

TOWN OF LYME  
Select Board Meeting  
Thursday July 13<sup>th</sup>, 2023  
9:00 AM  
Approved: August 27<sup>th</sup>, 2023

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, Select Board/Assessing Clerk Jordan Toland via Zoom  
Public: Richard Brown, Hebe Quinton, James Graham via Zoom, Jan Williams via Zoom, John Biglow via Zoom

1. At 9:04 AM Mrs. Brotman opened the meeting.
  - Ms. Quinton asked for clarification on Land Use Change Tax (LUCT) requirements and procedure. Mrs. Brotman explained the Board will be reviewing some land use change tax later in the meeting and will go over this then.
  - Ms. Quinton also is present for the Lyme Community Power Electric Aggregation Plan (LCPEAP) discussion.
  - Mr. Brown asked if there would be an abatement discussion today. Mrs. Brotman stated that they will be as stated on the agenda.
  - Ms. Williams is also attending (via Zoom) for the LCPEAP and LUCT discussions.
2. Mr. Kilham moved to not require the PA-28 Inventory of Taxable Property form in the Town of Lyme. Mr. Kahn seconded the motion. Voted unanimously by roll call vote.
3. Mr. Kilham moved to approve the minutes from the meeting of Thursday June 29<sup>th</sup>, 2023. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.
4. Mr. Kilham moved to approve an Intent to Cut for Map 406 Lot 9. Mrs. Brotman seconded the motion. Voted unanimously in favor by roll call vote.
5. The Board reviewed land use change tax (LUCT) for the following two properties:
  - Amelia and Byron Santos, 59 Orford Road, 6.2 acres, in the amount of \$21,500.
  - Slice of Heaven LLC, 605 River Road, 1.5 acres, in the amount of \$9,580.

Mr. Kilham moved to approve the LUCT for Amelia and Byron Santos in the amount of \$21,500. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.

Mr. Kilham moved to approve the LUCT for Slice of Heaven LLC in the amount of \$9,580. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.

Mrs. Brotman asked Ms. Cutting to briefly explain what is required for land to come out of current use, thereby triggering the tax. The driveway, any buildings/structures, septic, and curtilage must all be removed from current use land. Ms. Cutting clarified that zoning district designations do not regulate the amount required to be removed from current Use. Ms. Cutting also explained that LUCT is initially triggered by the building permit application from the Planning and Zoning Department. Once a permit is approved it is given to the Assessing Department. Any actions needed for current use assessment changes will be recorded as of April 1<sup>st</sup>. The date the permit is approved will determine when the assessor visits the property and makes the adjustments (before April 1<sup>st</sup> or after April 1<sup>st</sup> of that tax year).

6. Mr. Graham, chair of the Lyme Electric Aggregation Committee (LEAC), attended the meeting via zoom to help review the draft Lyme Community Power Electric Aggregation Plan. He expects there to be questions and he can do his best to answer, but also has a contact at CPCNH that the

Board could submit their questions to. Mr. Graham also encourages the Board to have Town Counsel look over the document. Mrs. Brotman suggested that Mr. Kahn talk with Town Counsel to review the document and address any questions or concerns and then return to this discussion. Mr. Kilham understands this is a legal document, but suggests when this is presented to the public at Public Hearings and Town Meeting that it be simplified, so it can be clearly understood. Mr. Graham assured him that a simplified explanation will be given. Mr. Kilham and Mrs. Brotman will send any comments/questions they have on the document to Mr. Kahn, and Mr. Kahn will talk with counsel.

