

Select Board Meeting  
April 8<sup>th</sup>, 2021  
9:00 AM  
Zoom  
Approved: April 22, 2021

The following people were present for part or all of the meeting: Select Board members Judith Brotman, Benjamin Kilham and David Kahn, and Administrator Dina Cutting.  
Public: 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 one of the toll-free conference numbers:

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: 989 1891 1050	

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

1. Public Comment: No public comment at this time.
2. Lyme Little Town Meeting will be held virtually on Tuesday, April 27<sup>th</sup>, 2021 at 7 PM.
3. Mr. Kilham moved to approve the public minutes from the meeting of Thursday March 25<sup>th</sup>, 2021. Mr. Kahn seconded the motion. Voted unanimously in favor by a roll call vote.
4. Mr. Kilham moved to approve the non-public minutes from the meeting of Thursday March 25<sup>th</sup>, 2021. Mr. Kahn seconded the motion. Voted unanimously in favor by a roll call vote.
5. Ms. Brotman moved to have the Select Board members review the electronic manifest. If they individually approve it they will let Ms. Cutting know to authorize the issuance of the items on the manifest. Mr. Kahn seconded the motion. Voted unanimously in favor by a roll call vote.
6. Mr. Kahn moved to approve the Intent to Cut for Loch Lyme Lodge and authorize Ms. Cutting to sign for the Board. Ms. Brotman seconded the motion. Two votes in favor by a roll call vote (Mr. Kilham was not present at the time of the vote).
7. Mr. Kahn moved to approve the Solar Exception applications as provided by our assessor. Ms. Brotman seconded the motion. Voted unanimously in favor by a roll call vote.
8. The Board discussed the second town-wide mailing. The Board is going to review the draft of the mailing and send any corrections/additions to Ms. Cutting.
9. The Board reviewed a memorandum of understanding to clarify that the reassessment of utilities will be performed by George E. Sansoucy, PE, LLC and not our regular assessor Granite Hill Municipal Services. Mr. Kahn moved to approve the memorandum of understanding. Mr. Kilham seconded the motion. Voted unanimously in favor by a roll call vote.
10. Committee and commission reports:
  - Mr. Kilham informed the Board that the Conservation Commission continues to work on trials, as well as working on appointing new members. The Board received a letter with names of people that the commission would like to appoint, the Board will review this and return to this topic at the next meeting on April 22<sup>nd</sup>, 2021. The Conservation Commission visited the ditch across from the Town Office and they are bringing the issue to the Planning Board.

- The Recreation Commission is hoping to hold spring sports. This is still in the planning phases and will make an announcement when a decision is made. The Recreation Commission is also planning on purchasing some picnic tables and benches from the Swan Grant.
11. Ms. Cutting informed the Board that the two people interested in dismantling and removing the highway garage Silo are no longer considering it. The Board suggests that we put it out on Lyme ListServe, the Town website, and the Union Leader once more and see if there is any interest.
  12. At 9:35 AM Ms. Brotman moved to go into non-public session under RSA 91-A: 3 II (c) reputation. Mr. Kahn seconded the motion. Voted unanimously in favor by a roll call vote. Present for this session were Ms. Brotman, Mr. Kilham, Mr. Kahn and Ms. Cutting. The Board discussed a matter that could affect an individual's reputation other than the Select Board.  
At 9:40 AM the Board re-entered public session. Mr. Kilham moved to waive interest and fees the amount of \$1,532. Mr. Kahn seconded the motion. Motion voted unanimously in favor by roll call vote.
  13. At 9:49 AM Ms. Brotman moved to go into non-public session under RSA 91-A: 3 II (a) personnel. Mr. Kilham seconded the motion. Motion voted unanimously by roll call vote. Present for this session were Ms. Brotman, Mr. Kilham, Mr. Kahn and Ms. Cutting.
  14. At 10:20 AM Ms. Brotman moved to re-enter public session. Mr. Kahn seconded the motion. Voted unanimously in favor by a roll call vote.  
Ms. Brotman announced the acceptance of Mr. Williams's resignation with regret.  
Ms. Brotman announced the acceptance of Mr. Thebodo's resignation with regret.
  15. At 10:30 AM Ms. Brotman moved to go into non-public session under RSA 91-A: 3 II (a) personnel. Mr. Kahn seconded the motion. Voted unanimously in favor by a roll call vote. Present for parts of this session were Ms. Brotman, Mr. Kilham, Mr. Kahn, Mr. Bailey and Ms. Cutting.
  16. At 11:15 AM Ms. Brotman moved to re-enter public session having promoted Mr. Bailey to Highway Foreman and appointed acting road agent. Mr. Kahn seconded the motion. Voted unanimously in favor by a roll call vote.
  17. At 11:17 AM Mr. Kilham moved to adjourn. Mr. Kahn seconded the 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 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](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**.