

TOWN OF LYME
Select Board Meeting
September 17th, 2020
9:00 AM
Town Office Conference Room
Approved: September 24, 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 and Road Agent, Steve Williams.

Members of the Public: Cindy Swart, Lenora Bolton, James Graham, Cybele Merrick, James Ricker and Carol Barr.

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. Public Comment: Mrs. Brotman opened the public comment time:
 - ✓ Cindy Swart noted concern over the flag supporting police. Because of how this flag is being used by some people she requested it be taken down.
 - ✓ Carole Barr had questions concerning River Road:

What is the current plan for blocking off the ends of the old section of the road and making the entrance (the T)? The Board noted the road cannot be completely blocked off yet, anything that changes at this section of road will be after Town Meeting vote concerning this road. The highway department will be putting in the T entrance soon.

What is the status of the classification of the old road? The Board will be discussing this throughout the budget process, public input at meetings will be scheduled. The final vote on the road will be at the March Town Meeting.
2. Mr. Kilham moved to approve the minutes of the September 10th, 2020 meeting. Seconded by Mr. Sahr. Changes were offered. Motion approved unanimously in favor by a roll call vote, with changes noted.
3. Mr. Sahr moved to approve an abatement in the amount of \$71.47. Seconded by Mrs. Brotman. This was an additional amount for the abatement that was approved last week. There was a calculation error. Voted unanimously in favor by a roll call vote.
4. The non-public minutes were approved.
5. Mr. Kilham moved to approve the manifest in the amount of \$ 15,840.77 Seconded by Mr. Sahr. Voted unanimously in favor with a roll call vote.
6. At this time Mrs. Brotman invited Chief O'Keefe to read a statement concerning the Blue-Line Flag in support of fallen Police officers. Chief O'Keefe noted at the end of his

statement that he has taken the flag down, but would like to see it flown during the week in May when fallen officers are honored during Law Enforcement Remembrance Week. The Board thanked Chief O'Keefe for sharing the history of this flag and his heartfelt comments.

7. The Uber Conference line was opened up for the public to comment on this issue. In addition to the 6 letters received by the Select Board noting concerns over displaying the flag, the following people spoke to the Select Board expressing their displeasure with the flag being hung at the Town Offices: James Graham, Cybele Merrick, Cindy Swart, and James Ricker. The Board thanked the public for their comments.
8. Happy Feet clinic: Mrs. Jenks requested CCL be able to allow the nurses to hold the foot clinic in the CCL entryway at the Lyme Center Academy building. This would be similar to what we do at the Town office. There will be only 1 person at a time, not entering other parts of the Academy building, mask-wearing at all times, and CCL will have an employee present to do all the necessary sanitization between each client. The Board supported this as long as all the precautions are followed. Mr. Kilham moved to allow the foot clinic access to the CCL entrance hall at the Lyme Center Academy Building for the foot clinic. Seconded by Mr. Sahr. Voted unanimously in favor by a roll call vote.
9. MS-1: Mr. Sahr review the totals. After a brief discussion Mr. Kilham moved to approve the 2020 MS-1. Seconded by Mr. Sahr. Voted unanimously in favor by a roll call vote.
10. Task Tracker:
 - ✓ Transfer Station-The Board discussed some additional ideas for the set up at the Transfer Station. All variations will be considered and discussed. This is a work in progress.
 - ✓ Budget review- The Board will be starting their budget reviews for 2021 expenditures next week. The goal is to keep the tax rate flat. This means not more than a 1% increase in the total budget as the Town Valuation increased by 1% per the MS-1. Mrs. Cutting to send message to all department heads that the Board is looking for flat budgets.
 - ✓ The back side of the Common- Mrs. Brotman informed the Board that the Common Committee had discussed this as an option for parking and supported it. The Committee will be issuing a report on all of their recommendations to the Board soon. The Board will move forward with having some public meetings to discuss the logistics of having the State of NH turn over the back side of the Common to the town in order to help address the increasing parking problem in town.
 - ✓ The 4 sick trees on the common will be coming down soon.
11. Road Agent- Mr. Williams reviewed the following topics:
 - ✓ River Road-The yellow lining will be \$1,200.00 and must be a double yellow lines down the middle. Mr. Williams will schedule this.
 - ✓ Guard rails-The project is still on the company's schedule. Mr. Williams does not have a start date from them.
 - ✓ Edgell Bridge- The estimates will be sent to the Select Board for review and will be addressed at the next meeting.
 - ✓ Signage for River Road by-pass has been ordered.
 - ✓ Mr. Williams will be installing the T at the old road location when the signs are installed.

- ✓ The new truck will not be ready for delivery until 2021. Carryover of funds will be necessary.
 - ✓ Mr. Williams reviewed the culvert cleaning and road maintenance the Highway Department could do using the old fire truck if it is still available. The old truck is scheduled to be traded in when the new truck comes. Mrs. Cutting to communicate with chief Mundy.
 - ✓ River Road/North Thetford repair- Army Corps of Engineers has noted they need access to all 4 abutting properties before starting any survey work. Mrs. Cutting will send a communication to the property owners to inquire about their intent.
12. At 10:25AM 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. The Board discussed a matter concerning the reputation of someone other than a Board member. The sense of the Board was for Chair Brotman to write a letter concerning this matter.
- At 10:40AM Mr. Sahr moved to enter public session. Seconded by Mr. Kilham. Voted unanimously in favor by roll call vote.
- Mr. Sahr moved to seal the minutes of this non-public session. Seconded by Mr. Kilham. Voted unanimously in favor by roll call vote.
13. After a brief discussion the Board will investigate and possibly consider a warrant article to combine the Tax Collector and Town Clerk positions for the March 2021 Town Meeting. This will be for efficiency, cost savings and organizational benefits in the Town Offices.
14. At 10:43AM Mr. Kilham moved to enter non-public session in accordance with RSA 91-A: 3 II (c) reputation. Seconded by Mrs. Brotman. Voted unanimously in favor by roll call vote. Present for this session were Mrs. Broman, Mr. Sahr, Mr. Kilham and Mrs. Cutting. A citizen's complaint was relayed to the Board.
- At 10:46AM Mr. Sahr moved to re-enter public session. Seconded by Mr. Kilham. Voted unanimously in favor by roll call vote.
15. The Board reviewed the request for Town Committees and Commissions to hold meetings with a teleconference platform that is capable of video, document sharing and will allow most committee members to use it from their homes. The Board discussed not having different platforms for different committees. There should be 1 license for the Town to use for all committees and commissions. Mr. Sahr will check into zoom and Mrs. Cutting will investigate google meetings.
16. At 10:55AM Mr. Sahr moved to enter non-public session in accordance with RSA 91-A: 3 II (a) the dismissal, promotion, or compensation of any public employee. Seconded by Mrs. Brotman. Voted unanimously in favor by roll call vote. Present for this session were Mrs. Broman, Mr. Sahr and Mr. Kilham.
17. At 11:50 Mr. Sahr moved to re-enter public session and to seal the minutes. Seconded by Mrs. Brotman. Voted unanimously in favor by roll call vote.
18. At 11:55 AM 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**.