

TOWN OF LYME
Select Board Meeting
January 14th, 2020
9:00 AM
Town Office Conference Room
Approved: January 21, 2021

The following people were present for part or all of the meeting: Select Board members Judith Brotman, Benjamin Kilham and David Kahn. Chief O'Keefe, Matt Thebobo, Margaret Caudell-Sloshberg and Administrator Dina Cutting
Community members: Ross McIntyre, Richard Brown
Public: Ted Diers, Administrator Watershed Management Bureau and Kathy Urffer, River Steward Connecticut River Conservancy.

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: Join Zoom Meeting

877 853 5247 US Toll-free

888 788 0099 US Toll-free

833 548 0276 US Toll-free

833 548 0282 US Toll-free

Meeting ID: 988 5073 7830

Passcode: 056102

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 9:00 AM Mrs. Brotman opened the meeting.

1. Public comment:

- Mr. McIntyre reviewed some concerns with the Great River Hydro Dam licensing application. The erosion damage in Lyme is extensive and he encouraged the Board to be active in the licensing review process.
- Mr. Brown was calling to inquire about the Board's follow-up letter to his December 10th enquiry to the Board. [A written response from the Board should be in his mail today!] He also voiced support for the Board's participation in going for mitigation concerning the erosion on River Road.

2. Mr. Thebodo, Transfer Station supervisor, reviewed a grant proposal with the Board. This is a New Hampshire the Beautiful Grant. It will help purchase the VFD's (motor that runs the compactor). The grant covers 20% of the purchase cost of the equipment. The grant could potentially reduce the equipment price between \$2,000 to \$2,500. Mr. Kahn moved to move forward with the New Hampshire the Beautiful Grant and authorize Ms. Cutting to sign any grant form necessary on behalf the Select Board. Mr. Kilham seconded the motion. Voted unanimously in favor by roll call vote. Mrs. Cutting informed the Board that the cost of the Transfer Station upgrade equipment has been totally funded from the 2020 budget.

3. Mrs. Cutting informed the Board that the plow and sander for Mr. Thebodo's work truck has been ordered and we are waiting on an installation date.
4. Mr. Kilham moved to approve the minutes from the meeting of January 4th, 2021. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.
5. The Board discussed the manifest. Mr. Kilham moved to approve the manifest. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.
6. Mrs. Brotman briefly discussed that Mrs. Cutting, Mrs. Jenks, Mr. Valance, Mr. Peterson, and she will be meeting to discuss scheduling Town Meeting. They will be discussing the safest way to conduct the official balloting and the business portion of Town Meeting. There is a possibility the business portion of the meeting will be rescheduled to a later date when it can be held outside.
7. The Board began to review and discuss the proposed warrant articles.
 - ✓ Article 3 – \$2,422,817, which represents the operating budget. Mr. Kahn moved to approve article 3. Mr. Kilham seconded the motion. Voted unanimously in favor by roll call vote.

The Board will take this operating budget to the Budget Committee next week.
8. Ted Diers, Administrator of Watershed Management Bureau, introduced himself to the Board and community members. Some of his major responsibilities are the water quality certification and relicensing of FERC projects. Kathy Urffer, Connecticut River Conservancy in Vermont and New Hampshire, also introduced herself.
 - Mr. Diers and Ms. Urffer reviewed the present application from Great River Hydro for the operation of the Wilder Dam. There have been and will continue to be public discussion on this application. Mr. Dier and Ms. Urffer encouraged the Select Board to stay active and respond to the licensing board with any information they feel is important. Over the next few months is the time to communicate about the erosion done to the banks up and down the Connecticut River in Lyme. For more information you can refer to <https://www.ctriver.org>. The Select Board will stay in touch with Mr. Dier and Ms. Urffer and plan to submit a letter in May 2021. Mr. Kilham will put together some material for a draft letter to the licensing board. The Board thanked Mr. Dier and Ms. Urffer for taking the time to discuss this important topic.
9. At 10:30AM Mrs. Brotman opened the Public Hearing for the Emergency Management Performance Grant. Mrs. Brotman moved to accept the Emergency Management Performance Grant in the amount of \$16,256, which would be used to purchase equipment. The total cost would be \$32,512, and the town would be responsible for a 50% match. The Towns 50% will be in kind. No funds to be raised by taxes for this grant. Mr. Kilham seconded the motion.
 - Ms. Caudell Slosberg explained that the grant is available to help towns furnish their emergency operations center. It also applies to any emergency director's office and radio communication equipment. The cost matching is determined by the square footage of those spaces. Conference room at the fire station (Emergency Operations Center) would be provided with tables, chairs, computer, and white board. The Emergency Directors Office would be provided with things like a desk, computer, files and bookcase. This will total \$16,256.

Mrs. Brotman amended her motion to authorize Mrs. Cutting to sign the Emergency Management Grant. Mr. Kilham seconded the amendment to the motion. Voted unanimously in favor by roll call vote.

