

TOWN OF LYME  
Select Board Meeting  
July 16<sup>th</sup>, 2020  
9:00 AM  
Town Office Conference Room  
Approved: July 23, 2020

The following people were present either in person or by conference phone 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.

Public: Don Graham, Carole Barr, Michael Whitman, Rusty Keith, 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](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 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. Mr. Sahr moved to approve the minutes of the July 9<sup>th</sup>, 2020 meeting. Seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote.
3. Mr. Kilham moved to approve the non-public minutes of July 9, 2020. Seconded by Mrs. Brotman. Voted in favor by Mr. Kilham and Mrs. Brotman. Mr. Sahr abstained.
4. The manifest will be reviewed electronically.
5. Task Tracker:
  - The Board supported the concept of having hard numbers for the 3 different systems for heating the highway garage. And to have Mr. Kilham and Mr. Williams come to the Select Board with their recommendation by September 1<sup>st</sup>, 2020.
  - The Board reviewed and discussed the option of solar panels on the Highway garage. Mr. Sahr will ask the Energy Committee if they can help with information gathering to start consideration of adding the solar panels to the highway garage.
  - The Board would like to have the Road Agent report to the Board on the following items:
    - ✓ The cost of paving the southern section of River Road by the Knights & Borgstrom homes.
    - ✓ The maintenance specifics and cost for the Edgell Bridge.
    - ✓ Confirm the paving on the north end of the project.
    - ✓ Review with Dennis Thompson the finished Baker Hill and River Road projects.

- Add to the Tracker list the Union Street Safety Committee. The charge will be finalized and they will start work soon.
  - The Board had a general discussion about getting committees up and running. The Town buildings are still not open to the public, but committees can meet electronically.
6. The Board clarified the Non Public Sessions that were being questioned by an individual. The Board asked Mrs. Cutting to respond to the individual, thanking him for his email and stating that “the Board feels the non-public session was used appropriately”. Mrs. Cutting to include a copy of the minutes in the response.
  7. The Board discussed responding to public inquiries. They all supported the Board responding to issues as a Board not individuals.
  8. The tax exempt properties were reviewed. These are the same properties that were tax exempt in 2019. Mr. Sahr moved to exempt these same properties for 2020. Seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote.
  9. Chief O’Keefe reviewed some traffic issues and noted the Chase Beach area seems to be calming down and he thinks the Recreation Monitors are doing a good job.
  10. The Board discussed the increasing use of the Common for parking on the Route 10 side of the Common in the northbound lane, where the parking is creating a traffic hazard as well as deep, muddy pot holes on the Common. The Board would like this to be repaired and closed off to vehicles soon.
  11. Public Comment:
    - Don Graham and Carole Barr: Complimented the nice job Northern New England Field Service has done on the River Road. He noted the Board had previously reported they could not close the old section of River Road until the Town votes. He will supply some information for the Board to consider pertaining to this subject.
    - Michael Whitman- asked if the only time the public can speak is during the public session at 10:00-10:15 am.
    - Rusty Keith- was asking for a response to his email concerning the postponement of liens, forgiveness of interest and fees. Mrs. Cutting will send along the minutes of the discussion to him.
  12. Committees and Commissions:
    - Conservation Commission: Doing trail work
    - Planning Board: Met with Crossroads, still reviewing the project. Held informal review with Ray Clark on his proposed conversion for a house on the Common.
  13. At 10:20AM Mr. Sahr moved to enter non-public session in accordance with RSA 91-A: 3 II (l) Legal. Seconded by Mrs. Kilham Voted unanimously in favor by a roll call vote. Present for this session were Mrs. Brotman, Mr. Sahr, Mr. Kilham and Mrs. Cutting. A legal matter was reviewed.  
At 10:25AM Mr. Kilham moved to re-enter the public meeting. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote. Mrs. Cutting will respond to Crossroads on this matter.
  14. At 10:25AM Mrs. Brotman moved to enter non-public session in accordance with RSA 91-A: 3 II (c), Reputation. Seconded by Mr. Sahr. Voted unanimously in favor by a roll call vote. Present for this session were Mrs. Brotman, Mr. Sahr, Mr. Kilham and Mrs. Cutting. A discussion that may damage a person’s reputation other than the Select Board took place.

At 10:36AM Mr. Kilham moved to re-enter the public meeting. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote. The Board approved Mrs. Brotman writing a letter to address this matter.

15. The subject of parking on the back side of the Common was reviewed. The sense of the Board was to bring this matter to the Union Street Safety Committee to be considered.

16. At 10:42AM 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](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**.