

TOWN OF LYME
Select Board Meeting
Thursday May 21st, 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. Road Agent Steve Williams. Tax Collector Barbara Woodard.

Community members: Sue MacKenzie, Michael Whitman, Luke and Leigh Prince, James Graham, Rusty Keith, Tracy O'Brian, Martha Tecca for CCL, Sally Thursby, and Lenore Bolton.

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 9:05AM 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 AM.
 3. Highway:
Mr. Williams reported on the Hewes Brook Bridge project:
 - Ledge on the south side of the bridge will be used for the abutment for the bridge, as it is structurally sound and better than a poured footing.
 - The foot bridge will be removed every day when Hansen leaves the project.
 - The Bridge project is on target to finish as initially proposed. Mr. Williams will confirm this date and report back to the Board.
- New England Field Services LLC:
- Mr. Williams noted Baker Hill and the River Road by pass need to be all finished before July 15th, 2020 because the paving company is scheduled to start on this date. Ms. Cutting to send a letter to NNEFS and advise timing of paving so they can finish prior to July 15th.
4. Approval of Minutes:
 - Mr. Sahr requested the minutes of the May 14th, 2020 meeting be moved to the next meeting. He would like more of Chief O'Keefe comments included in the minutes. The sense of the Board was to support this request.
 5. Manifest: Will be approved electronically after review.

6. Mr. Sahr explained the School and Select Board should be meeting more regularly as they had in the past. Mrs. Cutting was asked to contact Mr. Vogele and Mr. Valence to schedule a meeting. Possibly every other Select Board meeting on the 4th Thursday of the month and the alternating month a Select Board member liaison will attend the School Board meeting. Mrs. Brotman offered to be the liaison.
7. Past legal files from Mitchel Municipal will be sent to the Town to review for proper disposition.
8. CCL lease for Lyme Center Academy Building: Ms. Tecca submitted some proposed changes for consideration for this lease. Mr. Sahr requested the Board review this next week in order to give the Board members time to review the proposed changes prior to a discussion. The discussion will be scheduled for 9:30 AM at next week's regular Board meeting.
9. The Board reviewed the request to change to lap tops for Planning & Zoning and the Administrative Assistant positions. After a brief discussion the sense of the Board was for Mrs. Cutting to work this out with Mr. Robbins and Chaos Computing and as long as this falls within the allocated budget they can move ahead with it.
10. RRFB maintenance contract: Mr. Sahr reviewed the information concerning the different RRFBs, the reasons why other RRFBs will not work at this site, and the fact that the State will not support the alternatives. Mr. Sahr presented the yield data for the RRFB and how it will increase the safety at the crosswalk. Regarding the contract, there is a need to clarify who would be responsible for painting the striping on the road as the Board thinks the State should maintain. Contract has been sent to Town council for review.
11. Intent to cut: Murphy, William- reviewed and signed.
12. Report of wood cut:
The following report of wood cuts were reviewed and approved:
 - Sterling Moffat-\$230.24
 - Skelly, John & Helen- \$2,671.02
 - Murphy, William- \$711.77
13. Land Use Change Tax:
Meyer, Robert and Jane - The Board briefly discussed this LUCT form. A few questions were presented. Mrs. Cutting was asked to get information and present it at next week's meeting.
14. Oath of Office: Deputy Town Clerk- Sharon Greatorex's Oath of Office was signed.
15. Mr. Sahr announced this week is "National EMS week" The Board took this time to commend and thank EMD-Margaret Slosberg, Chief O'Keefe, Officer Casale, Lisa Rayes, Michael Mundy and the numerous volunteer Fire Fighters, and Fast Squad members that we have in our town. Thank you on behalf of the Select Board and the Town of Lyme for your faithful, skilled and tireless service to the community.
16. Public Comment: Questions were asked concerning the number of Land Use Change tax filings this year, and the method of calculating the tax amount. (method ?)This will be addressed next week. Questions and comments were expressed concerning the RRFB. The Tax Collector noted a decision that has been made by the Board concerning the 2019 lien process due to Covid-19 circumstances, and expressing her unhappiness at not having been included in the decision. Chief O'Keefe spoke to the traffic and safety issue at the cross walk in front of the School & Library.
17. Chase Beach:

- Signage needs to be ordered for the Recreational Facility. In the meantime temporary signs noting “swim at your own risk”, “No Lifeguard on duty” and reminders to follow Covid-19 recommendations will be put up.
 - Chief O’Keefe was informed there have been numerous vehicles at the recreation area that are not Lyme residents. The police will be checking the parking lot for resident stickers. In the meantime a reminder will be sent out to all Lyme residents to have a resident sticker affixed to their vehicles.
18. At 10:40AM 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, Mr. Kilham, Mr. Williams and Mrs. Cutting. Applications for the temporary part-time Highway laborer were reviewed and discussed.
At 11:05AM Mrs. Brotman moved to re-enter the public meeting. Seconded by Mr. Kilham. Voted unanimously in favor by a roll call vote. Mr. Sahr moved to hire Galen Robinson as the temporary part time highway laborer at the rate of \$18.00 per hour until October 1, 2020. Seconded by Mrs. Brotman. Voted unanimously in favor by roll call vote.
19. At 11:05AM Mr. Sahr moved to enter non-public session in accordance with RSA 91-A: 3 II (l) Legal. Seconded by Mr. Kilham Voted unanimously in favor by a roll call vote. Present for this session were Mr. Sahr, Mrs. Brotman, Mr. Kilham and Mrs. Cutting. Legal issues were discussed.
At 11:38AM Mr. Sahr moved to re-enter the public meeting. Seconded by Mrs. Brotman. Voted unanimously in favor by a roll call vote. The Board reviewed the legal aspects of the Fire Station contract, and support the changes as recommended by town counsel.
20. At 11:40 Mr. Kilham moved to adjourn. Seconded by Mr. Sahr. Voted unanimously by roll call vote.

Respectfully submitted,

Dina Cutting

*** 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**.