

TOWN OF LYME  
Select Board Meeting  
Thursday August 24<sup>th</sup>, 2023  
9:00 AM  
Approved: Thursday September 21<sup>st</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, Select Board/Assessing Clerk Jordan Toland via Zoom

Public: Richard Brown, Michael Whitman, Hebe Quinton via Zoom, Jan Williams via Zoom, James Graham via Zoom, Laurie Wadsworth via Zoom, Katherine Little via Zoom

1. At 9:00 AM Mrs. Brotman opened the meeting.
2. Public comment:
  - Mr. Whitman shared his concern and read a statement regarding unlicensed junkyards in the Town of Lyme. Mr. Whitman asks that the Board add this topic of discussion to the next Board meeting. Mr. Whitman was assured by the Board that this matter is being discussed with legal counsel.
  - Mr. Brown requested the status of the MS-1 and Old-to-New report. Mrs. Brotman said they would be having this discussion today at 9:30 AM.
  - Ms. Williams is also interested in the status of the MS-1 and Old-to-New report.
  - Ms. Quinton is here in support of the community power that is on the agenda.
  - Ms. Wadsworth is attending the meeting with interest in the common use discussion.
3. The Board will be meeting on Tuesday, September 5<sup>th</sup>, 2023 in a public meeting with Town Counsel and an electric aggregation representative to address questions regarding community power.
4. The Board reviewed the MS-535 that is prepared by the Town's auditor for the period ending December 31<sup>st</sup>, 2022. Mr. Kilham moved to approve the MS-535. Mr. Kahn seconded the motion. After a brief discussion. The Board voted unanimously in favor by roll call vote.
5. Mr. Kahn moved to approve the minutes for the meeting on Thursday August 10<sup>th</sup>, 2023. Mrs. Brotman seconded the motion. Voted unanimously in favor by roll call vote.
6. The Board reviewed the manifest. Mrs. Brotman moved to approve the manifest totaling \$48,822.85. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.
7. A Land Use Change Tax was reviewed by the Board for 383 Orford Road. Mr. Kilham moved to approve the Land Use Change Tax for 383 Orford Rd totaling \$146.00. Mr. Kahn seconded the motion. Mrs. Cutting briefly explained this lot was subdivided off a larger lot and does not meet the Current Use acreage requirements any longer. Ms. Quinton inquired what responsibility the Town has for clean-up on the subdivided lot on Orford Road. Mrs. Cutting explained that is a privately owned piece of property that the Town has never owned. Mrs. Brotman explained that the Planning Board has reviewed and approved this subdivision and deemed it unbuildable.
8. After a brief discussion, Mr. Kilham moved to approve adding Juneteenth to the paid holiday list. Mrs. Brotman seconded the motion. Mr. Kahn would feel more comfortable making a decision if he knew the cost of adding this holiday to the list. Mrs. Cutting said she could have a cost by the next meeting for the Board the review. Mr. Kilham withdrew his motion at this time, and the Board will revisit this topic at the next meeting.
9. Mrs. Brotman reported on using crushed glass for road subsurface. This is typically used in larger communities as a way to repurpose glass. Lyme does not produce enough glass for this to be feasible. It would not be a cost-effective project. Mr. Kilham suggested we reach out to Hanover or other surrounding towns and see if they want to come and haul our glass to use for their projects.

10. Mrs. Brotman gave an update on the paved apron discussion. Quotes and more information should be available for the Board to review in mid-to-late September.
11. The paving schedule for Goose Pond Road has been slightly altered due to weather. Mrs. Brotman explained that the Highway Department hopes to complete this project in mid-to-late September.
12. Assessor, Todd Haywood, zoomed into the meeting to discuss the 2023 draft MS-1 and the data involved in this process. Mr. Haywood reviewed the data he used to produce the MS-1. Mr. Haywood's memo to the Board and the draft MS-1 will be posted to the town website for people who have an interest in reviewing the documents. The deadline for submission of the MS-1 to the DRA is September 1<sup>st</sup>. The Town can ask for an extension on the MS-1, but this could delay when we receive our tax rate. Ms. Cutting and Mr. Haywood explained that the Board can approve this draft MS-1 and amend it at a later date if changes are found to be needed. Mr. Kilham moved to approve the MS-1. Mr. Kahn seconded the motion. Voted unanimously in favor by roll call vote.
13. Chief O'Keefe gave Mrs. Brotman a quote for an ID machine for Town employee/volunteer badges. The quote totals \$4,127.73. Chief O'Keefe feels he has these funds in his budget this year, otherwise it will be in his proposal for next years' budget. Mr. Kilham moved to approve this expenditure. Mr. Kahn seconded the motion subject to the condition of verification of his current budget status. Voted unanimously in favor.
14. The Board briefly discussed revisiting the flashing safety crossing sign at the crosswalk between the school and the library. Ms. Cutting is going to reach out to the family that had a concern pertaining to the flashing crossing light.
15. The Board authorized Ms. Toland to sign the Use of Common applications for Community Care of Lyme. These events are approved under the condition that CCL provide a list of vendors for the Health and Wellness event. There will be a trial run of a parking plan that Chief O'Keefe created to try and help the parking issue at these big events. The backside of the common roadway will be one way on one lane and there will be marked off parking spaces in the other lane.
16. The Board had a brief discussion on the budget. The COLA and CPI are around 3%. Ms. Cutting will run the payroll numbers with this estimated percent increase.
17. Ms. Cutting gave a report on the details and costs of repair of the Edgell Covered Bridge. Mr. Stan Graton, who works on historical repairs, provided an estimate for the costs of repairs. The estimate totaled \$690,000. Town of Lyme received a onetime payment from the State for municipal bridge repair for \$69,410.00. There is also \$50,000.00 that is going into the capital reserve fund this year. As of 12/31/2022 the Bridge Capital reserve fund has \$ 411,197.00. This project will need an RFP and will need to go out to bid soon in order to prepare a Warrant Article for the 2024 Town meeting. Ms. Cutting is also looking into the Historic Bridge Foundation that helps with fundraising/funding the repairs of historical bridges.
18. At 10:35AM Mr. Kahn moved to enter non-public session under RSA 91-A:3 II (a) personnel. Seconded by Mr. Killham. Voted unanimously by roll call vote. Present for this session were Mrs. Brotman, Mr. Kilham, Mr. Kahn and Ms. Cutting.  
The Select Board reviewed a candidate for hire.  
At 10:53AM Mr. Kahn moved to enter public session. Seconded Mrs. Brotman. Voted unanimously in favor. The Board reported on the decision to hire Joshua Malone as a full time Highway employee.
19. At 10:53AM Mr. Kahn 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 and Ms. Cutting.  
The Select Board discussed issues that may affect the reputation of others.  
At 11:10 AM the Board returned to public session having directed that a letter be sent to the individuals concerned with the non-public discussion.

20. At this time Mr. Kahn reported on the energy committee's meeting and re-confirmed the Select Board's decision that the Solar grant program is not a viable option at this time. It was confirmed that the Energy Committee has sufficient private donations to move forward with the library project.
21. At 11:22 AM Mr. Kilham moved to adjourn. Mr. Kilham seconded the motion. Voted unanimously in favor by roll call vote.

Respectfully submitted,

Jordan Toland