

## SELECTMEN'S MINUTES

March 2, 2020

Present: Bruce Beane, Jim Trudell, Wendy Ho-Sing-Loy, Donna Clark-AA, Celine Presby-Treasurer, Tom Smith-Road Agent, Todd Landry-Emergency Management Director

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

### **Manifests & Invoices:**

The manifests for 02/17/20, 02/24/20 and 03/02/20 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 \$122,624.45 in the WGSB checking account and \$325,836.29 in the WGSB Insured Cash Sweep (ICS) account. Beane motioned to approve the Treasurer's report as given, 2<sup>nd</sup> by Ho-Sing-Loy, all voted in favor.

### **Meeting Minutes:**

Minutes for the Feb 10<sup>th</sup> meeting were reviewed. Beane motioned to approve the minutes as written, 2<sup>nd</sup> by Ho-Sing-Loy, all voted in favor.

### **Committee/Department Reports & Needs:**

Road Agent Tom Smith updated the Board on Highway Dept matters. The one-ton truck lost a front bearing last week and had to be towed to Crosstown Motors for repairs. A sensor issue will be addressed at the same time. Last week the highway crew sanded some icy areas of the state road as several cars were off the road. Tom also had an incident while plowing Quebec Rd with the 2017 10-wheeler which significantly damaged the vehicle. Luckily, Tom was wearing his seatbelt and was not seriously injured. Primex will send an adjuster to inspect the truck and determine if it will be repaired or replaced. Permanent highway vehicle registrations were signed and a \$144 increase to an earlier Cargill purchase order was approved as additional salt was delivered. The highway budget to date was reviewed. \* The 1<sup>st</sup> Quarter 2020 Safety Committee Meeting was tentatively scheduled for Mar 19<sup>th</sup> at noon.

### **Non Public:**

Trudell made a motion to enter non-public session per RSA 91-A:3, II(c) to discuss a matter of reputation, 2<sup>nd</sup> by Beane, all in favor by roll call vote. Resumed public session. Trudell made a motion to seal the minutes of the non-public session, 2<sup>nd</sup> by Beane, all in favor following a roll call vote.

### **Resume Committee/Department Reports & Needs:**

The Selectmen reviewed and signed two timber tax warrants and certifications. \* The Board reviewed and signed a 2020 Wage Agreement for Deputy Town Clerk/Tax Collector Diana McGrath. \* Town Clerk/Tax Collector Beth Carignan advised the

Selectmen of some upcoming days off that will be covered by her deputy. \* The Board confirmed there will be at least one member present during polling hours on Town Meeting Day - Mar 10<sup>th</sup> from 11:00 am to 6:00 pm. The Annual Town Meeting will start at 7:00 pm. \* Emergency Management Director Todd Landry met with the Board. After some discussion, it was decided that use of the lower meeting room by the State Police will be put on hold for the time being. Todd reviewed the action items in the Hazard Mitigation Plan and noted which have been completed and those that may be addressed in 2020 and 2021. The annual concurrence was signed. Todd also presented a Disaster/Emergency Flow Chart he prepared for the Town of Lyman if and when Emergency Management action is needed. A suggestion was made that a spare battery for the Town Hall generator be purchased. Coronavirus information received by the Town was reviewed. \* Todd Landry has decided to be a write-in candidate for moderator as Phil Clark's term expires at Town Meeting and he has no desire to continue after holding that office for 16 years.

**Non Public:**

Beane made a motion to enter non-public session per RSA 91-A:3, II(c) to discuss a matter of reputation, 2<sup>nd</sup> by Ho-Sing-Loy, all in favor by roll call vote. Resumed public session. Trudell made a motion to seal the minutes of the non-public session, 2<sup>nd</sup> by Ho-Sing-Loy, all in favor following a roll call vote.

**Permits and Applications:**

The following were approved:

- Current Use Application for Brian & Vicki Keating for Map 226 Lots 007, 008 and 009
- Updated Zoning Permit Application for Bentley & Lynn Craig for a new home for Map 206 Lot 004 - pending septic approval, road improvements and road liability waiver

Clark advised the Board she responded to a seasonal resident's inquiry about adding a small solar array to his property for personal use.

**Correspondence:**

The following were received:

- Legislative Bulletins #08, #09 and #10
- NHMA Mar/Apr 2020 Town and City magazine
- Letter from Governor Sununu asking for support for HB 1402 regarding net metering
- Lyman Community Group's Jan meeting minutes and 2020 Calendar of Events
- HealthTrust Public Hearing Notice on Mar 5<sup>th</sup> in Concord
- NHMA Art of Welfare Webinar on Mar 18<sup>th</sup> at noon - Clark & Shosa will participate
- Primex training on Civil Conversations vs Confrontations on Mar 18<sup>th</sup> in Concord
- NHMA Hard Road to Travel workshop on Apr 17<sup>th</sup> in Concord
- 2020 NH Dept of Labor Law Training on May 4<sup>th</sup> in Haverhill - Clark & Shosa will attend

- NHMA 2020 Local Officials Workshop on May 28<sup>th</sup> in Sugar Hill. Seats have been reserved for Shosa and a Selectman
- FEMA's Risk Mapping, Assessment & Planning Discovery Meeting on Apr 1<sup>st</sup> in Littleton - Beane may attend

**Old Business:**

A property owner submitted his Feb 2020 progress report on bringing zoning violations into compliance. He will be reminded that he has an Apr 20<sup>th</sup> deadline to complete the improvements or to have been granted an extension by the Zoning Board of Adjustment. \* The 2020 Warrant & Proposed Budget have been posted at the Town Hall and on the Town website as required. The 2019 Town Reports are available at the Town Hall and on the website as well. \* Beane reported on the Feb 19<sup>th</sup> Lisbon Regional School budget hearing and copies of the proposed budget including estimated tax impacts were reviewed. School Board members Lori Williams and Steve Sherry will be asked to attend the Mar 16<sup>th</sup> Selectmen's meeting to discuss it. The Annual School Meeting will be held Mar 18<sup>th</sup> at 7:00 pm.

**New Business:**

Kurt Colby from Commerford Nieder Perkins will start visiting properties with 2020 assessment changes next week. \* The Selectmen will have an Assessment Review and Statistical Update startup meeting with representatives from the Dept of Revenue and Commerford Nieder Perkins on Mar 17<sup>th</sup> at 2 pm. \* Small lights were purchased for the Town's voting booths. \* The Board completed and signed the US Census Bureau 2020 Initial Boundary Validation Program (BVP) form. \* The Board will invite Representative Tim Egan to an upcoming meeting to discuss the condition of the state road known as the Lyman Loop. \* Administrative Assistant in-training Tabbetha Shosa plans to sign up for the 2020 NH Government Finance Officers Association 2-year Certificate Program. \* The 2020 expense budget to date was reviewed.

Beane motioned to adjourn the meeting at 9:20 pm, 2<sup>nd</sup> by Ho-Sing-Loy, all voted in favor.

The next regular Selectmen's meeting is scheduled for Mar 16<sup>th</sup> at 6:00 pm.

Approved:

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