

TOWN OF LYME  
Select Board Meeting  
Thursday April 9, 2020  
9:00 AM  
Town Office Conference Room  
Approved: April 16, 2020

The following people were present for part or all of the meeting by teleconference: Select Board members Kevin Sahr, Judith Brotman and Benjamin Kilham. Administrative Assistant Dina Cutting. Steve Williams, Road Agent and Scott Bailey, Highway Department, Shaun O'Keefe, Police Chief and Anthony Casele, Patrol officer. Community members: Sue MacKenzie, John Campbell, Kathleen Sherrieb and Michael Whitman. The above list of attendance was taken by voice notification.

As the Town Office is closed to the public and with the Governor's Executive orders allowing for the Board to meet online as long as the Public has telephone access, we offer the following instructions:

Please call in on the conference number - 603-506-6463 (No Pin Needed)

Access is for voice only at this time. If you can't access the conference number please email [dina@lymenh.gov](mailto:dina@lymenh.gov). All incoming public lines will be muted until 10:00AM when public comments are accepted. A role call will be made to indicate public members attending via phone.

1. At 9:00AM Chair Sahr called this meeting to order. Per Governor Sununu's emergency order # 12, Mr. Sahr reviewed the Right to Know Check List (\*see Right to Know checklist at the end of the minutes.)
2. Hewes Brook Bridge – Mr. Williams noted Hansen Bridge Company is a certified Knot Weed remover and will dispose of knot weed at a certified Knot Weed disposal spot during the Bridge project. Change order #1 was reviewed. The change order addresses the DES requirements during the Bridge project. At this time Mr. Sahr moved to approve change order #1 in the amount of \$11,569.00. Seconded by Mrs. Brotman. Voted unanimously by a roll call vote. Chair Sahr will sign this document for the Board.
  - Goose Pond Road residents' concerns have been addressed by Mr. Williams.
  - Mr. Williams noted his department still does not have the appropriate sanitization supplies.
  - Western Star is coming to the highway office to go over and review items for the new truck that was ordered.
  - R & D paving will be paving both River Road and Baker Hill Road in mid-June.
  - Mr. William's asked for confirmation that the Energy Committee is an advisory committee to the Town. This was confirmed as accurate.
3. RRFB- The Board reviewed the school-library crossing project and the Lyme Foundation's 50 % funding grant with John Campbell of the Lyme Foundation's Grants Committee. It was noted that the additional 50% not yet funded is something the Board would like to ask the Lyme Foundation to reconsider. The Board reviewed and discussed the following:
  - Request the Lyme Foundation to reconsider the completion date of this grant.

- Reconsider the 50% funding offer and instead fully fund this project.
  - Ask the school to help fund this.
  - Consider moving ahead with the start of the project, getting the engineering design and permitting and installing the base of the RRFB while DOT is working on Route 10 as it saves a considerable amount of money for the total project.
  - Resubmit the grant with more current information.
  - If the Board decides to move ahead at this time, it would mean the Board is committed to accepting the responsibility provide funds that are not in the budget.
  - At this time Mr. Sahr moved to approve the \$5,200 for the engineering design and permitting, with the funds to come from the 2020 operating budget unless the Lyme Foundation reconsiders funding for this. Seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote. Mr. Sahr to revise and resubmit the grant application to the Lyme Foundation.
4. Approval of Minutes:
    - Mr. Sahr moved to approve the minutes of the April 2, 2020 meeting. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote.
    - Mr. Sahr moved to approve the minutes of the April 6, 2020 meeting. Seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote.
  5. At this time 9:57AM Mr. Kilham left the meeting.
  6. Public comment: Community members thanked the Board for setting up the call-in ability for the public to be able to remotely attend the Select Board meetings.
  7. The Board reviewed the task tracker: The Board ask Mrs. Cutting to check with Mascoma Bank to see if the interest rate on the fire station loan has dropped prior to committing to the loan.
  8. At the Board's April 30, 2020 meeting the "old River Road" discussion will be put on the Agenda.
  9. 2020 mowing contract- Mrs. Brotman moved to approve the contract and have Chair Sahr sign the contract with Lyme Lawncare LLC. Seconded by Mr. Sahr. Voted unanimously in favor by a roll call vote.
  10. At 10:16 Mrs. Brotman moved to enter non-public session in accordance with RSA 91-A: 3 II (a) personnel. Seconded by Mr. Sahr. Voted unanimously in favor by a roll call vote. Present for this session were Mr. Sahr and Mrs. Brotman. Personnel matters were discussed. At 10:24AM Mr. Sahr moved to re-enter the public meeting. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote.
  11. There being no further business before the Board at this time Mrs. Brotman moved to adjourn at 10:25AM. Seconded by Mr. Sahr. Voted unanimously in favor by a roll call vote.

Respectfully submitted,

Dina Cutting

**\* A Checklist to Ensure Meetings Are Compliant with The Right-to-Know Law  
During the State of Emergency**

As Chair of the Select Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

*a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:*

We are utilizing Uberconference for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # **1-888-919-7047** or **603-506-6463** if you have a toll free long distance plan, or by clicking on the following website address: <https://www.uberconference.com/kssa1959>.

*b) Providing public notice of the necessary information for accessing the meeting:*

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Uberconference or telephonically. Instructions have also been provided on the website of the Board at: [www.lymenh.gov](http://www.lymenh.gov).

*c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:*

If anybody has a problem, please call 603-795-4639 or email at: [dina@lymenh.gov](mailto:dina@lymenh.gov).

*d) Adjourning the meeting if the public is unable to access the meeting:*

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that **all votes** that are taken during this meeting shall be done by **roll call vote**.