

TOWN OF LYME
Select Board Meeting
Thursday April 21st, 2022
9:00 AM
Approved: May 19th, 2022

The following people were present for part or all of the meeting: Select Board members Judith Brotman, Benjamin Kilham and David Kahn; Administrator Dina Cutting, Police Chief Shaun O'Keefe

Public: Hebe Quinton, David Avery, Michael Whitman, Jan Williams, Jo Steele, Kevin Isett
The Board is meeting via Zoom and in person. The location of the meeting is at the Town Offices located at 1 High Street.

1. At 9:00AM Ms. Brotman opened the meeting.
2. Public comment:
 - Ms. Quinton asked about the Great River Hydro settlement. Ms. Brotman explained we had a settlement attorney that took care of this. With advice from attorneys the Board agreed to settle, because legal fees would have outweighed the benefits of fighting this matter.
 - Ms. Williams asked about the new members on boards and committees and if they will be offered training through NHMA, as well as when they will be posted on the website. Ms. Williams also commented on the website being out of date. Ms. Brotman assured her we are trying our best to get the website up-to-date. Ms. Cutting explained that we reach out to the chairs of boards/committees/commissions for updated information. Unfortunately, we don't always hear back from them which leads to out-dated information. Chairs of the boards are responsible for handing out Committee Handbooks to their members and explaining the procedures and roles of committee members. Once all Oaths of Office are signed, we will update the NHMA with the Chair person.
 - Minutes that have not been posted from various committees is either due to committees not sending them to Ms. Toland to get posted or they don't meet often and minutes can take some time to get approved. Draft minutes are not posted on the website, but they are available 5 business days after the meeting in the office.
3. At 9:16 AM Chief O'Keefe reviewed Common Use applications:
 - We have received several request forms for the Use of the Common from multiple entities in the Town (CCL, The Utility Club, and a few others). Chief O'Keefe is concerned we are going beyond the scope of common use in some of these requests. The board should review these applications before the office moves forward with approval or denial. Chief feels most of these events would be better fit for the School or the Recreation area. There are parking accommodations at both of these locations and, Chief O'Keefe feels it would be more appropriate for such events to be held there. The applications are going to be updated to be clearer of the expectations and what is acceptable at different locations.
 - The Utility Club request for use of the Common for Oui Gong was reviewed. At this time the board felt it was a better fit at the Recreation Facility - and the Common would require insurance certification, a parking plan approved by the Police Department.
 - Chief O'Keefe brought to the attention of the Board that if we consider adding appropriate parking to the back side of the common, some of these common use issues could be resolved.

4. The Board reviewed a voluntary request for De-Merger of Lots of Record per RSA 674:39-aa Jo A. Steele. Mr. Kahn moved to approve the request for de-merger of lots for Jo A. Steele. Mr. Kilham seconded the motion. Voted unanimously in favor by roll call vote.
5. The Board reviewed two Intent to Cuts:
 - The Board signed an Intent to Cut for Meg & Steven Maker-11 Preston Rd-Map 401 Lot 1.1.
 - The Board signed an Intent to Cut for Jean Ball -97 North Thetford Road-Map 404 Lot 5.
6. The Board is going to wait to move forward with the Equalization Data Certificate. The Board just received the detailed information and has not had time to fully review. The Board is going to review the material and meet with our assessor, Todd Haywood, to receive an explanation on this information.
7. The Board announced that there has been a petition for new revaluation in Lyme, NH.
8. The Board reviewed and signed a Report of Wood Cut for Deborah Kunhardt- Map 402 Lot 17.
9. The Board reviewed an application for Current Use for Barbara Roby located at 12 Baker Hill Road, Map 409 Lot 84. This would be an addition of .79 acre to current use. The Board signed the application.
10. The Board reviewed and signed the manifest.
11. The Board reviewed an Escrow agreement for The Gandins on Storrs Hill Lane. Ms. Cutting informed the Board that this has been reviewed by Town Council. The Board feels they don't have enough information and hasn't had enough time to review the agreement so they feel uncomfortable signing it at this time. The Board is going to wait to take action on this agenda item.
12. The Board reviewed their response to the Heritage Commission letter from February 27th, 2022. The Board is not able to take action on this now.
13. Updated Highway mud season total expenditures: \$85,294.00
14. Mr. Kilham moved to accept Margaret Caudill-Slosberg's resignation from Emergency Management Director with regret. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.
15. Ms. Caudill-Slosberg has done some searching to find a replacement and Mr. Michael Hinsley has expressed his interest. Mr. Kilham moved to appoint Michael Hinsley as Emergency Management Director. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote. The Board signed Michal Hinsley's Oath of Office.
16. Mr. Kilham moved to approve the public minutes from the meeting of April 7th, 2022. Ms. Brotman seconded the motion. Voted unanimously in favor by roll call vote.
17. Mr. Kilham moved to approve three sets of non-public minutes from the meeting of April 7th, 2022. Ms. Brotman seconded the motion. Voted unanimously in favor by roll call vote.
18. Mr. Kilham moved to approve public minutes from the meeting of April 11th, 2022. Ms. Brotman seconded the motion. Voted unanimously in favor by roll call vote.
19. At 10:16 AM Mr. Kilham moved to adjourn. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.

Respectfully Submitted,

Jordan Toland