

Selectmen's Minutes

October 20, 2014

Present: Jim Trudell, Bruce Beane, Steve Moscicki, Donna Clark-AA, Celine Presby-Treasurer

Chairman Trudell called the meeting to order at 6:00 pm.

Manifests & Invoices:

The manifests for Oct 13th and Oct 20th were authorized and new invoices for future payment were reviewed and initialed.

Treasurer's Report:

The Treasurer's Report was read showing a balance of \$43,227.57 in the WGSB checking account, \$15,087.53 in the WGSB Insured Cash Sweep (ICS) account, and \$135,000.00 in the tax anticipation note (TAN). Moscicki motioned to approve the Treasurer's report as given, 2nd by Beane, all voted in favor.

Meeting Minutes:

Minutes for Oct 6th were reviewed. Moscicki motioned to approve the minutes as written, 2nd by Beane, all voted in favor.

Committee/Department Reports & Needs:

- Clark updated the Board on highway department matters on Tom Smith's behalf. Blasting was done at the quarry last week and crushing will begin tomorrow. Two abutters reported feeling the blasts at their homes so the Selectmen will be sure to notify them prior to blasting in the future. Richard Hubbard will help Scott haul material directly from the crusher to Ogontz Rd. The remainder will be stockpiled at the quarry. As it stands right now, the quarry can only produce material for use on the Town's Class V roads, not Class VI or private roads. After some discussion, the Selectmen decided to contact Jennifer McCourt, the engineer who prepared the Town's original Alteration of Terrain permit for the quarry, to determine if the permit can be modified to allow material from the quarry to be used, or sold for use, on private roads and driveways in the Town. Purchase orders were approved for Cargill for \$3,013.20 for 40 tons road salt and for New England Truck Tire for \$2,200.00 for tires for the 10-wheeler.
- The Selectmen were reminded that they all need to sign paperwork for the trust fund accounts at Woodsville Guaranty Savings Bank.
- The Board signed warrants for the Nov 4th General Election which will be posted at the Town Hall. At least one Selectman will be present during the polling hours and through vote counting. The Board will help set the Town Hall up for the election before the start of the Nov 3rd Selectmen's meeting.
- Emergency Management Director Michael O'Brien submitted three quotes for an Emergency Operations Plan update as well as a revised price list of emergency shelter supplies he believes the Town should have on hand. The

Board will look the proposals over in more detail and make a decision at a future meeting.

Permits and Applications:

The following were approved:

- Zoning Permit for James & Lori Elliott for deck for Map 216 Lot 108
- Pistol Permit

An Intent to Cut was denied until outstanding taxes are paid or a bond is posted.

A prospective property owner inquired about moving his existing business to Lyman. After some discussion of current regulations, he was given a copy of the Lyman Zoning Ordinance for further reference.

Correspondence:

The following were received:

- NH Municipal Association Annual Conference - Nov 12th & 13th in Manchester
- Citizen Science Lecture Series on Lake Level Management - Oct 21st in Hancock
- Northeast Resource Recovery Association Annual Meeting - Nov 19th in Concord
- North Country Council Regional Plan Public Hearing - Nov 19th in Bethlehem
- North Country Council - Explanation of 2015 dues
- Littleton Planning Board - Notice of Decision on a personal wireless communications facility
- Lyman Community Group - Sept 2014 meeting minutes

Old Business:

- Beane gave an update on the Town Hall addition. Rough wiring, roofing and siding are complete. Quotes for traditional and spray foam insulation were discussed and a decision was made to accept a \$4,500 proposal from J. Myers Builders, Inc for spray foam insulation. The Board also approved a purchase order for The Carpet Barn for \$1,740 for carpet and linoleum. Expenses to date for the addition were reviewed.
- The Selectmen signed an agreement with Stiles Fuel Co for #2 heating oil purchased through Apr 30, 2015.
- Trudell suggested the Board might revisit making improvements to the Grange Hall so it can be used for community functions. More discussion will follow as the 2015 budget process begins.

New Business:

- Recent NH Department of Labor and Primex Workers Compensation trainings recommended that personnel handbooks include a policy regarding employees working at home. For the Town of Lyman, this would generally involve secretarial tasks for the Board of Selectmen, Planning Board, Zoning Board of Adjustment, Conservation Commission, etc. After some discussion, Beane

motioned to create a policy that employees will only be allowed to work from home with prior approval of the Board of Selectmen.

- The Selectmen reviewed and signed the 2014 MS-1 Summary of Inventory Valuation form used for setting the property tax rates.
- The Board reviewed and signed the CAI Technologies Query Manager software support agreement for 2014-2015.
- A letter was sent to a resident requesting information about a new business being operated out of her home.
- The new owner of a foreclosed property was advised that an inspection will be required prior to the home's occupancy. He has already begun the necessary repairs and renovations.

Moscicki motioned to adjourn the meeting at 8:00 pm, 2nd by Trudell, all voted in favor.

The next regular meeting is scheduled for Monday, Nov 3rd, at 6:00 pm.