

## SELECTMEN'S MINUTES

October 4, 2021 at the Town Hall

Present: Bruce Beane, Jim Trudell, Wendy Ho-sing-loy, Administrative Assistant-Tabbetha Shosa,

Other: Jeffery Wilcox, Philip Clark, Donna Aguiar

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

### **Manifests & Invoices:**

The manifest for 10/04/2021 was authorized and new invoices for future payment were reviewed and initialed.

### **Treasurer's Report:**

The Treasurer's Report was read showing a balance of \$138,097.87 in the WGSB checking account, \$50,000 in the NOW account, and \$337,663.58 in the WGSB Insured Cash Sweep (ICS) account. Beane motioned to approve the Treasurer's report as given, 2<sup>nd</sup> by Trudell, all voted in favor.

### **Meeting Minutes:**

Minutes for the September 27<sup>th</sup> meeting were reviewed. Trudell motioned to approve the minutes as written, 2<sup>nd</sup> by Beane, all voted in favor.

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

- Shosa provided an update on the new printer that will be needed for the Tax Collectors office. The printer will be ordered within the week but due to supply and demand issues will not arrive for 3-4 months.

### **Correspondence:**

- The BOS reviewed three letters for appropriation request:
  - Ammonoosuc Community Health Services, Inc.

### **Public Matters:**

- The Selectmen met with some of the Board Representatives for the Mountain Meadows Association to discuss the progress of the Associations update for the Current By-laws. The Representatives from Mountain Meadows explained that to update the by-laws will be a bit challenging since a minimum of  $\frac{3}{4}$  of the Association Members must vote to approve the updated by-laws. They will continue to work to make their new by-laws as cohesive as possible with the existing Lyman Zoning Ordinance. The Selectmen explained that the Town is also working to improve the clarity of the existing Zoning Ordinance and stressed the importance of communication with existing and new Mountain Meadow land

owners. Trudell explained that providing all property owners within the Association with the by-laws as well as a copy of the Lyman Zoning Ordinance would be helpful in avoiding future confusion surrounding the limitations of many lots located within Mountain Meadows. Ho-sing-loy stated that it is the responsibility of a realtor to disclose all information on a property and that the Association should consider making it mandatory that they be notified when a sale is taking place and also that all by-laws be provided to new buyers prior to the final sale.

The BOS discussed efforts that are currently being made to ensure that the Zoning Variance Application is reviewed and that the five criteria is stated more clearly so that both property owners and ZBA Board Members can better understand the expectations that must be met to receive a Variance. Beane explained that this clarity will help all parties involved and hopefully avoid future issues such as ones they have recently come up against.

Phil Clark explained that the Associations Secretary, Nancy Freeman, is working to provide the Town with a list including all of the properties within Mountain Meadows as well as mapping of these lots. The BOS requested that the maps provide additional information such as non-conforming lots that are abutting and also owned by the same person if possible. The Association will work to provide as much information as possible.

**Old Business:**

- The Town's Legal Counsel is in the process of sending a letter to a property owner that is in violation of the Lyman Zoning Ordinance and has not responded to multiple request from the Town that the necessary Zoning Variance Application be completed.
- Trudell will be unable to make it to this week's Safety Inspection on Wednesday, October 6<sup>th</sup>. Beane will attend in his place.

**New Business:**

- The BOS discussed potential benefits in adding time clocks for all Town employees. Beane stated that potential insurance issues regarding workman's comp could arise with the Town's current method and believes that it may be time for a new method. The BOS agreed that the topic of time clocks should be revisited at a later time since such a change will require updates with the Town Auditors and should take place at the start of a new audit cycle and not in the middle.
- The Selectmen's Office will be closed from October 18-21<sup>st</sup> so that Shosa can attend a NH Statues Training.

Beane motioned to adjourn the meeting at 7:25 pm, 2<sup>nd</sup> by Ho-sing-loy, all voted in favor.

The next regular Selectmen's meeting is scheduled for October 18<sup>th</sup> at 6:00 pm at the Lyman Town Hall.

Approved:

---

---

---