

TOWN OF LYME
Select Board Meeting
June 18th, 2020
9:00 AM
Town Office Conference Room

The following people were present for part or all of the meeting: Select Board members Kevin Sahr, Judith Brotman and Benjamin Kilham. Administrative Assistant Dina Cutting. Police Chief Shaun O'Keefe. Road Agent Steve Williams.

Public: Luke & Leigh Prince, Katie Miller, Donald Graham and Carol Barr, Cody Blodget, 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 9:03AM Chair Sahr called this meeting to order.
2. Highway:
 - The Board and Mr. Williams reviewed the permit application process for Culvert # 3 on River Road. The permit may not come in time for New England Field Services to install the culvert. If this happens the Highway department will install the culvert.
 - Bridge Capital Reserve Fund: This fund can be used for maintenance work on any bridges in the Town of Lyme
Mr. Williams will get an estimate for the maintenance work necessary for the Edgell Bridge
 - The Highway department preformed road side mowing on the critical areas. Next year road side mowing will be bid out and all roads in town will be done.
 - Mr. Williams reviewed the repair done to the 2008 truck in the amount of \$14,627. This will be the spare truck the town is keeping. Mr. Williams did note this is a prime reason why the Town should be considering revising the replacement schedule. Anything over 10 years old is a risk for expensive repairs.
 - The Highway department will be ditching and replacing 2 culverts over the next 2 weeks.
 - It is too dry right now to grade the roads.
 - Baker Hill Road project has been started back up.
3. Chief O'Keefe: Chief reported on various topics concerning the Recreation Facility again.
 - The police have been spending more time at Chase beach than they would like. It seems that the word is out that because the beach is not officially open and there are no lifeguards on duty anybody can come to the Lyme beach and no rules apply.
 - It seems fishing, people that are not Lyme residents, and boats are the main concerns at the beach area.
 - Chief O'Keefe suggested if the Select Board is going to keep allowing people to use Chase Beach even if it officially not open these issues need to be addressed.
 - The Select Board expressed concern over the safety issues and discussed several possible solutions for this summer.

- A postcard with the safety rules for the Chase Beach area will be prepared and sent out in a town wide mailing on 19 June 2020.
 - Mrs. Brotman reviewed the recommendation to not have an overseer and the reasons for this recommendation.
 - Because of the safety concerns discussed earlier, the sense of the Board was that at this time the best option is to have someone to police vehicles to make sure they are Lyme residents, and to remind all beach users of the safety rules. Chief O'Keefe agreed.
 - Mr. Sahr moved to develop a Recreation Facility Overseer position. Seconded by Mr. Kilham. A job description will be developed. Voted unanimously in favor by roll call vote.
4. Mrs. Brotman moved to approve the minutes of the June 12, 2020 meeting. Seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote.
 5. Task Tracker:
 - Boiler for highway building: Mr. Kilham would like the pertinent information filled out in the chart. BTU's per unit etc. Mr. Kilham and Mr. Williams are still collecting information on wood pellet vs. propane vs. fuel oil boilers. Once a thorough review has taken place they will make their recommendation. Mr. Sahr stated the Energy Committee has offered to have Matt Brown share his knowledge if they need it.
 - The Energy Committee has appointed a new chair, Jim Nourse.
 6. Mrs. Brotman is working on the outline of the mid-year review.
 7. Public Comment:
 - a) Leigh Prince: Reiterated the concerns over the RRFB. Supports a search committee to review the various options.
 - b) Don Graham: River Road concerns over the section between the old road and the connection to the new road. They have not seen a final design yet. The original intent was to construct a safe right angle. Would like the Select Board to make sure a safe entrance and exit for the old road to and from the new road is made. Is the road going to be closed once the new one is opened? These issues still need to be addressed. The Select Board noted the Class of the road cannot be changed until 2021 Town Meeting. Mr. Graham will forward to the Board information he has concerning the Board's authority to close the "old" road when the "new" by-pass section of road opens.
 - c) Katie Miller: Please clarify the rules for the boat launching area. Also concerns about the boat racks and them being sunk in to the mud.
 - d) Michael Whitman: Asked the Board how many more signature they needed in order to convince them to have a study committee for the RRFB?
 - e) Cody Blodget: Expressed displeasure with being spoken to about a possible boating issue at the beach.
 - f) Katie Miller: wants a rescue ring at the beach, and possibly the boat landing area.
- End of Public Comment period.
8. At this time Mr. Sahr explained and reviewed the process the Board took in considering an RRFB for the crossing between the Library and the School. The technical information was looked into, the recommendation for the RRFB came from the State and was known to fit this intersection-crosswalk for safety reasons. The Board is not sure how many more hours they wish to put into this project at this time. After a brief discussion Mr. Kilham proposed to have a study committee move ahead with this crosswalk Library-school safety issue with the understanding it will yield a 80% improvement rate. Mrs. Brotman agreed with Mr. Kilham's proposal. The Board noted the safety of the school children is the most important factor of this study. The Board would like to look to the School and the Library to develop the committee, with 200 interested community members, the Board felt this was the best direction for this problem. Chief O'Keefe noted he or Officer Casale would serve on this committee. Mr. Sahr will draft a letter to the School Board and Library Trustees for the Board to review summing up this discussion.

9. The Board reviewed the Governor's directives on opening up the state. The Town Clerk's office will return to being open Monday, Wednesday and Friday at their traditional hours from 8:00AM to 2:00PM, but all town buildings are still closed to the public. Visitors will be by appointment only, and office workers will continue alternating their in-office work schedules.
10. The Board reviewed the covid-19 amateur athletics guidelines. The tennis and basketball courts are closed for refurbishing. The adult recreation sports teams would like to begin practices and games in the coming week. The men's softball team has a list of rules and procedures they will need to follow. The sense of the Select Board was to review this information with the Recreation Commission. Once the Commission has reviewed and approved the guidelines for use, the softball groups can start practices and games.
11. RRFB maintenance agreement: At this time the permitting needs to be sent in, the Board has contracted with the engineer for this service through the State. Mr. Sahr moved to approve the RRFB design - this is needed in order to submit the permitting application paperwork. Seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote. If the RRFB is installed, the Town will be responsible for the maintenance.
12. The Board signed the crosswalk maintenance agreement with the State. If no changes are made to the existing crosswalk, the State will maintain the crosswalk.
13. The MS-232 was reviewed. Mr. Sahr moved to approve the MS-232. Seconded by Mrs. Brotman. Voted unanimously in favor. By roll call vote. The MS-232 was signed
14. The manifest from June 12th, 2020 in the amount of \$268,034.95 was reviewed and approved.
15. The TAN was signed.
16. A permit by notification (PBN) to replace the electric lines from East Thetford VT to Lyme NH was noted.
17. A PBN for Loch Lyme Lodge to repair their perched beach wall was noted.
18. At 10:56AM Mr. Kilham moved to adjourn. Seconded by Mr. Sahr. Voted unanimously in favor.

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**.