

SELECT BOARD MEETING AGENDA & BUDGET PUBLIC HEARING

DATE: 6:00pm Tuesday, January 21, 2014

HELD: Public Safety Complex (2nd Floor Meeting Room) 20 George Bennett Rd, Lee

The Select Board reserves the right to make changes as deemed necessary during the meeting. Please limit your speaking time to 15 minutes.

1. Call to Order - 6:00 pm
2. **FY2015 BUDGET PUBLIC HEARING**
3. Public Comment
4. **Dr. James C. Morse, ORSD Superintendent – District Budget Presentation**
Dr. Morse presents the 2015 School Budget.
5. **Heritage Commission**
Present proposed inventory project
6. **Caren Rossi, Planning & Zoning Administrator – Signage Complaint**
Address a past complaint regarding the signage at 465 Packers Falls Road and review ROW survey
7. **Lee USA Racetrack Discussion**
Review current Racetrack Ordinance and licensing process
8. **Chief Scott Nemet – Fire Chief’s Car**
Present estimates for converting surplus police cruiser into fire vehicle and make recommendation as to how to proceed.
9. **Town Administrator’s Report**
 - Petitions to Amend Pole Licenses and Agreements for Excavation in Town ROW by Aqueduct or Gas Company
 - Petition Warrant Articles
 - Final Warrant
 - Interdepartmental Budget Transfers
 - Miscellaneous
10. **Consent Agenda Items** - (Individual items may be removed by any Selectman for separate discussion and vote)

SIGNATURES REQUIRED

Household Hazardous Waste Collection Project
Primex CAP Agreements
Amended Conservation Easement Deed for Noble Farm
Abatements
Vacation Request - Rossi

INFORMATION ONLY

Rockingham County Conservation District Pesticide Report
Granite State Quest 11th Annual Ride to Conquer Cancer

11. **Acceptance of Minutes – Minutes and Non Public Minutes from December 23, 2013 and January 6, 2014**
12. **Acceptance of Manifest #14 and Weeks Payroll Ending January 19, 2014**
13. **Miscellaneous/Unfinished Business**
14. **Non-Public**
 - a. **RSA 91- A:3 II (a)** – PD Personal Issue
 - b. **RSA 91- A:3 II (a)** – Fire Personnel Issue
15. **Adjournment**

Posted: Town Hall, Public Safety Complex, Public Library and on leenh.org on January 17, 2014

Individuals needing assistance or auxiliary communication equipment due to sensory impairment or other disabilities should contact the Town Office at 659-5414. Please notify the town six days prior to any meeting so we are able to meet your needs.

**Town of Lee
Town Wide - FY 2015
Operating Budget Worksheet**

	FY 2013		FY 2014	FY 2015			FY 2015
	Budget	Actual	Budget	Dept. Request	ABC Recommend	BOS Recommend	BOS w/2% COLA
4130 - Selectmen							
4130-S1 - Selectmen Salary	4,500.00	4,500.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
4130-S2 - Town Administrator Salary	64,000.00	63,907.62	68,000.00	68,000.00	68,000.00	68,000.00	69,360.00
4130-W1 - Town Secretary Wages	38,118.00	39,189.52	39,932.00	41,746.00	41,746.00	41,746.00	42,580.51
4130-W2 - Temp. Selectmen Office	5,000.00	0.00	0.00	5,000.00	5,000.00	3,500.00	3,500.00
4130-W7 - Overtime	1,680.00	1,664.22	3,075.00	5,500.00	5,500.00	4,500.00	4,500.00
4130-04 - Town Report Expense	4,000.00	3,112.79	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
Total 4130 - Selectmen	117,298.00	112,374.15	121,007.00	130,246.00	130,246.00	127,746.00	129,940.51
4140 - Elections & Registrations							
4140-W1 - Moderator Wages	480.00	600.00	369.00	480.00	480.00	480.00	480.00
4140-W2 - Supervisors of the Checklist	4,000.00	3,458.68	3,383.00	3,600.00	3,600.00	3,600.00	3,600.00
4140-W3 - Election Wages	2,600.00	2,925.25	2,800.00	3,000.00	3,000.00	3,000.00	3,000.00
4140-01 - Legal Notices	100.00	0.00	200.00	200.00	200.00	200.00	200.00
4140-04 - Printing (Ballots)	5,000.00	3,134.50	4,500.00	4,000.00	4,000.00	4,000.00	4,000.00
4140-05 - Postage	100.00	14.55	200.00	200.00	200.00	200.00	200.00
4140-11 - Mileage	75.00	59.58	50.00	50.00	50.00	50.00	50.00
4140-13 - Election Day Meals	600.00	1,066.47	500.00	800.00	800.00	800.00	800.00
4140-40 - Town Meeting Expenses	900.00	563.65	750.00	750.00	750.00	750.00	750.00
Total 4140 - Elections & Registrations	13,855.00	11,822.68	12,752.00	13,080.00	13,080.00	13,080.00	13,080.00

**Town of Lee
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Operating Budget Worksheet**

	FY 2013		FY 2014		FY 2015			FY 2015
	Budget	Actual	Budget	Dept. Request	ABC Recommend	BOS Recommend	BOS w/2% COLA	
4141 - Town Clerk/Tax Collector								
4141-S1 - TC/TC Salary	46,057.00	46,055.89	47,209.00	47,209.00	47,209.00	47,209.00	48,153.18	
4141-W1 - TC/TC Deputy Wages	5,700.00	17,679.42	5,843.00	5,843.00	5,843.00	5,843.00	5,843.00	
4141-W2 - TC/TC Assistant Wages	16,544.00	3,475.88	16,958.00	16,958.00	16,958.00	16,958.00	17,297.16	
4141-W3 - TC/TC Temporary Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4141-W7 - TC/TC OT	0.00	260.37	0.00	0.00	0.00	0.00	0.00	
4141-01 - Advertisements	200.00	217.35	200.00	0.00	0.00	0.00	0.00	
4141-02 - Legal Notices	0.00	0.00	0.00	250.00	250.00	250.00	250.00	
4141-05 - Postage	6,300.00	4,781.94	6,300.00	6,300.00	6,300.00	6,300.00	6,300.00	
4141-06 - Association Dues	80.00	40.00	80.00	80.00	80.00	80.00	80.00	
4141-08 - Registry Redemptions	500.00	340.26	500.00	500.00	500.00	500.00	500.00	
4141-09 - Office Supplies	0.00	1,360.66	3,000.00	3,000.00	3,000.00	2,000.00	2,000.00	
4141-11 - Mileage	1,350.00	1,341.91	1,350.00	1,350.00	1,350.00	1,350.00	1,350.00	
4141-12 - Conference/Travel	300.00	244.00	300.00	300.00	300.00	300.00	300.00	
4141-14 - Training	1,000.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
4141-30 - Telephone	500.00	355.44	400.00	400.00	400.00	400.00	400.00	
4141-40 - Binding Vital Records	300.00	0.00	300.00	300.00	300.00	300.00	300.00	
4141-41 - Lien Searches	1,500.00	1,403.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	
4141-42 - Dog Tags	0.00	0.00	350.00	350.00	350.00	350.00	350.00	
Total 4141 - Town Clerk/Tax Collector	80,331.00	77,556.12	85,290.00	85,340.00	85,340.00	84,340.00	85,623.34	
4150 - Financial Administration								
4150-S1 - Treasurer's Salary	4,991.00	4,845.36	5,116.00	5,116.00	5,116.00	5,116.00	5,116.00	
4150-S2 - Finance Officer Salary	0.00	0.00	0.00	48,000.00	0.00	48,000.00	48,000.00	
4150-W1 - Bookkeeper Wages	36,672.00	38,353.66	39,932.00	39,932.00	39,932.00	0.00	0.00	
4150-W2 - Fin. Temporary Help	3,267.00	0.00	0.00	0.00	0.00	0.00	0.00	
4150-W7 - Finance OT	0.00	716.62	3,075.00	3,500.00	3,500.00	0.00	0.00	
4150-01 - Advertising	1,400.00	548.46	1,400.00	1,000.00	1,000.00	1,000.00	1,000.00	
4150-02 - Legal Notices	250.00	885.50	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	

Town of Lee
Town Wide - FY 2015
Operating Budget Worksheet
4150-03 - Equipment Agreements

FY 2013		FY 2014	FY 2015		FY 2015	
Budget	Actual	Budget	Dept. Request	ABC Recommend	BOS Recommend	BOS w/2% COLA
7,500.00	1,207.75	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00

**Town of Lee
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	FY 2013		FY 2014		FY 2015		FY 2015
	Budget	Actual	Budget	Dept. Request	ABC Recommend	BOS Recommend	BOS w/2% COLA
4150-04 · Printing	7,500.00	1,267.87	3,000.00	3,000.00	3,000.00	2,000.00	2,000.00
4150-05 · Postage	2,000.00	2,082.11	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
4150-06 · Dues/Subscriptions	3,400.00	3,274.77	4,000.00	4,200.00	4,200.00	4,200.00	4,200.00
4150-07 · Reference Materials	1,000.00	20.00	200.00	200.00	200.00	200.00	200.00
4150-08 · Registry/Redemptions	250.00	0.00	0.00	0.00	0.00	0.00	0.00
4150-09 · Office Supplies	7,000.00	4,568.64	4,000.00	4,500.00	4,500.00	4,500.00	4,500.00
4150-10 · Kitchen Supplies	600.00	0.00	200.00	200.00	200.00	200.00	200.00
4150-11 · Mileage	500.00	1,269.64	1,500.00	900.00	900.00	900.00	900.00
4150-12 · Conference/Travel	1,000.00	788.50	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
4150-14 · Training	1,500.00	145.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
4150-16 · Equipment M & R	750.00	0.00	200.00	500.00	500.00	500.00	500.00
4150-17 · New Equipment	5,000.00	0.00	1,000.00	1,000.00	1,000.00	500.00	500.00
4150-24 · Gas/Oil Town Car	1,200.00	40.53	0.00	0.00	0.00	0.00	0.00
4150-29 · Other Expenses	0.00	185.00	0.00	0.00	0.00	0.00	0.00
4150-40 · Professional Audit	14,000.00	12,500.00	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00
4150-41 · Electronic Storage	200.00	0.00	0.00	0.00	0.00	0.00	0.00
4150-42 · Safety Committee	250.00	250.00	2,950.00	500.00	500.00	500.00	500.00
4150-43 · Payroll Expenses	5,500.00	3,597.75	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
4150-44 · Interest	200.00	169.55	200.00	200.00	200.00	200.00	200.00
4150-45 · Temp. Agencies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 4150 · Financial Administration	105,930.00	76,716.71	93,973.00	139,948.00	91,948.00	95,016.00	95,016.00
4151 · Information Technology							
4151-S1 · IT Director Salary	51,071.00	0.00	0.00	0.00	0.00	0.00	0.00
4151-03 · Printers/Copiers/Faxes	1,750.00	5,375.96	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00
4151-05 · Postage	50.00	0.00	0.00	0.00	0.00	0.00	0.00
4151-11 · Mileage	200.00	0.00	0.00	0.00	0.00	0.00	0.00
4151-14 · Training	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
4151-16 · Maintenance & Repair	0.00	0.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
4151-22 · Alarms	1,500.00	1,085.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00

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	Budget	Actual	Budget	Dept. Request	ABC Recommend	BOS Recommend	BOS w/2% COLA	
4151-30 · Telephone	1,500.00	1,068.90	1,200.00	1,200.00	1,200.00	1,800.00	1,800.00	
4151-40 · Computer Hardware	11,000.00	9,808.57	8,000.00	18,000.00	18,000.00	18,000.00	18,000.00	
4151-41 · Computer Software	1,500.00	1,414.95	10,000.00	1,500.00	1,500.00	1,500.00	1,500.00	
4151-42 · Computer Services	6,000.00	37,769.27	37,000.00	37,000.00	37,000.00	37,000.00	38,500.00	
4151-43 · PEG Access	1,200.00	708.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
4151-46 · Software Support Service	20,585.00	18,239.48	18,000.00	20,000.00	20,000.00	20,000.00	20,000.00	
Total 4151 · Information Technology	96,456.00	75,470.13	85,200.00	88,700.00	88,700.00	89,300.00	90,800.00	
4152 · Property Valuation								
4152-W2 · Assessing Tech	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4152-11 Mileage	0.00	0.00	0.00	600.00	600.00	600.00	600.00	
4152-40 · Assessing Firms	43,000.00	28,877.80	43,000.00	30,000.00	30,000.00	30,000.00	30,000.00	
4152-41 · Tax Map Updates	250.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total 4152 · Property Valuation	43,250.00	28,877.80	43,000.00	30,600.00	30,600.00	30,600.00	30,600.00	
4153 · Legal Expenses								
Fairpoint	0.00	1,176.49	0.00	0.00				
P & Z	0.00	0.00	0.00	0.00				
Other	25,000.00	16,350.97	15,000.00	20,000.00	35,000.00	35,000.00	35,000.00	
Total 4153 · Legal Expenses	25,000.00	17,527.46	15,000.00	20,000.00	35,000.00	35,000.00	35,000.00	
4155 · Personnel Administration								
4155-W1 · Bonus	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
4155-13 · Food/Meetings	800.00	361.60	500.00	500.00	500.00	500.00	500.00	
4155-40 · Group I Retirement	60,779.96	50,656.91	69,674.45	61,100.00	61,100.00	61,100.00	62,108.07	
4155-41 · Group II Retirement	90,335.00	82,139.52	119,000.00	133,541.00	133,541.00	133,541.00	135,831.45	
4155-42 · Health Insurance								
Health Ins Contribution Holiday	0.00	0.00	-11,500.00	0.00	0.00	-20,000.00	-20,000.00	
Other	419,827.64	358,755.46	422,547.64	0.00	0.00	471,000.00	471,000.00	
Total 4155-42 · Health Insurance	419,827.64	358,755.46	411,047.64	469,487.00	451,565.52	451,000.00	451,000.00	

