discussing personnel. Seconded by Jenks. Voted unanimously by a roll call vote. Present for this non-public was Sue MacKenzie, Patricia Jenks, Jay Smith and Dina Cutting.

At 10:28AM the board returned to public session having made no decisions.

16) The board reviewed ongoing matters.

17) At 10:28AM MacKenzie moved to entered non-public under RSA 91-A:3 II(a) to discuss Employee Evaluation. Present for the meeting was Sue MacKenzie, Chair, Patty Jenks and C. Jay Smith.

Jay discussed his meeting and discussion with the employee. Board reviewed the evaluation, and offered comments/observations.

The board returned to Public Session at 10:50AM Jay made a motion to approve the evaluation as written. Seconded by Sue and voted 3 – 0. Jay will discuss the evaluation with the employee, explain their options and obtain the employees signature on the final evaluation.

At 10:50AM Smith moved to adjourn. Seconded by MacKenzie. Voted unanimously in favor.

Respectfully Submitted:

Dina Cutting