

TOWN OF LYME  
Select Board Meeting  
Wednesday September 30<sup>th</sup>, 2020  
9:00 AM  
Town Office Conference Room  
Approved: October 15<sup>th</sup>, 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.

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](mailto:dina@lymenh.gov). All incoming public lines will be muted with the exception of 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: No public comments at this time.
2. A Certificate of Appreciation was presented to Kevin Sahr acknowledging his tireless dedication to the Town and the Board. The Board wished to thank Mr. Sahr for his time, effort, emotions and ability to help with some challenging projects over his time as Select Board member. The employees thanked Mr. Sahr with appreciation and Chief O'Keefe presented Mr. Sahr with a police coin in thanks for his time and commitment to the Town.
3. Mr. Sahr moved to approve the minutes of the September 24<sup>th</sup>, 2020 meeting. Seconded by Mr. Kilham. Mr. Sahr offered changes to these minutes. Motion approved unanimously in favor by a roll call vote with changes noted.
4. Manifest: None at this time- it will come electronically.
5. The Board reviewed the 2020 budget requests and Town Meeting votes pertaining to road projects. Mr. Sahr reviewed various road projects and budgeted amounts. Mrs. Cutting and Mr. Sahr will confirm these amounts. The US Army Corp of Engineer project was discussed. The 4 abutting land owners have been contacted. 2 have given permission for the survey to be done. 2 have not responded. The Board would like Mrs. Cutting to contact the 2 non-responsive land owners and invite them to come meet with the Board to attempt to answer any questions they may have.

The concerns of future River Road repairs and their costs were discussed. The Town may need to repair areas on this road in a "sub-standard" way. The ability for the Town to continue to make expensive repairs on only one road is not financially feasible for the Town.

The Board is committed to holding this 2021 budget flat in order to keep the Tax rate the same or less.

The 2020 budget was reviewed.

The Board discussed the boiler for the Highway Garage and the Transfer Station plans. The Board would like to see what can be purchased out of the 2020 budget. They discussed

prioritizing these 2 projects. ~~The~~ Community members have made it known they would like the Transfer Station to be back to recycling and municipal waste collection, as it has been in the past.

The Board cannot make any decisions on the boiler or the transfer station changes until later in the year. Mrs. Cutting will make arrangements for Mr. Thebodo to come to next week's meeting to give the Board the 2021 proposed budget and discuss the cost of the proposed plans.

6. At this time the Board will move into non-public session to discuss employee advancements, wages and personnel issues.
7. At 10:12AM 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, Chief O'Keefe and Mrs. Cutting. The Board discussed various personnel issues involving the Police Department. At 10:44AM Mrs. Brotman 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. Mr. Sahr moved to support the promotion of Anthony Casale to Sargent, this promotion includes a 5% raise and is effective October 1, 2020. Seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote.
8. The Board reviewed the Police budget with Chief O'Keefe. A 6 month full time position will be put into the 2021 police budget for the Select Board to consider.
9. At 11:06AM Mrs. Brotman moved to enter non-public session in accordance with RSA 91-A: 3 II (a) personnel. Seconded by Mr. Kilham. Voted unanimously in favor by roll call vote. Present for this session were Mrs. Brotman, Mr. Sahr, Mr. Kilham and Mrs. Cutting. The Board discussed personnel issues. The Board reviewed the Administrator position and along with this promotion a raise will be granted. At 11:12AM Mr. Sahr moved to enter public session. Seconded by Mr. Kilham. Voted unanimously in favor by roll call vote. Mr. Kilham moved that along with the promotion last week a 5% raise will be given to the Administrator effective October 1, 2020. Seconded by Mr. Sahr. Voted unanimously in favor by a roll call vote.
10. At 11:13AM 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. Brotman, Mr. Sahr, Mr. Kilham and Mrs. Cutting. The Board discussed possible candidates to fill the Select Board opening seat until March 2021. At 11:23AM Mr. Kilham moved to enter public session. Seconded by Mrs. Brotman. Voted unanimously in favor by roll call vote. Mrs. Cutting will call the interested residents and set up a time to meet with the Select Board at next week's meeting. 11:00AM-11:15AM-11:30AM.
11. At 11:25 AM Mr. Kilham moved to adjourn. Seconded by Mrs. Brotman. 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](http://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](mailto: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**.