At 10:50 Mrs. Brotman closed the Public Hearing.

10. The Board returned to the discussion of warrant articles.

- ✓ Article 4 - \$415,000 going into the Capital Reserve Funds and Trust Funds. Mr. Kahn moved to approve article 4. Mr. Kilham second the motion. Voted unanimously in favor by roll call vote.
- ✓ Article 5 – Block Grant Appropriation. Mr. Kilham moved to approve Article 5. Mr. Kahn seconded. Voted unanimously in favor by roll call vote.
- ✓ Withdrawal from Vehicle Capital Reserve Fund for Annual Finance Payment on Fire Truck - \$81,252. Mr. Kilham moved to approve. Mr. Kahn seconded. Voted unanimously in favor by roll call vote.
- ✓ Article 7 - Withdrawal from Public Works fund of \$81,716, for the annual finance payment on fire station. Mr. Kilham moved to approve. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.
- ✓ Article 8 – Withdrawal from Capital Reserve Fund of \$25,000 for the computer system upgrade and \$49,765 for the property reappraisal (includes Avatar Assessing Program setup). Mrs. Brotman moved to approve article 8. Mr. Kahn seconded. Voted unanimously in favor by roll call vote.
- ✓ Article 9 – Withdrawal from Class V Roads Capital Reserve Fund - \$100,000 to help fund paving of North River Rd. Mr. Kilham moved to approve article 9. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.
- ✓ Article 10 – Raise \$82,000 additional by taxation for the paving project. Mr. Kilham motioned to approve article 12. Mrs. Brotman seconded the motion. Voted unanimously in favor by roll call vote.
- ✓ Article 13 - Independence Day Celebration funds have already been raised and saved in an account if the celebration can safely happen with Covid-19. Mr. Kilham moved to approve. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.
- ✓ Article 14 - Milfoil Treatment for Post Pond. Mr. Kilham moved to approve article 14. Mr. Kahn seconded. Voted unanimously in favor by roll call vote. (Note: if the Conservation Commission votes not to support the required funding this it will be eliminated)
- ✓ Article 16 – Cemetery. Mrs. Brotman moved to approve article 16. Mr. Kilham seconded. Voted unanimously in favor by roll call vote.
- ✓ Article 17 – Withdrawal from Cemetery gifts and donations in the amount of \$15,991 for cemetery maintenance needs. Mrs. Brotman moved to approve article 17. Mr. Kilham seconded. Voted unanimously in favor by roll call vote. These are donations from Mrs. Wise for cemetery maintenance use.

- ✓ Article 18 – Town Overseer to be changed from an elected position to an appointed position. Mrs. Brotman moved to approve article 18. Mr. Kilham seconded the motion. The Board reviewed the need for expertise in this position, therefore having the Board able to determine that the person is qualified is very important. Voted unanimously in favor by roll call vote.
 - ✓ Article 19 – Combining the office of the Town Clerk and Tax Collector. Mrs. Brotman moved to approve article 19. Mr. Kahn seconded the motion. The Board members reviewed the financial, efficiency and service benefit of combining these 2 duties. Voted unanimously in favor by roll call vote.
11. The Board discussed the purchase of a replacement cruiser for the Police Department. Mrs. Brotman moved to add a warrant article for the purchasing of the new cruiser from the Vehicle Capital Reserve Fund.
- The total cost would be approximately \$68,000. The radio and light head would need to be purchased for the new cruiser, because the old cruiser would be used by the highway department (with lights changed to orange and white lights for emergencies).
 - Chief explained that he believes it is a safer option to replace the vehicle. This vehicle had been bumped out an extra year in the past and would have been slated to be replace in 2021. For future information Chief O’Keefe will gather information on additional cost occurred in the 5th and 6th years of past cruisers.
 - Mrs. Brotman moved to add a warrant article to withdrawal from the Vehicle Capital Reserve Fund the amount of \$68,000 for the cruiser. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.
12. At 11:17 AM Ms. Brotman moved to enter non-public session in accordance with RSA 91 A3 II (c) reputation. Mr. Kilham seconded the motion. Voted unanimously in favor by roll call vote. Present for this session was Mrs. Brotman, Mr. Kilham, Mr. Kahn, Chief O’Keefe and Mrs. Cutting.
13. At 11:42 AM the Board moved to return to public session having taken no votes in non-public session.
14. Chief O’Keefe met with the DOT sign placement foreman on Wednesday January 13th, 2021, to discuss where to place no parking signs on the common. The state is responsible for maintaining all signs along the state road. Signs will be placed at the area west of the common near Stella’s Restaurant to the intersection of Main Street and Dorchester Rd. The signs will be along the North side of the common and will be installed in the next couple of weeks.
15. In order to help clarify the issues surrounding the old pull out on the north side of the common, Mr. Kahn will draft a letter to the NH DOT to request the provide additional information on their position concerning this area in writing.
16. At 11:46 AM Mr. Kilham motioned to adjourn. Seconded by Mr. Kahn. 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.

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**.