

TOWN OF LYME  
Select Board Meeting  
April 20<sup>th</sup>, 2017  
8:00AM

Town Office conference Room

Approved: April 27, 2017

The following people were present for part or all of the meeting: Select Board members: Jay Smith (Chair) and Susan MacKenzie. Police Chief O'Keefe. Administrative Assistant, Dina Cutting. Tax Collector Barbara Woodard.

- At 8:00 AM-Smith called the meeting to order
- MacKenzie moved to approve the public minutes of April 13<sup>th</sup>, 2017. Seconded by Smith. Voted unanimously in favor.
- Matter arising & new business:
  - The Smith visit did not happen due to miscommunications.
  - The Select Board quarterly report needs to be posted on the web and listserve
  - Police: A 911 call was received at Hanover dispatch by a resident of Lyme that was stuck in the mud on the Class VI portion of Shoestrap Road. The State police were dispatched. Chief O'Keefe was not on duty but communicated to Hanover that the Class VI section of this road is pass at your own risk. The resident was assisted by dispatch calling a wreck to pull them out. This section of the road will not be maintained by the Town and should not be maintained by any other person without permission from the Select Board. Signs noting prosecution to those who maintain this road without permission will be put up.
  - Treasurer Peter Swart has recommended Mary Lou Robinson as the Assistant Treasurer. She will be "in training" so that when Pete's term is up she can step in. MacKenzie moved to appoint Robinson after a back ground check is performed. Seconded by Smith. Voted unanimously
  - MacKenzie up dated the Board on the plans for the Goose Pond Road reconstruction. Williams is having a difficult time coordinating Eversource and Fairpoint for a joint job at the River Road Bridge over Hewes Brook, Cutting will assist with this. Clearing trees on road sides was discussed. Grafton Turnpike was a road Williams would like to get cut back. Some property owners will be resistant to this but it will help the road dry out and not require so much mud season work. After a brief discussion of other roads and the significant jobs ahead in 2017 and 2018 the board felt other areas should be considered at this time, but keeping Grafton turnpike for future work. We discussed the value of requiring a DOT PE for all applicants for the Highway Dept. Will review our personnel policy and amend to reflect this consideration.
  - Tax Collector Barbara Woodard came to the board with concern of letters she was asked to sign by the Town Auditor. They are part of the re-committal audit. She has refused to sign these letters. The numbers in these letters were not her work and she felt it was inappropriate for the Auditor to ask her to sign them. She felt it was like the Auditor asking her to sign her own re-committal numbers. She expressed concerns over the auditor and this practice. She was coming in with fresh eyes, the letter had her name miss spelled, and this was not good work. At this time it was noted the Chair of the Select Board had signed the letters so the re-committal could take place. It was noted these letters were not asking the Tax Collector to confirm any amounts of funds.
- Public Comment: None at this time

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- Manifest: None at this time
- Various committee appointments were signed:
- Intent to cuts were reviewed and signed: Henriques-\$1,273.60 and Davis-\$15.17
- Chief O'Keefe reviewed where the Town property near Holts Ledge was posted. Conservation Commission members have been flagging this location for the plant survey.
- Common Use request was approved for the annual Flea Market provided by the Lyme Boy Scouts.
- Committees & Commissions:
  - Roads Committee: Goose Pond Road was discussed. Williams will be meeting with a company that offers culvert lining. This year planning on doing the tree cutting, ditching, drainage and any culverts done. Then the following year grinding and paving. The block grant funds will be used for this. Monday the engineer will be coming to look at Hews Brook Bridge.
- 9:00AM Smith moved to enter non-public session in accordance with RSA 91: -A: 3 II. (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph. Seconded by Mackenzie. Voted unanimously by roll call vote. Present for the meeting was: Smtih, MacKenzie and Cutting. The board had a phone conference with Steven Whitley, Mitchell Municipal Services.  
At 9:35AM the board returned to public session.
- Todd Haywood: Haywood reviewed the assessing practice for abatements. The board discussed options and how to make sure the property owner can come meet with the Select Board if they are not happy with the abatement appeal. This will be noted on the letter sent to the property owner. A property owner always has the option to come back and discuss issues with the Assessor and/or the board. Haywood reviewed the Towns equalization ratio and other pertinent information concerning the statistical update. He felt the town was in good shape. Haywood will be working on pick up for the next few months.
- Haywood reviewed the Furstenburg 2016 abatement appeal: After a discussion the board supported Haywood's recommendation to deny this appeal. The board members signed the documents.
- The Pond Program Coordinator will not be coming back for the 2017 summer.
- Cutting noted a de-merger request had come in. After a brief discussion the board decided to have Planning and Zoning Administrator David Robbins review these de-mergers because of possible Planning and Zoning restrictions.
- Committees & Commissions cont.:
  - The Independence Day Committee had an organizational gathering. They will hold their first meeting in May.
  - Roads Committee: Goose Pond Road was discussed.. This year planning

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Then the following year grinding and paving. The block grant funds will be used for this. Monday the engineer will be coming to look at Hewes Brook Bridge. Williams will arrange for a meeting with a company that offers culvert lining for the Hidden Valley Culvert.

- We have one application for the Building and Grounds position. We need to consider making this a full time position with Benefits, and having this person work as a B&G maintenance person, Transfer station and Highway Dept.
- Applications for the office position are coming in slowly.
- One possible application for the Highway Dept
- At 10:15AM MacKenzie moved to enter non-public session in accordance with RSA 91 A:3 -II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. The board discussed the compensation of a position.
- At 10:20AM the board returned to public session.
- It was the sense of the board to advertise the Pond Program Coordinator as soon as possible. The salary range will be \$3,000.00 to \$3,500.00 depending on experience. The budget will include any cost associated with re-certifications for this position.

There being no further business the meeting was adjourned at 10:25AM.

Respectfully Submitted,

Dina Cutting

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Public Hearing sign in-

Darlene Lehmann-Lyme  
Jeff Lehmann-Lyme  
Susanne Simon-Lyme  
Jim Kenyon-Valley News  
Curtis Cote-Lyme  
Tara McGovern-Lyme  
Dee Scanlan-  
Maria Squire  
Kristen Munroe-Lyme  
James Munroe-Lyme  
Matthew Stevens-Lyme  
Kathleen Wohlfort-Lyme  
Blake Allison-Lyme  
Lisa Hoffmeister-Lyme  
Bev Sroul-Lyme  
Earl Strout-Lyme  
Peter Gamble-Lyme  
Lynne Higbie  
Rebecca Henissian-Lyme  
Carey Field-Lyme  
Ryan Brooks  
Tim Chow  
Christina Chow  
Lynne Chow  
Paul Tuthill  
Sarah Barnes-Lyme  
Jed Eliades  
Ken Cragin  
Tom  
Mike Morin  
Sue Hanlon-Lyme  
Greg Hanlon-Lyme  
Pinky Tullar-Lyme  
Access Group Representative  
Kathrine Greenleaf-Lyme

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