

TOWN OF LYME  
Select Board Meeting  
August 6<sup>th</sup> 2020  
9:00 AM  
Town Office Conference Room  
Approved: August 20<sup>th</sup> 2020

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, Emergency Management Director Margaret Slosberg, Deputy Health Officer Michael Hinsley, Road Agent Steven Williams, Planning & Zoning Administrator David Robbins.

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.

At 9:03AM Mrs. Brotman opened the Public Hearing to review and accept unanticipated revenue in accordance with RSA 31:95-b.

An Emergency Management Performance Grant has been awarded in the amount of \$15,000 to purchase and install a generator in the Lyme Emergency Operations Center located at 44 High Street. The total cost of the project is \$30,000 with the Town ~~is~~ responsible for a 50% match (up to \$15,000).

The grant was reviewed and discussed. No public questions or comments were made at this time.

Mr. Sahr moved that the Select Board accepted the terms of the Emergency Management Performance Grant as presented in the amount of \$15,000.00 to purchase and install a generator in the community's Emergency Operations Center (EOC). Furthermore, the Select Board acknowledges that the total cost of the project will be \$30,000, with the town responsible for a 50% match (\$15,000). Seconded by Mr. Kilham. Voted unanimously by a roll call vote.

Mr. Sahr moved to close the Public Hearing. Seconded by Mrs. Brotman. Voted unanimously by a roll call vote.

1. Highway:

- Edgell Bridge-Mr. Williams has new information on the proposed maintenance. The Board will revisit the details at a later date.
- Flint Hill Road and Highbridge Road Bridges were reviewed. Mr. Williams is gathering information on these bridges to determine which bridge will be replaced next.
- Paving on River Road will take place next week.

- The Board reviewed and discussed with Mr. Williams and Chief O’Keefe the options for opening the new By-Pass section of River Road and the requirement to keep the old section open until the Town Meeting vote in 2021. After a lengthy discussion, Board members agreed to discuss this at next week’s meeting after looking at the various options and having individual site visits.
  - The removal of the asphalt on the old River Road was discussed. DES will be called to make sure they feel the best option is to remove it
2. Mr. Sahr moved to approve the minutes of July 23<sup>rd</sup> 2020. Seconded by Mrs. Brotman. Voted unanimously by a roll call vote.
  3. Mr. Sahr moved to approve the minutes of July 30<sup>th</sup> 2020. Seconded by Mr. Kilham. Voted unanimously by a roll call vote.
  4. The manifest was reviewed. Mr. Sahr moved to approve the manifest but hold the checks to Northern New England Field Services for any River Road work in order to confirm all work has been completed. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote.
  5. 10:00AM Public Comments: At this time the Board reviewed the request to the Board by the Emergency Management Director to pass a Town wide mask ordinance or resolution. Police Chief O’Keefe, Emergency Management Director Ms. Slosberg and Deputy Health Officer Mr. Hinsley all spoke. After a lengthy discussion it was the consensus of the Select Board to support a resolution concerning face mask wearing. A draft resolution was reviewed. Changes were offered. Mr. Kilham moved to pass the resolution as written and edited in this meeting for masks to be worn due to Covid-19, and to place signage in town to announce this resolution. Seconded by Mr. Sahr. Voted unanimously in favor by roll call vote.
  6. Oath of office – The appointment of office for Emergency Management Director, Margaret Slosberg was approved and signed.
  7. Election September 8<sup>th</sup>, 2020 - The Board reviewed the duties of the Select Board members during the primary election voting. One Board member must be present at all times during the voting and the vote counting. The 3 Board members will be taking turns rotating through during the election. Mr. Thebodo will help set up and take down again this year.
  8. Lyme Fiber - The contractor companies are asking for permission to begin installing the underground conduit and wiring. Mrs. Cutting noted the Town attorney is working on establishing what is required to permit this and then Valley Net will be advised of how to proceed.
  9. At 10:33AM Mr. Kilham 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, Mrs. Cutting and Mr. Robbins. A discussion that may damage a person’s reputation other than the Select Board took place. The Board discussed a Planning and Zoning enforcement issue. At 11:03AM Mr. Sahr moved to re-enter the public meeting. Seconded by Mr. Kilham Voted unanimously in favor by a roll call vote.
  10. At 11:04 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](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**.