**Town of Lee
Town Wide - FY 2015**

Operating Budget Worksheet

	FY 2013		FY 2014		FY 2015			FY 2015
	Budget	Actual	Budget	Dept. Request	ABC Recommend	BOS Recommend	BOS w/2% COLA	
4155-43 · Health Insurance Buyout	7,785.00	7,407.88	7,700.00	4,150.00	8,500.00	4,400.00	4,400.00	
4155-44 · Social Security Tax	52,746.77	46,440.86	52,389.17	50,238.22	58,000.00	58,000.00	58,712.00	
4155-45 · Medicare Tax	18,809.72	16,776.06	19,211.86	19,184.75	20,369.00	20,369.00	20,665.74	
4155-46 · NH Unemployment	5,348.00	4,310.34	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	
4155-47 · Special Awards/Flowers	1,250.00	320.00	1,250.00	500.00	500.00	500.00	500.00	
4155-49 · Pay in Lieu of Vacation	0.00	0.00	13,000.00	15,250.00	15,250.00	15,250.00	15,250.00	
Total 4155 · Personnel Administration	656,682.09	568,168.63	699,773.12	759,950.97	755,325.52	750,660.00	754,967.26	
4191 · Planning & Zoning								
4191-S1 · P & Z Administrator	0.00	0.00	50,188.00	50,188.00	50,188.00	50,188.00	50,188.00	
4191-S2 · CEO/Building Inspector	55,096.00	43,861.56	0.00	0.00	0.00	0.00	0.00	
4191-W1 · P & Z Secretary	41,458.00	41,678.08	0.00	0.00	0.00	0.00	0.00	
4191-W2 · Building Inspector	0.00	5,010.00	49,031.00	39,000.00	20,000.00	31,200.00	31,200.00	
4191-W7 · Overtime	600.00	1,197.04	615.00	6,000.00	6,000.00	3,500.00	3,500.00	
4191-02 · Legal Notices	1,400.00	5,204.30	1,400.00	5,500.00	5,500.00	5,500.00	5,500.00	
4191-03 · Equipment Lease	0.00	0.00	0.00	2,500.00	2,500.00	2,500.00	2,500.00	
4191-05 · Postage	1,450.00	840.06	1,450.00	1,150.00	1,150.00	1,150.00	1,150.00	
4191-06 · Dues & Subscriptions	1,205.00	50.00	1,205.00	1,205.00	1,205.00	1,205.00	1,205.00	
4191-07 · Resource Materials	250.00	228.00	250.00	250.00	250.00	250.00	250.00	
4191-09 · Office Supplies	1,400.00	2,130.62	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	
4191-11 · Mileage	250.00	0.00	250.00	100.00	100.00	100.00	100.00	
4191-14 · Training	700.00	510.49	700.00	1,000.00	1,000.00	1,000.00	1,000.00	
4191-17 · Equipment Replacement	300.00	672.95	300.00	300.00	300.00	300.00	300.00	
4191-18 · Electricity	1,000.00	891.36	1,000.00	1,000.00	1,000.00	1,000.00	1,250.00	
4191-24 · Gas/Oil Vehicle	1,700.00	987.55	1,700.00	1,200.00	1,200.00	1,200.00	1,200.00	
4191-26 · Vehicle M & R	350.00	716.10	350.00	850.00	850.00	850.00	850.00	
4191-30 · Telephone	2,200.00	1,680.62	1,720.00	1,800.00	1,800.00	1,200.00	1,200.00	
4191-40 · Outside Consulting	250.00	1,007.10	250.00	1,050.00	1,050.00	1,050.00	1,050.00	
4191-41 · Recording Fees	250.00	0.00	250.00	50.00	50.00	50.00	50.00	
4191-42 · Legal Fees	0.00	0.00	0.00	20,000.00	5,000.00	5,000.00	5,000.00	

Town of Lee
Town Wide - FY 2015
Operating Budget Worksheet

	FY 2013		FY 2014		FY 2015			FY 2015
	Budget	Actual	Budget	Request	ABC Recommend	BOS Recommend	BOS w/2% COLA	
4191-43 · Stafford County Reg. Plan.	5,077.56	4,916.78	4,916.78	4,916.78	0.00	4,916.78	4,916.78	
Total 4191 · Planning & Zoning	114,936.56	111,582.61	116,675.78	139,159.78	100,243.00	113,259.78	113,509.78	
4194 · Government Buildings								
4194-W1 · Janitor Wages	36,729.00	36,980.04	37,648.00	37,648.00	37,648.00	37,648.00	38,400.96	
4194-W2 · Janitor Assistant	11,332.00	8,716.13	11,616.00	11,616.00	11,616.00	11,616.00	11,848.32	
4194-W3 · Janitor Temporary Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4194-W7 · Overtime	500.00	582.78	513.00	500.00	500.00	500.00	500.00	
4194-11 · Mileage	400.00	363.01	400.00	500.00	500.00	500.00	500.00	
4194-15 · Uniforms	500.00	277.91	300.00	300.00	300.00	300.00	300.00	
4194-16 · Maintenance & Repair	15,000.00	13,282.90	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	
4194-18 · Electricity	6,300.00	4,774.92	6,950.00	7,000.00	7,000.00	5,000.00	5,250.00	
4194-19 · Heat Town Hall Complex	3,333.00	4,185.67	5,330.00	8,000.00	8,000.00	6,000.00	6,000.00	
4194-21 · Bottled Water	800.00	835.46	850.00	1,050.00	1,050.00	800.00	800.00	
4194-23 · Landscape	1,000.00	93.36	1,000.00	1,000.00	1,000.00	500.00	500.00	
4194-30 · Telephone	400.00	270.00	360.00	360.00	360.00	360.00	360.00	
4194-40 · Janitor Supplies	6,370.00	2,483.44	6,370.00	6,370.00	6,370.00	6,370.00	6,370.00	
4194-41 · Energy Comm.	2,000.00	1,293.09	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	
Total 4194 · Government Buildings	84,664.00	74,138.71	88,337.00	91,344.00	91,344.00	86,594.00	87,829.28	
4195 · Cemetery								
4195-S1 · Superintendent Salary	600.00	600.00	600.00	600.00	600.00	600.00	600.00	
4195-W1 · Labor	800.00	0.00	800.00	0.00	0.00	0.00	0.00	
4195-05 · Postage	0.00	0.90	0.00	0.00	0.00	0.00	0.00	
4195-09 · Office Supplies	800.00	12.00	100.00	100.00	100.00	100.00	100.00	
4195-17 · New Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4195-25 · Gas/Oil/Fuel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4195-28 · Miscellaneous	0.00	108.26	0.00	0.00	0.00	0.00	0.00	
4195-40 · Capital Improvements	1,000.00	0.00	1,000.00	1,000.00	1,000.00	500.00	500.00	
4195-41 · Flags	414.00	414.60	414.00	414.00	414.00	414.00	414.00	

Town of Lee
Town Wide - FY 2015
Operating Budget Worksheet

	FY 2013		FY 2014		FY 2015			FY 2015
	Budget	Actual	Budget	Dept. Request	ABC Recommend	BOS Recommend	BOS w/2% COLA	
4195-42 · Maintenance	4,500.00	7,020.64	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00	
4195-43 · Memorial Replacement	5,000.00	0.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	
Total 4195 · Cemetery	13,114.00	8,156.40	12,414.00	11,614.00	11,614.00	11,114.00	11,114.00	
4196 · Insurance								
4196-40 · Property Liability								
Property Liability Holiday	0.00	0.00	-6,680.53					
Property Liability - Other	35,200.00	38,421.41	40,213.00	40,272.00	39,091.00	40,272.00	40,272.00	
Total 4196-40 · Property Liability	35,200.00	38,421.41	33,532.47	40,272.00	39,091.00	40,272.00	40,272.00	
4196-41 · Worker's Compensation	45,573.28	41,911.86	59,568.38	42,329.00	39,828.00	42,329.00	42,329.00	
4196-42 · Fire Dept. Accident & Health	5,250.00	5,250.00	5,670.00	5,461.00	5,461.00	5,461.00	5,461.00	
419642b · Insurance Deductible	0.00	0.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	
Total 4196 · Insurance	86,023.28	85,583.27	100,770.85	90,062.00	86,380.00	90,062.00	90,062.00	
4199 · Other General Government								
4210 · Police Department								
4210-S1 · Police Chief Salary	76,785.00	76,785.20	78,706.00	78,706.00	78,706.00	78,706.00	80,280.12	
4210-W1 · Sergeant Wages	106,784.00	105,131.56	109,455.00	112,320.00	109,455.00	109,455.00	111,639.00	
4210-W2 · Senior Patrolman Wages	136,141.00	104,354.60	98,710.00	97,260.80	93,267.20	93,267.20	95,132.34	
4210-W3 · Patrolman Wages	41,780.00	54,376.11	83,662.00	139,838.40	85,654.00	85,654.00	92,056.02	
4210-W4 · Police Secretary Wages	38,957.00	35,971.02	39,932.00	41,600.00	39,932.00	39,932.00	40,730.64	
4210-W7 · Overtime	25,645.00	31,339.23	27,075.35	28,293.75	27,075.35	27,075.35	27,075.00	
4210-W8 · Holiday Wages	14,005.00	14,221.36	14,425.15	14,857.90	14,425.15	14,425.15	14,425.00	
4210-03 · Contracts	12,800.00	13,050.74	12,800.00	12,800.00	12,800.00	12,800.00	12,800.00	
4210-04 · Printing	1,500.00	1,236.26	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	
4210-06 · Dues	500.00	634.00	500.00	500.00	500.00	500.00	500.00	
4210-09 · Supplies	3,500.00	1,420.96	3,500.00	3,500.00	3,500.00	2,500.00	2,500.00	
4210-14 · Training	4,500.00	5,417.03	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00	
4210-15 · Uniforms	3,600.00	3,287.87	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	

Town of Lee
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	FY 2013		FY 2014		FY 2015			FY 2015
	Budget	Actual	Budget	Dept. Request	ABC Recommend	BOS Recommend	BOS w/2% COLA	
4210-17 · Equipment Replacement	8,500.00	6,548.45	8,500.00	7,000.00	7,000.00	7,000.00	7,000.00	
4210-18 · Electricity	10,500.00	8,132.25	10,500.00	10,500.00	10,500.00	10,500.00	10,250.00	
4210-19 · Heat	8,000.00	8,125.69	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	
4210-24 · Gas/Oil Vehicles	22,000.00	19,843.78	27,000.00	27,000.00	27,000.00	20,000.00	20,000.00	
4210-26 · Vehicle Repair	13,500.00	12,587.02	13,500.00	13,500.00	13,500.00	13,500.00	13,500.00	
4210-27 · Radio Repair	1,100.00	1,369.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	
4210-29 · Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4210-30 · Telephone	6,350.00	4,909.61	5,650.00	5,650.00	5,650.00	5,650.00	4,250.00	
4210-40 · Attorney	6,528.00	6,528.00	6,723.84	6,925.56	6,925.56	6,925.56	6,925.56	
4210-41 · Evidence	300.00	49.00	300.00	300.00	300.00	300.00	300.00	
4210-42 · CALEA	4,000.00	4,357.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	
Total 4210 · Police Department	547,275.00	519,675.74	563,639.34	623,252.41	558,890.26	550,890.26	562,063.68	
4211 · Dispatch Center								
4211-40 · UNH Police Department	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	
4211-41 · Strafford County Dispatch	7,065.00	6,711.70	7,065.00	7,065.00	7,065.00	7,065.00	7,065.00	
Total 4211 · Dispatch Center	17,065.00	16,711.70	17,065.00	17,065.00	17,065.00	17,065.00	17,065.00	
4215 · Ambulance	14,144.00	14,145.08	13,086.00	14,501.00	14,501.00	14,501.00	14,501.00	
4220 · Fire Department								
4220-S1 · Fire Chief Salary	14,297.00	14,296.36	14,297.00	14,297.00	14,297.00	57,000.00	57,000.00	
4220-S2 · Deputy Salary	7,682.00	7,681.52	7,682.00	7,682.00	7,682.00	7,682.00	7,682.00	
4220-W1 · Captain Wages	44,061.00	42,635.34	45,163.00	45,163.00	45,163.00	0.00	0.00	
4220-W2 · Lieutenant Wages	35,249.00	33,845.64	36,131.00	36,131.00	36,131.00	36,131.00	36,853.62	
4220-W3 · Paid Call Wages	37,000.00	22,594.54	37,000.00	47,000.00	47,000.00	47,000.00	47,000.00	
4220-W4 · Full Time Firefighter	0.00	0.00	0.00	38,000.00	38,000.00	38,000.00	38,188.80	
4220-W7 · Overtime	4,000.00	2,732.24	2,050.00	3,000.00	3,000.00	3,000.00	3,000.00	
4220-W8 · Holiday	3,000.00	2,202.72	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	
4220-W9 · Incentive Pay	0.00	4,775.00	13,000.00	18,000.00	18,000.00	18,000.00	18,000.00	
4220-03 · Equip. Maint. Agreements	500.00	6,703.57	5,000.00	9,000.00	9,000.00	9,000.00	9,000.00	

Town of Lee
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	FY 2013		FY 2014		FY 2015		FY 2015
	Budget	Actual	Budget	Dept. Request	ABC Recommend	BOS Recommend	BOS w/2% COLA
4220-04 · Printing	100.00	0.00	100.00	100.00	100.00	100.00	100.00
4220-05 · Postage	60.00	6.40	50.00	50.00	50.00	50.00	50.00
4220-06 · Dues/Subscriptions	4,000.00	2,744.60	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
4220-09 · Office Supplies	500.00	1,736.74	1,000.00	2,000.00	2,000.00	2,000.00	2,000.00
4220-10 · Supplies - Other	500.00	795.98	3,000.00	3,000.00	3,000.00	2,000.00	2,000.00
4220-12 · Conference/Travel	0.00	57.94	0.00	0.00	0.00	0.00	0.00
4220-13 · Special Events	500.00	0.00	300.00	500.00	500.00	500.00	500.00
4220-14 · Training	5,000.00	2,645.83	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
4220-15 · Uniforms	1,200.00	312.88	1,000.00	1,000.00	1,000.00	1,500.00	1,500.00
4220-16 · Equipment Repairs/Parts	8,500.00	7,924.34	6,000.00	8,500.00	8,500.00	8,500.00	8,500.00
4220-17 · New Equipment	15,000.00	5,961.70	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
4220-18 · Electricity	10,500.00	8,132.25	10,500.00	10,500.00	10,500.00	10,500.00	10,250.00
4220-19 · Heat	8,000.00	8,125.70	8,000.00	8,500.00	8,500.00	8,500.00	8,500.00
4220-21 · Bottled Water	500.00	469.16	650.00	650.00	650.00	650.00	650.00
4220-22 · Alarms	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4220-24 · Gas/Oil/Fuel	0.00	0.00	500.00	200.00	200.00	200.00	200.00
4220-25 · Diesel Fuel	5,500.00	-1,984.76	7,000.00	7,500.00	7,500.00	7,500.00	7,500.00
4220-26 · Vehicle M & R	8,000.00	6,953.31	5,000.00	8,000.00	8,000.00	8,000.00	8,000.00
4220-27 · Radio Repair	2,500.00	429.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
4220-28 · Miscellaneous/Other	0.00	7.60	0.00	0.00	0.00	0.00	0.00
4220-30 · Telephone	6,150.00	4,342.28	5,250.00	5,000.00	5,000.00	1,900.00	2,100.00
4220-40 · Medical Supplies	4,000.00	451.37	3,000.00	3,000.00	3,000.00	2,000.00	2,000.00
4220-41 · Fire Prevention Safety	1,500.00	145.80	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
4220-42 · Personal Protective Equip.	10,000.00	1,467.59	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Budget Reduction					-10,000.00		
Total 4220 · Fire Department	237,799.00	188,192.64	253,173.00	318,273.00	308,273.00	311,213.00	312,074.42

