

TOWN OF LYME
Select Board Meeting
Thursday May 14th, 2020
9:00 AM
Town Office Conference Room
Approved: May 28, 2020

The following people were present for part or all of the meeting by teleconference: Select Board members Kevin Sahr, Judith Brotman and Benjamin Kilham. Administrative Assistant Dina Cutting. Police Chief Shaun O'Keefe. Officer Anthony Casale.

Community members: Sue MacKenzie, Michael Whitman, David Shafer, Luke Prince, Harry Glass, Richard Menge, Jeff Valance, Steven Small, Scott Nichols, Luke and Leigh Prince, James Graham, David and Barbara Roby, Faith Caitlin, Ann Cristiano, Meg Sheehan, Jonathan Voegel.

The list of attendance was taken by voice notification.

As the Town Office is closed to the public and with the Governor's Executive orders allowing for the Board to meet online as long as the Public has telephone access, we offer the following instructions: Please call in on the conference number –1-888-919-7047 (No Pin Needed)

Access is for voice only at this time. If you can't access the conference number please email dina@lymenh.gov. All incoming public lines will be muted until 10:00AM when public comments are accepted. A role call will be made to indicate public members attending via phone.

1. At 9:00AM Chair Sahr called this meeting to order. Per Governor Sununu's emergency order # 12, Mr. Sahr reviewed the Right to Know Check List (*see Right to Know checklist at the end of the minutes.)
2. Chair Sahr noted that many people were on the teleconference and that the Board would be holding public comments at 10:00. The Board noted support in extending the time for public comment to 10:30AM because of the number of people.
3. Approval of Minutes:
 - Mr. Sahr moved to approve the minutes of the May 7th, 2020 meeting. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote.
4. Manifest: Will be approved electronically after review.
5. Task Tracker:
 - a) Committee Handbook has been approved and will be mailed out to committee members.
 - b) Reviewed Covid-19 information-The first responders stipend will be done as a one-time payment after the funds have been received by the Town. Any first responder may request to have as a weekly payment.
 - c) Mr. Sahr informed the Board of a conference call with information about the available funds for Covid-19 reimbursements. He will send information for Board members to listen in on it if they would like.
 - d) Planning Board: The Board discussed the option of Committees, Commissions and Board starting to meet again with less than 10 people in the room. After a discussion concerning restrictions necessary for this type

of in-person meeting, the sense of the Board was to request all groups continue with teleconference meetings. A mailing with all necessary information enclosed should be sent out prior to the conference calls.

- e) The Board had previously reviewed the lease for CCL to lease their section of the Lyme Center Academy Building. Mrs. Cutting has not heard from CCL about the lease. Mr. Sahr moved to approve the lease and move ahead with the Chair signing it. Seconded by Mr. Kilham. Voted unanimously in favor by roll call.
 - f) Mrs. Brotman requested the Board review the possibility of the Transfer Station starting back up with recycling. The restrictions of Covid-19 have not been lifted yet, if the Town starts up recycling things will have to be done differently in order to protect the employees and keep the traffic from getting backed up onto the road. Mr. Kilham asked if a day could be identified for recycle only. Mrs. Cutting agreed to follow up with the suggestion. It was the sense of the Board to stay with what is taking place at this time.
 - g) Baker Hill easement: It is being mailed.
 - h) Hewes Brook Bridge: Mr. Sahr reported the Road Agent informed him the job was going well.
 - i) The RRFB funding request for extension for completion of the project is still with the Lyme Foundation.
 - j) Reviewed the workforce optimization initial draft and send any thoughts to Mrs. Cutting no later than next Thursday.
 - k) The two public hearings and recommendations to approve the easement from Consolidated Communication for the 2 poles at the Fire Station have taken place. The Board has waited the required 7 days following the public hearings. At this time Mr. Sahr moved that the Town accept the easement as represented in the public hearings. Seconded by Mrs. Brotman. Voted unanimously in favor by roll call vote.
 - l) Recreation Facility: Mrs. Brotman reviewed the Recreation Commission's meeting. The Commission had reviewed the newly revised Recreation Facility Ordinance. The sense of the Commission was to not support this document at this time. Concerns were noted about not having lifeguards and a Beach Supervisor. There was confusion concerning the funding the Town voted and the Select Board's reasons for not filling these positions. The commission members requested Mrs. Brotman be able to give them details about why the Board does not wish to fund these positions. The Commission supports the Select Board's Covid-19 procedures for the 2020 season. The Recreation Facility and beach signs need to be ordered as soon as possible.
6. Federal Emergency Management Agency's flood risk study: Mr. Kilham moved to have Mr. Robbins attend this teleconference. Seconded by Mr. Sahr. Voted unanimously in favor by roll call vote.
7. Chair Sahr opened the meeting up to public comments.
- Many public comments were made concerning the proposed RRFB at the school/library crosswalk. The following people spoke against moving ahead with

this project until more information is gathered and more public involvement has taken place: Faith Catlin, Ann Cristiano, Steve Small, James Graham, David Shafer, Meg Sheehan, Scott Nichols, Richard Menge, Michael Whitman, David Roby, and Leigh Prince.

- School Board Chair, Jonathan Voegele and Principal-Superintendent Jeff Valence stated they would like to get participants involved in a committee to address this safety issue.

