

TOWN OF LYME
Select Board Meeting
September 10th, 2020
9:00 AM
Town Office Conference Room
Approved: September 17, 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,

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 9:00AM Mrs. Brotman open the meeting.

1. Intent to Cut-Kilham, Benjamin & Debra-Map 415 Lots 21, 28 &29. Mr. Sahr moved to approve the Intent to cut. Seconded by Mrs. Brotman. The Intent to cut was voted 2 in favor and one abstention (Kilham).
2. Mr. Kilham moved to approve the minutes of the September 3rd, 2020 public session. Seconded by Mrs. Brotman. Voted unanimously in favor.
3. Mrs. Brtoman moved to approve the 3 non-public sessions of September 3rd, 2020. Seconded by Mr. Kilham. Mr. Sahr had some changes for the sealed Non-public minutes. The Board will address these minutes in non-public later in the meeting. Motion not acted on at this time.
4. Manifest- Mr. Kilham moved to approve the manifest in the amount of \$133,654.13. Seconded by Mr. Sahr. Voted unanimously in favor.
5. Public Comment: Mrs. Brotman suggested the public comment portion of the Board meetings be moved to 9:00AM. It is difficult to break in the middle of the meeting. The Board members discussed this change in procedure. The sense of the Board was to try a 9AM public comment time starting next week.
6. The RFPs for the new highway boiler have been posted on the web page and will now be put in the Valley News.
7. Task Tracker:
 - ✓ The Transfer Station notice concerning recycling and COVID regulations needs to go out on the web page.
 - ✓ The highway budget was discussed briefly. The Board will evaluate current year spending to determine if enough funds left at the end of the year to install a new boiler. The boiler should be changed out before this winter if possible.
 - ✓ River Road by-pass: Guardrails, Signage, yellow center striping and the T in the road going to the old River Road all need to be completed prior to the road opening.
 - ✓ MS-1 should be available for review at the next Board meeting.
 - ✓ Town Office procedure for in-building employee work:

After a brief review it continues to be the sense of the Board to not have more than 3 employees in each office at one time. 6' of distancing can be adhered to with a maximum of no more than 3 employees.

- ✓ The Board reviewed and discussed the information for the upcoming budget committee meeting. Mr. Sahr reviewed the message he would like to send to the Budget Committee concerning setting a budget target in order to keep the tax rate flat.
- ✓ North side of the common was repaired, seeded and mulched. A 12' x 45' area was left as an unofficial, non-approved quick pick-up parking area until Town Meeting addresses this issue. All other areas on the Common are no parking and NO SOUTH BOUND PARKING.

Thank you to the Highway Department for getting this done right away. Hopefully this will save the tree.

8. Mr. Sahr reported that Anthony Puntin has agreed to oversee the North Thetford Road project. The Board, Road Agent and Mr. Puntin will get together and discuss what this role will entail. Two of the four property abutters to the project have granted permission to allow access to the river from their property.
9. At 10:00 Public Comment was opened. No public was present at this time.
10. Mr. Kilham reported on the Conservation Commission's work with the Upper Valley Trails Alliance on replacing the Trout Brook Bridge.
11. At 10:06 AM Mrs. Brotman moved to enter non-public session in accordance with RSA 91-A: 3 II (c) reputation. Seconded by Mr. Kilham. Voted unanimously in favor by roll call vote. Present for this session were Mrs. Broman, Mr. Sahr, Mr. Kilham and Mrs. Cutting. Mr. Sahr offered changes to the sealed minutes of the September 3rd, 2020 non-public meeting minutes.
12. At 10:11AM Mrs. Brotman moved to enter public session. Seconded by Mr. Kilham Voted unanimously in favor.
Mr. Kilham moved to approve the 2 non-public session minutes. Seconded by Mr. Sahr. Voted unanimously in favor.
Mr. Sahr moved to approve the sealed non-public session minutes as amended. Seconded by Mr. Kilham. Voted unanimously in favor.
13. At 10:15AM 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**.