**Town of Lee
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Operating Budget Worksheet**

	FY 2013		FY 2014		FY 2015			FY 2015
	Budget	Actual	Budget	Request	ABC Recommend	BOS Recommend	BOS w/2% COLA	
4290 - Emergency Management								
4290-S1 - Emergency Man. Salary	5,000.00	3,045.64	3,000.00	3,000.00	3,000.00	2,000.00	2,000.00	
4290-W1 - Emergency Man. Wages	0.00	74.92	2,000.00	2,000.00	2,000.00	1,000.00	1,000.00	
4290-W7 - Emergency Man. OT	0.00	421.50	0.00	0.00	0.00	0.00	0.00	
4290-09 - Supplies/Expenses	1,000.00	557.12	5,000.00	6,200.00	6,200.00	6,200.00	6,200.00	
Total 4290 - Emergency Management	6,000.00	4,099.18	10,000.00	11,200.00	11,200.00	9,200.00	9,200.00	
4311 - Highway Department								
4311-S1 - Road Agent Salary	59,790.00	59,790.12	61,286.00	60,000.00	61,286.00	61,286.00	62,511.72	
4311-W1 - Road Agent Assist. Wages	41,274.00	39,957.76	42,306.00	42,306.00	42,306.00	42,306.00	43,152.12	
4311-W2 - Full Time Wages	38,889.00	37,166.25	39,862.00	39,862.00	39,862.00	39,862.00	40,659.24	
4311-W3 - Part Time Wages	6,000.00	6,082.96	6,000.00	6,500.00	6,500.00	6,500.00	6,500.00	
4311-W4 - Temporary Help Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4311-W7 - Overtime	9,000.00	5,979.75	9,225.00	9,000.00	9,000.00	9,000.00	9,000.00	
4311-W8 - Holiday Wages	2,500.00	3,708.96	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	
4311-09 - Office Supplies	250.00	38.24	250.00	250.00	250.00	250.00	250.00	
4311-10 - Supplies	4,500.00	2,402.93	4,500.00	4,000.00	4,000.00	3,000.00	3,000.00	
4311-15 - Uniform	1,700.00	1,337.02	1,700.00	1,700.00	1,700.00	1,700.00	1,700.00	
4311-18 - Electricity	1,750.00	1,446.02	1,750.00	1,750.00	1,750.00	1,750.00	1,750.00	
4311-19 - Heating Fuel	6,500.00	5,183.62	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00	
4311-21 - Hand Tools & New Equipment	1,000.00	81.95	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
4311-24 - Gasoline	2,625.00	3,144.89	2,625.00	3,200.00	3,200.00	3,200.00	3,200.00	
4311-25 - Diesel Fuel	16,500.00	18,426.47	16,500.00	18,500.00	18,500.00	18,500.00	18,500.00	
4311-26 - Parts/In House Repairs	13,000.00	16,951.83	13,000.00	14,500.00	14,500.00	14,500.00	14,500.00	
4311-28 - Miscellaneous/Engineering	1,100.00	1,890.99	5,000.00	8,000.00	8,000.00	6,000.00	6,000.00	
4311-30 - Telephone	1,300.00	1,051.14	1,160.00	1,120.00	1,120.00	1,120.00	1,520.00	
4311-40 - Tires	2,500.00	1,997.44	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	
4311-41 - Wear Edges (Plow & Equip.)	3,500.00	3,085.85	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	
4311-42 - Hired & Rental Equipment	16,000.00	12,680.86	16,000.00	16,000.00	16,000.00	16,000.00	16,000.00	

**Town of Lee
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Operating Budget Worksheet**

	FY 2013		FY 2014		FY 2015			FY 2015
	Budget	Actual	Budget	Dept. Request	ABC Recommend	BOS Recommend	BOS w/2% COLA	
4311-43 · Sub Contracted Repairs	9,000.00	1,028.60	9,000.00	8,000.00	8,000.00	8,000.00	8,000.00	
4311-44 · Paving & Asphalt Products	143,000.00	153,045.00	170,000.00	170,000.00	170,000.00	170,000.00	170,000.00	
4311-45 · Sand/Stone/Gravel	10,000.00	9,088.90	10,000.00	9,500.00	9,500.00	9,500.00	9,500.00	
4311-46 · Culvert/Guard Rails, Etc.	5,000.00	436.25	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	
4311-47 · Salt/Calcium/Magnesium	28,000.00	18,578.23	28,000.00	25,000.00	25,000.00	25,000.00	25,000.00	
4311-48 · Drug & Alcohol Testing	1,000.00	311.00	1,000.00	750.00	750.00	750.00	750.00	
4311-49 · Signs/Warning Devices	4,000.00	3,729.05	4,000.00	3,000.00	3,000.00	3,000.00	3,000.00	
4311-50 · Building M & R	2,500.00	288.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	
4311-51 Little River Park Maintenance	0.00	0.00	0.00	0.00	0.00	11,250.00	11,250.00	
Total 4311 · Highway Department	432,178.00	408,910.08	467,664.00	467,438.00	468,724.00	476,974.00	480,243.08	
4321 · Transfer Station								
4321-S1 · TS Manager Salary	45,824.00	45,824.22	46,970.00	46,970.00	46,970.00	46,970.00	47,909.40	
4321-W1 · Full Time Wages	58,906.00	47,682.78	60,388.00	31,700.00	31,700.00	31,700.00	33,436.62	
4321-W2 · Part Time Wages	16,747.00	15,431.41	13,325.00	29,400.00	29,400.00	35,426.00	36,164.52	
4321-W7 · Overtime	1,900.00	1,420.40	1,538.00	1,538.00	1,538.00	1,538.00	1,538.00	
4321-W8 · Clerical	0.00	0.00	0.00	150.00	150.00	0.00	0.00	
4321-04 · Printing/Stickers/Permits	450.00	0.00	1,000.00	450.00	450.00	450.00	450.00	
4321-05 · Postage	50.00	28.84	100.00	50.00	50.00	50.00	50.00	
4321-06 · Dues/Subscriptions	500.00	197.00	325.00	400.00	400.00	400.00	400.00	
4321-09 · Office Expense	2,000.00	1,546.09	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	
4321-14 · Training/Education	900.00	940.98	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
4321-15 · Uniforms	2,450.00	1,303.20	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	
4321-16 · Equipment M & R	7,000.00	7,973.73	15,500.00	7,000.00	7,000.00	7,000.00	7,000.00	
4321-17 · New Equipment	0.00	2,797.71	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	
4321-18 · Electricity	8,500.00	8,302.85	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	
4321-19 · Heating Fuel	1,800.00	1,871.63	1,800.00	1,900.00	1,900.00	1,900.00	1,900.00	
4321-23 · Grounds Maintenance	1,700.00	2,260.45	2,700.00	2,500.00	2,500.00	2,500.00	2,500.00	
4321-25 · Fuel/Vehicles	4,000.00	2,620.34	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	
4321-28 · Miscellaneous	0.00	270.86	500.00	500.00	500.00	500.00	500.00	

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	FY 2013		FY 2014		FY 2015			FY 2015
	Budget	Actual	Budget	Request	ABC Recommend	BOS Recommend	BOS w/2% COLA	
4321-29 · Other	0.00	127.73	0.00	0.00	0.00	0.00	0.00	
4321-30 · Telephone	800.00	651.18	760.00	725.00	725.00	725.00	735.00	
4321-40 · Safety Equipment	1,500.00	601.79	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	
4321-41 · Engineering	100.00	0.00	100.00	100.00	100.00	100.00	100.00	
4321-42 · Recycling Expense	4,000.00	1,812.81	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	
4321-43 · Compliance	250.00	0.00	250.00	200.00	200.00	200.00	200.00	
4321-44 · CFC Removal	200.00	0.00	200.00	200.00	200.00	200.00	200.00	
4321-45 · Porta Potty	700.00	570.00	700.00	700.00	700.00	700.00	700.00	
4321-46 · Compost Bins & Pails	100.00	594.80	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
4321-47 · Volunteer ID T-Shirts	200.00	0.00	200.00	200.00	200.00	200.00	200.00	
Total 4321 · Transfer Station	160,577.00	144,830.80	172,856.00	151,183.00	151,183.00	157,059.00	160,483.54	
4324 · Solid Waste Disposal								
4324-40 · MSW & Bulky	85,000.00	86,767.57	92,000.00	92,000.00	92,000.00	92,000.00	92,000.00	
4324-41 · Hauling Cost	19,000.00	16,218.94	19,000.00	22,000.00	22,000.00	22,000.00	22,000.00	
4324-42 · Tire Disposal	2,600.00	0.00	2,200.00	1,900.00	1,900.00	1,900.00	1,900.00	
4324-43 · Electronics Disposal	2,900.00	4,766.18	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	
4324-44 · Hazardous Waste	3,000.00	880.66	3,000.00	3,500.00	3,500.00	3,500.00	3,500.00	
4324-45 · Contaminated Waste Oil	1,500.00	1,450.06	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	
4324-46 · Lamprey Closure Cost	900.00	927.29	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
4324-47 · Solid Waste Other	800.00	243.50	800.00	800.00	800.00	800.00	800.00	
4324-48 · Construction & Demolition	8,900.00	7,809.95	9,500.00	9,500.00	9,500.00	9,500.00	9,500.00	
4324-49 · Glass Disposal	3,200.00	2,864.42	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	
4324-50 · Fluorocarbons CFC Disposal	250.00	0.00	500.00	500.00	500.00	500.00	500.00	
4324-51 · Antifreeze	200.00	120.00	200.00	200.00	200.00	200.00	200.00	
4324-52 · Brush Grinding	9,000.00	6,000.00	5,000.00	7,000.00	7,000.00	7,000.00	7,000.00	
Total 4324 · Solid Waste Disposal	137,250.00	128,048.57	145,600.00	150,800.00	150,800.00	150,800.00	150,800.00	

Town of Lee
Town Wide - FY 2015
Operating Budget Worksheet

	FY 2013		FY 2014		FY 2015			FY 2015
	Budget	Actual	Budget	Dept. Request	ABC Recommend	BOS Recommend	BOS w/2% COLA	
4414 · Animal Control	2,000.00	402.63	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	
4415 · Public Health Agcy & Hospitals								
AIDS Response Seacoast	700.00	700.00	700.00	700.00	700.00	700.00	700.00	
Avis Goodwin Community Health	2,000.00	2,000.00	2,330.00	3,852.30	3,852.00	3,852.00	3,852.00	
Lamprey Health Care	3,200.00	3,200.00	3,296.00	3,296.00	3,296.00	3,296.00	3,296.00	
Sexual Assault Support Services	1,775.00	1,775.00	1,775.00	1,775.00	1,775.00	1,775.00	1,775.00	
Total 4415 · Public Health Agcy & Hospitals	7,675.00	7,675.00	8,101.00	9,623.30	9,623.00	9,623.00	9,623.00	
4441 · General Assistance								
4441-W1 · Welfare Officer Salary	6,597.00	6,672.00	8,000.00	8,000.00	8,000.00	8,000.00	8,160.00	
4441-W2 · Welfare Assist. Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4441-06 · Dues & Subscriptions	100.00	12.00	250.00	0.00	0.00	0.00	0.00	
4441-11 · Mileage	200.00	0.00	250.00	250.00	250.00	250.00	250.00	
4441-30 · Telephone	1,200.00	445.94	700.00	700.00	700.00	700.00	500.00	
Total 4441 · General Assistance	8,097.00	7,129.94	9,200.00	8,950.00	8,950.00	8,950.00	8,910.00	
4442 · Direct Welfare Assistance								
4442-40 · Rental Assistance	14,200.00	8,155.64	14,200.00	14,200.00	14,200.00	14,200.00	14,200.00	
4442-41 · Food Assistance	600.00	0.00	600.00	600.00	600.00	600.00	600.00	
4442-42 · Utilities Assistance	1,200.00	848.42	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	
4442-43 · Fuel Assistance	1,000.00	330.73	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
4442-44 · Medical Supplies	1,000.00	0.00	1,000.00	1,000.00	1,000.00	500.00	500.00	
Total 4442 · Direct Welfare Assistance	18,000.00	9,334.79	18,000.00	18,000.00	18,000.00	17,500.00	17,500.00	

Town of Lee
Town Wide - FY 2015
Operating Budget Worksheet

	FY 2013		FY 2014		FY 2015		FY 2015
	Budget	Actual	Budget	Request	ABC Recommend	BOS Recommend	BOS w/2% COLA
4444 - Intergovernmental Agencies							
Community Action Partnership	2,000.00	2,000.00	2,250.00	2,250.00	2,250.00	2,250.00	2,250.00
Homeless Shelter Stafford Cty	1,680.88	1,680.88	500.00	500.00	0.00	0.00	0.00
Elder Services Transportation	0.00	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00
The Homemakers Health Services	0.00	0.00	2,140.86	1,022.26	1,022.26	1,022.26	1,022.26
Total 4444 - Intergovernmental Agencies	3,680.88	3,680.88	4,890.86	3,772.26	4,772.26	4,772.26	4,772.26
4445 - Private Public Assis Facilities							
A Safe Place	0.00	0.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
American Red Cross	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CASA	300.00	300.00	0.00	500.00	500.00	500.00	500.00
Girls on the Run	0.00	0.00	0.00	0.00	0.00	0.00	0.00
My Friend's Place	500.00	500.00	0.00	1,000.00	0.00	0.00	0.00
Child and Family Services	0.00	0.00	0.00	750.00	750.00	750.00	750.00
Total 4445 - Private Public Assis Facilities	800.00	800.00	2,000.00	4,250.00	3,250.00	3,250.00	3,250.00
4520 - Parks & Recreation							
4520-W1 - Recreation Wages	0.00	1,513.89	0.00	0.00	0.00	0.00	0.00
Oyster River Youth Association	26,500.00	26,500.00	25,000.00	26,000.00	27,000.00	26,000.00	26,000.00
Recreation Expenses	8,845.00	5,846.43	12,245.00	19,850.00	19,850.00	3,400.00	3,400.00
LRP Electricity	0.00	0.00	0.00	0.00	0.00	1,200.00	1,200.00
Town Sponsored Activities	0.00	0.00	1,000.00	1,000.00	0.00	1,000.00	1,000.00
Total 4520 - Parks & Recreation	35,345.00	33,860.32	38,245.00	46,850.00	46,850.00	31,600.00	31,600.00
4550 - Library							
4550-S1 - Library Director Salary	48,241.00	48,236.24	49,448.00	49,442.00	49,442.00	49,442.00	50,430.84
4550-W1 - Circulation/Lib. Ast. Wages	30,237.00	30,381.29	30,993.00	32,870.00	32,870.00	30,993.00	31,612.86
4550-W2 - Children's Librarian	20,399.00	20,259.71	20,909.00	23,413.00	23,413.00	20,909.00	21,327.18
4550-W3 - Assistant	10,794.00	10,509.75	12,365.00	21,356.00	21,356.00	21,356.00	21,783.12

Town of Lee
Town Wide - FY 2015
Operating Budget Worksheet

	FY 2013		FY 2014		FY 2015			FY 2015
	Budget	Actual	Budget	Request	ABC Recommend	BOS Recommend	BOS w/2% COLA	
4550-W4 · Page	6,820.00	6,624.08	8,604.88	0.00	0.00	0.00	0.00	
4550-W5 · Substitute/Temp. Wages	1,000.00	766.84	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
4550-18 · Electricity	4,700.00	3,617.44	4,700.00	0.00	0.00	0.00	0.00	
4550-19 · Heat	1,667.00	2,092.84	2,670.00	2,670.00	2,670.00	2,670.00	2,670.00	
4550-40 · Trustees Quarterly Payment	36,920.00	36,920.00	34,880.00	39,580.00	39,580.00	39,580.00	39,580.00	
Bottled Water	0.00	61.87	200.00	200.00	200.00	200.00	200.00	
Social Security	7,240.23	7,240.23	7,645.83	8,000.00	8,000.00	8,000.00	8,151.67	
Medicare	1,693.28	1,693.28	1,788.14	1,875.00	1,875.00	1,875.00	1,910.47	
Property Liability Insurance	1,800.00	1,800.00	1,787.00	1,800.00	1,800.00	1,800.00	1,800.00	
Worker's Compensation	411.22	411.22	431.62	500.00	500.00	500.00	500.00	
Retirement	5,195.04	5,195.04	5,325.55	8,866.00	8,866.00	5,326.00	5,432.50	
Medical Insurance	10,452.36	10,452.36	10,452.36	11,155.00	11,155.00	11,155.00	11,155.00	
4550-41 · Misc. to be offset by Rev.	3,000.00	0.00	5,220.00	6,065.00	6,065.00	6,065.00	6,065.00	
Total 4550 - Library	190,570.13	186,262.19	198,420.38	208,792.00	208,792.00	200,871.00	203,618.64	
4583 · Patriotic Purposes	500.00	538.90	750.00	750.00	750.00	550.00	550.00	
4618 · Community Planning Coordinator								
4618-W1 · Community Planning Wages	20,401.50	5,654.70	0.00	0.00	0.00	0.00	0.00	
4618-09 · Expenses	400.00	117.32	10,000.00	0.00	0.00	0.00	0.00	
4618-11 · Mileage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4618-30 · Stratford County Reg. Plan.	0.00	0.00	0.00	0.00	4,916.00	0.00	0.00	
Total 4618 · Community Plan. Coordinator	20,801.50	5,772.02	10,000.00	0.00	4,916.00	0.00	0.00	
4619 · Conservation Commission	2,500.00	2,500.00	2,500.00	3,500.00	3,500.00	3,500.00	3,500.00	
4711 · Principal/Bonds Long Term Note	90,000.00	90,000.00	90,000.00	90,000.00	90,000.00	90,000.00	90,000.00	
4721 · Interest/Bonds - Long Term Note	40,218.00	40,218.00	36,498.00	32,078.00	32,078.00	32,078.00	32,078.00	
4912 · Transfer to Special Revenue								
Agriculture Commission	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	

Town of Lee
Town Wide - FY 2015
Operating Budget Worksheet

	FY 2013		FY 2014	FY 2015			FY 2015
	Budget	Actual	Budget	Dept. Request	ABC Recommend	BOS Recommend	BOS w/2% COLA
Heritage Commission	3,700.00	3,700.00	6,700.00	6,700.00	6,700.00	6,700.00	6,700.00
Total 4912 · Transfer to Special Revenue	5,200.00	5,200.00	8,200.00	8,200.00	8,200.00	8,200.00	8,200.00
Total 4000 · Operating Budget	3,457,492.94	3,093,004.64	3,555,731.33	3,795,172.72	3,646,788.04	3,632,018.30	3,664,224.79

108,493.46

**OYSTER RIVER COOPERATIVE
SCHOOL DISTRICT
FY15 PUBLIC BUDGET HEARING**

January 21, 2014

6:00 PM

Lee Safety Complex

**Dr. James C. Morse, Sr.
Superintendent**

SCHOOL BOARD GOALS

(ABRIDGED)

2014-15 BUDGET

1. The Budget will not exceed 2%
2. The Budget will be in accordance with Class Size Policy IIB
3. Determine if savings can be achieved before adding n positions
4. Tuition Funds will be used to maintain and enhance programs and to lower the tax impact
5. The Budget will support State and Local Standards
6. The Budget will account for unique costs associated with:
 - Common Core
 - The Strategic Plan
 - The Technology Plan, and
 - Equalizing Elementary Enrollment

COMMUNITY GOALS

- * The Selectmen, Town Council and residents want a fiscally responsible budget.
- * Parents want a Budget that addresses the educational needs of their children.
- * **The School Board CHALLENGE is to insure that student needs are being met and that the Budget is fiscally responsible.**

DISTRICT HIGHLIGHTS

- ◉ Great Students
- ◉ Dedicated Staff
- ◉ Parental Support
- ◉ Broad Community Support
- ◉ Academically Competitive:
 - NECAP scores,
 - SAT scores,
 - High graduation and college placement rates

CLASS SIZE IN ACCORDANCE WITH POLICY IIB

- ◉ Board Policy IIB: 18 - 22
- ◉ ORHS (Core = 18 to 1) (Electives 12.5 to 1)
 - Core courses in compliance with the following exceptions:
 - Advance Placement Courses and Electives
 - Special Education caseloads are based upon the needs as outlined in a student's Individual Education Plan

CLASS SIZE IN ACCORDANCE WITH POLICY IIB CONTINUED

- Board Policy: 18 - 22
- ORMS:
 - Class loads in compliance with Policy IIB
 - Special Education case loads are based upon the needs as outlined in a student's Individual Education Plan
- Elementary:
 - Class loads in compliance with Policy IIB
 - Special Education case loads are based upon the needs as outlined in a student's Individual Education Plan

DISTRICT ACCOMPLISHMENTS

- ◉ District Strategic Plan in Development
 - Vision, Mission and Broad Goals complete
- ◉ Capital Improvement Plan in Progress
 - Facilities: \$1 Million met
- ◉ Enrollment Projections Updated:
 - LRPC project District enrollment stable for next 5 years

DISTRICT CHALLENGES

- ⦿ District Strategic Plan in Development
 - Specific action strategies under development
- ⦿ Capital Improvement Plan in Progress
 - Facilities: \$3 Million in unmet needs
 - Technology: Next steps?

FY15 TOTAL BUDGET TO DATE

⦿ Initial Increase Requests	\$ 686,945
⦿ New Position Requests	\$ <u>735,396</u>
⦿ Total Requested Increase	\$ 1,422,341
⦿ Draft 2014-15 Budget as of 1/12/14	\$ 340,473
⦿ Teacher Guild Contract	\$ <u>319,827</u>
⦿ Proposed Total Increase	\$ 660,300

FY 15 INCREASES

⦿ Major Drivers/Expenditure

- Benefits \$ 178,742
- Capital Improvement \$ 161,731

FY 15 REVENUES

- Major Drivers/Revenue

- Fund Balance \$450,000

State Aid to Towns Down (\$21,361)

Durham \$ 41,877

Lee (\$137,293)

Madbury \$ 74,055

*Dept. of Education estimate 11/15/13

FY15 BUDGET

DECREASE EXPENDITURES

- ⦿ Improve Operational Efficiencies:
 - Expand energy assessment to middle school, Mas Way and Moharimet
- ⦿ Decrease Energy Use/Cost
 - Proposed budget for electricity/gas down \$21,300
 - Composting at all schools reduces our waste removal costs

FY15 BUDGET

DECREASE EXPENDITURES

- * Lower Health Insurance Costs
 - * Teachers Health Insurance
 - * Negotiated \$295,000 savings in teachers contract
 - * Replaced plan driver to a less expensive plan
 - * Increased staff costs on pharmacy card
- * Reduced Health Costs in all negotiated contracts

GENERAL FUND BUDGET COMPARISON

ORCSD FY 15 Budget Summary by Location

	2013 Expended	2014 Budget	2015 Budget	Difference	% Increase	% of Total
Technology	890,729	912,200	901,598	(10,602)	-1.2%	2.4%
Transportation	1,913,148	1,950,108	2,100,924	150,816	7.7%	5.5%
District/SAU	3,195,620	3,074,543	3,036,238	(38,305)	-1.2%	8.0%
Mast Way	3,068,213	3,035,550	3,038,625	3,075	0.1%	8.0%
Moharimet	3,210,742	3,197,373	3,382,183	184,810	5.8%	8.9%
Facilities	2,985,156	3,445,091	3,586,869	141,778	4.1%	9.4%
Middle School	6,254,423	6,409,417	6,462,957	53,540	0.8%	17.0%
High School	6,891,851	7,175,659	7,271,155	95,496	1.3%	19.1%
Special Educ.	8,154,337	8,521,210	8,281,075	(240,135)	-2.8%	21.8%
	36,564,219	37,721,151	38,061,624	340,473	0.9%	100.0%

WARRANT ARTICLES

3 - 8



WARRANT ARTICLE # 3

ARTICLE 3: Shall the District vote to approve within the provisions of New Hampshire RSA 273-A:3 the cost items included in the collective bargain agreement reached between the Oyster River Teachers' Guild (GUILD) and the Oyster River School Board which calls for the following increases in salaries and benefits at the current staffing levels:

2014-2015	\$ 319,827
2015-2016	\$ 441,969
2016-2017	\$ 429,169

and further to raise and appropriate the sum of \$319,827 for the 2014-2015 fiscal year, such sum representing the additional costs attributable to the increases in salaries and benefits required by the new agreement over those that would be paid at current staffing levels? *The School Board recommends this appropriation. (Majority vote required)*

WARRANT ARTICLE # 4

ARTICLE 4: Shall the District raise and appropriate \$1.00 for the purpose of constructing an addition and renovations to add a cafeteria to the Moharimet School. The entire cost of construction will not exceed \$500,000 with that amount to come from the unexpended appropriations in the District's 2013-14 budget as a result of an insurance "premium holiday from the Local Government Center on the District's health insurance premiums."

The School Board recommends this appropriation.

(Majority vote required)

FY14 AND FY15 MOHARIMET

1. We are asking the voters to approve a cafeteria for Moharimet to be paid for with settlement monies from Local Government Center
2. Having a cafeteria improves safety:
 - No tables surrounding gym
 - Cleaning time does not cut into P.E. time
 - More time available for P.E
3. It is the only school without a cafeteria

WARRANT ARTICLE # 5

ARTICLE 5: Shall the District vote to approve the construction of two additional classrooms for the Moharimet School at a cost not to exceed \$325,000 payable over a term of 5 years with an annual appropriation of \$65,000, and further to raise and appropriate \$65,000 for the first year's payment. In each of the following 4 years the appropriation of \$65,000 will be contained in the operating budget and the default budget. *This is a special warrant article 3/5th majority vote required for passage.*

WARRANT ARTICLE # 6

ARTICLE 6: Shall the District vote to discontinue the following Capital Reserve Funds with said funds with accumulated interest to date of withdrawal, to be transferred to the general fund:
Facilities Development Capital Reserve Fund - Established: March 9, 1999 - \$98,289
(Majority vote required)

WARRANT ARTICLE # 7

ARTICLE 7: Shall the District vote to approve a tuition agreement between the Oyster River Cooperative School District and Barrington School District, as negotiated by the School Board which provides for an initial term beginning on July 1, 2015 and ending on June 30, 2025 and with the term to be extended from year to year provided that on June 30, 2021, and thereafter this contract may be terminated by either party after providing 4 years written prior notice of the date of termination, and further to authorize the School Board to submit the Agreement to the State Board of Education for approval pursuant to RSA 194:22, and to authorize the School Board to take such other and further acts necessary to give effect to this resolution, including the adoption of minor amendments to the Agreement, from time to time during its term, without further action by the School District Meeting.
(Majority vote required)

FY15 BUDGET

INCREASE REVENUE

Increase Revenues

- Proposed Tuition Agreement with Barrington
 - \$14,000 per student
 - Not more than 200 students
 - Maintains and enhances current ORHS programming
 - Gradual increase of students over time
 - Guaranteed revenue
 - 10 year agreement
 - School Board approved
 - State Board approved
 - NEEDS VOTER APPROVAL ~ March 11, 2014

WARRANT ARTICLE # 8

ARTICLE 8: Shall the District raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amount set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$ 39,325,985 distributed as follows: Fund 10 = \$ 38,061,624 (regular operating budget); Fund 21 = \$ 603,361 (expenditures from food service revenues); Fund 22 = \$ 655,000 (expenditures from federal/special revenues); Fund 23 = \$ 6,000 (expenditures from pass through funds)? Should this article be defeated, the operating budget shall be \$ 37,511,593 (Default Budget) which is the same as last year with certain adjustments required by previous action of the district or by law; or the district may hold or call a special meeting in accordance with RSA 40:13,X,and XVI to take up the issue of the revised operating budget only. *The School Board recommends this appropriation. (Majority vote required)*

FY 15 BUDGET

Supporting documents for the FY15 Proposed Budget can be found at www.orcsd.org

The ABC Report for FY15 is currently posted under the School Board Tab/Board Appointed Committees/ABC.

Thank You.

Questions?

FY 15 BUDGET DATES

- ◉ Future Dates Reserved for Budget
 - January 14: Public Hearing @ ORHS Auditorium
 - Three Public Meetings hosted by the towns
 - Madbury: January 20, 2014
 - Lee: January 21, 2014
 - Durham: January 27, 2014
 - February 5, 2014: Annual Meeting Deliberative Session/Session
 - ORHS Auditorium at 7:00 PM (SNOW date Feb. 6)
 - March 11, 2014: Annual Meeting Voting Day/Session II
 - Durham Oyster River High School 7:00 AM - 7:00 PM
 - Lee Lee Safety Complex 7:00 AM - 7:00 PM
 - Madbury Madbury Town Hall 11:00 AM - 7:30 PM



TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: January 21, 2014

Agenda Item No. 5

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
1/21/2014

Agenda Item Title: Lee Heritage Documentation Project

Requested By: Lee Heritage Commission

Date: 1/16/2014

Contact Information: 603-659-3988

Presented By: Pat Jenkins, Chair and Laura Gund

Description: Build a digital depository of images and interviews to document the history and heritage of Lee for the benefit of current and future generations

Financial Details: n/a

Legal Authority NH RSA 674:44-a

Legal Opinion: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

Lee heritage documentation project

An initiative of the Lee Heritage Commission

Goal:

Build a digital depository of images and interviews to document the history and heritage of Lee for the benefit of current and future generations.

The project will revolve around three areas of activity:

1) Historic images - Seek out, scan and catalog historic photos and documents that illustrate the social, architectural and cultural heritage of Lee.

2) Landmarks photography - Take photos of structures that are of historic, social, or architectural interest. These can include private or public buildings, businesses, bridges, cemeteries, stone walls, parks, etc.

3) Oral history - Interview longtime residents of Lee and transcribe their stories and recollections.

Material gathering process

Historic images:

- LHC will send out an appeal for historical photographs using posters, the E-crier, the town website, mailers, flyers, etc.
- Appointments will be made to meet contributors at the Lee public library, or their home. Original documents will be scanned or photographed on the spot so that they never have to leave the custody of their owners.
- Metadata containing information such as date, subject matter, photographer, search keywords, copyright information, etc. will be imbedded in each file.

Landmark photographs:

- A list of historic landmark will be established, and volunteer photographers will be dispatched to capture them digitally. Endangered landmarks will be given priority.
- Each digital image file will be affixed with metadata that will include information such as date, location and geographic coordinates, building name, photographer, search keywords, copyrights information, etc.

Oral history:

- Select longtime residents will be contacted and asked to participate in interviews.
- The interviews will be recorded with video or audio equipment and transcribed into text documents.

Material storage and public access

Images and text will be made available to the public, subject to copy and distribution rights policies. Archival DVD copies will be distributed to the Lee Public Library, the Lee Historical Society and the Heritage Commission for safekeeping.

Caren Rossi

From: Tom Seubert [tseubert40@yahoo.com]
Sent: Tuesday, October 29, 2013 9:15 AM
To: crossi@leenh.org
Subject: Signs - 465 Packers Falls Rd
Attachments: PF Rd1.JPG; PF Rd2.JPG; PF Rd3.JPG

Dear Ms. Rossi,

Per your phone call this morning I am send you this email to formally request that Peter MacDonald of 465 Packers Falls Rd be requested to remove any and all signs that are easily visible on subject road and are in my opinion in violation of the Town of Lee Zoning Ordinance, Article XVII, Signs. If in your investigation there is no approved permit for those signs (which I doubt there are) I request that the proper protocol be exercised to have Mr. MacDonald remove them. If for some reason he does have a permit, then I would like to know the procedure to appeal those permits to the Zoning Board of Adjustment.

I have attached the 3 pictures that I presented to the Board of Selectman at last night's meeting to this email.


I would like to request that you keep me informed of the process as it progresses.

