

TOWN OF LYME
Select Board Meeting
Thursday June 4th, 2020
9:00 AM
Town Office Conference Room
Approved: June 12, 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. Road Agent Steve Williams. Planning & Zoning Administrator David Robbins. CCL: Martha Tecca and Patty Jenks. Community members: Sue MacKenzie, Leigh Prince, Michael Whitman and other unidentified people on teleconference.

The listed names spoke at this meeting.

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 –1-888-919-7047 (No Pin Needed)

Access is for voice only at this time. If you can't access the conference number please email 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. Highway:
 - a. Mr. Williams reported Hewes Brook Bridge is on target to be open to the public by June 15, 2020. The inspections and documentation for the DES reports are taking place. Mr. Williams discuss paving over the top of the bridge. The sense of the Board was if this will add longevity to the bridge without negative effects it should be considered.
 - b. Highway department will be starting some road side mowing and ditching on the south end of River Road in preparation for paving.
 - c. Some maintenance work needs to be done on Edgell Bridge. Mrs. Cutting to confirm the use of Bridge Capital Reserve funds for this maintenance work.
 - d. The Highway department will be replacing culverts at River Road south.
 - e. Mr. Williams asked for confirmation that New England Field Services will complete River Road Bypass by or before July 15 so the paving schedule can be met. Mr. Thompson has confirmed he will be finished before then.
3. Mrs. Brotman moved to approve the minutes of the May 28th, 2020 meeting as amended. Seconded by Mr. Sahr. Voted unanimously in favor by roll call vote. Emergency order # 25 was reviewed and the Board confirmed the action taken by the Board at a previous meeting per the Governor's order. Mr. Kilham moved to attach this document to the minutes of this meeting. Seconded by Mrs. Brotman. Voted unanimously by a roll call vote.
4. Manifest will be reviewed electronically.
5. The Board reviewed and signed the paperwork to apply and appoint the Administrator for the GOFFER grant.

6. The Board reviewed the Treasurer's request to begin the paperwork for the Tax Anticipation Note in the amount of \$3.2 million. Mrs. Brotman moved this action. Seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote.
7. Tax Collector deeding & lien information: The Select Board requested legal clarification on this topic at the last meeting. The Board reported the decisions made and the instructions given to the Tax Collector are in compliance with what is required. The Board will continue with these procedures.
8. RRFB: Mr. Sahr took this opportunity to clarify the misinformation in the Valley News article. Mr. Sahr never made this comment to the reporter. The Board answered all questions in writing from the Valley News reporter (see the document attached to the meeting of May 14, 2020). In April the Board asked the Lyme Foundation to remove the deadline to complete the project by 12/31/2020. Mr. Sahr read the Lyme Foundation's responding letter stating the completion date would remain as stated originally. Mr. Sahr will communicate the misinformation from the Valley News article to the Lyme Foundation.
9. CCL Lease: The Select Board and Mrs. Tecca continued to review the lease. The Select Board and Mrs. Tecca addressed various sections. The Board asked Mrs. Cutting and Mrs. Tecca to finalize the remainder of the lease. The Board will review and sign the lease at the next regular meeting.
10. Committee and Commission reports:
 - Recreation Commission-Recreation Facilities: Mrs. Brotman reported the Commission met to confirm the various locations of the new equipment. The tennis court repairs will begin Friday. The ropes, docks and float will not be put in this year. The Select Board does not want to imply the beach is officially open, it was felt important by the Board, Recreation Commission and the emergency management team to allow residents access. It needs to be clear that the beach-is swim at your own risk with no lifeguards on duty, with residents being responsible to follow all covid-19 recommendations.
 - Conservation Commission-Trail maintenance will be taking place in the coming weeks.
11. Intent to Cut for Alex Muggleby & Brooke McLaughlin, Map 409 Lot 98, was approved.
12. Public Comments:
 - a. Michael Whitman: Would the Board consider using zoom instead of Uber Conference, and will the Board be addressing the RRFB petition?
 - b. Sue MacKenzie: Would like Zoom also – with Uber Conference it is hard to follow the meeting on the phone.

Chair Sahr responded to these questions: The research was done comparing many different teleconference options. For large groups, considering both the cost and general public access, the Board chose Uber Conference.

The Board received the RRFB petition and is waiting for a response from Ms. Marshall of the Federal Highway traffic bureau and the State of NH DOT for information and a response to the letter sent by Jonathan Voegelé before the Board begins a further discussion.
 - c. Leigh Prince: Inquiring about the Boards response to the RRFB petition and asking if they are moving ahead with this project? Also noting, there is a broader safety problem at the school than just the crosswalk. Mr. Sahr reiterated the

earlier comment and asked for people to be patient and stated that everyone will be listened to.

13. The Fire Station contract has been signed.

14. Task Tracker:

a. The temporary easement for Baker Hill Road has been sent to Grafton County.

15. Mr. Robbins: reviewed the newly purchased laptops. The Planning Board will be using Zoom because of the document sharing requirement. The Planning Board & Zoning Boards will be starting their meetings via zoom soon.

Mr. Robbins is requesting the Board consider having a VPN connection for direct access to the information needed to work in and out of the office set up to be tested. After a brief discussion the Select Board will meet with Chaos Computing at their next meeting.

16. At 10:26AM Mr. Kilham moved to adjourn. Seconded by Mr. Sahr. Voted unanimously in favor by 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 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.

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.

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**.