

TOWN OF LYME
Select Board Meeting
Thursday August 10th, 2023
9:00 AM
Approved: August 24th, 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, Jim Nourse, Martha Tecca, Hebe Quinton via Zoom, Jan Williams via Zoom

1. At 9:01 AM Mrs. Brotman opened the meeting.
2. Public comment:
 - Mr. Brown asked if the Board has received the MS-1. Mrs. Cutting explained that the MS-1 will be ready for review soon. Mr. Brown asked if once the MS-1 is received if he can have a copy, understanding it is a draft. Mrs. Brotman explained that we would be happy to share a copy, only if it is not labeled 'Not for publication'. Mr. Brown asked about the Old to New Report. Mrs. Cutting explained that report has not been printed yet because none of the values are final. Values are not final until the MS-1 is finalized and reviewed.
 - Ms. Quinton expressed concern that the Select Board meeting scheduled for July 27th, 2023 was not noticed that it had been cancelled. Mrs. Brotman apologized on behalf of everyone. She explained we all try our best to stick to the procedure, but mistakes happen sometimes. It was clarified that on the Town Website calendar the July 27th meeting was labeled as cancelled, but no news and announcement/Listserve was sent out. Ms. Quinton also shared her concern that the agenda for today's meeting was posted late. Mrs. Brotman apologized for that as well, and assured Ms. Quinton we do our best to post in a timely fashion.
 - Ms. Tecca, from Community Care of Lyme, wanted to be here for the conversation about the use of the Common. Ms. Tecca also encourages the Board to have a clearer more consistent Common Use application. Mrs. Brotman suggested that she, Ms. Tecca, Mrs. Cutting, Ms. Toland and Chief O'Keefe meet to go over insurance coverage. Ms. Toland will reach out to everyone and set up a meeting.
3. Mr. Kilham moved to approve the public minutes from the meeting on Thursday July 13th, 2023. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.
4. Mr. Kahn moved to approve the non-public minutes from the meeting on Thursday July 13th, 2023. Mr. Kilham seconded the motion. Voted unanimously in favor by roll call vote.
5. The Board reviewed the manifest. Mrs. Brotman announced there will be an additional check that is not on the manifest for the Lyme 8th Grade Class totaling \$250.00. The 8th grade class spent around two hours at the beach area and cleaned up Goose droppings. The Board expressed their gratitude for this. Mr. Kahn moved to approve the manifest totaling \$83,369.28 and the additional check (\$250.00). Mr. Kilham seconded the motion. Voted unanimously in favor by roll call vote. Mr. Kahn moved that two items on the manifest be paid from the Emergency Repair fund. Mr. Kilham seconded the motion. Voted unanimously in favor by roll call vote. 1) Desorcie Emergency Products- \$3,007.00. 2) Lebanon Ford-\$8,095.91.
6. Mrs. Brotman and Ms. Cutting explained that a young man accepted the job of keeping the recreation area clear of goose droppings. The Board shared their gratitude for this.
7. The Board discussed parking on the backside of the Common for events and possible solutions. Mrs. Brotman suggested we create some type of parking arrangement to try on the backside of the Common. Chief O'Keefe and Mrs. Brotman suggest making the Backside-of-the-Common road one way and during the next big event and have marked off parking on the common side of the

road (but not on the grass). Chief O'Keefe explained we could try this plan and see how successful it is. If it goes well, future events could use this parking plan as well. Mrs. Brotman explained that parking attendants are also a key component in a parking plan being successful. For most events there are at least two attendants needed. More will be discussed specifically concerning CCL's upcoming event at the meeting with the previously stated people. The sense of the meeting is to okay this trial parking/traffic plan.

