

TOWN OF LYME
Select Board Meeting
March 19th, 2020
9:00 AM
Town Office Conference Room
Approved: April 2, 2020

The following people were present for part or all of the meeting: Select Board: Kevin Sahr, Judith Brotman and Ben Kilham. Administrative Assistant Dina Cutting. Transfer Station Supervisor Matthew Thebodo. Road Agent Steven Williams. Emergency Management Director Margaret Slosberg via phone conference. Police Chief Shaun O'Keefe. Tax Collector Barbara Woodard. Town Clerk Patty Jenks. Covid-19 Community Communications Coordinator Bill Waste.

Community member Sue MacKenzie.

1. The meeting was called to order by Chair Sahr at 9:03AM.
2. Road Agent Steve Williams and the Select Board discussed the following issues:
 - Road Agent Williams reviewed the damage done to one of the Town trucks while at a service station being repaired. It was unfortunate that the garage neglected to inform Mr. Williams of the incident. General disappointment was noted for this lack of communication. (The Town will seek out another garage to accommodate the Town vehicle repairs)
 - Mr. Williams reviewed the paving bid and recommended the Board support the plan to do \$284,365.00 in paving for the 2020 season. Mrs. Brotman moved to have R & D Paving do the paving project for the 2020 season and to have Chair Sahr sign the contract. Seconded by Mr. Kilham. Voted unanimously in favor.
 - Hewes Brook Bridge: The Bridge is scheduled to be replaced in the month of May. This should not affect the River Road work because Mr. Thompson will not need to close the "old" section of River Road. Mr. Hanson will be taking care of the DES and permitting requirements. Mrs. Cutting will ask him for a change order to cover this. Mr. Williams will check with Hanover to get permission to bring the bridge into Lyme from the south through Hanover's River Road.
 - Mr. Williams noted he would like to keep the 2011 truck. He thinks it is financially better to keep in instead of trading it in for \$17,000.
 - For the safety of all the Highway Garage will be closed to the public. Employees only will be allowed in the garage.
3. The proposed Covid-19 safety change for the Transfer Station was reviewed. Residents will be unloading their own trash and 2 cars will be allowed to park at a time.
4. The Board held a phone conversation with Margaret Slosberg, Lyme's Emergency Management Director, concerning the latest updates on the Covid-19 situation.
5. The Board discussed closure of Town buildings for safety of the public and Town employees:
 - The Police Station, Select Board, Town Clerk, Planning & Zoning, Tax Collector and Treasurer Offices will all be closed to the public. The staff will continue to work both off-site and on-site. Appointments will only be available to address critical issues.

- All Town buildings, including the Fire Station and Lyme Center Academy Building, will be closed to the public and no functions will take place. CCL and the Parish nurse may continue to work but no public is allowed in the building.
 - All Boards, Committees and Commissions will not be meeting until further notice.
 - The Board will do a Town wide mailing and a notice on Lymelist to inform the community of these restrictions.
6. It was briefly discussed to “save” the existing fire station for use as an emergency facility. This will further discussed if it appears to be necessary.
 7. An article in the NH Business Review concerning Covid-19 preparedness was discussed.
 8. The Board discussed possible Covid-19 impact to employees regarding benefits. After discussions around enhanced benefits, the Board agreed to continue to operate with the current in place policies.
 9. At 10:38AM Chair Sahr opened the Public Hearing to review and discuss accepting a grant to cover retrofitting streetlights to become more energy efficient. Funding to be up to \$5,000. The Board reviewed the project and grant. Mr. Sahr noted things are changing in terms of streetlights and energy savings. The Energy Committee communicated that at this time they would like to hold off on accepting this grant for a possible future application. There was no public comment at this time.
Mrs. Brotman moved to not accept this grant at this time. Seconded by Mr. Kilham. The Board would like to thank the Lyme Foundation for offering this grant. This motion was voted unanimously in favor.
The public hearing was closed.
 10. The Board reviewed the flashing pedestrian walk light grant. The Lyme Foundation has given a grant of \$20,000 or 50% of the project. Because the Board did not budget for the other 50% of this project and the Town does not have the funds to complete this project this year. The Board would like to get 50% of this project done prior to the paving of Route 10. This will save significant funds over the total project. The grant has a completion deadline of December 2020. Because the Town does not have 100% of this cost at this time, they will ask the Lyme Foundation to extend the completion deadline.
 11. The Board reviewed and signed the Resolution Regarding Erosion along the Connecticut River approved at Town Meeting.
 12. The River Road corrective easement was reviewed and signed by the Board. Mrs. Brotman would like some issues clarified prior to sending this to the property owners.
 13. Maintenance Truck purchase: Mrs. Cutting reviewed the details. The Board supported Mrs. Cutting’s efforts to negotiate and purchase the Truck from an alternative dealership at the same price as quoted previously of \$30,000.
 14. Mr. Sahr moved to approve the minutes of the March 18th, 2020 meeting. Seconded by Mrs. Brotman. Voted unanimously in favor.
 15. Mrs. Brotman moved to approve the minutes of the March 12th, 2020 meeting. Seconded by Mr. Kilham. Voted unanimously in favor.
 16. Bill Waste is the Emergency Management Communications Coordinator. The Board approved having Mr. Robbins train Mr. Waste on posting to the Town web page, so that Mr. Waste will be able to post onto the Town web page with information and updates pertaining to Covid-19

17. At 11:10AM Mr. Sahr moved to enter non-public session in accordance with RSA 91-A: 3 II (C) for Reputation. Seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote. Present for this non-public session was Mr. Sahr, Mrs. Brotman, Mr. Kilham, Mrs. Cutting and Chief O'Keefe.
At 11:28AM the Board returned to public session acknowledging that certain departments may need to adjust manpower and schedules.
18. The Board drafted and approved a communication to the Town concerning closing Town buildings to the public.
19. At 11:50AM Mr. Kilham moved to adjourn. Seconded by Mr. Sahr. Voted unanimously in favor.

Respectfully submitted,

Dina Cutting