Mr. Sahr noted the Board's job is to server the Town as a whole. Mr. Sahr requested the information from the State of NH concerning the RRFB be attached to these minutes. The sense of the Board was to support this. Mr. Sahr moved to attach the document to the minutes. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote.

Mr. Sahr reviewed the process the Board state will take concerning this crosswalk. Polly Champion came to Mr. Sahr with concerns over safety at this crosswalk and helped to contact Mr. O'Donnell, State DOT Senior Operations Engineer. The State DOT was involved, the State DOT recommended this type of crosswalk based on the safety improvement it would allow. It is a proven fact that the safety improvements could reach 80% with these RRFB's. If installed this will have LED lights and be solarized.

It was noted that RSA 41:11 puts the Board in charge of doing what is best for the Town. The Board does not bring every decision to Town Meeting. Mr. Sahr noted Norwich, Hanover and East Thetford all have these types of lights at crossings similar to Lyme's.

At this time Chief O'Keefe spoke to the many times this crosswalk has been addressed as an unsafe crossing. Various options had been discussed and worked over the past years for the 19 years that he has been working as a policeman in Lyme. The Common committee is working on other location for crosswalks in the Common area. This is a state road and ultimately the state has to approve. There are many factors that need to go into choosing a safe and appropriate cross walk site. Chief O'Keefe's Thoughts on School Crosswalk:

- Changed cross walk location (used to go directly into Library parking lot)
 - realize it's not perfect, because it goes into the school parking lot
 - Have tried to maintain (with help from school)
 - School has crossing guard now
- Chief thinks crosswalk location is the best option we have, but needs improvements
- This has been a long discussion, with many people involved
 - Lyme Common Planning Committee did walk around to look for any other options for location of crosswalk
 - Talked about sidewalks on both sides of Route 10
 - Town would need land owners to deed land to them
 - State land, so who would maintain it?
- If location of crosswalk is moved traffic builds up and becomes a more unsafe situation

- Idea has been brought up to put a drop off circle behind school
 - People come onto Union St at high speeds
 - Chief believes it is a huge safety concern, he himself has almost gotten struck helping children cross
 - With the congestion of the commuters and their unsafe distractions its causing a very unsafe drop off situation at the school
 - Chief will keep searching and fighting for the safest option for the community!
8. Oaths of office for Conservation Commission members Matt Stevens and Blake Allison were approved and signed.
 9. At 11:06AM Mr. Sahr moved to enter non-public session in accordance with RSA 91-A: 3 II (a) Personnel. Seconded by Mr. Kilham Voted unanimously in favor by a roll call vote. Present for this session were Mr. Sahr, Mrs. Brotman and Mr. Kilham.
At 11:26AM Mr. Kilham moved to re-enter the public meeting. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote. Mr. Kilham moved to appoint Steve Williams as the Road Agent for a 1 year term. Seconded by Mrs. Brotman. Voted unanimously in favor by roll call vote.
 10. At 11:27AM Mrs. Brotman moved to enter non-public session in accordance with RSA 91-A: 3 II (a) Personnel. Seconded by Mr. Sahr Voted unanimously in favor by a roll call vote. Present for this session were Mr. Sahr, Mrs. Brotman, Mr. Kilham and Mrs. Cutting. Personnel issues were discussed
At 11:30AM Mr. Kilham moved to re-enter the public meeting. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote. The Board will advertise for a Temporary Part-time highway employee. Mr. Williams will need to keep this expense within the present operating budget for the highway department.
 11. At 11:30AM Mr. Sahr moved to enter non-public session in accordance with RSA 91-A: 3 II (a) Personnel. Seconded by Mrs. Brotman Voted unanimously in favor by a roll call vote. Present for this session were Mr. Sahr, Mrs. Brotman, Mr. Kilham and Mrs. Cutting. Personnel issues were discussed
At 11:35AM Mr. Kilham moved to re-enter the public meeting. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote. The Board discussed advertising for the part-time office assistant. After a brief discussion Mr. Sahr moved to advertise this position. Seconded by Mrs. Brotman. Voted 1 in favor (Sahr) and 2 opposed (Kilham, Brotman). At this time Mr. Sahr moved to hire Jordan Toland for the part-time Select Board office assistant position. Seconded by Mrs. Brotman. This moves Ms. Toland from temporary employee to a part-time employee. Voted unanimously in favor by a roll call vote.
 12. At 11:41 Mr. Kilham moved to adjourn. Seconded by Mr. Sahr. Voted unanimously by roll call vote.

Respectfully submitted,

Dina Cutting

Attachments:

1. Email Communication with NH DOT and Select Board Chair regarding RRFB for RT-10 crosswalk

*** A Checklist to Ensure Meetings Are Compliant with The Right-to-Know Law
During the State of Emergency**

As Chair of the Select Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

We are utilizing Uberconference for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone #1-888-919-7047, or by clicking on the following website address:

<https://www.uberconference.com/kssa1959>.

b) Providing public notice of the necessary information for accessing the meeting:

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Uberconference or telephonically.

Instructions have also been provided on the website of the Board at:

www.lymenh.gov.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:

If anybody has a problem, please call 603-795-4639 or email at: dina@lymenh.gov.

d) Adjourning the meeting if the public is unable to access the meeting:

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that **all votes** that are taken during this meeting shall be done by **roll call vote**.