

SELECTMEN'S MINUTES

August 03, 2020 at the Town Hall

Present: Jim Trudell, Bruce Beane, Wendy Ho-Sing-Loy, Tabbetha Shosa-AA

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

Manifests & Invoices:

The manifests for 07/30/20 and 08/03/2020 were authorized and new invoices for future payment were reviewed and initialed.

Meeting Minutes:

Minutes for the July 27th meeting were reviewed. Trudell motioned to approve the minutes as written, 2nd by Ho-Sing-Loy, all voted in favor.

Committee/Department Reports & Needs:

- Shosa reported on highway department matters. Road Agent Smith has been doing roadside mowing on all town roads that aren't maintained by the state with the Mower Rental.
- Town Clerk – Beth Carignan reported on election, deeding, and IT personnel updates. Emergency Management Director, Todd Landry, will retrieve election PPE in the coming week. There will be a meeting on September 3rd with election workers and EMD to finalize plans for the September 8th Voting Day. No deeding will take place as the remaining balances for 2017 liens have been paid in full.

Permits and Applications:

The following were approved:

- Updated Driveway Permit renewal for Kevin Chamberlain Sr. for property located at Map 202 Lot 005. This driveway permit was originally approved on August 8, 2018. The current permit will expire on 08/13/2020. The BOS have approved the Permit extension. The new expiration date will be 08/04/2021.
- Zoning Permit for Kevin Chamberlain Sr. for property located at Map 202 Lot 005 was reviewed and approved. Shosa will reach out to Inspector Hodge to set up a site visit as this is a pre-fabricated home.
- Accessory Zoning Permit for Richard & Terry Portner for a pre-built shed located at Map 221 Lot 004 was reviewed and approved.
- Accessory Zoning Permit for Jeremy & Beverly Aldrich for Solar Panel Ground Mount for Map 215 Lot 005 was reviewed and approved.
- Intent to Cut received for property located at Map 222 Lot 013 was reviewed and approved.

Public Matters:

- Lyman residents that are on the Lisbon School Board were invited to discuss questions from the July 22nd meeting. The Selectmen answered questions concerning discussion that occurred at the July meeting. The board members talked about concerns that Lyman BOS was attempting to leave the Lisbon school. The BOS explained that this was not their intention and explained that the meeting that took place in July was sparked by growing concerns over increased taxes for both Lyman and Lisbon residents due to school budget increases. They explained that the goal of the July meeting and future meetings is to find a way to work together with the Lisbon School Board and renegotiate the existing contract. They also requested that at least one Lyman School Board member join the School Board Budget Committee in an effort to better understand the process of budget setting as well as giving Lyman residents a voice and some representation in this important process. The School Board members will discuss this at their August 5th meeting. In an effort to work cooperatively and provide Lyman residents with the best representation possible the BOS will request regular meetings and updates with the Lyman residents that are sitting on the Lisbon School Board so questions and concerns can be answered in a more efficient manner.

Correspondence:

- Lyman Community Group minutes for the July 2020 meeting were reviewed.
- Todd Landry sent an email with information on COVID Prep & PPE preparations for the 2020 elections.
- Shosa will attend Thursday calls for Local Officials & Employees that the NHMA attorneys are hosting. These calls will provide updates on COVID-19 changes and provide an opportunity to ask questions about changes.

Old Business:

- W.B Mason visited the office on Thursday, July 30th to provide maintenance for the old Sharp copier. The part needed to repair the copier is no longer in stock. Shosa will look into options for purchasing a small copier for the Town Clerk's office.
- Mountain Top Telecom will visit the Town Office on August 11th to install the equipment needed to improve the current internet issues at the Town Office.

New Business:

- The BOS reviewed and signed adjustment journals for the 1st quarter and 2nd quarter payroll tax distributions. The town uses QuickBooks for its bookkeeping and a few manual adjustments are required during the year for municipal accounting purposes.
- The BOS reviewed and signed a Municipality Land Use Change Tax Form A-5.
- The BOS reviewed and signed a Warrant for Land Use Change Tax Form A-5W
- The BOS reviewed and signed the DRA Auditor Option & Schedule MS-60A.

Trudell motioned to adjourn the meeting at 7:55 pm, 2nd by Beane, all voted in favor.

The next regular Selectmen's meeting is scheduled for August 10th at 6:00 pm at the Lyman Town Hall.

Approved:
