

TOWN OF LYME  
Select Board Meeting  
August 11<sup>th</sup>, 2016  
8:00AM

Town Office conference Room

Approved: August 18<sup>th</sup>, 2016

Present for all or part of this meeting were: Susan J. MacKenzie, Chair, C. Jay Smith, Patty Jenks and Steven Williams-Lyme Highway

1. MacKenzie called the meeting to order at 8am.
2. Highway: \*Williams reported on the immediate repair needed on an Acorn Hill culvert. Until the repairs begin, the road has been restricted to one lane as the edge of the pavement is undermined. After research, Williams recommended installing a 60 ft, 48" culvert poly culvert estimating the work will cost approximately \$15,000-hopefully significantly less. Money for this repair will come from the Paved Roads Repair & Maintenance Fund. The Board supports Williams recommendation and authorized the repair. \*Despite numerous efforts to contact the road side mower contractor there still is no word on his start date. Meanwhile, visibility is becoming more difficult. MacKenzie suggested that Williams find out about renting a mower unit to start the process. Jenks suggested calling other mower contractors about possible time in their schedules. Smith will make sure that doing either of these things will not compromise or violate the terms of the contract signed with Orcutt Mowing.

\*Williams asked for non-public session to discuss personnel and employment issues.

At 8:23 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 MacKenzie. Voted unanimously by a roll call vote. Present for this non-public was Sue MacKenzie, Chair, Patricia Jenks, Jay Smith, Steve Williams, Highway Department.

Discussed qualifications of current applicants for Highway Department position. Also discussed the idea of using contractors for on call snow plowing. This will require further discussion.

At 8:31 the Board returned to public session having decided to investigate further.

3. Minutes: The regular and nonpublic minutes from the meeting held August 4, 2016 were approved as submitted.

4. Discussion items:

-Following up on a prior concern expressed by Chief O'Keefe about highway radio communications, it was felt that the upgrade of radios should happen as vehicles/equipment are replaced or a few at a time unless a grant is applied for and awarded, due to the extreme expense to purchase 9 at once. Smith will research the significance of a \$1200 unit vs a \$3600 unit.

-Shoestrapp Road: It was clarified that RSA 236:9 states it is unlawful to work on a Class VI road without permission from the Select Board. Once permission is granted the person responsible for the work being done must sign a letter accepting any and all responsibility for any incidents/accidents/injury created by the work done on this road.

-Lisa Garcia has accepted the position of financial and operations clerk in the Select Board office. She will begin employment on August 15, 2016.

-MacKenzie reached out to John Gartner following his offer at a previous BOS meeting about wetland issues on River Road. She hasn't heard back from him.

5. New Business:

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-MacKenzie received a complaint about a nuisance dog enforcement issue. After discussions with the complainant and the police chief, it was clear to her this is a neighbor dispute, the police have done what needed to be done and information relayed by the complainant to other police agencies was not accurate. Chief O'Keefe continues to monitor the situation.

- The Select Board received a letter from Orford Police Chief Christopher Kilmer and Orford Fire Chief Terry Straight in appreciation for the efforts afforded them and the Town of Orford for the Waterbury remembrances. The letter will be copied; a copy given to Shaun O'Keefe and Tony Swett and a copy placed in their personnel file.

-New information about the generator at the Highway Garage indicates it's not an adequate size for what it needs to do. Until it can be determined what the appropriate size needs to be and the costs associated with the upgrade, the Highway Department must be cognizant of power usage at the garage at all times, particularly when leaving the building overnight and on weekends. More research will be done on this.

6. Two appointments were signed: Stephan Rich was appointed to the Heritage Commission and Kevin Sahr was appointed to the Roads Committee.

7. There was a brief review of the wrap-up meeting to the Emergency Operations Center activity for the July 23<sup>rd</sup> wind storm. Key issues were highway communications which was addressed, compliments from the acting EOC director to the highway department for their immediate and helpful response, finding out if Margaret Caudill-Slosberg will apply for the radio grant, dealing with the highway generator inadequacies, and a summary to the community about the event, what we learned and how we can help ourselves for future issues. EOC reps need to let each other know when they will be out of town.

8. Vision Access program: Dave Robbins unearthed a procedural manual in the vault about the Vision program and how to assign users to do a variety of tasks. This issue is critical given the recent request for information by a citizen which was not followed up on in a timely fashion. MacKenzie asked when the last time a "booklet" of sorts was generated after a revaluation and the answer was unclear. She is advocating that another be generated based on the new figures currently released. The Board agreed to explore learning about how to have better access to the program.

9. Committees & Commissions: MacKenzie reported:

-A coffee hour with folks looking for River Rd updates, a stolen sign on Post Pond pullout area & people still fishing in that area.

-Roads Committee meeting where the Acorn Hill culvert issue was discussed, review of the success of using the mag chloride, a drop in fuel costs attributable to reduced prices and trucking. Williams seems to have a good handle on equipment and is planning on presenting his points to the Budget Committee when the time comes.

10. On Going: Discussed various DES permits in varying stages and a message received from the town attorney regarding the eminent domain status.

11. Smith made the motion to adjourn at 9:30 am. Voted Unanimously.

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Respectfully Submitted,  
Patty Jenks, recorder pro temp