

TOWN OF LYME  
Select Board Meeting  
July 28<sup>th</sup> 2016  
8:00AM  
Town Office conference Room  
Approved: August 4<sup>th</sup>, 2016

Present for all or part of this meeting: C. Jay Smith, acting chair-Select Board, Patricia Jenks-member, Dina Cutting Administrative Assistant, Shaun O'Keefe-Police Chief, and Steve Williams, Lyme Highway-Road Agent

1. Meeting was called to order by C. Jay Smith at 8:00am.

2. Highway: Williams had been asked to sign a rental contract for the pre-sale (demo) trial use of a new grader. Smith explained that this type of action needs to be done by the Select Board and Williams should refer all contractual activity to the Board. Williams expressed appreciation for the explanation and indicated he understood.

Because the conditions are so dry, a lot of magnesium chloride has been used. It's clearly making a positive difference but supplies are running low, with little budget left for more. Williams has been instructing use of water applications to help with the dust control, but the chloride makes it much easier for grading.

Connecticut Valley Trucking was hired to help move downed trees after the windstorm of July 23, 2016. Payment for this service will come from the Emergency Road Fund Capitol Reserve Fund.

3. Minutes: C. Jay Smith moved that the minutes of July 21, 2016 be approved as submitted. Jenks seconded and motion was approved unanimously.

4. Matters Arising:

-Canaan Ledge Lane trespass/climbing issues: Both Cutting and O'Keefe reported calls regarding this issue. Cutting's call was from an avid climber who was concerned that this problem has come up. O'Keefe reported calls of complaints that the activity in that area is not allowed anymore.

-O'Keefe reported that there have been concerns expressed about the way things went following the wind event and EOC activity, particularly that the school was not open and there was not adequate communications about the situation. For a variety of reasons the generators at the highway garage and school failed causing operations issues. O'Keefe was asked to contact the Emergency Operations team for a wrap up meeting as soon as possible.

-Manifest-The Payroll manifest was reviewed. Bills manifest was reviewed in the amount of \$ 194,375.93.

-The Hewes Brook bridge repair permit was reviewed.

-Comcast franchise agreement was discussed. The board will wait to see what Comcast brings to the board.

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-Cutting reported a letter was received from Senator Kelly Ayotte addressing the concerns about the Wilder Dam management.

-The Transfer Station Facilities Report was reviewed and signed.

-There was a discussion regarding the contract for town alarm systems. The Fire Department, Library, Highway Garage and Town Offices will be changing to Hampshire Alarm Systems. The Lyme Center Academy Building will remain with Sentinel Alarms.

5. New Business:

-O'Keefe reported that the conditions on Shoestrap Road have been significantly improved by a private party. As this violates the laws governing roads subject to gates and bars and this illegal maintenance continues, the Town Attorney will be contacted to learn how best to handle this issues, which creates a liability for the Town.

-Cutting reported that Vermont Generator has provided the Town with acceptable contract proposals for the regular maintenance of all town generators. Smith made the motion that Vermont Generators be awarded this contract. Seconded by Jenks. Motion voted in favor unanimously.

-The renewed MS-535 from the auditor and was signed.

6. Committees & Commissions:

-Recreation Commission: Cutting reported that two people from the public attended the meeting, in disagreement with the management of the boat rack area and the amount of money being charged to rent a space on the rack for a season. The result of this discussion was the recommendation by the Rec Commission that the fee be adjusted from \$75.00 to \$25.00. Smith made the motion that the recommendation of the Recreation Commission be supported, with reluctance. Seconded by Jenks. Voted in favor unanimously.

-Heritage Commission: Jenks reported that the Commission would like the Board to finalize an opinion about the waiver/release form suggested to be used if and when the Commission is invited to the property to take pictures to document historical building styles and materials. \*They are also looking into the possibility of presenting a warrant article for consideration in March to do with "Demo Permitting", which would be a Planning Board issue. \*The effort toward preserving the Chesley School House through changing ownership to the Historians is progressing. \*The fencing on the little common is still being pursued. They have funding in place for granite posts and fencing material. Jenks was reminded that they are required to present written plans and specs to the Board before proceeding with this project. She'll relay the message. \*Laurie Wadsworth is interested in having the "old cemeteries" be monitored by the Heritage Commission, in conjunction with the Cemetery Trustees, as a matter of acknowledging their historical importance. \*Jay Barrett had reported in with Tim Cooke to say the project with getting the East Thetford Bridge on the Historical register is progressing. \*Michael Whitman, a

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guest at the meeting was asking about having the Heritage Commission support the effort to get the horse sheds marked as an historic structure by the State. \*Steve Rich was a guest who had previously agreed to be the photographer for an antique building scheduled for demolition, took numerous photos and has agreed to continue to be the go-to photographer when these projects arise. He has also indicated interest in serving on the Commission which is helpful because one of the Commissioners has resigned.

-Lyme Foundation: Jenks reported she was approached by a Foundation member looking for letters to wrap up the grant requests from back to 2014.

-Coffee Hour: Smith reported there were no guests.

7. On-going: Cutting reported that there are four applications received for the clerk position in the Select Board office. As Chair MacKenzie had previously requested and the Board agreed, because of the time constraints and Cutting leaving for vacation, interviews will be started as soon as possible. Cutting will see how soon the applicants can meet. The start date for the position is to be August 15, 2016.

8. Cutting & Jenks agreed to meet Friday-July 29, 2016- morning to get the job descriptions ironed out.

9. At 10:15AM Smith moved to enter non-public session in accordance with RSA 91A: 3 II (c) for the purpose of discussing matters which, if discussed in public, would likely affect adversely the reputation of any person. Seconded by Jenks. Voted unanimously by a roll call vote. Present for this non-public was Patricia Jenks, Jay Smith and Dina Cutting.

At 10:54AM the board returned to public session. Smith moved to seal the minutes of this non-public session to be reviewed June 2017. Seconded by Jenks. Voted unanimously in favor.

10. Smith moved to adjourn the meeting at 10:55 am. Seconded by Jenks. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting

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