7. Ms. Cutting gave a report on the cost estimate to place asphalt aprons on Washburn Hill Road, Shoestrap Road, Preston Road, and Whipple Hill Road. The estimate from Blacktop for this apron project is \$17,886.00, and that cost does not include the prepping and finalizing the project (i.e.: grading, edging). Ms. Cutting reported for Road Agent Mr. Baileys, Ms. Cutting explained that Mr. Bailey would like to plan ahead and bring this project to Town Meeting with a warrant article. Mr. Bailey also feels there are a couple other roads that could also benefit from an asphalt apron that should be added to this project. Chief O'Keefe added that this project could also help with overall maintenance of the roads. Due to plowing, berms are created and parts of the road get damaged, so the aprons should help reduce those issues. Mr. Kilham agrees with Mr. Bailey's recommendation and moved to develop a warrant article for this project. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote. Ms. Cutting will reach out to the residents who wrote with concerns to give them an update.
8. Mrs. Brotman brought to the attention of the other Board members that Juneteenth has become a federal holiday. She asked that the Board be thinking if we want to add this to the Town holiday list.
9. The Board reviewed and signed the previously approved agreement with Crossroads Academy for a private drive. Mrs. Brotman and Mr. Kilham signed the agreement. As Mr. Kahn is on the Crossroads Board he abstained from signing the agreement.
10. Mr. Kilham moved to approve two manifests, one totaling \$550,000 (for the school), and the other totaling \$125,909.53 (for the Town). Mrs. Brotman seconded the motion. Voted unanimously in favor by roll call vote.
11. The Board reviewed a revised abatement for Loch Lyme Lodge, Tax Map 408 Lot 22 Units 1-22. The revised assessment was reviewed in a meeting between the Town's Assessor, Mr. Haywood, and land owner Mr. Brown. An additional adjustment was made to the staff house (Map 408 Lot 22 Unit #2) due to its minimal infrastructure and lack of a kitchen in this dwelling. The total change to the total assessed amount is \$1,423,400. The new assessment is \$2,357,700 combined property value for Units 1 thru 22. Mr. Kilham moved to approve the revised abatement recommendation. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote. Mr. Brown stated he felt this was a fair assessment.
12. At 9:57 am Mr. Kahn moved to go into non-public session under RSA 91-A:3 II (l) legal. Mrs. Brotman seconded the motion. Voted unanimously in favor by roll call vote. Present for this session were Mrs. Brotman, Mr. Kilham, Mr. Kahn, Mrs. Cutting and legal counsel Walter Mitchell. At 10:24 am Mrs. Brotman moved to return to public session. Motion seconded by Mr. Kahn. Voted unanimously by roll call vote. A follow-up letter will be sent to a property owner, and a follow-up response will be sent to a citizen's inquiry.
13. At 10:25 am Mrs. Brotman moved to go into non-public session under RSA 91-A:3 II (c) reputation. Motion seconded by Mr. Kahn. Voted unanimously in favor by a roll call vote. Present for this session were Mrs. Brotman, Mr. Kilham, Mr. Kahn and Mrs. Cutting. At 10:40 am Mrs. Brotman moved to return to public session. Motion seconded by Mr. Kahn. Mrs. Cutting will contact Town Counsel for their advice.
14. At 10:41 am Mrs. Brotman moved to go into non-public session under RSA-A:3 II (a) personnel. Mr. Kilham seconded the motion. Voted unanimously in favor by a roll call vote. Present for

this session were Mrs. Brotman, Mr. Kilham, Mr. Kahn and Mrs. Cutting. At 11:00 am Mrs. Brotman moved to return to public session. Mr. Kilham seconded the motion. No decisions were made in this session.

15. At 11:05 am Mrs. Brotman took up two additional items:
16. A Class VI Road issue was briefly discussed, noting that the Town is strictly prohibited from doing anything on any Class VI Road.
17. The Board discussed the Energy Committee's plan to seek a grant for the library solar project. Unfortunately, this project as it stands now does not qualify for this grant. The Select Board reaffirmed their position that there are amply donated funds to pay for this project. The Town will use the funds raised by donation for the installation of solar panels at the library, thereby forgoing any possible federal tax credit for the project.
18. At 11:19 am Mr. Kilham moved to adjourn. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.

Respectfully submitted,

Jordan Toland