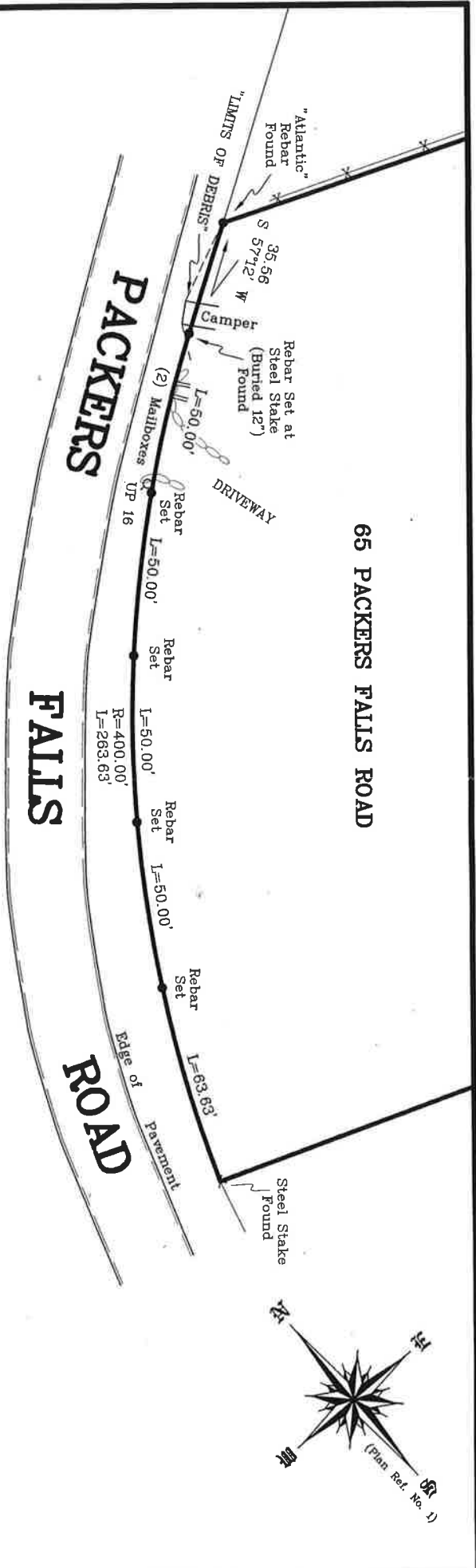
Thank you.

Respectfully,

Tom Seubert
10 Sheppard Lane
Lee, NH

I phoned P.M @ 11:00am and explained I received a complaint. He stated "lets get take sign down. He stated "lets get work, it has been there, its ground level, hes answer was always be no"



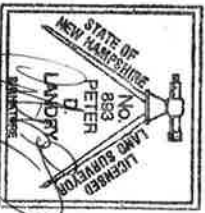


65 PACKERS FALLS ROAD



PLAN REFERENCES:

- 1) See "Final Plan, Limited Subdivision, Thomas Lee" GL Davis, Dated May 15, 1989, Scale 1"=100' SCRD 22-162
- 2) See "Conservation Plan prepared for Thomas Lee & Antoinette Hartgerink" Atlantic Survey Co., Inc., May 2003, Scale 1"=50' SCRD 72-16



Existing Sideline/Frontage of
65 PACKERS FALLS ROAD

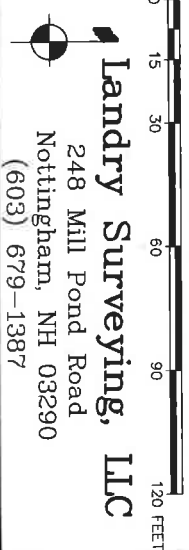
for the
TOWN OF LEE

in
Lee, N.H.

Strafford County

December 2013

Scale 1 inch = 30 feet



Job No. 1514

TOWN OF LEE
PLANNING/ZONING/CODE ENFORCEMENT/HEALTH
7 Mast Road
Lee, New Hampshire 03861

October 30, 2013

Peter & Agnes MacDonald
465 Packers Falls Rd
Lee, NH 03861

Re: Lee Tax Map#15-01-0000

Dear Mr. & Mrs. MacDonald,

This office received a complaint regarding signs located at 465 Packers Falls Road. These signs (see photos below) are not allowed per the Town's current zoning regulations. At this time, I request that you remove these signs and conform to the current zoning regulations on or before 12:00 Noon on Monday, November 4, 2013. Failure to do so may result in further legal action.

I have inserted below **Article XVII, Signs**, from the 2013 Zoning Ordinance.



ARTICLE XVII SIGNS

I. INTENT

The purpose and intent of this article is to provide regulations for the erection, installation and maintenance of signs in a manner consistent with the rural and residential character of the Town of Lee in a manner which protects the environmental integrity of the Town in the interest of public safety.

II. GENERAL PROVISIONS

A. Application Process

Any sign, except legal signs grandfathered at the date of this ordinance, shall require a permit. Application for any sign permit shall be submitted in writing on appropriate forms to the Code Enforcement Officer for the Town of Lee. Such application shall contain the following information:

- 1. Names, addresses and telephone number of the applicant;*
- 2. Location and position of sign or structure;*
- 3. Plans or drawings with dimensional specifications'*
- 4. Written consent of the property owners;*
- 5. Such other information which the Town may require.*

B. Exemptions

The following signs shall be exempt from the provisions of this ordinance and shall not require application:

- 1. Personal signs - This shall be a sign identifying a residence and shall be no larger than two (2) square feet. Examples: "John Smith", "Windy Hill" or "Patty's Impulse".*
- 2. Mailboxes of standard government approved size.*
- 3. Signs which are not visible from any adjacent roadway or from any property line.*
- 4. Signs relating to open land such as: posting "No Hunting", "Tree Farm", "No Trespassing."*
- 5. Signs warning hazards - "Underground Cables," "Road Hazards," "Men at Work."*

C. Inspection

The owner of any sign shall periodically inspect each sign belonging to him and it shall be the duty of said owner to keep his sign(s) in good repair and in good appearance at all times.

D. Placement

All signs shall be prohibited within the public right-of-way except as provided herein except traffic control devices and directional signs deemed essential, by state or local highway or law officials, to the public welfare.

No signs shall be so designed or so placed as to endanger or otherwise create hazardous conditions to motor vehicles.

Signs shall not be placed or illuminated in such a manner that creates a hazard to street or highway driving by glare or otherwise.

E. Advertising Posters

Nothing in this ordinance shall be construed as restricting the placement of signs, placards, posters or advertising displays on the interior of display windows provided such signs do not violate any other portion of this article.

III. PERMITTED SIGNS

A. *Signs within the Town of Lee shall refer only to use conducted upon the lot on which they are located, except for approved directional signs and temporary signs. Development signs shall be placed somewhere on the original subdivided parcel of land.*

B. The following types of signs SHALL NOT BE PERMITTED:

- 1. Directional or advertising signs for business outside the Town of Lee.*
- 2. Signs which advertise a business which is no longer in operation or an event which has transpired;*
- 3. Flashing or animated signs.*

C. The following types of signs shall be permitted as follows:

1. Grandfathered Signs: *Any nonconforming sign in any zone legally in existence prior to the adoption of this ordinance may be replaced within one (1) year of its discontinuance with a sign which does not exceed in size that which it replaces. A sign larger or less conforming in any other aspect shall require a variance from the Zoning Board of Adjustment.*

Any nonconforming sign shall be allowed to continue in a nonconforming status until its use has been discontinued for a period of one year. At that time, it shall be removed promptly by the owner.

When replacing several signs, the total square footage of the new sign(s) shall not exceed the aggregate square footage of the sign(s) to be replaced. The number of replacement signs shall not exceed that of the grandfathered status and shall not be less conforming in any way.

2. Directional Signs: *Directional signs relating to business within the Town of Lee may be permitted provided that said signs for any one enterprise do not exceed one (1) in any two mile length of road and shall not exceed two (2) square feet in area. Exception to this may be directional signs which are approved or supplied by the State of New Hampshire. Site directional signs may be only permitted for business operating within the Town of Lee and only along Route 4 and 125.*

Directional signs shall require written approval from the property owner to be submitted and maintained with the permit. Directional signs shall be prohibited within the public right-of-way except as traffic control devices and those deemed essential to the public welfare.

No sign shall be placed to endanger, or otherwise create hazardous conditions to motor vehicles.

No sign shall be placed within ten feet of the public right-of-way.

3. Temporary Signs: *Temporary signs such as those used by real estate agents, contractors, or other artisans advertising work in progress, or signs promoting political candidates or special events and may be permitted in any zone provided:*

- a. It is unlighted;*
- b. It does not exceed six (6) square feet in area;*
- c. It shall be removed upon completion of work, transaction or election (a temporary sign may not be in place for over six months without a permit);*
- d. A sign advertising sale or lease or development of property shall be located on the parcel to which it pertains;*
- e. There shall be permitted only one non-political temporary sign per lot;*
- f. It shall be set back at least twenty (20) feet from the edge of the traveled way.*

4. Commercial Signs: *Commercial signs shall be permitted in the commercial zone according to the following criteria:*

- a. Illumination shall be only of soft white lights;*
- b. It shall not exceed thirty-two (32) square feet in size;*
- c. It shall not have more than two (2) sides;*
- d. It shall not exceed eight (8) feet in height measured from the crown of the road;*
- e. It shall be set back a minimum of twenty (20) feet from the edge of the traveled way; a lesser setback shall be permitted by Special Exception from the Zoning Board of Adjustment;*
- f. A pole sign shall be permitted only by Special Exception where applicable;*
- g. A roof sign shall be permitted in the Commercial Zone under the same specifications as all other commercial signs; (exception: a roof sign shall not extend more than five (5) feet over the ridge of the building);*
- h. No more than two (2) signs shall be permitted on any property. The aggregate square footage of both signs shall not exceed the permitted thirty-two (32) square feet total area. Sites which contain more than one business use shall only be permitted two (2) signs but shall be permitted to increase the square footage of the sign(s) to accommodate identification for each business use by allowing six (6) square feet per business enterprise - not to exceed a total square footage for any property of more than forty-eight (48) square feet for each of two sides for any one lot. In addition, building signs affixed onto the sidewalls or roof shall be permitted for each business use not to exceed eight (8) square feet each.*

5. Special Exception Signs: *Shall be permitted in the Residential Zone for any business authorized by Special Exception or by Variance or Grandfathered in that zone. The following criteria shall apply:*

- a. Illumination shall be only by exterior white light and shall be only during normal business hours not to exceed 7:00 a.m. to 6:00 p.m. six (6) days per week.*
- b. Such sign shall be placed at least twenty (20) feet from the edge of the traveled way.*
- c. Such sign shall not exceed eight (8) square feet on each of two (2) sides;*
- d. Such sign shall be constructed of natural materials (such as wood, masonry, granite);*

- e. The top of such sign shall not be greater than eight (8) feet in height measured from the crown of the road.
- f. Only one (1) such sign shall be permitted per lot.

6. Residential Accessory Signs: shall be permitted in any zone for a permitted home occupation under the following conditions:

- a. There shall be only one (1) permitted sign on each lot;
- b. Such sign shall not be illuminated;
- c. Such sign shall be set back at least one half the yard depth to building or 15 feet; or attached to the building;
- d. Such sign shall not exceed four (4) square feet in area;
- e. Such sign shall be constructed of natural materials;
- f. Such sign shall be free standing and shall not exceed eight (8) feet in height measured from the crown of the road.

7. Farm Signs: This ordinance pertains to signs which identify agricultural operations (Agricultural Signs) and signs which advertise farm products and/or services (Agricultural Product Signs). The scope of this ordinance is to regulate only those signs which are designed to be legible from the public traveled way. Farm Signs shall meet all relevant existing Town of Lee, NH Ordinances, and other existing applicable performance standards, including setbacks, illumination restrictions or standards, and others. Farm signs shall also conform to the criteria for such signs as listed in Section 7 a-d.

a. General Provisions:

1. The sign or signs shall not be placed within the State or Town rights of way or overhanging into the same.
2. The top of the sign shall not be greater than eight (8) feet in height above the crown of the road directly in front of said sign location.
3. The sign may be illuminated from the top area of the sign shining downward on the sign and only during open business hours and only by exterior light directly illuminating the sign from a light source(s) mounted on the sign or on a pole for housing said light within five (5) feet of said sign and no higher than two(2) feet above the sign structure without directing the light source as to create a potential hazard to traffic, pedestrians and others using the public traveled way to minimize "Light Trespass".
4. Directional and Informational signs for pedestrian and vehicular traffic into and throughout the property shall be permitted. Signs of this type which are designed to be clearly legible from any adjacent public traveled way or from any property line not in the same ownership as the parent parcel shall not display any farm names, logos, designs or diagrams advertising products for sale. These types of signs may be illuminated only during times necessary for the safety of patrons.
5. In cases where the product stand or activity is subordinate to the main farm property by being located on a separate parcel, whether under the same ownership or not, an Agricultural Product Sign as described in Section 7c below shall be permitted provided it is removed at the end of such activity. In this circumstance, signs may not be illuminated.
6. A sign permit shall be required from the Office of Code Enforcement for permanent farm signs as defined below.

b. Agricultural Sign (or Farmstead Sign): An Agricultural Sign is defined for the purposes of this ordinance as a permanent free-standing or attached sign on the premises of a farm, farm stand or

other agricultural operation which primarily identifies an agricultural property. Agricultural Signs are restricted to a size no larger than twelve (12) square feet per side, limited to two sides, and only one Agricultural Sign per farm, farm stand, or other agricultural operation is allowed. Farm, Road Side Farm Stand, Farm Market, and related terms are defined in the Lee, NH Zoning Ordinance.

c. **Agricultural Product Sign:** An Agricultural Product Sign is defined for the purposes of this ordinance as a free standing or attached sign on the premises of a farm, and which is associated with a seasonal roadside farm stand, farm market, or other agricultural operation as defined in the Town of Lee, NH Zoning Ordinance. The content of Agricultural Product Signs may change per available goods, services or activities, and such signs shall not have an aggregate size larger than eight (8) square feet per side, limited to two (2) sides. A combination of one (1) A-frame type sign and (1) one placard type sign display is allowed so long as the total aggregate area of both types of sign displays does not exceed (16) sixteen square feet total area.

i. **Placard Type Signs:** Goods, services, or activities may be displayed on Placard Type Signs not to exceed an aggregate total area (size) of eight (8) square feet per side, limited to two (2) sides.

ii. **A-Frame Type Signs:** Goods, services, or activities may be displayed on A-Frame Type Signs not to exceed an aggregate total area (size) of eight (8) square feet per side, limited to two (2) sides.

d. **Exceptions:** This ordinance excludes signs including but not limited to third party recognition or designation such as : American Tree Farm System, Conservation Easement property identification , Certified Organic Farm, Farm of Distinction, Heritage Farms and Barns Historic Structures, and others to be determined by the Code Enforcement Officer on a case by case basis.¹

8. Development Signs: Signs of a permanent nature which identify a subdivision of ten (10) lots or more. These shall conform to the same criteria as agricultural signs above. Only one such sign shall be permitted per subdivided tract.

The art pieces are protected by constitutional law. The town gave me a lease & insist in about 1995 and the court through it out.
The artwork has been since 1975 and is grandfathered.
If you should have any questions, please do not hesitate to contact me.

