

TOWN OF LYME
Select Board Meeting
August 13th 2020
9:00 AM
Town Office Conference Room
Approved: August 20th 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, Road Agent, Steven Williams, School Principal/Superintendent Jeff Valence.

Public: Kate Miller

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. Highway:

- ✓ Guardrails on new By-Pass section and one-way option for the old River Road - Lafayette is coming back to look at a section of the new road to see if they can get guardrails in, or if the installation of new guard rails will need to be drilled. The section of the road in question is on both sides for $\frac{3}{4}$ of the hill. This is approximately 180' on both sides of the road.
Chief O'Keefe feels that the hill is just too steep and should not be opened until the appropriate guard rails can be installed.
The Board discussed what needs to be done to get the guardrails in.
The recommendation from Chief O'Keefe and Mr. Williams is to keep the new road closed until the guardrails are installed.
Paving is taking place today.
- ✓ The Select Board reviewed and discussed the best way to make the old road a one way until the Town Meeting vote of 2021 to decide on the final disposition of the 'old' road.
- ✓ To get prepared for the possible guard rail cost, in addition to other unexpected expenditures, the Board needs to review the operating budget and special capital funds right now.
- ✓ Traffic calming speed bumps and/or humps – In order to be effective and safe, the posted speed limit needs to be 15 miles per hour in order to install these per Mr. Williams. The Select Board requested Mr. Williams forward the information he has on the speed bumps/humps to Mrs. Cutting so the Board can review.
- ✓ Mr. Williams asked about the requirements of burying cable for Lyme Fiber under town roads-Mrs. Cutting is working on this with the Town's legal team.

- ✓ River Road/North Thetford project - Who will be overseeing this project for the Town? Someone needs to be the go-to person with the Corps of Engineers for this project. It was agreed that one Board member and the Road Agent would have joint responsibility.
- 2. School - The School was proposing a possible plan to use the back side of the Common for check stations prior to the start of school each day. The Board reviewed the plan and asked Chief O'Keefe if he had been involved in the planning of this. Because of the traffic and possible safety issues the Board requested Chief O'Keefe meet with Mr. Valence and work out a plan that meets needs of the Police department and the school.
- 3. Primary Election - Voting check-in and booth set up will be the Monday afternoon before the election.
- 4. Lyme was picked randomly for State of NH inspectors to come and review how the Town Clerk's office is handling ballots for the election. The two individuals will be allowed to enter the building for observation. Everyone will be required to keep masks on at all times, stay 6' apart. Mr. Thebodo will be asked to sanitize the areas once they are finished.
- 5. Common repairs: The northbound side of the Common needs to be repaired. This area is not safe for a pull off, it is not a parking area and the pull off has grown in size drastically. The Board will ask the highway department to regrade, bring in top soil, level and reseed this area. Once repairs are done, the area will be re-established as part of the Town Common and will have reflector delineation posts and a no parking sign similar to the rest of the north side of the Common. The Board requested Mrs. Cutting notify the Road Agent of this project.
- 6. Back side of the Common - The Board briefly discussed the past discussions concerning the Town taking over the back side of the common road, and possibly making it a one-way road and creating parking along the back side of the common. Mr. Sahr reminded that a conversation was had with NH DOT and all that is required is a letter from the Town requesting change of ownership. Maintenance of same is an issue with the Road Agent. The Board will start having public discussions in preparation of Town Meeting 2021.
- 7. Public Comment: None at this time.
- 8. The Board reviewed the email concerning the Highway boiler. Mr. Kilham noted the propane information needs to be addressed not just the wood pellet option. This is not comparing apples to apples. Mr. Sahr suggested that the total cost of ownership including purchase and maintenance be evaluated and required in the decision process. Mr. Kilham & Mr. Williams will continue gathering the information and the Board will address this next week.
- 9. Mrs. Brotman informed the Board that a private individual has stepped forward to get private donations for the deposit needed to begin the engineering for the undergrounding of electric power lines on the Common. The Board approved Mrs. Cutting to work with this individual to gather information and move forward with the power company.
- 10. Slow blinking light at the school/library crosswalk - This light will be left up until the cross walk RRFB has been addressed.
- 11. At 10:29AM Mrs. Brotman moved to enter non-public session in accordance with RSA 91-A: 3 II (l) Legal. 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 legal matter was reviewed.

At 10:36AM Mr. Kilham moved to re-enter the public meeting. Seconded by Mr. Sahr.
Voted unanimously in favor by a roll call vote.

12. At 10:36AM 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**.