

TOWN OF LYME
Select Board Meeting
August 27th 2020
9:00 AM
Town Office Conference Room
Approved: September 3rd 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, Transfer Station Supervisor Matt Thebodo, and School Board member Yolanda Bujarski. Community member: Jay Marie Finley and other people not listed 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.

At 9:03AM Mrs. Brotman open the meeting.

1. Transfer Station: Mr. Thebodo reviewed the future plans he is working on for the improvement of the Transfer Station.
 - Various scenarios were discussed
 - Increase to 2 compactors and funding for these
 - 2020 budget overview and the projected surplus
 - Everything for the transfer station would be inside the existing fenced in area
 - Municipal waste, zero-sort recycling, and metal would be collected (as long as there are no COVID restrictions)
 - The possibility of manning the transfer station with 2 employees.
 - Revenue would stay the same or possible increase and the yearly cost to run the Transfer Station would go down.
 - Mr. Thebodo presented a strong business case for the proposed changes. More information on this to come.

2. School: Chief O'Keefe reviewed the temperature check locations assigned from the discussion with Mr. Valence.

Mrs. Brotman moved to give permission to the school to set up a check in station on the back side of the common. Seconded by Mr. Sahr. Voted unanimously in favor.

Boat Landing Lane is also a possibility for morning check points.

There was a request to consider use of the Highland Cemetery and the Highway Garage. For various reasons the Boards response to this request was no for both locations.

The school requested the use of the Common and little Common for Gym and Art classes. The Board was in support of these uses as long as a temporary fence was put up for the gym class area for safety reasons.

Chief O'Keefe will work with Mr. Valence on any other safety issues concerning the Commons or Town properties.

3. Jay Marie Finley: Mrs. Finley spoke to the petition she had presented requesting the north bound "pull out" remain on the Common for the Lyme Country Store's use. She stated the reasons being the limited parking at the store, large trucks, and this has been an unofficial pull off for years. They are requesting this stay a pull off. The Board had previously discussed this area and slated it for repair and restoration of the Common. The Board is sympathetic to the store's parking needs, however this is not a safe location for parking and the Common should not be used as a parking lot extension. Mrs. Brotman noted the Board had not considered this petition yet and would be discussing this at a later date. Mrs. Brotman thanked Mrs. Finley for her information.
4. Manifest: Mr. Sahr moved to approve the manifest in the amount of \$688,974.67, seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote.
5. Mr. Kilham moved to approve the minutes of August 20th, 2020 public session. Seconded by Mr. Sahr. Voted unanimously by a roll call vote.
6. Mr. Sahr moved to approve the minutes of August 20, 2020 Non-public session. Seconded by Mr. Kilham. Voted unanimously by a roll call vote.
7. Public Comments: There were none at this time.
8. The letter to Crossroads with an invoice for legal services was reviewed, approved and signed by the Board.
9. Wood pellet and propane boiler RFP's will be discussed at the next meeting.
10. The task tracker was reviewed.
11. River Road: Chief O'Keefe reviewed an option for opening up the new section of the River Road while keeping the old section open, which is mandated by law until the Town votes at Town Meeting March 2021. After discussing a number of issues, the sense of the Board was to ask Tony Puntin, a subject matter expert, to review the situation and give some advice on this matter. Mr. Sahr, Chief O'Keefe and Mr. Williams will all meet with Mr. Puntin Friday morning. Mr. Sahr will set up the appointment and report back at next week's meeting.
12. 2020 Utility updates have been sent to the Town from George Sansoucy, the utility appraiser. Todd will be updating the records, and the MS-1 will be done as soon as possible.
13. At 10:32AM Mrs. Brotman moved to enter non-public session in accordance with RSA 91-A: 3 II (a), Personnel. 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. Employee performance and compensation was reviewed.
At 10:47AM Mrs. Brotman moved to re-enter the public meeting having voted an employee compensation at \$20.00 as of August 27, 2020. Seconded by Mr. Kilham Voted unanimously in favor by a roll call vote.
14. At 10:49AM Mrs. Brotman moved to enter non-public session in accordance with RSA 91-A: 3 II (l), Legal matters. Seconded by Mr. 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 brief legal matter was discussed.
15. At 10:55AM Mrs. Brotman moved to re-enter the public meeting. Seconded by Mr. Kilham Voted unanimously in favor by a roll call vote.

16. At 11:02 Mrs. Brotman moved to enter non-public session in accordance with RSA 91-A:3 II (a) personnel. Seconded by Mr. Sahr. Voted unanimously in favor by roll call vote. Present for this session were Mrs. Broman, Mr. Sahr, Mr. Kilham and Mr. Williams.
17. At 11:56 Mrs. Brotman moved to seal the minutes and re-enter the public meeting. Seconded by Mr. Sahr. Voted unanimously in favor by a roll call vote.
18. At 11:59 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.

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**.