

TOWN OF LYME
Select Board Meeting
March 31st, 2016
8:00AM
Town Office conference Room
Approved: April 7, 2016

The following people were present for part or all of the meeting: Select Board members: Susan J. MacKenzie (Chair), Charles J. Smith & Patty Jenks, Highway department: Steve Williams & Scott Bailey. Administrative Assistant, Dina Cutting. Assessing clerk: Terri Hay. Assessor: Diana Calder. Department of Revenue: Philip Bodwell & Sam Greene.

- 1) At 8:00 AM MacKenzie called the meeting to order.
- 2) Highway: Williams & Bailey reviewed the following topics:
 - After review of the present Highway applicants the Board and Highway personal present felt it would be best to open the application time for another 2 weeks. All qualified applicants submitted so far will be kept for review at the later date. This full time opening will be re-advertised and applications will be accepted until April 15th, 2016.
 - The Hidden Valley emergency repair needed additional attention because the fabric was not under the soil. Although it concerned the highway personal and they questioned the procedure, they felt because it was on the engineering plans to be installed that way, they couldn't second guess the engineers. MacKenzie noted that the Highway employee's should feel free to question any issues with the engineers or anyone else if they feel something should be done differently. In the future the Board will review all plans prior to the fix to make sure they are correct.
 - Sprayer: Williams will be setting a cement slab for the tank as soon as the frost is out of the ground. The cost of the tank & brine sprayer @ \$13,499.95 and \$1,700.00 installation fee the balance will come from the Highway budget equipment line. The lower end of the snowmobile trail is currently where the slab needs to go. Williams will discuss this with Charles Ragan who represents the Snowmobile Club in charge of the trails in Lyme.
 - No Through Trucking ordinance and options discussed at last week's public hearing were reviewed and discussed again. The board, Williams & Bailey felt this was a necessary step to take to protect and preserve the Towns roads.
 - Goose Pond Road drainage: Still having a water problem from one driveway. Need to figure out where this water is coming from and fix it.
 - All bridge signs mandated by the State bridge inspections have been checked and installed. Cutting will notify the state.
 - Horne Excavating: Williams reported the quality of the material (gravel) looks good and the amounts meet his approval upon inspection of volume being delivered.
 - Loader Tires: Williams will order these. The loader has the original tires on it- \$6,900.00. Priced tires from Rouse and Pete's Tires for the best deal.
 - Smith: The highway department will be asked at some point to go to this property to collect and remove all tires not on rims. The tires will be brought to the Highway shed and NRRA will pick them up at this location.
 - Trucks: Getting one truck repaired and the grader piston was rebuilt instead of replaced in order to save funds. Oil leak in grader will not be addressed right now because of cost, which is over \$7,000.00. This is a leaking seal and is not losing much oil.
 - It appears the boring on slump #2 near the Tullar farm has been done.
 - All invoices and material for the Hidden Valley emergency repair should be taken from the Emergency Road repairs.
- 3) Smith moved to approve the minutes of March 24th, 2016. Seconded by Jenks. Voted

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unanimously in favor.