STOP HARASSING me and the VETERAN RESORT CHAPEL

Sincerely,



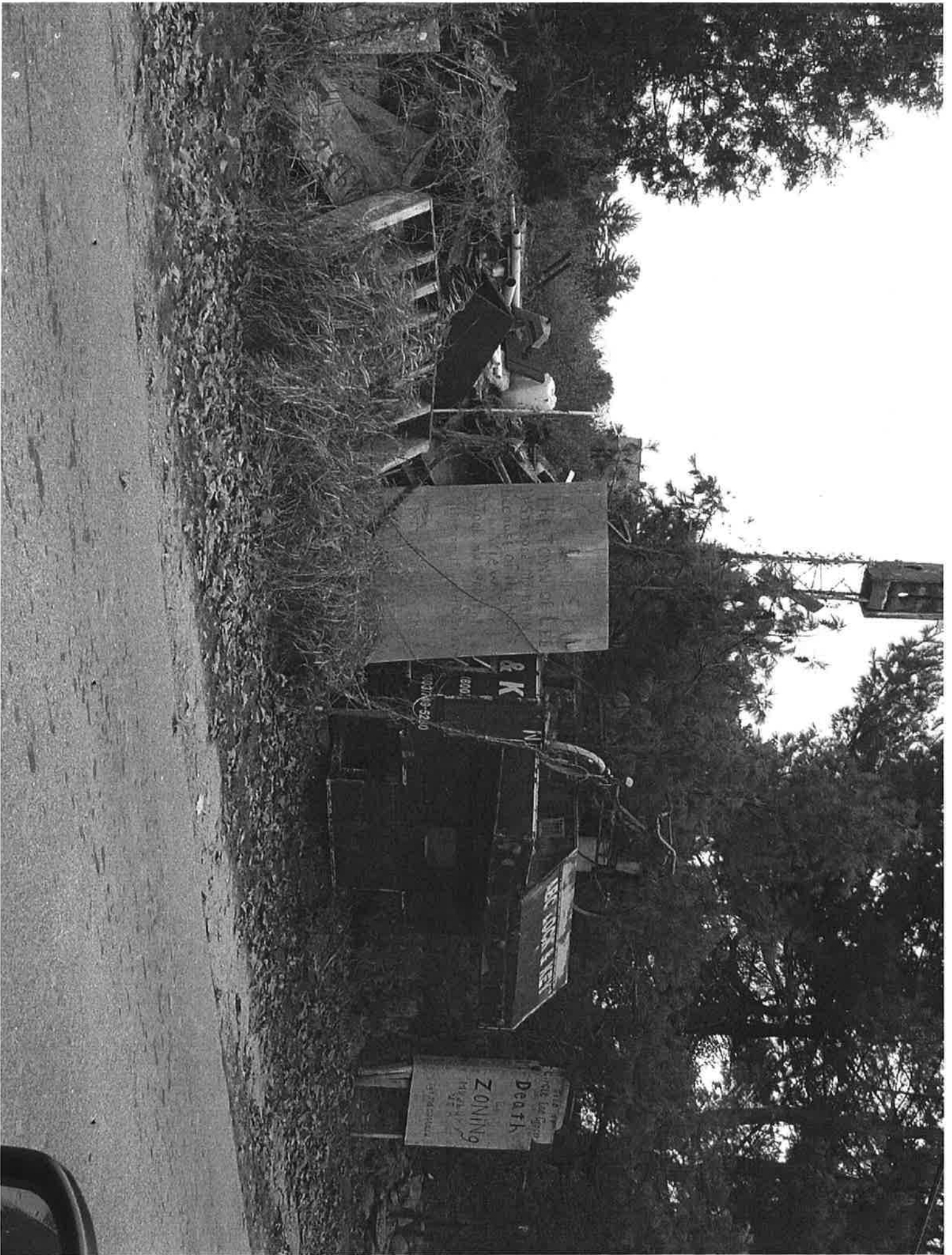
Caren Rossi
Planning/Zoning and Health Administrator

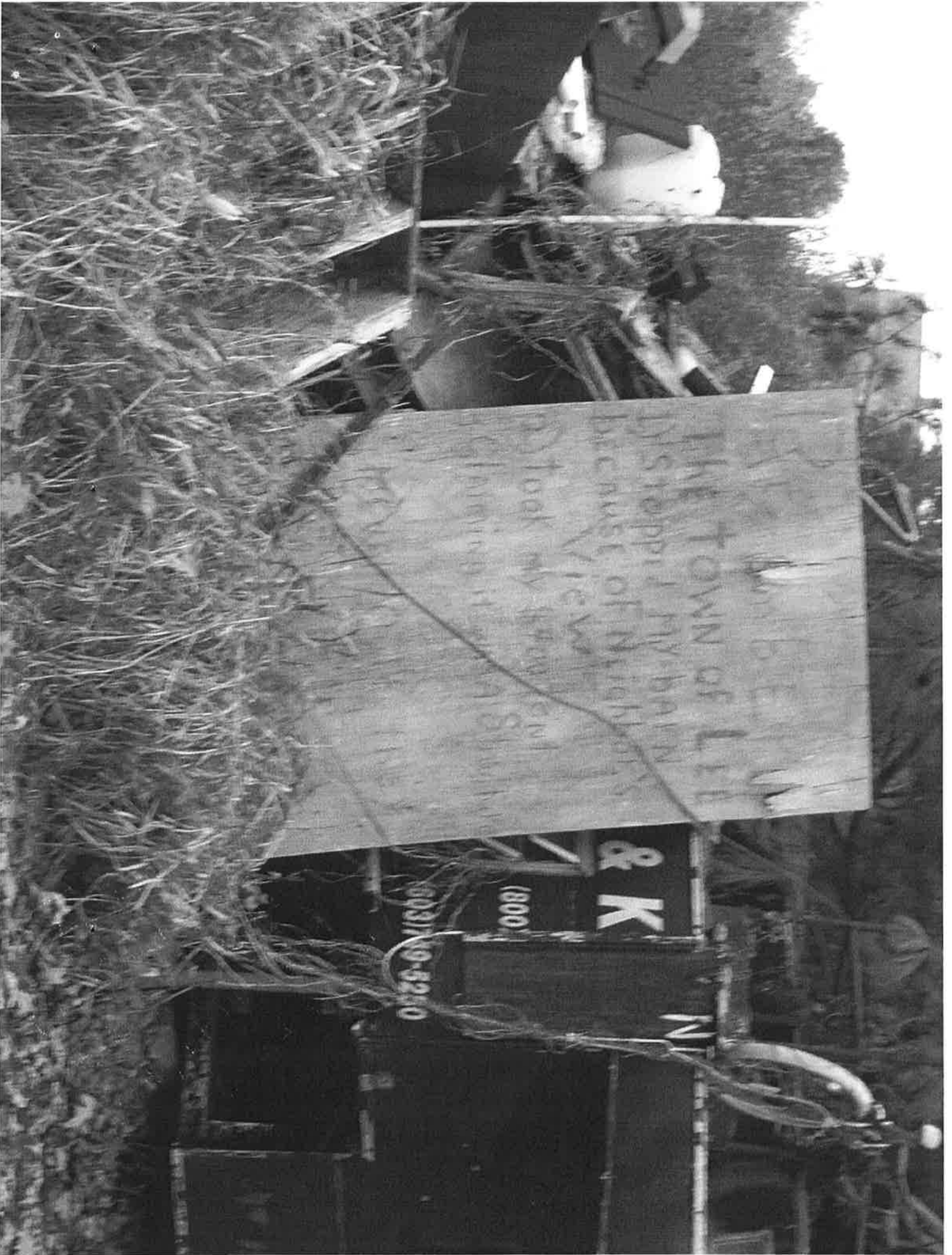


Hand Delivered to Peter MacDonald: see above other page

Date: 10/30/13

By Caren Rossi: Caren Rossi





SOLD AT
Circle Lee Grocer

Death

By

ZONING

MURPHY
USA

Sgt. MACDONALD



RACETRACK ORDINANCE

In accordance with the provisions of the New Hampshire Revised Statutes Annotated, Chapter 31, Section 41-a, as originally adopted at the Town Meeting assembled on March 10, 1977 and, as amended at the Town Meeting assembled on March 15, 1989, as amended at the Town Meeting assembled on March 11, 1992, as amended at the Town Meeting assembled on March 11, 1998 and as amended at the Town Meeting assembled on March 15, 2006, and as amended by Warrant Article 7 of the March 13, 2012 Election the following regulations are adopted with respect to regulation of motor vehicle racetracks within the Town of Lee.

Section 1: Definitions:

Motor Vehicle: For the purpose of these regulations, a motor vehicle shall be defined as any self-propelled vehicle, except tractors, activated by an internal combustion engine and not operated exclusively on stationary tracks.

Event: A racing contest to be contained within a calendar day, to include, but not limited to practice, heat races and feature races.

Rain Date: An event shall be considered complete, when five (5) heat races or feature races have been completed, whichever comes first.

Section 2: Motor vehicle racetracks may be open and may operate from April 1 through October 31 each year for automobile, go-cart and motorcycle racing only. Vehicular racing shall be limited in total operating hours per race date, including warm-up, to eight (8) hours inclusive. At no time shall said operating and warm-up time begin before 12:00 PM. No racing may be started after 11:30 PM and all racing is to stop by 12:00 midnight.

Section 3: Not later than sixty (60) days prior to opening of the racetrack each year, said racetrack owners and/or operators shall submit to the Selectmen, in writing, an application for a license on a form prescribed by the Selectmen, together with a proposed operation schedule for the ensuing year. Said schedule shall list the form of the vehicular racing to be scheduled on each date listed. The Selectmen may, consistent with the provisions of these regulations and the interest of public safety, health and welfare, alter the racing schedule in connection with the issuance of any license.

Section 4: Upon receipt of the license application, the Selectmen shall schedule a Public Hearing on the request for a license. In so doing, the Selectmen shall give notice to abutters and to the public, at the applicants expense, in the same manner as provided for a hearing conducted by the Zoning Board of Adjustment. At said hearing, which shall be conducted where practicable no more than thirty (30) days after receipt of the license application, the applicant shall have the burden of establishing that operation of the racetrack for the ensuing year will be in conformance with all provisions of any other Federal, State or local statute, ordinance or regulations applicable to the racetrack. Abutters and other interested parties shall be afforded an opportunity to address the Selectmen during this hearing on the subject of license issuance. A license shall

Section 10: Racetrack owners and/or operators shall provide, at their expense, suitable and sufficient sanitary facilities including toilets with adequate lavatories. Restroom facilities shall be available for use by patrons at all times the racetrack is open to the public. All sanitary and washing facilities shall at all times be maintained in good working order and be in compliance with New Hampshire Health, Water Supply and Pollution Control laws and regulations and with all applicable State laws, local ordinances, regulations and/or by-laws.

Section 11: Racetrack owners and/or operators shall provide, during all times they are open to the public and/or operating, at their own expense, an adequate ambulance service properly licensed under the laws of the State of New Hampshire sufficient to provide for whatever emergency their activities might cause. At no time shall the racetrack be open to the public without one (1) properly manned ambulance at the racetrack.

Section 12: All litter shall be cleaned up within thirty six (36) hours from the end of each racing event. This section shall be monitored by the local Health Officer during the racing season.

Section 13: Overnight camping shall be permitted on site in accordance with the following standards:

- A. Overnight camping shall be permitted in recreational vehicles with self-contained sanitary facilities.
- B. Such vehicles shall reside at the site only twenty four (24) hours prior to a scheduled event and no longer than twenty four (24) hours following completion of that event.
- C. A specific section of the back parking area shall be designated for this use and shall be posted on site accordingly.
- D. Camping vehicles shall not be permitted within the Shoreline Conservation District.
- E. "Gray Water" may only be discharged into approved septic facilities.

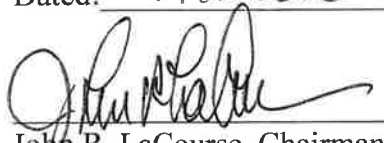
Section 14: Owners and/or operators of racetracks shall be responsible for any and all violations of these regulations and their license to operate such vehicular racetrack shall be contingent upon full compliance with these regulations with total cooperation and good faith. The violation of any section of these regulations shall be grounds for revocation or suspension of said license at the discretion of the Board of Selectmen.

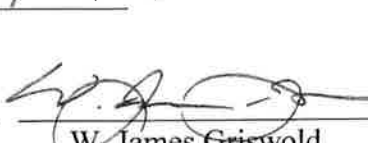
Section 15: Prior to the opening of any racing season, the owners and/or operators shall post a cash bond with sufficient sureties in the amount specified by the Board of Selectmen of the Town of Lee; said bond shall be applied in the event expenses are incurred by the Town of Lee as a result of any authorized event under these regulations.


- B. Any person operating a motor vehicle racetrack shall allow Town officials, or their designated representatives, to conduct from time to time, at said persons expense, such noise level test or readings that may be deemed appropriate and necessary by the Town of Lee Board of Selectmen or their authorized agents.

Section 22: Any violation of this ordinance shall be punishable as set forth in New Hampshire Revised Statutes Annotated 651 and as amended. Upon the Selectmen of the Town of Lee, or their designated representative, shall rest the responsibilities of enforcement of the regulations.

Dated: March 26, 2012


John R. LaCourse, Chairman


W. James Griswold


David Cedarholm

**Town of Lee
Board of Selectmen**

March 15, 2006

WRITTEN STANDARDS PROMULGATED BY THE LEE POLICE CHIEF AND
THE CHIEF OF THE FIRE DEPARTMENT

SECTION I – PERSONNEL:

- A. It shall be the responsibility of the Racetrack to provide, and pay for, adequate police and fire protection for all events sponsored by the track.
1. The number of police officers needed to cover the operation of the track shall be determined by the Chief of Police. As a minimum, the following requirements are set:
 2. The Chief of Police's authority to assign police details is ruled by NH RSA 105:9 III. The authority to assign police details is given to the Chief of Police when he determines that the function may potentially endanger public health, safety or welfare.
 3. There shall be, at a minimum, three detail officers for every scheduled racing event.
 4. There shall be a police officer on Route 125 in charge of directing traffic at the discretion of the Chief of Police or the Police Supervisor working at the racetrack.
 5. There shall be a minimum of one police officer in each pit area. The pit area shall be defined as an area used to park, repair, fuel or stage for racing events. Pit areas must be continuous in order to be considered one; any break in the area by stands, racetrack, parking areas, etc shall end one pit area.
 6. There shall be one Police Supervisor for the first five officers and an additional Police Supervisor for each additional four officers. Additional Police Supervisors may be waived at the discretion of the Chief of Police.
 7. At the discretion of the Chief of the Fire Department, there shall be a minimum of four firefighters, one of whom shall be in charge. In addition to the four firefighters there may be a firefighter trainee.
 8. In all instances, the State of New Hampshire statutes shall prevail regarding the deployment of police and fire personnel.
 9. It shall be understood that there shall be one police officer in charge of the police detail and one firefighter in charge of the fire detail. Any changes made in the use of police officers or firefighters shall be made only through those respective Supervisors. It shall be the responsibility of the Chief of Police and the Chief of the Fire Department, or a person designated by them, to advise the operators of the racetrack of the Supervisors of the police detail and the fire detail.
- B. Compensation of Police and Fire Department Personnel and Equipment:

1. Detailed police officers shall be paid at the current rate for details set by the Town of Lee, and there shall be a minimum four (4) hours paid.
2. Firefighters shall be paid at the current rate for details set by the Town of Lee, and there shall be a minimum of four (4) hours paid.
3. For firefighting apparatus, there shall be a charge of fifty dollars (\$50.00) per truck per racing day which may be waived by the Chief of the Fire Department.
4. The Town of Lee will bill the racetrack an administrative billing cost for each detail officer and firefighter that reflects the actual administrative cost for each officer and firefighter.
5. Consideration will be given to non-police personnel to fill areas of increased need if those personnel work for a recognized agency and are licensed by the New Hampshire Department of Safety as required by law, if the agency is bonded, and if the private agency indemnifies and saves harmless the Town of Lee from any action arising from the agency's or their employee's actions while working at the racetrack.
6. Consideration will be given to non-fire department personnel if needed and if considered to be qualified by the Chief of the Fire Department.

C. Equipment:

1. One fire apparatus engine truck, radio equipped, with two pre-connected 1 ½" attack lines using combination nozzles for either fog or stream.
2. Three 10 lb. capacity dry chemical or carbon dioxide hand extinguishers.
3. Five 5 lb. capacity dry chemical or carbon dioxide hand extinguishers.
4. One extrication tool "Jaws of Life".

D. Protection of Detailed Personnel and Equipment:

1. It shall be the responsibility of the racetrack to maintain, in good operating condition, an overhead caution blinker on Route 125 at the entrance to the racetrack. It shall also be the responsibility of the racetrack to maintain a central overhead light sufficient to illuminate a police officer standing at the entrance to the racetrack on Route 125. Said police officer, when standing under the light, must be visible for a distance of not less than 1,000 feet. The light must be placed so that the officer will be standing directly under the light when directing traffic entering and exiting the racetrack.
2. At no time will a police officer be stationed at the entrance of the racetrack unless the area of dirt at the side of the road and the

entrance/exit is paved or watered to eliminate dust or rock problems with the vehicles and the officer as the vehicles enter and exit the racetrack.

3. There shall be signs marking the exit of the track indicating lanes for the northbound and the southbound vehicles to aid in the orderly exit from the parking area.
4. There shall be supplied by the track, a suitable place to park the fire apparatus where the apparatus is safe from collision, vandalism, and theft; has quick access to the track and to exit roads from the grounds if called to a fire elsewhere in the Town of Lee or the Mutual Aid District.
5. In an effort to help police and fire personnel identify officials, the track will put track officials in a uniform that is easily identifiable. Those officials wearing the uniform shall be considered as individuals that are designated to make decisions for the track, and the track will accept the responsibility of those decisions as any employer would accept the responsibilities of their employees.
6. The track will restrict the access of persons to the racing surface. Only track employees able to accept responsibility for critical decision making and emergency personnel will be allowed on the track. Sweepers and wrecker operators will be limited and will be put in an identifiable uniform.

E. General Safety Requirements:

1. In any area where spectators can be closer than fifteen feet to the racing surface, there shall be a fence to protect the spectators. At the present time, there is a fence that is over 10 feet in height that is located next to the track surface.
2. In those areas where there is no fencing located next to the track surface, no spectators shall be closer than fifteen feet from the racing surface.

2014 TENTATIVE LEE USA SPEEDWAY SCHEDULE

NO.	DAY	DATE	RACE EVENT	NO.	RAIN DATES	NO.	TEST & TUNE
	Saturday	April 12, 2014				1	TEST & TUNE
1	Sunday	April 13, 2014	*American Canadian Tour Classic Lites, NELCAR				ACT Late Models
	Saturday	April 19, 2014	ACT - Rain Date	1	RAIN DATE		
	Saturday	May 10, 2014				2	TEST & TUNE
2	Sunday	May 11, 2014	Modified Open Series				Modified Show
	Saturday	May 17, 2014	Test and Tune Rain date	2	RAIN DATE		
	Sunday	May 18, 2014	Modified Open Series Rain Date	3	RAIN DATE		
3	Saturday	May 24, 2014	*Monster Truck Special				Monster Trucks
	Sunday	May 25, 2014	Monster Truck Special Rain Date	4	RAIN DATE		
4	Friday	May 30, 2014	Season Opener - NASCAR Weekly				Weekly: LMS, SBS, HS, IM DIVISIONS
5	Friday	June 6, 2014	NASCAR Weekly				*Special Events
6	Friday	June 13, 2014	NASCAR Weekly				
7	Friday	June 20, 2014	NASCAR Weekly				
8	Friday	June 27, 2014	*Valenti Modified Racing Series + NASCAR Weekly				Modified Show
9	Friday	July 4, 2014	*NASCAR Weekly + Fireworks Display				Fireworks
10	Friday	July 11, 2014	NASCAR Weekly				
11	Friday	July 18, 2014	NASCAR Weekly				
12	Friday	July 25, 2014	GSPSS + NASCAR Weekly				
13	Friday	August 1, 2014	NASCAR Weekly				
14	Friday	August 8, 2014	*ISMA Supermodified & N.E.M.A. Lites				Super Modifieds
15	Friday	August 15, 2014	NASCAR Weekly				
16	Friday	August 22, 2014	NASCAR Weekly				
17	Friday	August 29, 2014	NASCAR Weekly				
18	Friday	September 5, 2014	Championship NASCAR Weekly				
19	Friday	September 12, 2014	Race Event - lower division				
	Saturday	September 13, 2014		5	RAIN DATE		
	Sunday	September 14, 2014		6	RAIN DATE		
20	Friday	September 19, 2014	Race Event - lower division				
	Saturday	September 20, 2014		7	RAIN DATE		
	Sunday	September 21, 2014		8	RAIN DATE		
21	Friday	September 26, 2014	Race Event - lower division				
	Saturday	September 27, 2014		9	RAIN DATE		
	Sunday	September 28, 2014		10	RAIN DATE		
	Saturday	October 4, 2014		11	RAIN DATE		
	Sunday	October 5, 2014		12	RAIN DATE		
	Friday	October 10, 2014				3	TEST & TUNE
22	Saturday	October 11, 2014	*Octoberfest Weekend - Requesting a 2 hr extension				OP - 12PM - 10PM
23	Sunday	October 12, 2014	*Octoberfest Weekend - Requesting a 2 hr extension				OP - 12PM - 10PM
	Friday	October 17, 2014		13	RAIN DATE		
	Saturday	October 18, 2014		14	RAIN DATE		
	Sunday	October 19, 2014		15	RAIN DATE		
	Friday	October 24, 2014		16	RAIN DATE		
	Saturday	October 25, 2014		17	RAIN DATE		
	Sunday	October 26, 2014		18	RAIN DATE		



TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: January 21, 2014

Agenda Item No. 8

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
1/21/2014

Agenda Item Title: Fire Chief's Car

Requested By: Chief Scott Nemet

Date: 1/16/2014

Contact Information: 603-659-5411

Presented By: Scott Nemet, Fire Chief

Description: Present estimates for converting surplus police cruiser into fire department vehicle for Chief's use and make recommendation as to how to proceed.

Financial Details: \$8,141.90 - \$10,903.90, funds to be expended from within Fire Department's current budget

Legal Authority NH RSA 41:8

Legal Opinion: n/a

REQUESTED ACTION OR RECOMMENDATIONS:

MOTION: Move to accept the Fire Chief's recommendation to convert a surplus police cruiser into a vehicle suitable for the Fire Chief.

Fire Chief's Car Options and Quotes

2008 Ford Crown Vic 110,782 Mileage

Quote Breakdown

Paint-Red

Kustra's Auto Body, LLC

Description	Hours	Rate	Total
Body Labor	5.0	\$45.00	\$225.00
Paint Labor	23.2	\$45.00	\$1,044.00
Clearcoat Labor	5.7	\$45.00	\$256.50
Paint Supplies	23.2	\$25.00	\$580.00
Clearcoat	5.7	\$25.00	\$142.50
		Total	\$2,248.00

Decals

Kustra's Auto Body, LLC

Description	Total
Door Seals-Gold	\$225.00
Truck Lid Seals-Gold	\$55.00
Car 1 Seals	\$40.00
Call 911 Seals	\$40.00
4" White or Red Stripe	\$165.00
Total	\$525.00

Mobile Radio

Ossipee Mountain Electronics

Description	Total
Motorola APX6500 Mobile Radio and parts	\$3,279.00
Installation	\$487.90
Total	\$3,766.90

Description	Total
Kenwood P25 Mobile Radio and parts	\$2,745.74
Installation	\$487.90
Total	\$3,233.64

Diamond Ledge Electronics

Emergency Lights

Description	Quantity	Total
Light Bar	1	
Siren Switch Box	1	
100 Watt Speaker	1	
Hide-away LEDs	4	
Headlight Flasher	1	
Package for Above		\$2,800.00
Installation		\$1000.00
Misc; wire, connectors		\$50.00
	Total	\$3,850.00

Additional lights that could be added:

Description	Quantity	Price	Total
400 LED Light Head-Push Bumper Front Facing	2	\$95.00	\$190.00
TIR3 LED-Push Bumper Intersection	2	\$70.00	\$140.00
UMF2150A-Headlight Flasher	1	\$52.00	\$52.00
500 LED Light-Rear Deck lights	2	\$66.00	\$132.00
		Total	\$514.00

Total for all lights with installation: \$4,364.00

Options

Option 1

Description	Total
Paint-Red	\$2,248.00
Decals	\$525.00
Mobile Radio-Motorola	\$3,766.90
Emergency Lights	\$4,364.00
Total	\$10,903.90

Option 2

Description	Total
Decals	\$525.00
Mobile Radio-Motorola	\$3,766.90
Emergency Lights	\$4,364.00
Total	\$8,655.90

Option 3

Description	Total
Decals	\$525.00
Mobile Radio-Motorola	\$3,766.90
Emergency Lights-Package	\$3,850.00
Total	\$8,141.90



TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: January 21, 2014

Agenda Item No. 9a

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
1/21/2014

Agenda Item Title: Petitions to Amend Pole Licenses and Agreements for Excavation in Town ROW by Aqueduct or Gas Company

Requested By: Donahue, Tucker Ciandella Lawyers

Date: 1/16/2014

Contact Information: 603-659-5414

Presented By: Julie Glover, Town Administrator

Description: Amending the licenses to use the right of way is an important step for the Town to establish fair contribution to the Town's tax base by the licensees using the public rights of way for their poles and/or conduits.

Financial Details: n/a

Legal Authority 231:163 Changes. – Any such licensee or any person whose rights or interests are affected by any such license may petition the selectmen for changes in the terms thereof; and after notice to the parties and hearing, the selectmen may make such alterations therein as the public good requires. The selectmen, after notice to any such licensee and hearing, may from time to time revoke or change the terms and conditions of any such license, whenever the public good requires.

Legal Opinion: See attached DTC Lawyers Letter dated 11/13/13

REQUESTED ACTION OR RECOMMENDATIONS:

MOTION: Move to accept the Petitions for Amendments to the Pole Licenses and for changes to agreements for excavation and/or maintenance of pipes and structures in highway by aqueduct or gas company and to schedule a public hearing on February 18, 2014 regarding same.

PETITION
FOR CHANGES TO CONSENT OR AGREEMENT
FOR EXCAVATION AND/OR MAINTENANCE OF PIPES AND STRUCTURES
IN HIGHWAY BY AQUEDUCT OR GAS COMPANY
ISSUED UNDER THE AUTHORITY OF THE
BOARD OF SELECTMEN OF THE
TOWN OF LEE

Lee, New Hampshire

Dated: January 13, 2014

TO THE BOARD OF SELECTMEN, TOWN OF LEE, NEW HAMPSHIRE:

The undersigned, in her capacity as Planning & Zoning Administrator of the Town of Lee, New Hampshire, and a resident of Lee, New Hampshire, being a person whose rights and/or interests in such capacity are affected by all existing and outstanding so-called consents or agreements for excavation for the purpose of laying water or gas pipes or structures in the public rights of way, or repairing the same, issued pursuant to RSA 231:184, under the authority of the Board of Selectmen of the Town of Lee, hereby petitions the Board of Selectmen of the Town of Lee, acting pursuant to authority conferred upon the said Board of Selectmen of the Town of Lee to manage the prudential affairs of the Town, by virtue of the provisions of RSA 41:8, to adopt the following changes to all currently issued and outstanding consents or agreements for excavation for the purpose of laying water of gas pipes or structures in the public rights of way, or repairing the same, heretofore issued by or under the authority of the Board of Selectmen of the Town of Lee or by their predecessors in office, including, but not limited to, all consents or agreements currently in effect by Orders of the Board of Selectmen or pursuant to requests for consent filed pursuant to RSA 231:184 with the Town of Lee, by adding the following language to all such consents or agreements, based on the law of New Hampshire, which recognizes that the public good is satisfied if such persons or entities maintaining water or gas pipes or structures in the public rights of way are assessed real and personal property tax for their use of the public right of ways, to wit:

“In accordance with the requirements of RSA 72:23, I(b), this consent or agreement of the Board of Selectmen to persons or entities maintaining water or gas pipes or structures in the public rights of way is given to such persons or entities subject to the condition that such persons or entities and any other person or entity now or hereafter using or occupying municipal property pursuant to this consent or agreement shall be responsible for the payment of, and shall pay, all properly assessed real and personal property taxes to the extent permitted by law, no later than the due date. Failure to pay duly assessed personal and real property

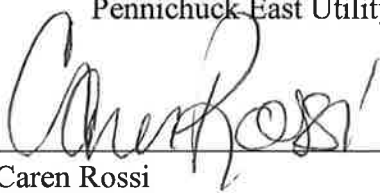
taxes when due shall be cause to provide a written notice to the persons or entities to show cause by a date certain specified in the notice as to why this consent or agreement should not be terminated for non-payment of the sums due.

“In accordance with the requirements of RSA 72:23, I(b), this Agreement is granted to the licensee(s) subject to that condition that the licensee(s) and any other entity now or hereafter losing or occupying municipal property pursuant to this consent or agreement shall be responsible for notifying, within 90 days of the date of the amendment to this consent or agreement, each user, other than the licensee, of the licensee’s pipes or structures, by serving a copy of the herewith amended consent or agreement on each such user and submitting to the Clerk of the Town of Lee, a complete list of users of each pipe or structure in the Town, listing the pipes or structures in or on which each user is located and their locations in the Town. Further, this Agreement is subject to the condition that the licensee(s) and any other person now or hereafter using or occupying municipal property pursuant to this consent or agreement shall update annually the information provided to the Town Clerk on or before May 1st of that year, including the location of any additional users and including the location of the pipes or structures in or on which the users’ facilities are located, any users that have removed their facilities from the Licensee’s pipes or structures and/or any users that have added any new facilities to the pipes or structures.”

The changes to the within consent or agreement set forth in the preceding paragraph shall take effect February 19, 2014 and shall remain in effect indefinitely, until changed.”

The holders of all currently issued and outstanding consent or agreements include, but are not limited to, the following:

Pennichuck East Utility, and all successors and assigns



Caren Rossi



Date

38 West Mill Pond Road
Lee, NH

PETITION PURSUANT TO RSA 231:163
FOR CHANGES IN POLE AND CONDUIT LICENSES
ISSUED UNDER THE AUTHORITY OF THE
BOARD OF SELECTMEN OF THE
TOWN OF LEE

Lee, New Hampshire

January 9, 2014

TO THE BOARD OF SELECTMEN, TOWN OF LEE, NEW HAMPSHIRE:

The undersigned, in her capacity as Planning & Zoning Administrator of the Town of Lee, New Hampshire, and a resident of Lee, New Hampshire, being a person whose rights and/or interests in such capacity are affected by all existing and outstanding so-called pole or conduit Licenses, issued pursuant to RSA 231:161, under the authority of the Board of Selectmen of the Town of Lee, hereby petitions the Board of Selectmen of the Town of Lee, acting pursuant to authority conferred upon the said Board of Selectmen of the Town of Lee by virtue of the provisions of RSA 231:163, to adopt the following changes to all currently issued and outstanding pole or conduit Licenses heretofore issued by or under the authority of the Board of Selectmen of the Town of Lee or by their predecessors in office, including, but not limited to, all Licenses currently in effect by Orders of the Board of Selectmen or pursuant to all Petitions filed pursuant to RSA 231:161 with the Town of Lee, by adding the following language to all such pole and conduit licenses, based on the law of New Hampshire, which recognizes that the public good is satisfied if such licensees are assessed real and personal property tax for their use of the public right of ways for their poles or conduits, to wit:

“In accordance with the requirements of RSA 72:23, I(b), this License is granted to the licensee(s) subject to the condition that the licensee(s) and any other entity now or hereafter using or occupying municipal property pursuant to this License, either as the joint or sole owner of a pole or conduit or as an attacher to, or in, such pole or conduit, shall be responsible for the payment of, and shall pay, all properly assessed real and personal property taxes to the extent permitted by law, no later than the due date. Failure to pay duly assessed personal and real property taxes when due shall be cause to provide a written notice to the licensed entities to show cause by a date certain specified in the notice as to why this License should not be terminated for non-payment of the sums due.

