

TOWN OF LYME
Select Board Meeting
October 6, 2016
8:00AM

Town Office conference Room
Approved: October 13th, 2016

The following people were present for part or all of the meeting: Select Board members: Susan J. MacKenzie (Chair), Patty Jenks & Jay Smith. Police Chief, Shaun O'Keefe. Administrative Assistant, Dina Cutting. Tax Collector, Marci O'Keefe, Road Agent Steve Williams, P&Z Administrator David Robbins. Community members William & Gloria LaBombard.

- 1) At 8:00 AM-MacKenzie called the meeting to order.
- 2) At 8:00AM MacKenzie moved to enter non-public session in accordance with RSA 91A: 3 II (c) for the purpose of discussing matters which, if discussed in public, would likely affect adversely the reputation of any person. Seconded by Smith. Voted unanimously by a roll call vote. Present for this non-public was Sue MacKenzie, Patricia Jenks, Jay Smith, William & Gloria LaBombard and Dina Cutting. The board discussed concerns and matters if discussed in public would likely affect adversely the reputation of a person.
At 8:18AM Jenks moved to enter public. Seconded by MacKenzie. Voted unanimously in favor. MacKenzie moved to seal the minutes of this non-public session until June 1, 2017. Seconded by Jenks. Voted unanimously in favor.
- 3) Jenks moved to approve the regular minutes of September 29th, 2016. Seconded by Smith. Approved unanimously.
- 4) Matters arising & new business:
 - Billing 2 times per year for taxes was discussed. Marci O'Keefe will be in later in the meeting to discuss this.
 - Building & Grounds job was briefly discussed. Basic outline is done. Cutting will do some revisions and this will be re-visited next week. It needs to be ready for inclusion in the 2017 proposed budget.
 - Concerns about the Post Pond gauge not being set correctly were expressed again. The culvert used to set the gauge has shifted and this would affect the final setting. Property owners have complained about the consistently high water and damage being done to various properties. They have requested the Board do something aggressive to keep the water level at 2.5'. The board discussed the option of installing beaver deceiver. This would not alleviate the possibility of needing to breach the dams but it would help. Cutting to investigate the cost to install beaver deceivers in both dams. The board will make sure the water level is being checked a few times per week and the dam may be breached once a week if the water level is above 2.5 on the gauge. MacKenize to investigate the best way to set the gauge using a full proof method.
 - New business: It was reported that a company was drawing water from Hewes Brook. The resident was wondering if this was appropriate to be doing with the water table so low and people relying on the brook for water. The resident also noted that the worker for the company was very rude to her. Board to check with Robbins concerning taking water from the stream.
- 5) Public Comment: None
- 6) Manifest was reviewed and signed.
- 7) Grant Brook engineering proposal: The board reviewed the proposal from CLD. Smith asked various questions. MacKenzie will speak to CLD about questions and look into previous testing already done in this area. The board noted a list of possible additional work to be

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done, they would like an estimate for the work in sections B, C and G in the proposal before it is finalized.

- 8) Mowing and Road Side Mowing: The board approved advertising for bids for the 2017 season. In addition, the board would like Road Agent Williams to research the costs for renting equipment and doing the road-side mowing with town personnel.
- 9) Tax Rate: The tax rate given by DRA is - \$25.46. After careful considerations for the balance in the undesignated fund balance and the concern from the Board members that the Town may need some funds for emergency road repairs, the board decided not to use any overlay to lower the tax rate. MacKenzie moved to not use undesignated funds for the 2016 tax rate. The rate approved by this board is \$25.46. Seconded by Smith. Voted unanimously in favor.
- 10) At this time Steve Williams came into the meeting. He was confirming the 15' arm mowing requirement for the Road Side mowing contract. He will communicate this to the mowing company. Williams was noting that the new fence on the little common was going to make the highway departments plowing at the School take longer and cost more. They will need to remove the snow from the parking lot every time it snows. There is no longer a place to push the snow and they cannot plow up to the posts (concerns with damaging them). It was noted that the board should and would consult the highway Road Agent prior to approving any fencing and or restrictions on parking lots they have to maintain. Paving-Williams is going to have the pavers fix an area on Acorn Hill Road. The paving company is working close to this location and it will be cost effective to have them do this area while they are already at the location. The sense of the board was this cost could come out of the Block Grant if needed.
- 11) Tax billing twice per year: Tax Collector O'Keefe reviewed the various costs associated with billing for taxes 2 times per year. Between the various costs it was noted this would not be a money saving change. The positive from making this change increases cash flow throughout the year instead of a big influx just once, thus hopefully doing away with the need to borrow from the TAN (tax anticipation note).
- 12) Torti Land Use Change Tax warrant and paperwork was signed.
- 13) Invoice for Trans Canada was reviewed and signed.
- 14) David Robbins: The board asked Robbins to check in to the complaint of water being taken from Hewes Brook. Robbins reviewed the Planning and zoning budget, the numbers will stay the same as last year other than the request for an additional \$1,500 for a GIS software update. This update is needed because of the request for information from the Planning and Zoning boards. Robbins is pricing a scanner to replace the slow one in the office. Robbins informs the board a permit has been submitted on a property that has a historical preservation easement on it. Cutting to notify the owners to come and meet with the board about this.
- 15) The board signed the warrant for the upcoming election.
- 16) Committee & Commission:
 - Conservation Commission: Matt Stevens reported he reviewed the 25 to 30 routes on the Holts ledge climbing area and the majority of these routes are on the Town owned portion of the ledges. The Conservation Commission suggested cutting off the bolts instead of removing them. The new owner of what was the Bailey property on Route 10 (Orford Rd) has posted it. There is an easement on this property and one of the conditions is it must be open to the public and cannot be posted.

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- Coffee Hour: Liz Ryan-Cole came to talk about the pond water and the damage to Loch Lyme Lodge beach area. She and others are concerned the measuring gauge and procedures for maintain the water level are faulty.
 - Roads Committee: Still working on cost benefits analysis, getting ready for the public meeting. Discussing traffic patterns and heavy truck traffic. Acorn Hill Road that continuously fails will most likely be the area the committee recommends for a money warrant article at this year's Town Meeting.
 - Waiting for Eversource to do the energy audit for the Town Office building and Highway garage before making any decision on the solarization proposal.
- 17) Benefits: Health Trust will be making some changes. The present policies the Town employees can choose from will no longer be made available. The board will need to review the available choices and make an informed decision about which plans to endorse. The board will meet with all eligible employees at next Thursdays Select Board meeting to review and discuss these changes.
- 18) Review ongoing:
- The board members signed the memorandum of understanding with the Library. Memorandum of understanding will be reviewed next week when Library budget is reviewed.
 - Jennifer Cooke and the garden. The employees want to thank her for all her hard work, and note the garden looks beautiful. The bench in memory of Joanne Coburn will be picked up and set up soon.
 - Draft audit is in. MDA letter was reviewed and approved.
- 19) At 11:40AM Smith moved to adjourn. Seconded by Jenks. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting