

TOWN OF LYME  
Select Board Meeting  
August 24<sup>th</sup>, 2017  
8:00 AM  
Town Office Conference Room  
Approved August 31, 2017

The following people were present for part or all of the meeting: Select Board members: Charles J. Smith, Chair, Susan MacKenzie and Bradford Keith (by phone for parts of this meeting). Roads Committee member: Frank Bowles, and Administrative Assistant, Dina Cutting.

Smith called the meeting to order at 8:00AM.

Smith opened the Public Hearing at 8:01AM:

- Pursuant to RSA 31:95b, II (a & b) the Select Board will hold a hearing to accept unanticipated moneys in the amount of \$82,896.45 from the State of New Hampshire, this is an additional appropriation of highway Block Grant Funds.
- The board reviewed and discussed the additional appropriation, this can be used for any road maintenance that was not already planned in the 2017 budget year and can be carried over if not all used.  
At this time there were no public comments.
- Mackenzie moved to accept the additional Block Grant appropriation in the amount of \$82,896.45. Seconded by Keith. Voted unanimously in favor.

Smith closed the public hearing at 8:10AM.

1. Mackenzie moved to approve the minutes of the August 17<sup>th</sup>, 2017 meeting as amended. Seconded by Smith. The minutes were unanimously approved with amendments noted.
2. Matters arising:
  - RFP for road projects connected with the July 1<sup>st</sup>, 2017 storm:  
Bowles reviewed the RFP's and that they were set up to give the Town the ability to do some of the requirements associated with the projects. This is an attempt to be as fiscally responsible as possible. Smith noted the Town has made it a practice that all bids are required to be sealed. They cannot be submitted in an e-mail form. After a discussion concerning protocol all agreed to have the RFP's advertised and the submission address for the sealed bids will be Town of Lyme PO Box 126. The RFP's will be changed to reflected the due date and address to receive the RFP's. The advertisement will be a shortened version in order to save on advertising costs. The RFP's will be posted on the town web page also. The board reviewed the "2017 review of funds" for the Block Grant funds, SB38 additional Block Grant funds, Emergency Highway Repair Funds, Paved Road Repair Funds, Berway Farm Slump funds, Grant Brook Slump funds and the River Road Reroute funds.
  - Hewes Brook Bridge was briefly discussed. The abutting property owner needs to come and review the site. Cutting will contact them.
  - The Highway employee recently hired did not report to work. The advertisement for an employee will be put back out.

3. 8:30AM: Fire Chief Mundy: Chief Mundy reviewed the new training the Lyme Fire Fighters will be partaking in. Fire Fighter 1 requires this training it will be 3 nights and 2 full days at the Fire Academy. The Select Board was in full support of this training. The Board and Chief Mundy reviewed the upcoming budget process, Truck replacement, Capital Reserve Funds, and the best way to move forward with addressing the possibilities of a new Fire Station. Mundy will be preparing for the p coming budget meeting in order to inform the budget committee of the Fire Department future needs.
4. 9:00AM- David Hewitt: Mr. Hewitt came to the Board to review the Abatement appeal process. Noting that the property owner has a deadline they must adhere to or they are not allowed to submit an abatement appeal. According to the DRA form the deadline for the Select Board to notify the property owner concerning the abatement is July 1<sup>st</sup>, 2017. As of late August Mr. Hewitt had not been informed as to the decision on the abatement request. Mr. Hewitt felt this was an inadequate way to do things, he feels now he would not have enough time to prepare a defense for the BTLA. Mr. Hewitt passed out information with tax assessments and % increases on what he feels are comps to his property. He notes that his property went up considerably compared to the others, and does not understand why? Cutting noted Mr. Hewitt would still need to go to the BTLA if he feels this abatement is not fair and encouraged Mr. Hewitt to set up an appointment with the town's assessor, Todd Haywood to have a discussion concerning his assessment so he does understand it.
5. Karen Henry will be gathering information on the potential cost of various bank stabilization methods for the board to consider.
6. Dam Relicensing process: Mackenzie reported the Water quality group is the group the town should be talking to concerning the relicensing of the dam. This group's recommendation is not subject to appeal.
7. The board approved a cemetery lot.
8. The board reviewed the bids concerning the repairs at the Lyme Center Academy. After a discussion Smith moved to recommend replacing the 3 windows in the addition (as long as they are not historical) instead of repairing them and to approve an additional \$1,453.00 for this project. Seconded by Mackenzie. Voted unanimously in favor.
9. The bathroom light is still not working correctly. LightTec came and delivered the 2 new LED bulbs. This did not fix the problem. Smith moved and MacKenzie seconded a motion to have Lyme Electric come and discover what the problem is. After this the board will revisit the document stating the project is complete. Voted unanimously in favor.
10. The board discussed replacement of culverts and DES requirements when increasing the size.
11. Smith signed the documents for the time extension agreements for wetlands and AOT permits concerning the River Road reroute project.
12. Utility assessments report. The board requested more time to review these. They will be revisited at the next meeting.
13. MacKenzie reviewed the Grant Brook project. This will be a challenging project to complete. In an efforts to make this project go faster and be fiscally responsible the engineers noted the road should be closed. Because the northern end at the River Road slump is closed this option is not viable, there is no safe way to allow these 3 families passage from the northern side of this repair project at Grant Brook. The board held a

brief phone consultation with CLD and they will work on a plan to allow this repair to take place without closing the road.

14. The Town needs to respond to Lyme Farm LLC and Bear Hill Conservancy Trust's preliminary objections by September 18<sup>th</sup>, 2017.

15. The board signed the oath of office for Michael Woodard for Zoning Board.

16. Public Comments: none at this time

17. Manifest: A manifest in the amount of \$116,019.17 was reviewed and approved.

18. Committee and Commissions:

- Mackenzie reported on the River Committee meeting.
- Coffee hour: River Road residents are wondering how they can help move this reroute project along and what can they do to help. This is a matter of court proceedings now, the Town has to wait for the next step, and we have no choice. The residents wondered if getting a second opinion from another attorney may help, Smith noted this is not the attorney's problem this is a legal matter and the Town has to follow along with the requirements, it is the process.
- Economics Committee: The committee has been investigating zoning changes, it will be beneficial to hire a consultant to help with this task. The committee will be seeking out grant possibilities.
- High School tuition: Mackenzie reported Julie McCutcheon's stated the deficiencies in the high school tuition policy are being addressed, the School Board is committed to being much more open at the meetings and with their minutes.

19. There being no more business to come before the board the meeting was adjourned at 10:30AM

Respectfully Submitted,

Dina Cutting