

TOWN OF LYME  
Select Board Meeting  
January 21, 2021  
9:00 AM  
Town Office Conference Room  
Approved: January 27<sup>th</sup>, 2021

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, Police Chief: Shaun O'Keefe, Road Agent: Steve Williams  
Public Members: Bradford 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:

833 548 0282 US Toll-free  
877 853 5247 US Toll-free  
888 788 0099 US Toll-free  
833 548 0276 US Toll-free

Meeting ID: 951 0613 6223  
Passcode: 847408

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 9:00 AM Mrs. Brotman open the meeting.

1. Public Comment: No public comment.
2. Mr. Williams explained to the board that he did not want the 2016 police cruiser because of concerns of reliability. He is also concerned about the risk of having to put a significant amount of money into it, because of the amount of miles on the car (90,000 miles).
  - The board has decided to not purchase an F-250 for the highway department this year. Mr. Williams explained that he needs a vehicle specifically for spreading chloride and the computer/spray tank fits into the back of the old 1 ton. He would like to put it on a trailer and tow it with a F-250. To move the control box and computerized wiring it would cost around \$14,000. Mr. William's feels the Highway department needs the F-250 to tow this trailer so the F-550 does not get exposed to the corrosive material in the brine sprayer.
  - Mr. Kilham is going to meet with Mr. Williams to go over the highway vehicles and discuss the needs of the highway department. The board will then return to the discussion.
  - Mr. Williams was concerned about the reduction of the culvert budget for 2021.

- Edgell Bridge – Mr. Williams suggests that we go forward with the repairs and use Stan Graton 3D Construction (\$97,000 option). This will be discussed further.
  - Propane System – installation date will be between late February or March. The Silo needs to come out to make room for the installation. The board decided we would post on the ListServe to see if a local would be interested in it. They would need to take it apart and remove it, saving the Town money in labor.
3. At 9:30 AM Chief O’Keefe updated the board on town matters, the Edgell Bridge was vandalized with graffiti. He will talk with Mr. Thebodo on how to remove the paint.
    - Chief O’Keefe explained to the board that the 2016 Police Cruiser is in good shape. The cruiser has 90,000 miles on it, but has no major problems. He believes if the Highway Department doesn’t want the cruiser the best option would be to sell it to a company that refurbishes police cars into taxi cabs. Chief informed the board that we did this before and got a good price for it. There are also other options if the town chooses not to keep it.
    - Both Chief O’Keefe and Sergeant Casale have gotten their first round of the Covid-19 vaccine.
    - Lyme has had three felony cases, which takes up a lot of the department’s time. The Police Department is working long and hard to maintain the safety of the town and the residents.
    - “No parking” signs have been put up on the common.
  4. Mr. Kilham moved to approve the minutes from the meeting of January 14<sup>th</sup>, 2021. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.
  5. The board discussed warrant articles.
    - Operating budget increased \$10,000 for the material needed for Town Meeting this year (outside tent, porta potties, hand washing stations, etc.)
    - Town Meeting will most likely happen outdoors in May (not final)
    - Briefly discussed decreasing the poll hours (open from 11AM – 7PM), to decrease the exposure to our poll employees. We will encourage the public to vote by absentee ballot.
  6. The board discussed sick time and policies for sharing those hours with other employees. Mrs. Cutting is going to write up a document and bring it back to the board to discuss or approve.
  7. One on one employee meetings with the board (monthly or quarterly) will be scheduled, so employees have an opportunity to voice any concerns and the board can be updated on the departments.
  8. At 10:05AM Mrs. 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, and Mrs. Cutting.
  9. At 10:20 AM the Board moved to return to public session having taken no votes in non-public session.
  10. At 10:20 Mr. Kilham moved to adjourn. Seconded by Mr. Kahn. Voted unanimously in favor.

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**.