

TOWN OF LYME

Select Board Meeting

November 10<sup>th</sup>, 2016

8:00AM

Town Office conference Room

Approved: November 17<sup>th</sup> 2016

The following people were present for part or all of the meeting: Select Board members: Susan J. MacKenzie (Chair), Patricia G. Jenks and Jay Smith. Police Chief O'Keefe. Fire Chief Mundy. Community members: William Mudge & Katherine Greenleaf. Administrative Assistant, Dina Cutting.

1. At 8:00 AM-MacKenzie called the meeting to order
2. The Roadside mowing bids were opened: JA Mitchell Contracting Services, INC with a bid of \$20,400 and Orchitt Mowing with a bid of \$20,375. Followed was a brief discussion concerning mowing in Lyme. Mackenzie moved to accept the bid of \$20,400 from JA Mitchell. Seconded by Smith voted unanimously in favor.
3. Jenks moved to approve the minutes of Non-public session of October 27<sup>th</sup>, 2016, the public session of November 2 and November 3<sup>rd</sup>, 2016. Seconded by Smith. Voted unanimously in favor.
4. The board review the fast squad proposed budget increase.
5. Matters arising & New business:
  - Summary of River Road: This document was produced by Frank Bowles for the Roads Committee. It will be made part of the official Roads Committee minutes.
  - Carola Lea has offered to cut down the trees on the bank and trim all shrubbery. She is looking for the Board to write a letter stating she has the Boards permission to do this. It was noted that the trees and shrubbery were required by DES for the bank stabilization project. Smith believes the Board cannot give anyone authority to cut these trees. Cutting will check with Attorney on this.
  - Emanate Domain notification: The 45 days will be up on Friday November 25<sup>th</sup>, 2016 the board wants to make sure things are ready to move forward if necessary.
  - Election: Things went well, new set up was great. (Minor concerns about it being further to walk) idea for next time is maybe having a wheel chair handy for people in need. Look in to automatic counters for the future.
  - Lot Demerger: Pettaplace bought Degoosh property and would like to de-merge it. Cutting looking into this.
  - Cutting on Vacation the week of Thanksgiving. The Select Board will be available if needed on any of those days. Cutting also confirmed work hours 8:30AM to 4:30PM. This give an extra 30 min for the office to be maned.
  - The board discussed a holiday gathering. December 16, 2016. Gather information for further discussions.
6. Police interviews: Chief O'Keefe reviewed the process. Mackenzie noted she believes no one person should be doing the applicant review and interviewing. O'Keefe described the police protocol for hiring an officer. There are many different sections to the police interviewing process, background checks, lie detectors etc. O'Keefe believes statutorily it is the Chiefs job to recommend to the board whom they feel would be the best fit for the job. O'Keefe will check to see how involved the Select Board should be with this process.
7. Public Comment: None at this time
8. Manifests were reviewed and signed: Town manifest in the amount of \$81,365.09
9. 2017 proposed budget review:
10. Public Comments: None at this time.

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11. MacKenzie reviewed the Eversource energy audit. This will go to the Energy Committee meeting for review. Concerns that there was no information for the furnace in this audit. Cutting will call and ask about this.
12. Printer contract was signed.
13. Correction for a Veterans Credit was reviewed and signed. An abatement was issued.
14. Hidden Valley permit: This permit has been received and is being reviewed. Upper Valley Lake Sunapee Regional Planning Commission: HHW Would the Town like to consider being a sad alight location for Hazardous Waste? The Town would be responsible for getting rid of what is collected. The Board felt this could be costly and has decided not to do this at this time.
15. Budget Committee discussion: The meeting from the night before was reviewed. The board felt it would be beneficial to new budget committee member to have some sort of welcome package and orientation. This way they understand their role as a budget committee member and are familiar with the budget and municipal budget process. MacKenzie will discuss with Brotman.
16. DRA Equalization Assessment Data Certification: The board reviewed these documents. It is unclear why the Board of Selectmen would be asked to sign documents that they do not prepare or supply data for. The board reviewed and signed this form.
17. Linden Tree: Kathy Greenleaf reviewed the go fund me donations she has gathered in support of this champion tree. The board reviewed the history and the concerns with this tree being costly to the town and unsafe. The board has decided that Mrs. Greenleaf and supporters can fund raise, turn revenue to town to be earmarked for the maintenance of this tree. This group will have an arborist look at the tree and make recommendations. The contracts for continued maintenance will go through the Town but will be funded by donations. All were agreeable to this plan.
18. Capital Reserve Funds:
  - The board reviewed all Capital Reserve Funds and the schedule for replacement of vehicles, heavy equipment, computers etc. The board came up with a tentative "To Capital Reserve Funds" budget. This will be a 2.26% higher than 2016 CRF budget. The board reviewed the upcoming vehicle replacement schedule. Possible to make some minor changes to the replacement timing of the Police cruiser and Fire Trucks. This will be discussed with the department heads.
  - Warrant articles: There are 3 #1 articles. These all involve River Road repairs. The board reviewed each location and amount to be spent to repair and deal with the bank erosion. Final amount to be confirmed.
19. At 11:35AM 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, and Dina Cutting. The board discussed concerns and matters if discussed in public would likely affect adversely the reputation of a person.  
At 11:45 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
20. At 11:45AM 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

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At 11:50 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

21. At 11:50AM Smith moved to adjourn. Seconded by Jenks. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting