

SELECTMEN'S MINUTES

January 31, 2022 at the Town Hall

Present: Bruce Beane, Jim Trudell, Wendy Ho-sing-loy, Administrative Assistant-Tabbatha Shosa, Treasurer-Celine Presby, Road Agent-Tom Smith, Tax Collector-Beth Carignan, Emergency Management Director-Todd Landry

Other: Beth Hubbard

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

Manifests & Invoices:

The manifests for 01/24/2022 and 01/31/2022 were authorized and new invoices for future payment were reviewed and initialed.

Treasurer's Report:

The Treasurer's Report was read and showed a balance of \$59,247.45 in the WGSB checking account, \$50,000 in the NOW account, and \$337,863.97 in the WGSB Insured Cash Sweep (ICS) account. Beane motioned to approve the Treasurer's report as given, 2nd by Trudell, all voted in favor.

Meeting Minutes:

Minutes for the January 18th meeting were reviewed. Beane motioned to approve the minutes as written, 2nd by Trudell, all voted in favor.

Committee/Department Reports & Needs:

Smith discussed the plans for 2022 road maintenance. The 3,000 yards of remaining road material will be put on Hunts Mountain and Moulton Hill before crushing of an additional 10,000 yards will begin in the late fall. They will also address some problem areas located on Hurd Hill. Road Agent Smith and the Selectmen are working with Chief Bogie to ensure the stone to gravel ratio will provide a more stable material.

Shosa explained that UniFirst recently reached out with a proposal to cut cost to the town in an effort to lessen the work load for their understaffed office at this time. The BOS discussed the proposal. At this time they will remain with UniFirst and will not make any changes to the pickup and drop off routine. Shosa or Smith will look into the various options that might be available for Highway Crew uniforms.

The BOS reviewed an updated list from Tax Collector, Beth Carignan, showing a breakdown of the properties that have unpaid taxes.

Carignan discussed a recent system error that resulted in an overpayment for car registration. The resident has requested a refund of the overpayment in the amount of

\$51. A check will be issued for the full refund amount on Monday, February 7th. Carignan requested a closed meeting with the BOS to discuss her current salary. The BOS agreed to hold this meeting once they were finished with other town business involving attendees of this evening's regular public meeting.

Landry spoke to the BOS and explained that a Certificate of Authority would need to be reviewed and signed giving him the authority to execute any and all contract agreements related to the 2020 Building Resilient Infrastructure and Communities Agreement. The grant will provide \$6,999.75 and the Town will be required to provide a 25% match.

Landry explained that he and several other Lyman residents are taking part in an Emergency Responders Class being offered locally. This will be a great benefit to the residents of Lyman. Beane explained that the Town is currently without a Health Officer and asked if Landry thought any of the participants may be interested in filling the vacant position. Landry said that he would be happy to spread the word.

The BOS reviewed and approved the four remaining trainings that Shosa will attend in 2022 to complete the Government Accounting Certificate Program. The program was paid for in full in 2021 and the remaining courses were rescheduled for 2022 due to COVID.

Correspondents:

- The BOS were provided with the NH Town and City January/February 2022 edition.
- The BOS were provided with the Arc News Winter 2022 edition.

Permits and Applications:

The following was reviewed:

- Pistol Permit was approved.
- Building Permit was for a shed was denied and will require Variances for the following:
 - Section 701 –Lot Size
 - Section 702 – Frontage
 - Section 703 – Setback
 - Section 704 – Side and Rear Yards

Public Matters:

Old Business:

- The BOS reviewed and signed final 2022 Wage and Benefit agreements for all election workers and elected officials that received the 6% raise for the 2022 year.
- The BOS reviewed the update provided by the owner of a property located on Wilderness Acres Rd.

New Business:

- Beth Hubbard provided paperwork from the 2021 Lyman Community Group Scholarship recipient. Ho-sing-loy will take the necessary paperwork to Rena Woods for a signature so that the payment can be processed in a timely manner.
- A check for items purchased at the Town Hall benefiting the Lyman Community Group was received and will be deposited by Ho-sing-loy this week.
- The BOS reviewed the Budget Binders in preparation of the February 8th Budget Hearing.
- The BOS reviewed and signed the CAI Contract for 2022.
- The BOS reviewed a 2022 Cemetery Lawn Care Bid that was received. The BOS will forward this information to the Cemetery Committee so that they can review.
- Trudell discussed a new position that the BOS have been considering. The position, known as Advisor to the Selectboard, would have a trial period from May-November 2022 should the position be approved at Town Meeting. During the six month trial period Trudell would fill this position after stepping away from his duties as a Selectman. As an Advisor to the Selectboard he would serve as a liaison between department heads and the BOS and help smooth out communication processes between all departments and boards. He would also help to keep all department heads and Board Members up to date on the ever changing RSA's, CDC Guidelines, and grant writing procedures that have begun to consume so much time. Trudell explained that the extra paperwork and constant changes of rules, regulations, etc. that have flooded town's since the start of Covid in 2020 has made it clear to the BOS that this position is necessary. With no end in sight for Covid the BOS have decided to embrace the new norm and do what they believe is necessary to ensure that the town and all of its residents maintain control and will always have a voice in all the decisions that have a direct effect on its residents. At the end of the six month trial period the BOS will reevaluate and determine whether or not this position should be available year round.

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

The next regular Selectmen's meeting is scheduled for February 14th at 6:00 pm at the Lyman Town Hall.

Approved:
