

TOWN OF LYME
Select Board Meeting
Wednesday October 8th, 2020
9:00 AM
Town Office Conference Room
Approved: October 22, 2020

The following people were present for part or all of the meeting: Select Board members 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. 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: Judy Russell commended Chief O'Keefe on his recommendations for a safe Halloween this year.
2. Highway-
 - Mr. Williams reported that paving for River Road north is estimated to cost \$277,000 for asphalt. Mr. Williams would like to have a warrant article for this amount for the upcoming Town Meeting.
 - The old ton truck broke down last week. Mr. Williams is getting a price to determine if it is practical to repair. The Board and Mr. Williams discussed options for replacement, purchasing a trailer for the calcium chloride tank (which is in this truck) and replacing both the ton truck and old cruiser with a smaller 250 truck and a trailer. Mr. Williams will gather information to discuss at a later time.
 - The retiring old Fire Truck ~~is~~ has been inspected and determined to be in good condition. The highway budget will be paying \$5,000 to Desorce for this truck (\$5,000 is the agreed upon amount of trade-in value for the truck).
 - Highway Boiler: The Wood Pellet bid from Lyme Green Heat with 2 boiler options was reviewed and discussed. The Board will be reviewing this information. The Board wants to review propane estimates. Mrs. Cutting was asked to find a company that will give an estimate on a propane boiler. Presently replacing the existing boiler is not an emergency and the funds availability from the 2020 budget will need to be determined toward the end of the year.
 - Mrs. Brotman requested the highway department get the T done on River Road and install the signs soon. The guardrail and lining companies will be contacted for a work date.
3. Transfer Station:

- Mr. Thebodo reviewed the possible options for the Transfer Station with a setup of 2 compactors. The expenses and revenues were reviewed. The design of the facility needs to be discussed, the safest and most efficient plan needs to be utilized. The Board would like to make this a priority for the end of this year if there is funding in the current budget for this.
- 4. Mr. Kilham moved to approve the minutes of the October 1st, 2020 meeting. Seconded by Mrs. Brotman. Approved unanimously in favor by a roll call vote.
- 5. The Board reviewed and signed the notification of Election.
- 6. 2020 tax liens were noted in the amount of \$184,581.00.
- 7. Appointments were made for Gayle Krater and Tim Burdick as Town clerk assistants for the upcoming November 3rd election.
- 8. Intent to cut: Reviewed and approved for Judith Timchula, tax map 408 Lot 54, Hardscrabble Lane
- 9. Manifest was approved electronically in the amount of \$1,324,341.34 (the Lyme School appropriation is \$1,200,000.00).
- 10. The Select Board confirmed Mrs. Cutting as the Administrator of the Towns insurance programs and gave her authority to sign documents for insurance purposes.
- 11. The Board reviewed the plan to address the onset of cold weather in the Town Offices building. (see attached document) Only office personnel will be allowed to enter the inner offices. The Board wishes to make sure that people use U.S. Postal service and the outer office drop box as much as possible. Mrs. Cutting will send this directive to all office personnel.
- 12. The Board reviewed the Task Tracker:
 - The Board will schedule a public meeting in November to discuss the option of taking the back side of the Common from the State and installing some parking along the back side of the Common.
 - The Select Board will have a workshop on Tuesday to review the department heads proposed budgets for 2021.
 - The no parking signs need to be put up on the north side of the Common.
 - The Board will meet with the River Road residents concerning the Army Corp of Engineer project by zoom at any time convenient for the residents. Mrs. Cutting to set this up.
- 13. Bridges - the Board would like a prioritized list of bridges needing repair.
- 14. The Board had a general discussion of the Highway Department equipment.
- 15. At this time the Board ended the public session of the meeting.
- 16. At 10:50AM 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. Kilham, and Mrs. Cutting. The Board discussed deeding of a property. Mr. Kilham moved to not accept the tax deed at this time. Seconded by Mrs. Brotman. Voted unanimously in favor. Mrs. Cutting was asked to prepare a letter to the property owner advising that the Select Board had declined to take the property by tax deed, in accordance with RSA Section 80:76 paragraph II-a, for reasons that deeding would be contrary to the public interest at this time. At 10:58AM Mrs. Brotman moved to re-enter public session and seal the minutes. Seconded by Mr. Kilham. Voted unanimously in favor by roll call vote.

17. Ms. Brotman moved to go into non-public session under RSA 91-A: 3 II (c) reputation. Seconded by Mr. Kilham. Voted unanimously in favor. The Board met with the two candidates for the interim Select Board position via zoom. The Board will extend an invitation to Mr. David Kahn to serve as Selectman until the election at the March 2021 Town Meeting.
18. At 11:41AM Mr. Kilham moved to return to public session and adjourn the meeting. 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.

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**.