

TOWN OF LYME  
Select Board Meeting  
November 5<sup>th</sup>, 2020  
9:30 AM  
Town Office Conference Room  
Approved: November 12<sup>th</sup>, 2020

The following people were present for part or all of the meeting: Select Board members Judith Brotman, Benjamin Kilham and David Kahn; Administrator, Dina Cutting; Road Agent, Steve Williams; Energy Committee member Matt Brown.

Community members: John Bigalow and Morty Bailey.

Member of the public, Rusty Keith.

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 9:30 AM Mrs. Brotman open the meeting.

1. Public Comment: No public comments at this time.
2. The Board discussed the highway boiler. They received one pellet bid and two propane bids. Mr. Williams would like to go with the propane option. Mr. Williams wants to switch to propane because the installation process is easier and the cost is lower. He believes it is more reliable and will take up less space in the highway garage. Mr. Kilham explained that propane is easier to maintain and more cost effective. Mr. Kilham moved to accept Curtis Shepard's propane bid at \$25,529.00, and consider solar augmentation. Mr. Kahn seconded the motion. Voted unanimously in favor by a roll call vote.
3. The River Road guardrails are not complete. We are waiting for 2 end pieces. The ground is prepared and ready for installation.
4. Other highway issues:
  - The Edgell Bridge repair company would like an appointment with the Board to discuss the proposed repair.
  - Derby Lane is a Town road and the Town will continue to maintain it. Only a Town meeting vote can cause a road to be discontinued.
5. Mr. Kilham moved to approve both public and non-public minutes from the meeting of October 29<sup>th</sup>, 2020. Mr. Kahn seconded the motion. Approved unanimously in favor by a roll call vote.
6. Ms. Cutting stated that the tax warrant is \$9,373,603.44. Tax bills will be sent out shortly and taxes will be due on December 10, 2020.

7. The Board briefly discussed the manifest with a total of \$247,925.40. Mr. Kilham moved to approve the manifest. Mrs. Brotman seconded the motion. Approved unanimously in favor by a roll call vote.
8. Ms. Cutting discussed the renewal of the assessing contract. The maximum charge would be \$34,500. If the Assessing Clerk's work hours are increased this total will go down due to the data entry work the clerk will be performing. The Board signed the contract.
9. Mr. Robbins, administrator of the Planning and Zoning Department, gave his monthly update, which included special exceptions that were requested by a few residents. The Planning Board is working on submitting a zoning amendment to try and make senior housing available. The Board and Mr. Robbins discussed the specifications of senior housing and the regulations that are set for that. Mr. Robbins will send the senior housing article to the members of the Board for review.
10. Mrs. Brotman discussed the task tracker.
  - The B would like to request a more detailed proposal of all the plans for the Tree Festival.
  - The Board is concerned about the amount of people that will be on the Common together in the midst of Covid-19. Along with Chief O'Keefe, Health Officer Hinsley and EMD Margaret Slosberg, a plan will be made to make sure the Tree Festival is done in a safe manner and. determine a plan for parking during the event. Ms. Cutting will write a letter for the Select Board working with the Health Officer that include guidelines pertaining to the Tree Festival.
  - Mrs. Brotman would like to see a more energy efficient and a safer system for next year's lighting of the trees. Solar or battery operated lights will be required next year.
11. Ms. Cutting asked the Board if they would consider appointing Margaret Slosberg as the Town of Lyme's second Deputy Health Officer. Mr. Kilham moved to appoint Margaret Slosberg as the second Deputy Health officer. Mr. Kahn seconded the motion. Approved unanimously in favor by a roll call vote.

Mrs. Brotman briefly discussed the budget committee meeting. The budget as presented was 1.25% over last year's budget. The Board will come back to the budget committee with updated numbers at the January 6, 2021 meeting.
12. The Board reviewed and signed a report of wood cut.
13. At 10:38AM Mrs. Brotman moved to enter a 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. Kilham, Mr. Kahn, Mr. Robbins and Mrs. Cutting. The Board discussed issues that may affect a person's reputation other than a board member.
14. At 11:15AM Mrs. Brotman moved to return to public session having made no decisions. Seconded by Mr. Kilham. Voted unanimously in favor by roll call vote.
15. At 11:15AM Mr. Kilham moved to adjourn. Seconded by Mr. Kahn. Motion voted unanimously in favor by a 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](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**.