

TOWN OF LYME
Select Board Meeting
January 26th, 2017
8:00AM
Town Office conference Room
Approved February 2, 2017

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: Shaun O'Keefe. Assistant, Dina Cutting. Community Member: Rusty Keith.

1. At 8:00 AM-MacKenzie called the meeting to order
2. Jenks moved to approve the public minutes of January 19th, 2017. Seconded by Smith. Voted unanimously in favor.
3. Matters arising:
 - Common Use application from Dave Celone: This is a 2nd Common Use application for the Winter Olympic to be held on the Common. The dates would be flexible- Celone explained it was difficult to pick a date 30 days in advance because of weather. The board discussed this and the possible ramification of a large crowd on the Common and what had been expected of other groups and functions in the past that have been held on the Common. It was the sense of the board to pick 1 date for the event with an alternate "bad weather" date. These still need to be 30 days in advance in order to plan out the Police and other safety concerns. Smith moved to allow the Winter Olympics event be held on February 25th, 2017 with a bad weather date of March 4th, 2017. It was also noted this event is for Lyme Resident's and no one is authorized to advertise this event for the broader Upper Valley area. Seconded by Jenks. Voted unanimously in favor. A letter will be sent from the board.
 - Pocket Neighborhood: petitioned article. This will be discussed at the Planning Board meeting this evening, Select Board member who need further information should attend this meeting.
 - Cutting presented the 2016 final budget expenditures. Estimated \$168,000 left in this budget. The bulk of this money comes from payroll and benefits lines in various departments: Executive, Police, Highways and Transfer Station as these departments were not fully staff the entire year.
 - Matt Thebodo sent a message to the board requesting they think about: Green bags are a large expense, most people do not like the bags for a variety of reasons. Thebodo is suggesting the Town not purchase green bags, go to a pink card for large bags and green card for small bags. The cost of producing the card is much less than the bags. People can use what they want for bags and pay the same fee when getting rid of their trash. This would lower the expense for this department. The board briefly discussed this and no decision was made at this time. The board did decide to send a message to the community of reminders for rules and open and closing times. Also noted was the transfer station personnel do a great job and should be commended for this. The transfer personnel are there to make sure people who need help receive it and oversee that items are being put in the proper bins.
 - Chief O'Keefe gave a brief update on the hiring process and where it is as of today. As soon as the back-ground investigation comes back things came move along. The Academy starts May 1st and is 16 weeks long. The potential new employee will start prior to this May 1st day by riding with Chief O'Keefe and getting to know the Town.
4. Public Comment: None at this time.
5. Manifest: Concern was noted with the Overseer of public welfare manifest. The board has

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questions that need answers. Cutting will send another e-mail to the over seer of welfare to attempt to get the answers. The board would like to make sure people are filling out applications, going for job interviews, family of the clients are being asked to help financially and that liens are being placed on homes of clients that own property within our Town.

6. Proposed Warrant Articles:

- Advisory Board of Assessing: Smith noted this article is not required to be voted on by Town Meeting. If this is going to be a “committee”, that is different than an Assessing Board. An Assessing Board is statutory and has RSA to follow and governs what and how it runs. A committee is something the Select Board can set up in the future if it is felt necessary. MacKenzie and Jenks noted past concerns of residents that were not happy with the abatement process. Smith noted the board does not hold “hearing” and in certain cases it could jeopardize the end result of a legal battle. The Town hires a professional certified assessor and this is their job. Cutting reviewed how abatements are handled in the office and noted the new assessor can set up a system that involves more direct contact with the board if that is what they wish. Cutting also encouraged all board members to sit in on any abatement meeting with the assessor to understand the process. At this time, Smith moved to remove this article from the draft warrant, this article is not necessary and does not need to be voted by Town meeting. Seconded by Jenks. Followed was a discussion of past assessing concerns and procedures. Jenks wants to make sure better communication with the assessor takes place. The Assessor will be asked to meet with the board in the near future and set up a regular scheduled meeting like other department heads to touch base with the board. If this Committee is felt to be needed in the future the board will consider developing clear guidelines and authorities for this kind of committee. The motion was voted 2 in favor and 1 against (MacKenzie). Mackenzie noted concern over the message being sent to the Tax Advisory Committee by this board in voting down their recommendation. Smith commented the Tax Advisory Committees charge was to investigate ways and means to decrease the Tax Burden on long term, fixed income retired residents who wish to continue to reside in Lyme but can no longer meet the tax burden. An Assessing Board or committee has nothing to do with that charge.
- Petitioned article: Convert a section of river Road to Class VI Highway status. The board reviewed this petitioned article. After a brief discussion, Mackenzie moved to not recommend this article. Seconded by Smith. Voted unanimously in favor.

7. Town Report: The board reviewed the numbers ordered and the numbers left over from last year. Because so many people are opting to view the report electronically it was felt the numbers to order this year would be 400. Residents will be notified via listserve and web page announcement when the books are ready to be picked up. Cutting and Jenks will deliver to people who note they cannot come and pick up. The reports will be available at little town meeting, School district meeting and Town Meeting for any who wish to get them at those meetings.
8. Veterans Credit: Cutting review and \$500.00 Veterans credit that was unfortunately mistaken as a \$2,000 Disability credit to a resident in a letter back in 2016. Cutting has communicated with the resident and apologized for the office mistake and noted the board should be aware of this incase it comes up again.

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9. River Road –Hidden Valley project: These documents from Pathways need to be reviewed. MacKenzie will do this.
10. Highway Safety grant \$405C funds 80% Federal and 20% in kind. The police department is being required by the state to have the equipment to process e-tickets. This grant will pay for all the necessary equipment and the in kind will be done in conjunction with Hanover. The cost to Lyme is \$0. Jenks moved to accept this grant. Seconded by Smith. Voted unanimously in favor.
11. Committees & Commissions:
 - No Coffee hour because of bad weather.
 - Planning Board: They will be working on the CIP soon.
 - Stake holders meeting concerning the Wilder Dam: MacKenzie reviewed this meeting, lots of good information and discussions.
 - MacKenzie reported a group of River Road residents meeting on Monday. They discussed the re-routing of River Road and concerns from residents about the land owner obstructing this reroute project. The River Road residents are concerned about this project getting done as fast as possible to allow them access to Lyme. It was noted the land owner has stated his engineers have a very different view of the facts concerning the stability and safety of this section of road. This land owner has stated he will do anything necessary to keep this land pristine and prevent the rerouting through his land to happen. Mackenzie noted this resident group had many questions and would like to be able to discuss these with the Town Attorney. The Board discussed the procedure for attorney contact, this is not a town committee or board and may not have access to the Towns attorney. Cutting noted she had sent some questions from MacKenzie to the attorney already. Mackenzie noted she was attending these meetings as a River Road resident not a Select Board member.
12. Ongoing business:
 - MacKenzie reviewed open bottom culverts and noted VT has much more assistance concerning open culverts and road repairs than NH. Mackenzie will discuss this with Williams.
 - Mackenzie noted NH has many grants to help deal with invasive species. The Connecticut River Watershed Council will help with this. Mackenzie requested Smith bring this to the Conservation Commissions attention.
 - The Roads committee is working on their presentation for the Public Meeting on roads and the warrant articles for Town meeting. This public meeting is on February 7th, 2017 at 7:00PM in the Town office conference room.
 - Mackenzie informed the board she had meet with Scott Hill, CEO of the new company that is purchasing Wilder Dam and other dams on the Connecticut River. She felt it was a positive meeting. Scott is based in Hanover and is very invested in communicating with all stakeholders and discussing issues.
 - Holts Ledge: Cutting asked for clarification on the process the board was taking on this issue. After a brief discussion, Smith will work up a statement of facts from the Public Hearing and information presented. The board is very concerned about a couple of new facts: i.e. that this is effecting the quality of life of landowners on Canaan Ledge Lane and Grafton Turnpike and the ecologically sensitive species of plants in this area. Smith

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will have this statement of facts drafted for review by the board at the next meeting.

13. Rusty Keith asked about the assessing information in Vision and when the Assessor would be updating it? Cutting reported the information on Vision was as of April 1, 2016, this is the information that the 2016 tax bills are based on. Mr. Keith noted community members had come to him with concerns that some property information did not match. Cutting knew nothing of these concerns and noted she will look into it.
14. At 10:04AM 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.
At 10:20AM 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.
15. At 10:20 AM Jenks moved to enter non-public session in accordance with RSA 91A: 3 II (c) to discuss personnel matters. Seconded by MacKenzie. Voted unanimously by a roll call vote. Present for this non-public was Sue MacKenzie, Patricia Jenks, Jay Smith and Dina Cutting.
At 10:45AM 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.
16. There being no further business Smith moved to adjourn at 10:45AM. Seconded by MacKenzie. Voted unanimously if favor.

Respectfully Submitted,
Dina Cutting