

TOWN OF LYME
Select Board Meeting
Thursday March 23rd, 2023
9:00 AM
Approved: April 6th 2023

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

Public: James Graham, Rich Brown, Jim Nourse, Ray Clark, Hebe Quinton (via Zoom)

1. At 9:04 Mrs. Brotman opened the meeting.
2. Public comment:
 - Mr. Brown inquired about the Committee, Commission and Board hand book review agenda item. Mr. Brown asked if the board was making changes. Mrs. Brotman responded that the discussion will be later in the meeting and some changes may be made to update the hand book.
 - Ms. Quinton reviewed last years' Town Meeting Minutes and noticed the Board had mentioned reviewing all exemptions and credits. Mrs. Brotman explained that they began the process of reviewing these documents, but other more pressing items arose. The Board plans to revisit the credits and exemptions criteria when time permits.
3. At 9:10 AM the Board opened the solar bids for the Converse Free Library.
 - Catamount Solar - \$63,400
 - O'Mara Solar - \$69,384.80
 - Ace Solar - \$75,142
 - Revision Energy - \$56,440
 - Smart Roof Capital - \$85,478
 - Barrington Power - \$54,513

The Energy Committee will review the bids and make their recommendation to the Board.

4. The Board reviewed the draft Lyme Electric Aggregation (LEAC) Charge. Mrs. Brotman moved acceptance of the LEAC charge as edited. Mr. Kilham seconded the motion. Voted unanimously in favor by roll call vote.
5. Mr. Kilham moved to approve the public minutes from the meeting of Thursday, March 9th, 2023. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.
6. The Board reviewed the manifest totaling \$57,181.96. Mr. Kilham moved to approve the manifest. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.
7. The Board reviewed the Cartographic Associates Tax Map Maintenance contract totaling \$2,500.00 and the Planning Map Maintenance contract totaling \$900.00. Mr. Kilham moved to approve both Tax and Planning Map Maintenance contracts with Cartographic Associates. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.
8. The Board received a letter from the Upper Valley Lake Sunapee Regional Planning Commission. They are looking for partners/support for their Homeowner Developer Utility. Mr. Kahn feels he would need more information before he decides if it is an appropriate place for the Select Board to take a stance. Both Mr. Kilham and Mrs. Brotman are also unclear exactly what this entails and would like more detail. Mrs. Cutting suggested that we get the opinion of Bill Malcolm, our Upper Valley Lake Sunapee Regional Planning Commission representative. Mrs.

Brotman agrees that Mr. Malcolm should review it. Mrs. Brotman would also like to pass it along to the chair of the Planning Board and Mr. Robbins (Planning and Zoning Administrator).

9. The Board began reviewing the Committee, Commission and Board hand book. Mrs. Brotman suggested that the Board members take home a copy of the current handbook and take a closer look at its contents. Then at a later date the board can reconvene with their notes and make any changes they feel necessary.
10. The Board received a second letter from Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC). They are looking into placing an electric car charging station near the common. There is a grant available for this project. Applications due May 30th, 2023. The Board feels as though they need more information before they can proceed with signing any documents. Mrs. Cutting is going to reach out and find a contact person the board can discuss some details with.
11. Mrs. Brotman moved to sign the appointment Deb Kilham as pro tem for Ballet voting day. Mr. Kahn seconded the motion. Voted 2 in favor and one abstain.
12. The Board briefly reviewed Town Meeting. The Board felt there was a good turnout of residents having the meeting at night (6:00PM). Having Town Meeting at a different time helped make it possible to see new faces and/or people that cannot typically come to Town Meeting during the daytime hours. Mr. Kahn noticed more young faces in attendance, as well as residents who brought their children to the meeting, which the Board felt was great! Mrs. Brotman heard from a variety of people, some felt it was great to have it at a different time due to work schedules. While others felt they preferred having Town Meeting at 9 AM and voting all on the same day.
13. Mrs. Cutting reported to the Board that Mr. Bailey, Road Agent, has interviewed one highway crew applicant so far. He will be interviewing a few more over the next couple of days. Mr. Bailey was concerned about timing. The Board's next scheduled meeting is Thursday April 6th, 2023. Mr. Bailey is requesting a meeting on Monday March 27th, 2023 to review his recommendations to the Board. Mrs. Brotman will be out of town. Mr. Kilham and Mr. Kahn are more than willing to have an additional meeting to review Mr. Bailey's recommendations.
14. Mrs. Cutting reported that the new printers that were installed a few days ago are not going to work for the type of printing the Town Office needs. For example, these printers do not have envelope feeders or settings to use different weights of paper. Mrs. Cutting along with our IT tech consultant have found a replacement printer that can perform all the functions that the office staff need. The difference in cost is around \$1500. Mr. Kahn moved to approve the replacement of the printers. Mr. Kilham seconded the motion. Voted unanimously in favor by roll call vote.
15. The Board reviewed a draft safety policy. The Board will continue to work on the draft policy. The Board reviewed the Tasco recommendations and costs information. Some of the work done on the Police Station will be at either a reduced cost or no cost. Tasco as a company tries to support Police Departments as much as they can. Mrs. Brotman also briefly noted that the entrance to the Select Board office will probably be changing. Mrs. Cutting is getting an estimate for this project. The Board is going to review the Town's Safety Policy, Tasco recommendations and costs, and the Select Board office door at the next scheduled meeting with Chief O'Keefe.
16. Mrs. Brotman reminded people that the tentative closure date for East Thetford Bridge is April 1st, 2023. The NH DOT has said they will give a two-week notice before they close the bridge.
17. Mrs. Brotman made an announcement about credits/exemptions. The Board encourages anyone who qualifies to apply for an exemption/credit. Applications for exemptions and credits are due by April 15th.
18. At 10:27 AM Mrs. Brotman ended the public session of the meeting. Mr. Kilham seconded the motion. Voted unanimously in favor by roll call vote.

19. 10:30AM Mrs. Brotman moved to enter Non-Public under RSA 91-A:3 II (c). Seconded by Mr. Kahn. Voted unanimously in favor by a roll call vote.
Present for this non-public session were the following: Brotman, Kilham, Kahn, Cutting, Martha and Jedadia Smith. There followed a discussion that may affect the reputation of someone other than a Select Board member.
At 11:33AM the Board returned to public session. The Board will be working with the Smiths on a cleanup project.
20. After reviewing the request from the Electric Aggregation Committee for a representative to the Coalition, the sense of the Board was to ask James Graham to serve as the representative.
21. At 11:35AM Mr. Kilham moved to adjourn. Seconded by Mr. Kahn. Voted unanimously in favor by a roll call vote.

Respectfully submitted,

Jordan Toland