

TOWN OF LYME
Select Board Meeting
August 20th 2020
9:00 AM
Town Office Conference Room
Approved: August 27th, 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.

Public: Jim Nourse, Sue McKenzie, Martha Tecca

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 Kevin at kssa1959@gmail.com. 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 the last section of the new By-Pass road - Lafayette has given a quote of \$13,000 - \$15,000 to install guardrails on this section of the road, depending on whether or not a rock driller is needed to drive the posts.
- ✓ Mr. Kilham moved that we proceed with the additional section of guard rails. Mr. Sahr seconded the motion. Motion carried unanimously by roll call vote.
- ✓ Mr. Kilham moved that the Chair be authorized to sign the Lafayette contract. Mr. Sahr seconded the motion. Motion carried unanimously.
- ✓ Chief O'Keefe and Road Agent Williams were tasked with coming up with a winter operations plan for the new by-pass and the 'old' section of River Road.
- ✓ Mr. Williams updated the Board on speed humps and other traffic calming options.
- ✓ Chief O'Keefe and Mr. Williams will work out a plan for updating signs for both the old road and the new road.
- ✓ Mr. Williams presented two proposals for repairing the Edgell covered bridge. The Board asked Mr. Williams to contact both companies and request them to revise their respective estimates so that they are proposing similar work. As this work is for specialty services, the two company estimates will be compared as bids.
- ✓ No action was taken at this time on a recommendation for Lyme Fiber for depth of conduit under Town roads.
- ✓ Mr. Williams volunteered his opinion that the Town should not consider inheriting any State roads due to maintenance issues and additional plowing requirements.
- ✓ Mr. Williams and the Board held a brief discussion on the need to request updated proposals/quotes for the highway garage facility. Mrs. Brotman will draft a bid letter (RFP) for both propane and pellet boilers including a 10-year reliability

warranty with free 24/7 monitoring and service so as to achieve a zero-work-task for any highway employee.

- ✓ Mr. Williams reported that the paving has been completed on the River Road and Baker Hill – and the final amount of blacktop was 9 tons less than the original quote.

On the Baker Hill project Mr. Williams reported that at the last minute the flagging crew didn't show up, so he was required to close the road for safety. Emergency crews would have been allowed through – but neither our local police department, our fire chief, nor Hanover dispatch were advised of the road closure. In addition, no announcement was made through the LymeList, so many individuals were inconvenienced.

2. Chief O'Keefe update the Board on two ongoing discussions:

- ✓ The revised school opening plan - There will be 4 different check stations located at entrance points to the town. The temperature of all vehicle occupants will be taken each day before any student is allowed into the school. The Board supports the plan and approves the use of the back of the common for on check station.
- ✓ The Union Street Safety committee (RRFB) is working on some alternative plans, but these discussions are on hold for the time being while the school opening issues and logistics take precedence.

3. At 10:01 the phone lines were unmuted for public comment:

- ✓ Jim Nourse, Chair of the Energy Committee, inquired if the Energy Committee would be able to fund raise for a new pellet boiler in the highway garage if cost of the new heating system is found to be a critical determining factor. Mr. Nourse also asked if the final bids would be made available to the Energy Committee.
 - i. Mr. Sahr stated that in the past groups have been able to fund raise for Town projects. Mr. Sahr also stated that once bids are opened, they become a public record and are available to individuals.
- ✓ Sue McKenzie asked about the proposed “dog leg” for access to the new River Road by-pass from the area of the 3 property owners on the northern section of the ‘old’ River Road.
- ✓ Martha Tecca asked when the “masks requested” posters would be installed around Town. Happily the Board response was that the posters had been put up on Tuesday August 18th.

4. Chief O'Keefe reported that a boater had been harassed on Post Pond. The Chief will post a notice on the LymeList that Post Pond is a State owned pond, and as a State waterbody it is regulated under the State rules. Motorized boats are allowed.
5. Mr. Sahr moved to approve the August 6th minutes. Mr. Kilham seconded the motion. Motion voted unanimously by roll call vote.
6. Mrs. Brotman moved the August 13th minutes. Mr. Kilham seconded the motion. Motion voted unanimously by roll call vote.
7. The Board will ask David Rollins, our Planning & Zoning Administrator, to contact NH DES to see if sections of the ‘old’ River Road can remain paved.
8. The Board signed an informational courtesy letter to the Zoning Board of Adjustment concerning the agreements made by and between the Select Board and Crossroads Academy Trustees.

9. Mr. Kilham moved and Mr. Sahr seconded the appointment of Lynne Parshall to the Zoning Board of Adjustment. Voted unanimously in the affirmative by roll call vote.
10. The Board reviewed the notices of tax liens pending at this time. No Selectboard action is required at this time.
11. The Board notes that Ian Smith is stepping down from the Conservation Commission at this time.
12. Mr. Sahr reported that last Thursday's Planning Board reviewed and approved the application of 14 On-The-Common's conversion to 4 units.
13. Mr. Kilham will have a dam relicensing update soon.
14. Mr. Kilham will contact the Town's Conservation Commission to confirm that they are willing to take on a trail system maintenance, if necessary, at the 'old' River Road section of road south of the North Thetford Road being replaced by a by-pass.
15. At 10:42 am Mrs. Brotman moved to enter non-public session under RSA91-A:3 II (c), reputation. Seconded by Mr. Sahr. Voted unanimously in favor by roll call vote.
16. At 11:40 am Mr. Sahr moved to re-enter public session, after voting to seal the minutes of the non-public session. Seconded by Mrs. Brotman. Voted unanimously in favor by roll call vote.
17. It was noted that the Christmas Tree Festival is beginning its planning session. The Board supports this recent holiday tradition, but requests that the use of extension cords be minimized.
18. Mr. Kilham moved to adjourn at 11:50 am. Seconded by Mr. Sahr. Voted unanimously in favor by roll call vote.

Respectfully submitted,

Judith Lee Shelnutt Brotman

*** 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**.