

TOWN OF LYME
Select Board Meeting
July 14th 2016
8:00AM
Town Office conference Room
Approved: July 21st, 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. Police Chief O'Keefe. Administrative Assistant, Dina Cutting. Community member: Sylvia Richards.

- 1) At 8:00 AM MacKenzie called the meeting to order.
- 2) Sylvia Richards: Ms. Richards came to the Board with concerns about when, how and if River Road will be open for thru traffic. She was concerned about the accessibility to and from the 2 properties she owns south of the slump closure. The Board informed Ms. Richards of the long-term plan and stated they have every intention of opening up this road, via re-routing River Road. Eminent domain procedure will be taking place over the next few months. The Board and Ms. Richard discussed the concerns involving the property value and if the properties have been effected by the road closure. It was noted that in the past years 3 properties on the southern section (south of the closed section) have sold for more than the assessed value. This would indicate the closure has not affected sale values. The Board realizes this is an inconvenience to home owners in that area and are working hard to remedy the situation. Ms. Richards thanked the board for all the information and for their hard work.
- 3) Minutes: Smith moved to approve the minutes of July 7th, 2016 public and non-public meetings. Seconded by MacKenzie. Voted unanimously in favor.
- 4) Matters arising & New Business:
 - Smith & Thebodo are trying to set up a time to meet with Earl Strout concerning the storage space for Transfer Station bags
 - Additional signs for adult dock and no parking at boat landing turnaround area have been ordered.
 - No Trespassing signage on Town property located on Holt's ledge is in the works; Chief O'Keefe and Matt Stevens will be doing this.
 - Concerns were noted that multiple vehicles on the clean-up properties have been registered. The board is hoping the resident does not think this indicates the vehicles can stay on the property. They must be road worthy and in running order.
 - One complaint over the past month concerning overweight vehicles going thru Edgell Bridge has been lodged. Chief O'Keefe noted this vehicle did not show up on the camera, he will check this and move location if necessary.
- 5) Recreation Facility Ordinance was reviewed with changes and Chief O'Keefe noted he reviewed and found this document to be in order.
- 6) Six-Month budget review: Cutting will contact Judith Brotman to arrange a date to meet with the budget committee. August 17th or August 24th were given as good dates for the board members.
- 7) Public Comments: There were none this time
- 8) Manifest was reviewed and approved in the amount of \$23,091.57
- 9) Certificate of completion for the Goose Pond Road with L & M Contractors LLC was signed by the Select Board, noting the 1-year warranty on the work. Cutting will attach documentation and send to L & M to be processed.
- 10) Recreation Facility Ordinance: MacKenzie reviewed the Recreation Commission vote to order 2 new boat racks for the boat rack area. The following regulations are reflected in the

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ordinance.

Section 5.1: Boat Rack regulations: Town of Lyme residents may reserve a spot on the boat rack at the cost of \$75.00 per season. Town of Lyme residents wishing to use the boat rack must follow the listed rules:

- A. All boats are the sole responsibility of the owners. The Town of Lyme is not responsible for any vandalism or damage to any boat left on these boat racks.
- B. Boats must be identified with the owner name and address clearly marked on the boat.
- C. Boats may not winter on these racks. No boats are permitted between November 1st and April 1st. Boats remaining on the racks after November 1st will be treated as abandoned property.
- D. At no time will any boats be left on the ground. If boats are left on the ground, they will be treated as abandoned property.
- E. Once you receive your assigned # ID tag you may put your boat in the matching # ID tag on the boat rack. If any boats are in the rack without the # ID tag they will be removed and treated as abandoned property.

The funding for the racks will come from the Recreation Facility Capital Reserve Fund and all revenue will be put back into this Capital Reserve Fund. The Recreation Commission will put out a notice that all canoes and kayaks be removed by Saturday July 23rd, 2016 7:30AM. This will allow time to trim grass and ready the area with the new racks. The residents will sign up for spaces on this rack in the Town Office. Smith moved to approve the revised Recreation Facility ordinance. Seconded by MacKenzie. Vote unanimously in favor.

11) Committee & Commission:

- Conservation Commission: Beaver deceiver equipment will be stored and kept in case of future need. Hewes Brook invasive species area will be treated. Community member is hiring divers to clean out old fishing line and other potential dangers to the loons in the water. The Conservation Commission will be making a donation towards the fence on the little common.
- Coffee Hour: Various road issues were discussed.
- Road committee: Report from CLD for River Road Slump was reviewed. The easement location and measurements need to be communicated to the Town attorney so the eminent domain process can move forward. Final permits will be filed later.
- Recreation Commission: The 5K fundraiser is scheduled for August 27th at 10:00AM. Same day as the flea market, and the Commission is hoping for a good turn out to run and cheer people on. The Recreation Facility Ordinance was reviewed prior in this meeting.
- Independence Day Committee: It ended up with a total in the account to go towards next year's festivities of over \$6,000.

12) MacKenzie noted she had spoken to Steve Williams concerning the Road agent position. The

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Board discussed expectation and needs of the highway department. MacKenzie was hoping to have a person with expertise and the ability to engineer small projects so the Town could save funding on having to hire an engineer for everything. Followed was a discussion concerning the highway department running efficiently and having the ability to work on basic road repairs etc. If there is a problem the highway department goes to local business men and community members through the Roads Committee and work it out. The board discussed this is a transitional time and will need to discuss options.

13) MacKenzie noted she had just received an e-mail confirming the information for the easement/right of way for the River road slump project. She will communicate with Town council about this.

14) Ongoing matters cont.:

- The board reviewed and discussed options for a new advertisement for office clerk/data entry/bookkeeper. The position description needs to be cleared up before this position description will be reviewed by Jenks and Cutting and will be ready for review at the next meeting. The advertisement will go out ASAP with a start date for the potential new employee of August 15th, 2016. Cutting will come in a few days of her 2-week vacation to fill in and interview potential candidates with the board.
- The board will have town counsel write a letter to clarify the next request for clean up on Goose Pond Road; 1 more vehicle by August 19th and a 10' section on the front lawn from the fence post back, and to the house. Inspection date August 20th, 2016 at 10:00.

15) At 10:00AM Mackenzie moved to enter non-public session under RSA 91-A: 3 II (a) for the purpose of discussing a personnel matter. Seconded by Jenks. Voted unanimously by a roll call vote. Present for this discussion were Susan MacKenzie, Patricia Jenks and Jay Smith.

The board discussed personnel issues and reviewed an employee evaluation.

The board moved to enter public session at 10:17AM.

At 10:18AM Smith moved to adjourn. Seconded by Jenks. Voted unanimously in favor.

Respectfully Submitted:

Dina Cutting