

TOWN OF LYME
Select Board Meeting
October 15th, 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, Benjamin Kilham and David Kahn, Administrative Assistant Dina Cutting, and 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: No public comments at this time.
2. The Board welcomes Mr. Kahn, who has graciously stepped up to fill in for Mr. Sahr as the third Select Board member.
3. Tree Festival was discussed. Mrs. Brotman will send a follow-up email to Michael Hinsley (Deputy Health Officer) and Margaret Slosberg (Emergency Management Director) for safety guidelines. Once more information is received a decision will be made for the safety of the town.
 - If the tree festival can happen a discussion was had to keep trees closer together on one part of the common to reduce the amount of extension cords needed.
 - A preliminary approval was granted by the Board several weeks ago, with general safety cautions.
4. The Board discussed the highway garage boiler bids received and types of heating systems along with their respective benefits.
 - One bid has been received and Mrs. Cutting is sending out more inquiries. There is a propane bid in progress
5. Transfer Station – Compactor discussion:
 - To improve the traffic flow at the Transfer Station as well as restart the recycling program, Mr. Thebedo is requesting either one or two compactors. Mr. Thebedo is analyzing the options and finalizing a plan to bring to the Board. There will be further discussion once a plan is proposed.
6. River Road Bypass is still in progress. The guard rails and striping have not been completed yet.
 - The Board briefly discussed which road classification (class of trail) would be most beneficial for the "old River Road".

- A Public Discussion to discuss road re-classification will be scheduled for Thursday December 3rd, 2020 at 6:30 PM.
7. The Board discussed the use of the back side of the common. The issue is still being considered.
 - Mrs. Brotman discussed how this is currently a state road, but that the state would like the town to take over ownership and maintenance of the road. Some proposed ideas include creating a one way road on the back side of the common, and possibly creating parking along the side of the common.
 8. The River Road at North Thetford Road proposed construction project has 4 immediate abutters. The design and planning stages for the project have been put on hold until all abutters have granted permission for access to their properties by the Corps of Engineers personnel.
 9. The Board discussed the Edgell Bridge repair and proposed quotes. Mr. Killham moved to hire Historical Restoration Company, 3G Construction Inc. in the amount of \$49,500. Seconded by Mr. Kahn. Motion voted unanimously in favor by roll call vote.
 10. The Board discussed committee assignments. Mr. Killham is the Select Board member on the Historic Committee, Conservation Commission, and has been filling in for Mr. Sahr on the Planning Board. Mrs. Brotman is the Select Board Member on Budget Committee, Recreation Commission, and Lyme Common Committee. Mr. Kahn will be the Select Board Member on Town Building Maintenance Committee, Energy Committee, and will be the alternate member to the Planning Board.
 11. Mr. Robbins (Planning and Zoning Administrator) discussed that the town's plotter/printer has stopped working (it is around 30 years old). He would like it to be replaced, with a plotter that also has a scanning function. This would make it possible to copy bigger property plans/maps/septic plans and/or scan the document(s) into an electronic format and be able to post to the website. Mr. Robbins can also upload these documents into a geo-referencing system.
 - Scanning plotter cost is around \$6,000

Ms. Cutting noted this should not be in the operating budget, it is a capital expense. Mrs. Cutting to look into this more and then the Board will make a decision at a later date.
 12. At 11:00AM Mrs. Brotman moved to enter non-public session in accordance with RSA 91-A: 3 II (c) Reputation. Present for this session was Mrs. Brotman, Mr. Kilham, Mr. Kahn, Mrs. Cutting and Chief O'Keefe.
 The Board discussed matter concerning the reputation of a person other than a Board member.
 At 11:19 Mr. Kilham moved to re-enter public session. Seconded by Mrs. Brotman.
 Voted unanimously in favor by a roll call vote.
 13. At 11:20AM Mrs. Brotman moved to enter Non-public session in accordance with RSA 91-A: 3 II (a) Personnel. Present for this session was Mrs. Brotman, Mr. Kilham, Mr. Kahn, Mrs. Cutting and Chief O'Keefe.
 Personnel matters were discussed.
 At 11:36AM Mrs. Brotman moved to re-enter public session. Seconded by Mr. Kilham.
 Voted unanimously in favor by a roll call vote.
 14. At 11:36AM Mrs. Brotman moved to enter non-public session in accordance with RSA 91-A: 3 II (c) Reputation. Present for this session was Mrs. Brotman, Mr. Kilham, Mr. Kahn and Mrs. Cutting.

The Board discussed matter concerning a hardship abatement request.

At 11:19 Mr. Kilham moved to enter public session having made no decision on this matter. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote.

15. At 11:37 Mr. Kilham moved to adjourn. Seconded by Mr. Kahn. Voted unanimously in favor by roll call vote.

Respectfully submitted,

Jordan Toland

*** 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**.