

TOWN OF LYME
Select Board Meeting
February 4th, 2021
9:00 AM
Zoom-Town Office Conference Room
Approved: February 11, 2021

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, Road Agent Steve Williams
Community Members: John Bigelow and Hebe Quinton

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 –888 788 0099 US Toll-free/833 548 0276 US Toll-free/833 548 0282 US Toll-free/877 853 5247 US Toll-free
Meeting ID: 996 5526 4957

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 9:05 AM Mrs. Brotman open the meeting and read the state of emergency document.

1. Public Comment:

- Mr. Biglow informed the Board that he would like an issue concerning 3.33 of the Zoning Ordinance brought before the Planning Board. He feels he asked for this to happen and it has not. The Select Board will discuss this matter with Planning & Zoning Administrator, Mr. Robbins. Mrs. Brotman will communicate with Mr. Biglow after the Board's discussion with Mr. Robbins.
- Ms. Quinton wanted to know if the Board would support Lyme listserve discussion concerning warrant articles this year because of no little town meeting. The Lyme listserve is not a Town operated listserve and the Board has no decision making power over what individuals get posted on it. The Board noted a town-wide mailing would be sent around concerning the meeting dates and the warrant articles proposed for this year.

2. Highway:

- No decision has been made on the estimate for work on Edgell Bridge
- Mrs. Brotman inquired about a Town plowing standard. Mr. Williams confirmed the Town does have a snow plow policy. Mr. Williams reviewed the routes and length of time to plow and sand them. Sometimes depending on the storm they need to start before the policy stipulates.
- River Road North paving project: Mr. Williams updated the Board on 5 or 6 culverts that will need to be replaced for this project prior to paving. This will require an engineering plan. He will be reaching out to get an estimate for the engineering cost. Mr. Williams noted the project is about 3.7 miles of paving in 3 different sections. They will not be paving any of the dirt sections or the newly

paved area (1,200'). The Goose Pond Road paving project was mentioned at this time as an alternate to the River Road North project, as was Market Street.

- Mr. Williams also brought to the Board's attention that the sprayer company they have used is no longer doing business. He believes that because of this he will not be able to have the sprayer moved to a different vehicle or trailer. He needs to have the 2010 ton truck repaired in order to continue using calcium chloride. He believes he can make this sprayer last for this year, but next year the Board will need to purchase a new sprayer.
 - A plowing complaint from a resident on Wilmott Way was reviewed and discussed. Mr. Williams will look into it.
3. Mr. Kilham moved to approve the minutes from the meeting of January 27th, 2021. Seconded by Mrs. Brotman. Voted unanimously in favor by roll call vote.
 4. Ms. Cutting updated the Board on the new maintenance truck's plow issues. The truck was brought to Dyer's in Canaan and had a warrantied part replaced. There was no cost, and it is fixed.
 5. The Board will be working on a Town wide mailing covering the Town Meeting schedule and briefly discussing the operating budget and warrant articles. On Monday February 8, 2021 at 1:00PM the Board will have a work session to discuss the Town wide mailing and the proposed COVID and sick time policy.
 6. Mr. Robbins updated the Board on the new plotter. It has been fully installed, and works very well. It will help the planning/zoning department and other departments make larger copies and scans. Mr. Robbins also noted he was encouraging the Planning Board to hold a public Q & A session due to the lack of little Town Meeting.
 7. Mrs. Brotman noted the Board would like the Cemetery Trustees to try and hold a meeting in the near future to come to consensus on the 2 Cemetery warrant articles.
 8. At 9:34AM Mrs. Brotman moved to enter non-public session in accordance with RSA 91 A:3 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. Robbins and Mrs. Cutting.
Mr. Robbins addressed a concern involving Mr. Biglow's complaint.
 9. At 9:55AM the Board moved to return to public session having taken no votes in non-public session. Mr. Robbins will bring Mr. Biglow's concerns to the Planning Board and the Conservation Commission, as required under Section 3.33 of the Zoning Ordinance.
 10. At 9:55AM Mrs. Brotman moved to recess the meeting until 10:45AM, at which time a non-public session will be called. Seconded by Mr. Kilham. Motion voted unanimously in favor by roll call vote.
 11. At 10:45AM Mrs. Brotman moved enter non-public session in accordance with RSA 91-A:3 II (a) personnel. Mr. Kilham seconded the motion. Voted unanimously in favor by roll call vote. Present for this session was Mrs. Brotman, Mr. Kilham, Mr. Bailey and Mrs. Cutting.
 12. At 11:35AM the Board moved to return to public session having taken no action in non-public session.
 13. At 11:37AM Mrs. Brotman moved enter non-public session in accordance with RSA 91-A:3 II (a) personnel. Mr. Kilham seconded the motion. Voted unanimously in favor by roll call vote. Present for this session was Mrs. Brotman, Mr. Kilham, Chief O'Keefe, and Mrs. Cutting.

14. At 12:27PM Mrs. Brotman moved to return to public session. Seconded by Mr. Kilham.
Voted unanimously in favor by a roll call vote.

15. At 12:27 Mrs. Brotman moved to seal the minutes of the two nonpublic sessions. Seconded by Mr. Kilham. Voted unanimously in favor with a roll call vote.

At 12:30 PM Mr. Kilham moved to adjourn. Ms. Brotman seconded the motion. Motion 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 Zoom 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 phone numbers listed on the posted agenda.

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 Zoom 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**.