8. The Board reviewed the recommendation for Exempt Properties from the Assessor, Mr. Haywood. The Board unanimously voted to support the same exemption list as the 2022 exempt properties.
 - American Legion
 - Benedictine Congregation
 - Upper Valley Land Trust
 - Crossroads Academy
 - Dartmouth College
 - First Baptist Church
 - Lyme Congregational Church
 - Lyme Nursery School
 - Pathway of the River Valley
 - Lyme Historians Inc.
 - The Center for Northern Woodlands Education
 - The Board has reviewed and approved the above entities to be exempt. The Board signed the exempt property spreadsheet.
9. Mr. Kilham and Mr. Kahn both have involvement with the Kilham Bear Center. They will both need to recuse themselves from this vote. The Board will have to receive advice from legal counsel before they can vote on the Kilham Bear Center Exempt Properties application.
10. Mr. Kahn spoke with Town Council regarding the CPCNH contract, and gave a report to the Board. Mr. Kahn had concerns about the process of opting in or out of this program and the confusing nature of the process. The Board is still unclear and does not feel comfortable signing the document at this time. Mr. Kahn suggests that the Board wait to hear more from Town Counsel, clarifying some of the concerns. They can also send along any additional questions/thoughts from this meeting. Mr. Nourse asked if the Board could ask Town Counsel which other Towns have accepted the agreement with CPCNH. Mrs. Brotman announced they will be meeting in two weeks and will return to this topic at that time.
11. Ms. Quinton informed the Board that the CEO of CPCNH lives in Hanover, NH and has been very responsive to questions. His name is Brian Conan. Ms. Quinton also has been sharing the agenda for the CPCNH Board meetings, so the Board can review what topics are discussed at meetings. These meetings typically entail risk analysis and operation of CPCNH.
12. At 10:41 AM the Board took a five-minute break.
13. The Board reviewed a land use change tax for Map 407/Lot 58.1000 on Orford Road totaling \$12,935.00. Mr. Kilham moved to approve the land use change tax totaling \$12,935.00. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.
14. Mrs. Cutting gave a review on beach testing. Large rain run-off is a major factor in the bacteria numbers being high. At this time the numbers have gone back to normal range. The DES beach summer testing program randomly comes to Lyme to test Post Pond. Andrew Ladd has done a great job keeping the beach clear of Goose droppings. Chief O'Keefe specified that the Goose is a federally protected bird, so harassing or hurting Geese can result in fines and other legal consequences.
15. Mrs. Brotman brought to the attention of the Board that we should consider adding Juneteenth to the paid holiday list. It has been declared a federal holiday. The Board will continue to think about this and make a decision at a later date.

16. Mrs. Cutting provided a six-month budget review. As of June 30th, 2023 we have 57.72% of our general fund as voted at Town Meeting left. The Board reviewed the draft Budget Committee meeting schedule. Mrs. Brotman suggested that department heads put their projections and proposals in writing and that the written proposals be brought to the Budget Committee. Mrs. Cutting suggested that the department heads meet with the Select Board and discuss their proposals, and then have the written proposals available to be reviewed by the Budget Committee. The Budget Committee does like to hear directly from department heads, so the Board discussed having employees adjust their normal weekly schedule when it is necessary for them to attend the evening budget meetings.
17. At 11:08 AM Mrs. Brotman moved to enter non-public session under RSA 91-A:3 II (c) reputation. Mr. Kilham seconded the motion. Voted unanimously in favor by roll call vote. Present for this session were Mrs. Brotman, Mr. Kilham, Mr. Kahn, Chief O'Keefe and Mrs. Cutting.
18. The Board returned to public session at 11:53AM requesting Mrs. Cutting contact the Town attorney for further information and counsel, and Chief O'Keefe to contact the State of NH DOT for further information.
19. At 11:53AM AM Mrs. Brotman moved to enter non-public session under RSA 91-A:3 II (a) personnel. Mr. Kilham seconded the motion. Voted unanimously in favor by roll call vote. Present for this session were Mrs. Brotman, Mr. Kilham and Mr. Kahn.
20. At 12:03 PM Mr. Kahn moved to return to public session. Mrs. Brotman seconded the motion. Voted unanimously in favor by roll call vote. No further action was taken at this time.
21. At 12:05 PM Mr. Kilham moved to adjourn. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.

Respectfully submitted,

Jordan Toland