- 4) Matters arising:
 - No Through Trucking Ordinance: The board feels this is the best way to protect the Town roads. MacKenzie moved to approve the No Through Trucking Ordinance as written and discussed at the March 24th Public Hearing. Seconded by Jenks. After careful consideration and appreciation of the comments made at the Public Hearing the board supports this ordinance as written, with an explanatory supplemental document to be attached. Motion voted unanimously in favor.
 - MacKenzie suggested a phone conference with Attorney Walter Mitchell for April 14th, 2016 to discuss the Smith case. Cutting will make arrangements.
 - The board is waiting for information from NRRRA concerning vehicle removal costs.
 - Hewes Brook Bridge: The board discussed the issues with the Hewes Brook Bridge. Pathways had done the work for the preliminary plans and CLD has done the work for the permitting and has it already to go. The board would like to review the plans for the bridge from CLD prior to the permit being sent in. the board will need to approve this work. MacKenzie will contact CLD.
 - Knotweed on the bank by Hidden Valley project (south River Road): MacKenzie received permission from SPONHF to treat this invasive plant. The highway department will put black plastic down in order to get rid of it.
 - The incident with the grader and another vehicle was discussed. According to reports, the driver of the car was following the grader at an unsafe distance (too close). Because the grader was backing up the town's insurance company will pay this claim. The Board will send a blanket advisory to the Pubic concerning safety and responsibility when traveling the roads with heavy equipment & trucks.
- 5) New Business:
 - Cutting Hill Lane: A land owner is still asserting that past maintenance of Cutting Hill Lane is causing damage to their property. The board and highway department have suggested possible solutions and or advice as to what could be done to remediate this problem, which appears to be a drainage issue from various sources. The landowner has sent MacKenzie a letter clearly implying frustration and lack of trust and/or agreement in the efforts of the town to address this. The board felt it was time to have an engineer take a look. MacKenzie moved to ask CLD look at this road/driveway situation. Seconded by Jenks. Smith noted he would like the town to receive an estimate of the cost to get this assessment first. MacKenzie amended the motion to ask CLD to give the board a price on the cost of the assessment. Seconded by Smith. Voted unanimously in favor.
- 6) 9:30AM- Department of Revenue Administration representatives Philip Bodwell & Sam Greene came to discuss the Statistical update being done this year by the town's assessor, Diana Calder. The board and DRA reviewed the standards used for the review. The Town will be going through the certification process this year. The Department of Revenue, Real Estate Appraiser, Philp Bodwell will be doing this certification. Much of the information needed will come from Terri Hay Assessing Clerk. Both of these assessing functions will be time-consuming for all involved.
- 7) Public Comments: None
- 8) Manifest: None
- 9) DES inspected the Hewes Brook Bridge emergency repair. MacKenzie had not received the report yet.

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- 10) Transfer Station Committee new charge needs to be presented to the board. Cutting will write a draft to start.
- 11) TransCanada: MacKenzie reported on this topic. A letter was finalized and signed by board members in support of Ross McIntyre's letter concerning the erosion occurring along the river banks causing significant financial burden to the taxpayers of Lyme.
- 12) Furstenberg A-10 putting land into current use was reviewed and signed.
- 13) Sanders Forest Stewardship plan was approved and signed.
- 14) Use of Common application for a model A show: Wilber Clark was reviewed and signed.
- 15) Veteran Credit was reviewed, the board requested further information.
- 16) Federal Surplus Property Program form was reviewed and signed.
- 17) Appointment of Andrea Colgan as the Deputy Treasurer was reviewed and signed.
- 18) Committee & Commission:
 - Smith reported the Planning Board and Zoning Board met to discuss various topics.
 - Coffee Hour: Smith discussed Fireworks, Health requirements for food served at town gatherings, and speeding on the back side of the common. Citizen would like the board to take over the road way, make it one way and put parking on the common side. Also requested "caution children at play" signs to slow traffic down. Note to public: Children should not be playing basketball in the road way, especially if it's observed that traffic goes to fast on said road. Refer to Police department to consider signage and talk with children.
 - Fiber optic meetings are taking place. Still gathering information, no set solution for this as of yet.
 - River Bank survey group has started. MacKenzie is pleased with the turn out and the mapping will be started soon.
- 19) Reviewed ongoing business.
- 20) 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 Jenks. Voted unanimously by a roll call vote. Present for this non-public was Sue MacKenzie, Patricia Jenks, Jay Smith, and Dina Cutting.

At 11:40AM MacKenzie moved to enter public session having made no decisions while in non-public session. Seconded by Jenks. Voted unanimously in favor. MacKenzie moved to seal the minutes of this non-public session until June 1, 2016 at which time they will be reviewed. Seconded by Smith and voted unanimously in favor.
- 21) There being no further business at 11:40AM Smith moved to adjourn. Seconded by Jenks. Voted unanimously in favor.

Respectfully Submitted:

Dina Cutting