

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

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

Public: Marianne & Hoyt Alverson. Michael Whitman, Sue MacKenzie, Leigh Prince, Faith Catlin and other unidentified people on teleconference.

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 Brotman called this meeting to order. Per Governor Sununu's Emergency Order # 12, Mrs. Brotman reviewed the Right to Know Check List (*see Right to Know checklist at the end of the minutes.)
2. Road Agent: Mr. Williams reviewed the following projects:
 - Hewes Brook bridge- the project is complete. The bridge has been opened to through traffic. The telephone pole was not relocated to the correct location, it is too close to the bridge. This has given the appearance that the bridge does not line up with the road. Once the asphalt is put down this should take care of this problem.
 - Baker Hill Road-The construction work provided by Northern New England Field Services LLC has been completed. The paving will take place the middle of August.
 - River Road relocation-Northern New England Filed Services will be done at the new road location in time to meet the mid-August paving schedule.
 - Edgell Bridge-Mr. William's reviewed the quote of \$28,000 to perform some maintenance on this bridge. The Board would like to see an itemized list and will review and discuss at the next meeting.
 - Boat Launch Lane will get graded in the coming week.
 - The Board would like the date for paving confirmed. They wish to put this date in their mid-year report.
 - Mr. William's reviewed some septic and holding tank pumping issues. Mrs. Cutting explained the holding tank is on a 6 month pumping schedule, the septic is on a yearly pumping schedule.
3. Mr. Sahr moved to approve the minutes of the June 25th, 2020 meeting. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote.
4. Manifest will be reviewed electronically.
5. The Board will be reviewing and approving the manifest electronically.
6. The Task Tracker was reviewed: Lyme Center Academy, Highway boiler, Pellet pricing, and the maintenance associated with pellet boilers.

7. Transfer Station: The Board review Mr. Thebodo's memo and supported the slight changes in order to move towards opening post Covid-19 restrictions - the metal bin and returnable's collection are now open. It was noted in the memo that Mr. Thebodo is looking for ways to return to recycling and keeping the operation self-service.
8. Mr. Sahr noted that Hanson did excellent work on the Hewes Brook bridge, dealing with the fish spawning delay, the knotweed and the cleanliness of the job was noted and much appreciated. Mrs. Cutting to write a letter to the company conveying the Town's thanks for a job well done.
9. Some clarification is needed on who is paving the section of River Road north of the project once the new culvert is installed. The Board would like Mrs. Cutting to ask Mr. William's to do a walk through with Mr. Thompson prior to finalizing this River Road re-route/by-pass project as completed.
10. The Board reviewed and discussed the Recreation area monitors. This is working well to confirm residency for users of the Beach. 2 life rings will be purchased, one for the boat landing and one the beach.
11. Mrs. Cutting reviewed the CARES and GOFEEER grants. At this time Mr. Sahr moved to endorse the grant requests and to authorize Mrs. Cutting to sign all paperwork associated with these and any upcoming grants associated with Covid reimbursement funds. Seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote.
12. Traffic control agreement for the Route 10 bridge construction was reviewed. Mr. Sahr moved to authorize Chair Brotman to sign this agreement. Seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote.
13. Public Comments:
 - Mr. Whitman asked for recycling information. The Board is waiting for more covid-19 direction concerning recycling.
 - Ms. MacKenzie asked if the Hewes brook bridge is finished.
 - Ms. Catlin requested information on the crosswalk (RRFB)
14. The Board reviewed a request for the Lyme Town Band to have a concert on the common. After a discussion the Board was in favor of this as long as all Covid-19 restrictions are met and a written plan is submitted to the Board for review and approval.
15. The Board received NH DES notice of acceptance of the minimal impact permit for culverts on Goose Pond Road and Grafton Turnpike. Culvert replacement will take place on these roads in the near future.
16. A letter from the Lyme Foundation noting they had withdrawn the RRFB grant was reviewed.
17. Fire Station project: Document 133, Exhibit A, in the amount of \$1,240,866 was reviewed and signed.
18. Committee and commissions:
 - Planning Board - Crossroads site plan review took place. The application was not complete. They will be meeting again in 2 weeks.
 - Union Street Safety Committee: The charge was reviewed. Mrs. Brotman will make suggested changes.
 - Recreation facility port-a-potty: Mrs. Cutting will review CDC/Covid-19 protocols for this and determine if they can be met or if the port-a-potty can be located at the facility with "use at your own risk" posted on it.
19. The Board reviewed the deadline for the agenda items. It was the sense of the Board to make Monday afternoon at 3:00PM the deadline for the Thursday morning meeting. This will give the Board time to read and review the information for the meeting. The agenda will go out on Tuesday so the public will have more notice of agenda items. Mr. Sahr was called away from the meeting at this time.

20. At 10:30AM Mr. Kilham moved to enter non-public session in accordance with RSA 91-A: 3 II (l) Legal. Seconded by Mrs. Brotman Voted unanimously in favor by a roll call vote. Present for this session were Mrs. Brotman, Mr. Kilham and Mrs. Cutting.
A legal matter was reviewed.
At 10:40AM Mr. Kilham moved to re-enter the public meeting. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote. The Board agreed to have the attorneys continue working on this matter.
21. At 10:40AM Mrs. Brotman moved to enter non-public session in accordance with RSA 91-A: 3 II (c), Reputation. Seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote. Present for this session were Mrs. Brotman, Mr. Kilham and Mrs. Cutting. A discussion that may damage a person's reputation other than the Select Board took place.
At 10:50AM Mr. Kilham moved to re-enter the public meeting. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote. The Board took no action in this non public session.
At 10:50AM Mr. Kilham moved to re-enter the public meeting. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote.
22. At 10:50AM Mr. Kilham moved to adjourn. Seconded by Mr. Brotman. 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**.