

TOWN OF LYME  
Select Board Meeting  
October 13, 2016  
8:00AM

Town Office conference Room  
Approved: October 20<sup>th</sup>, 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. Librarian, Judy Russell and Library Treasurer, Patty Hudson. Road Agent Steve Williams & Highway member, Scott Bailey. Planning & Zoning, David Robbins. Community members Rusty Keith

At 8:00 AM-MacKenzie called the meeting to order.

1) At 8:00AM Highway budget: The following topics were reviewed and discussed:

- Training for highway personnel-The board would like the highway department to keep this budget line the same. Insurance company has requirements that need to be met so training is mandatory.
- Over Time-The need for more hours with road work, applying calcium chloride and rolling.
- Williams explained the need for Administrative support-The board wants material, time and equipment for projects tracked. The highway employees do not have time to do this computer work.
- Materials line needs to be increased. This should reflect in the material line not mud season.
- William's noted he was trying to be conservative in this proposed 2017 budget.
- The board thanked him and will consider these budget lines.

2) 8:15AM: Health Trust-Discussion with employees attending this informational part of the meeting: The town's insurance company is doing away with the 2 plans the town carries for its health insurance. The board reviewed the various other choices. Employees' voiced concern over going with a larger co-pay and the effects it may have on families. Because of the insurance enforced changes the board must consider whether to change from the no-longer-available \$5.00 co-pay to either a \$10.00 or \$20.00 co-pay. The basic insurance is the same as the present plan for coverage. The Board will receive the 2017 rates from HealthTrust on October 18<sup>th</sup>, 2016 and will be consider which option is choose once they have complete information.

3) Concerns about road side mowing were expressed. It is clear the 15' arm cut is not happening in most areas.

4) Library budget: Judy Russell reviewed the Library proposed 2017 budget. Patty Hudson reviewed the employee increases. It was proposed last year that the Librarians salary is low and the Trustees are hoping to increase it each year to catch up. The Trustees are asking for a 5% increase with COLA on top for a 6.1% increase for the Librarian. The Library employees have been calculated into the proposed budget at a 3% increase. It was noted this was a tough increase; this is not about the individual employees but the % increases are much higher than other Town employees will receive. The board discussed comparing to other same size libraries. It was noted it is hard to do the comparison that way, libraries base this on circulation numbers. Patty will seek out some comparisons at libraries with the same circulation numbers. The board thanked Patty & Judy for coming.

5) Jenks moved to approve the regular minutes of October 6<sup>th</sup>, 2016. Seconded by Smith. Approved unanimously.

6) Matters arising & new business:

TOWN OF LYME

Select Board Meeting

October 13, 2016

8:00AM

Town Office conference Room

Approved: October 20<sup>th</sup>, 2016

- Billing 2 times per year for taxes was discussed again and it was noted this kind of change should go before the town for a vote. This was a recommendation from the Tax Advisory Committee. MacKenzie asked for a sense of the board members at this time: Smith abstained from this, Jenks noted she would go with whatever the board wants to do and MacKenize feels this should be followed through with.
  - The option for community members to defer their Taxes was discussed: Smith and Jenks requested more information on this topic.
  - Building & Grounds position- this will be introduced into the 2017 proposed budget. Finalize the job description and it will be reviewed at the next meeting. The hourly rate will be \$12.00 to \$15.00 depending on experience.
- 7) New business:
- Boat rack: put out a notice that the boats need to be removed by November 1<sup>st</sup>, 2016. Jenks has had requests for reserved spots for the 2017 season-Cutting to check with Rec Commission on this. If all kayaks and canoes are not picked up they will be treated as abandoned property and removed. If the ones left at the highway garage are not removed they will be treated as abandoned property and auctioned off after 180 days. Cutting will ask Williams where these can be stored at the garage and not be in the way.
- 8) Public Comment: None
- 9) Manifest was reviewed and signed.
- 10) Warrant: 2016 Tax warrant was reviewed and signed
- 11) Grant Brook project: the wetland delineation from Fisher Bridge does not go far enough up the road to give information for this area. This will need to be done and will be an additional cost. The board reviewed the various information needed and Mackenzie will find out what the total cost could be for this engineering plans including preliminary construction plans only.
- 12) Possible warrant articles for 2017 Town meeting: The following areas were reviewed and discussed. The Roads committee will prioritize these and make a recommendation to the Select Board.
- Berway Farm project (River Road failure)
  - Goose Pond Road (finish road rebuild project)
  - Hidden Valley Project (River Road failure)
  - Grant Brook area (River Road failure)
  - River Road alternate route (major River Road failure)
  - River road north of 1200-foot section previously fixed (River Rd failure)
  - Gravel Road plan (prioritize remedial measures-all roads)
- 13) Abatement for Desmond Lee in the amount of \$38.19 was reviewed and signed.
- 14) Grafton County Annual Meeting proxy vote was filled out and signed
- 15) Committee & Commission: None
- 16) Jenks reported a discussion and the Board reviewed an e-mail from Tom Morrissey concerning the beaver dams in Clay Brook.
- 17) 2017 proposed budget-
- Town Clerk Budget: Jenks reviewed this. It was suggested new voting booths be

TOWN OF LYME

Select Board Meeting

October 13, 2016

8:00AM

Town Office conference Room

Approved: October 20<sup>th</sup>, 2016

added back into the budget.

- Emergency Management Directors budget was reviewed
- Visiting Nurses Association (VNA) request was reviewed
- Bridge House request was reviewed

18) Rusty Keith noted that some Budget Committee members do not realize they are a formal Budget Committee. They think they are just an advisory committee. Why is the Select Board going through the budget process when it is the Budget Committees job? The board reviewed the process-Department heads come to the Select Board, the Select Board deliberates and recommends to the Budget Committee, the Budget Committee has the final vote, the Budget Committees budget is the budget that gets presented at Town Meeting. The Town has had this system for years and it works. Rusty felt that someone should let the Budget Committee members know they are not an advisory Committee and that they are the Committee with the final vote on the budget to be presented at Town meeting.

Keith also noted the safety concerns (traffic flow; student drop-off/pick up) in front of the school and was looking for answers as to why this issue has not been addressed. The board reviewed the Town Safety Committee recommendations and other discussions that have taken place concerning parking, parent drop off, putting a fence in front of the school, and other safety recommendations. Keith stated he will follow up with the school board and is concerned that nothing has been acted on. He feels it is a very dangerous situation.

19) Review ongoing:

- The invoice was sent to TransCanada
- The board received a letter from Don Penfield concerning an ongoing matter.
- The new appraisal of Roby property concerning the River Road re-route was sent to Roby via e-mail.

20) At 10:55AM Smith moved to adjourn. Seconded by Jenks. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting