

TOWN OF LYME

Select Board Meeting

March 30th, 2017

8:00AM

Town Office conference Room

Approved: April 6th, 2017

The following people were present for part or all of the meeting: Select Board members: Jay Smith (Chair), Susan MacKenzie and Rusty Keith. Police Chief O'Keefe.

Administrative Assistant, Dina Cutting. Community member: James Jenks & Dave Shafer.

1. At 8:00 AM-Chair Smith called the meeting to order
2. James Jenks reviewed the pit for Town Highway use. The draft agreement has been sent and is waiting for approval by Jenks. As soon as this is presented to the board it will be signed and the funds released. Jenks noted his willingness to sell the pit to the Town of Lyme. The Select Board noted there was interest in discussing this. It would require a vote at Town Meeting but the discussion should be taking place soon. MacKenzie noted CLD is coming to review various road projects at 1:00PM today and asked Jenks if he would attend.
3. Keith moved to approve the public minutes of March 23rd, 2017. Seconded by Mackenzie. Voted unanimously in favor. Keith moved to approve the non-public minutes of March 16th, 2017. Seconded by Mackenzie. Voted unanimously in favor.
4. MacKenzie noted she would like to revisit the committee assignments, she had started with the budget committee last year and would like to continue. Smith had no issues and Mackenzie and Smith traded committees. Smith is now the Recreation Commission rep and MacKenzie is the Budget Committee rep.
5. The Board reviewed the process they have been using for committee and commission appointments and assignments for board members.
6. The board discussed getting information out to the Town and what is the best way to do this. Cost of town mailing, Church News letter, web site, and listserve. Rusty will research this and report back to the board.
7. Matters arising:
 - MacKenzie reported she had received calls concerning Article 28 and wanting to know what this vote means. Concerns were noted from the community members, Mackenzie requested they put in writing their concerns.
8. Chief Mundy: Mundy reported new members and gear turnover. They make due with used uniforms until the volunteer is trained and going to stay. Then new equipment is purchased. Still pricing SBA equipment. Boat safety will be reviewed prior to any use of the new safety boat. Hanover will cover any emergencies south of the closed portion of River Road. The Fire department is considering putting in dry hydrant when road work is done along the River Road. Mundy has been talking with Elder about the Fire Warden Job. Elder will stay until a qualified replacement is found.
9. New business:
 - Berway farm job: It is a requirement of DES for the Town to have a professional monitor and final report for this project. The board review this and the sense of the board was to get an estimate from CLD to do this task.
 - Police update on Shoestrap Road: Primex, the towns insurance company recommended putting signs up at each end of this road warning "any one performing unauthorized maintenance to this road will be prosecuted". Continued alterations to the road are more harmful to the safety of the situation. Chief O'Keefe will meet with Chris O'Conner, prosecutor for Lyme, to discuss how to handle this issue in the future. Signs will be ordered and

TOWN OF LYME
Select Board Meeting
March 30th, 2017
8:00AM
Town Office conference Room
Approved: April 6th, 2017

installed.

10. Public Comment: None at this time
11. Manifest: The board reviewed and approved a manifest in the amount of \$491,453.75 (including a check for Lyme School district in the amount of \$450,000).
12. Voting booths: The board was unsure of the value and/or what these could be sold for. The board gave the discretion to sell these voting booths to the Town Clerk. The board wants to keep the rollers and any signs needed for further use.
13. Appointment of Officers: Emergency Management Director: Approved and signed. The board also approved The EMD's request to have Susanne Simons recognized for all the work she has done and will continue to do. Susanne is recognized as the EMD aide and go to person. Thank you Susanne.
14. Appointment of Officers: Alternate Planning Board member: The board reviewed this appointment, there was some confusion as to who is responsible for signing the oath of office for the Planning Board. The board would like to get clarification from the Town Clerk on this matter before signing any appointments.
15. MacKenzie moved to have Smith sign the copier contract for the Town Clerk. Seconded by Keith. Voted unanimously.
16. At 9:34AM MacKenzie moved to enter non-public session in accordance with RSA 91A:3 II (d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. Seconded by Keith. Voted unanimously by a roll call vote. Present for this non-public was Jay Smith, Susan Mackenzie, Rusty Keith and Dina Cutting. The board had a phone conference with Walter Mitchell, Towns attorney.

At 9:58AM MacKenzie moved to enter public session. Seconded by Keith. Voted unanimously in favor.

17. Mackenzie moved the following:
WHEREAS the existing River Road has become a public safety hazard because the slope is inherently unstable; and

WHEREAS the existing River Road has therefore been closed; and

WHEREAS River Road is a necessary connector road between River Road and East Thetford Road; and

WHEREAS, the Lyme Board of Selectmen has identified a new location for the road over the property of Lyme Farmland, LLC and has worked, unsuccessfully, with the past and present property owners to reach an agreement by which the town would acquire an easement for the road relocation;

NOW THEREFORE, the Lyme Board of Selectmen hereby moves as follows:

- A. The River Road Relocation Project is clearly a valid and important public purpose;

TOWN OF LYME
Select Board Meeting
March 30th, 2017
8:00AM
Town Office conference Room
Approved: April 6th, 2017

B. The acquisition of the following easement is necessary to accomplish the Project:

A permanent easement for highway purposes over, across, under and through a portion of certain tract of the Grantor's land situate in Lyme, County of Grafton, State of New Hampshire and abutting River Road, as shown on plans prepared by CLD Consulting Engineers and captioned "River Road Relocation–Town of Lyme Right of Way Overall Plan" dated July, 19, 2016. A copy of that plan is to be recorded in the Grafton County Registry of Deeds and will also be on file at the Lyme Town Hall.

The roadway alignment consists of a 50 foot wide right of way along the centerline of the road. The right of way will be 25 feet left and 25 feet right measured perpendicularly from the centerline. Associated drainage and slope maintenance easements extend 15-75 feet beyond the right of way as required and shown on the plan.

C. There is a public necessity to take the easements for the River Road Relocation Project since the same cannot be acquired by agreement of the landowners at a reasonable price;

D. The town's attorney is therefore authorized to immediately file a Declaration of Taking with the New Hampshire Board of Tax and Land Appeal to obtain the necessary easement.

Seconded by Keith. Voted unanimously in favor.

A check for \$46,000 will be issued today. Smith moved to approve this check, it is to come from the alternate route fund approved in article 13 of the 2017 Town Meeting. Seconded by Keith. Voted unanimously in favor.

18. It was noted the building maintenance position job description needs to be finalized as soon as possible.
19. The office assistant job description was discussed. Rusty and Dina will develop a draft and bring it to the board next week. In the meantime this position will be advertised.
20. Committees & Commissions:
 - Recreation Commission: MacKenzie reviewed baseball sign up at taking place, the Commission need 2 spots filled. A for profit requested the use of the beach area for water aerobics. The commission reviewed this request, and the policy to use the Chase beach area and decline this request.
 - Keith and MacKenize reviewed most roads in the town to bring Keith up to speed on all the issues.
 - Heritage Commission: Keith reported the commission reviewed and voted on procedures. Also looking for pictures of the Poor Farm. They discussed a demolition ordinance and will be considering this in the future.
 - Coffee hour: River Road was discussed. Holt's ledge was discussed. The board has been encouraged to pick a date for the next public hearing to consider changes to this ordinance. The board discussed the issues previously considered and concerns over trespassing and damage to Town property. After a lengthy discussion the sense of the board was to disable the bolts by cutting them off at the face of the rock. All fixed protection will be removed from

TOWN OF LYME

Select Board Meeting

March 30th, 2017

8:00AM

Town Office conference Room

Approved: April 6th, 2017

Holt's ledge. Smith will review and update the ordinance. The public hearing date was scheduled for April 13, 2017 at 9:00AM. The revised ordinance draft will be posted on the town web site. Cutting to post this public hearing.

- Planning Board: Master Plan is getting going and they will be adding a housing chapter. MacKenzie noted frustration that this process takes so long. A committee to develop plans for both the Fire Station and The Transfer Station needs to start NOW!
- As follow-up to the SB136 issue, Keith reported contacting James Monroe of the Conservation Commission for conservation easement data and upon review requested that the Commission update these records for the Town.

21. At 10:52AM Smith moved to enter non-public session in accordance with RSA 91A:3 II (d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. Seconded by Keith. Voted unanimously by a roll call vote. Present for this non-public was Jay Smith, Susan Mackenzie, Rusty Keith and Dina Cutting. The board was provided information on the legal status of the TransCanada abatement appeals.

At 11:10AM Smith moved to recess this meeting until 1:00PM to discuss road repair plan with CLD. Seconded by Keith. Voted unanimously in favor.

The above section of the minutes are respectfully submitted by Dina Cutting