

TOWN OF LYME
Select Board Meeting
Thursday April 6th, 2023
9:00 AM
Approved: April 20th 2023.

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

Public: Mark Bolinger (Energy Committee member), John Biglow (via Zoom)

1. At 9:00 AM Mrs. Brotman opened the meeting.
2. Public comment period: there was no public comment at this time.
3. Mr. Kilham moved to approve the minutes from the meeting of Thursday March 23rd, 2023. Mrs. Brotman seconded the motion. Voted unanimously in favor by roll call vote.
4. The Board reviewed and signed the manifest.
5. At 9:05AM Mr. Bolinger spoke to the Board about the recommendation from the Energy Committee and Library Trustees for the solar project at the library. They recommend Catamount Solar. They came to this decision because the company is semi-local (Randolph, VT), has done work around the area and in Lyme, has a good warranty package, and has a competitive price. Mr. Kilham moved to accept the recommendation of Catamount Solar for the library solar project. Mrs. Brotman seconded the motion. Voted unanimously in favor by roll call vote. Mrs. Cutting will start the process of getting a contract.
6. The Board reviewed Appointments for the Conservation Commission (Blake Allision and Matt Stevens), Energy Committee (Mark Bolinger, Matt Brown, Mike Novello, Henry Higgs, James Nourse), and Road Agent (Scott Bailey). Mr. Kilham moved to approve the two Conservation Commission appointments. Mrs. Brotman seconded the motion. Voted unanimously in favor by roll call vote. Mrs. Brotman moved to approve the Energy Committee appointments. Mr. Kilham seconded to motion. Voted unanimously in favor by roll call vote. Mrs. Brotman moved to approve the appointment of Road Agent, Scott Bailey. Mr. Kilham seconded the motion. Voted unanimously in favor by roll call vote.
7. Mrs. Brotman stated that the information requested in a 91A request concerning the equalization ratio is included in the Select Board meeting minutes and is also available on the meeting recording. The Board briefly discussed the 91-A request, and answered the questions therein.
8. The Board reviewed and signed the Sanders Searches, LLC Title search and liens contract provided by the Tax Collector for this meeting.
9. The Board will return to the topic of draft changes to the Committee, Commission and Board Hand Book at a later date. The Board wants more time to review the handbook and have time to get the expertise of all Select Board members.
10. Chief O'Keefe reviewed Tasco's recommendations, costs and contract for some of the recommended security updates. The security/camera system in the Police Department will be updated at no cost. A camera system will be placed in the Town Office building

for safety. These cameras will be placed to monitor the locations open to the public, including the conference room, since many meetings take place there. With this camera system, both staff members in the building and the police departments can monitor the cameras at any time to see who is coming in and out of the building. The cost given by Tasco Security is \$8,500. The cost of the additional camera for the conference room is not known, so this contract cost will increase. Mr. Kilham moved to approve and sign the contract with Tasco Security. Mrs. Brotman seconded the motion. Voted unanimously in favor by roll call vote. Further security recommendations will be addressed in the future.

11. Dennis Stearns sent a letter to the Board volunteering his time to fill any open seat on a Board, Committee, or Commission that needs another member. He also thought perhaps any special projects that the Board had not had a chance to address would be something he could help with. The Board appreciates this offer and thanks him for his generosity. A couple of projects were mentioned and Mrs. Cutting will contact Mr. Stearns.
12. At 9:41 AM Mrs. Brotman moved to go into non-public session under RSA 91-A:3 II (i) safety/security. Mr. Kilham seconded the motion. Present for this session were Board members Mrs. Brotman and Mr. Kilham; Board Administrator Mrs. Cutting; and Police Chief Shaun O'Keefe. Chief O'Keefe updated the Board on safety and security measures to take now, and in the future. At 10:11 AM the Board returned to public session, having decided to hold a non-public staff meeting on Monday at 2:00 pm to review in detail the safety/security measures. *[The meeting was subsequently moved to 1:30 pm on Monday, see # 15 below]*
13. At 10:11 AM Mrs. Brotman moved to go into non-public session under RSA 91-A:3 II (l) legal. Ben seconded the motion. Present for this session were Board members Mrs. Brotman and Mr. Kilham; and Board Administrator Mrs. Cutting. Mrs. Cutting updated the Board on the legal advice of the status of the previous meeting's non-public session's minutes and letter. At 10:15 AM the Board returned to public session.
14. At 10:15 AM Mrs. Brotman moved to go into non-public session under RSA 91-A:3 II (a) personnel. Present for this session were Board members Mrs. Brotman and Mr. Kilham; and Town Clerk Patty Jenks. Mrs. Jenks updated the Board on a personal issue and on a future Town Clerk office staffing issue. At 11:10 AM the Board returned to public session, having discussed possible temporary office coverage and compensation issues.
15. The Select Board scheduled a staff non-public meeting for 1:30 PM on Monday, April 10th to review current safety measures for our personnel, and proposed future safety measures for the building and personnel
16. On a motion by Mr. Kilham, seconded by Mrs. Brotman, and voted unanimously, the meeting was adjourned at 11:30 AM.

Respectfully submitted,

Jordan Toland