In accordance with the requirements of RSA 72:23, I(b), this License is granted to the licensee(s) subject to that condition that the licensee(s) and any other entity now or hereafter losing or occupying municipal property pursuant to this License

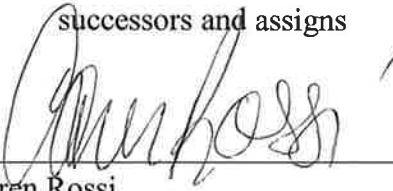
shall be responsible for notifying, within 90 days of the date of this amendment, each attacher to a licensee's pole(s) and/or licensee's conduits by serving a copy of the herewith Petition on each such attacher and submitting to the clerk of the Town of Lee, a complete list of attachers to each pole or conduit in the Town, listing the pole or conduit locations of each attacher. Further, this License's granted subject to the condition that the Licensee(s) and any other person now or hereafter using or occupying municipal property pursuant to this License shall update annually the information provided to the Town with the Town Clerk on or before May 1st of that year, including the location of any additional attachers including the location of the pole(s) or conduit(s) to which the attachers' facilities are attached, any attachers that have removed their attachments and/or added new attachments.

In accordance with RSA 231:161, the changes to the within License set forth in the preceding paragraph shall take effect [DATE] and shall remain in effect until changed in accordance with the requirements of RSA 231:163."

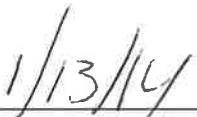
The holders of all currently issued and outstanding Licenses include, but are not limited to, the following:

Northern New England Telephone Operations LLC d/b/a Fairpoint Communications Inc.; and all successors and assigns

Public Service of New Hampshire; New Hampshire Electric Cooperative, Inc.; and all successors and assigns



Caren Rossi
38 West Mill Pond Road
Lee, NH



January 13, 2014



TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: January 21, 2014

Agenda Item No. 9b

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
1/21/2014

Agenda Item Title: Petition Warrant Articles

Requested By: Julie Glover

Date: 1/16/2014

Contact Information: 603-659-5414

Presented By: Julie Glover, Town Administrator

Description: Present the two Petition Warrant Articles to the Board for inclusion on the Final 2014 Warrant.

Financial Details: Petition to change the Veteran's Tax Credit from \$375 to \$500 would result in an additional \$21,125 in credits (2013 MS-1 lists 169 individuals eligible.)

Legal Authority NH RSA 72:28 II. The optional veterans' tax credit, upon adoption by a city or town pursuant to RSA 72:27-a, shall be an amount from \$51 up to \$500. The optional veterans' tax credit shall replace the standard veterans' tax credit in its entirety and shall not be in addition thereto. 72:27-a Procedure for Adoption, Modification, or Rescission. –


I. Any town or city may adopt the provisions of RSA 72:28, RSA 72:29-a, RSA 72:35, RSA 72:37, RSA 72:37-b, RSA 72:38-b, RSA 72:39-a, RSA 72:62, RSA 72:66, RSA 72:70, or RSA 72:76 in the following manner:

(a) In a town, other than a town that has adopted a charter pursuant to RSA 49-D, the question shall be placed on the warrant of a special or annual town meeting, by the governing body or by petition pursuant to RSA 39:3.

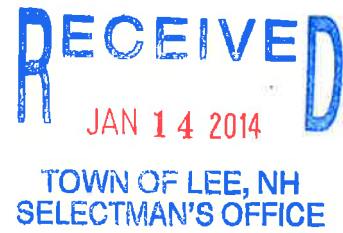
Legal Opinion: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

MOTION: Move to accept the two Petition Warrant Articles submitted and place them on the 2014 Warrant.

1/15/14
 28 voters
 1 not


Petition Warrant Article
 Town Meeting 2014
 Veterans Tax Credit



RSA-72:28 Relative to property taxes set the standard and optional tax credit for veterans. The standard veterans' tax credit shall be \$50. The optional tax credit for veterans shall be an amount from \$51 to \$500. The optional tax credit for veterans requires adoption by a city or town as set forth in RSA-72:27-a. The town of Lee adopted a veterans' tax credit of \$375. Lee town records as of 12-16-13 show veteran populations of 87 individuals or their widows, all receiving a veterans' tax credit. The current \$375 is deducted from their annual property tax bill.

This warrant articles ask the question:

Shall the town of Lee veterans' optional tax credit be increased to the statutory maximum of \$500 as provided in RSA 72:28?

Name-write	Name-Print	Address	Registered to vote Yes or No
✓ Shirley A. Walker	SHIRLEY A. WALKER	240 RIVER RD Lee NH	✓
✓ Renee A. Stetson	Renee A. Stetson	39 Mast Rd. Lee, N.H.	✓
✓ Patricia S. Jenkins	Patricia S. Jenkins	9 Harveys Mill Rd Lee NH	✓
✓ Marian Kelsey	MARIAN KELSEY	311 LEE HOOK RD	✓
✓ Philip M. Sanborn	Philip M. Sanborn	45 Lee Hook Rd Lee NH	✓
✓ Gail Sanborn	Gail Sanborn	45 Lee Hook Rd Lee NH	✓
✓ Mark Kustra	Mark Kustra	58 Newtown Plains RD Lee NH	✓
✓ Laurie Goff	Stannie Goff	34 Furber Dr. Lee NH	✓
✓ George Trefethen	George TREFETHEN	228 Wadleigh Falls Rd Lee NH	✓
✓ Carol Trefethen	CAROL TREFETHEN	228 Wadleigh Falls Rd Lee NH	✓
✓ Derek Seeley	DEREK SEELEY	215 Wadleigh Falls Rd Lee NH	036111628
✓ Loren D. Meeker	Loren D. Meeker	203 Wadleigh Falls Rd, Lee	Yes
✓ Richard Stevens	Richard Stevens	51 Tuttle Rd Lee	Yes
✓ Stacey A. Bender	Stacey A. Bender	51 Tuttle Rd, Lee	Yes
✓ Peter Hoxit	Peter Hoxit	280 North River Rd	Yes
✓ WARREN HATCH	War Hatch	24 MAST RD, LEE	YES
✓ Margaret Dolan	Margaret Dolan	11 Lamprey Lane Lee	Yes
✓ Barbara Hartwell	BARBARA HARTWELL	59 CAMPGROUND Rd Lee	Yes

Petition Warrant Article
 Town Meeting 2014
 Veterans Tax Credit

RSA-72:28 Relative to property taxes set the standard and optional tax credit for veterans. The standard veterans' tax credit shall be \$50. The optional tax credit for veterans shall be an amount from \$51 to \$500. The optional tax credit for veterans requires adoption by a city or town as set forth in RSA-72:27-a. The town of Lee adopted a veterans' tax credit of \$375. Lee town records as of 12-16-13 show veteran populations of 87 individuals or their widows, all receiving a veterans' tax credit. The current \$375 is deducted from their annual property tax bill.

This warrant articles ask the question:

Shall the town of Lee veterans' optional tax credit be increased to the statutory maximum of \$500 as provided in RSA 72:28?

Name-write	Name-Print	Address	Registered to vote Yes or No
✓ Roland Twombly	ROLAND TWOMBLY	28 MAST ROAD	YES
✓ Eric Jaeger	ERIC JAEGER	15 PLUMER LANE	YES
✓ G. Ferraguto	GLORIA FERRAGUTO	145 CONCORD RD.	YES
✓ J. Bishop	Jeff Bishop	18 SACKETT RD	YES
✓ Janis M. Cathcart	Janis M. Cathcart	58 MAST Rd	YES
✓ Dorothy Burbank	DOROTHY BURBANK	7 Tuttle Rd	YES
✓ Shirley J. McKeon	Shirley McKeon	7 Riverside Farm Dr.	YES
✓ Stephanie Fischer	Stephanie Fischer	46 North River Rd, Lee	YES
✓ John B Gund	John B Gund	48 Cartland Rd	yes
✓ Laura Gund	LAURA GUND	48 Cartland Rd.	Yes
✓ Jere R. Beckman	JERE R. BECKMAN	90 Hammy Mill Rd	yes

1/10/14
40 voters
1 undrawn
Spayes

RECEIVED
JAN 13 2014
TOWN OF LEE, NH
SELECTMANS OFFICE

To see if the Town of Lee will urge:

That the New Hampshire State Legislature join with sixteen other states including all other New England states, in calling upon Congress to amend the United States Constitution and establish that:

1. Constitutional rights were established for people, not corporations, and
2. Money is not speech, and therefore regulating political contributions and spending is not equivalent to limiting political speech.

BE IT FURTHER RESOLVED that the people of Lee, NH, hereby instruct our Town Clerk to inform our state and federal representatives the results of this vote within thirty days, and urge them to enact resolutions and legislation to advance this effort.








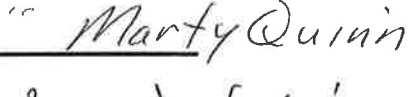


Name	Address	Phone	Signature
✓ Ann Wright	10 Thornton Lane	659-9549	[Signature]
✓ SID WHITE	2 WEDNADDAWAY 1911 RD.	659-2883	[Signature]
✓ Maureen Howard Eustace	26 Thornton Ln	659-6467	[Signature]
✓ Julie S. Reece	4 Capt. Parkers Lee, NH	397-5717	[Signature]
✓ Regina Smick-Attison	19 James Farm Rd, Lee		[Signature]
✓ Elizabeth Shay	1 James Farm Rd Lee NH		[Signature]
✓ Leslie A. Martin	6 Margaret Lee NH		[Signature]
✓ R.H. ROBERT ROGER MENEZES III	6 Swan Lee NH		[Signature]
✓ Carla Wilson	30 Swan Dr	603-397-5516	[Signature]
✓ Charles Cox	30 Capt. Smiths Farm Rd Lee	8681822	[Signature]

To see if the Town of Lee will urge:

That the New Hampshire State Legislature join with sixteen other states, including all other New England states, in calling upon Congress to amend the United States Constitution and establish that:

1. Constitutional rights were established for people, not corporations, and
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BE IT FURTHER RESOLVED that the people of Lee, NH, hereby instruct our Town Clerk to inform our state and federal representatives the results of this vote within thirty days, and urge them to enact resolutions and legislation to advance this effort.

Name	Address	Phone	Signature
✓ ROBERT BARTHA	41 BIRCH HILL ROAD	659 0380	
✓ Marica Bartha	41 Birch Hill Road	659-0380	
✓ Ruth Sample	116 High Rd	659-3806	
? Joachim Bartha	10 Hecks Ln	767-7471	
✓ DEAN RUBINE	116 HIGH RD	659-3808	
✓ Barbara Nadori	25 Capt. Parker Dr.	3975568	
✓ Wendy Quinn	92 HIGH RD	Lee, NH 03801	
✓ Marty Quinn	"	" "	
✓ JOSEPH NADORI	25 CAPT. PARKER DR	397-5568	
✓ Selvi Lampman	14 Hule Farm Rd.	Lee NH 659-1790	

To see if the Town of Lee will urge:

That the New Hampshire State Legislature join with sixteen other states, including all other New England states, in calling upon Congress to amend the United States Constitution and establish that:

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BE IT FURTHER RESOLVED that the people of Lee, NH, hereby instruct our Town Clerk to inform our state and federal representatives the results of this vote within thirty days, and urge them to enact resolutions and legislation to advance this effort.

Name	Address	Phone	Signature
✓ TAMMIE McIVER	51 Birch Hill Rd, Lee, NH	(603) 659-8313	Tammie McIver
✓ WILLIAM HUNN	38 Birch Hill Rd, Lee, NH	(603) 659-9857	William Hunn
✓ BARBARA WAUCHOPE	38 Birch Hill Road, Lee, NH	603-659-8857 603-693-1924	Barbara Wauchope
✓ ALICE MACKINNON	88 High Road, Lee, NH		Alice Mackinnon
✓ JOSEPHINE MACKINNON	88 High Road, Lee, NH		Josephine Mackinnon
659-8107 ✓ FREDERICK S. WOLFF, JR	126 High Rd Lee, NH		Fred Wolff
✓ ANDREW WILSON	91 High Rd Lee, NH	603-659-8981	Andrew Wilson
✓ SAMANTHA WILSON	91 High Rd, Lee, NH	603-659-8981	Samantha Wilson
✓ DEANNE ADAMS	261 N River Rd Lee, NH	659-9875	Deanne Adams
✓ STEPHANIE ADAMS	261 N River Rd Lee, NH	659-9875	Stephanie Adams
✓ ABIGAIL ALDous	48 Birch Hill Rd. Lee, NH	03861 292-6113	Abigail Aldous

To see if the Town of Lee will urge:

That the New Hampshire State Legislature join with sixteen other states, including all other New England states, in calling upon Congress to amend the United States Constitution and establish that:

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BE IT FURTHER RESOLVED that the people of Lee, NH, hereby instruct our Town Clerk to inform our state and federal representatives the results of this vote within thirty days, and urge them to enact resolutions and legislation to advance this effort.






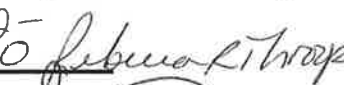



Name	Address	Phone	Signature
✓ Wynne Graves-Moody	4 Noble Farm ^{Drive} Road Lee NH	659-9872	Wynne Graves-Moody
✓ Paige Moody	260 N. River Rd Lee	603 312 6027	Paige Moody
✓ Talya Auger	1 James Farm Rd, Lee NH	603-502-2004	Talya Auger
✓ Timothy Moody	4 Noble Farm Dr. Lee NH	659-9872	Timothy Moody

To see if the Town of Lee will urge:

That the New Hampshire State Legislature join with sixteen other states, including all other New England states, in calling upon Congress to amend the United States Constitution and establish that:

1. Constitutional rights were established for people, not corporations, and
2. Money is not speech, and therefore regulating political contributions and spending is not equivalent to limiting political speech.

BE IT FURTHER RESOLVED that the people of Lee, NH, hereby instruct our Town Clerk to inform our state and federal representatives the results of this vote within thirty days, and urge them to enact resolutions and legislation to advance this effort.

Name	Address	Phone	Signature
✓ DANIEL R. BEAN	16 THORNTON LANE	603-661-8607	
✓ KATHLEEN M. BEAN	16 Thornton Lane	603-659-7882	
✓ CARYS BROWN	11 THORNTON LN	603-292-6230	
✓ RICHARD H. VON OEYEN	4 THORNTON LN	603-659-9938	
✓ CYNTHIA A. VON OEYEN	4 Thornton Ln.	603-659-9938	
✓ REBECCA R. THROOP	12 Thornton Ln.	(978) 852-5710	
NO MICHAEL GRAVEL	12 Thornton Ln.	978 3353880	
✓ AMY B. SCHMIDT	2 Thornton Ln	603-659-7616	
✓ TORSTEN SCHMIDT	2 THORNTON LN	03861 603 659-7616	



TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only
Meeting Date: January 21, 2014
Agenda Item No. 9c

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
1/21/2014

Agenda Item Title: 2014 Town Warrant

Requested By: Julie Glover, Town Administrator

Date: 1/16/2014

Contact Information: 603-659-5414

Presented By: Julie Glover, Town Administrator

Description: Approve Final Town Warrant for 2014

Financial Details: n/a

Legal Authority NH RSA 39:2

Legal Opinion: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

MOTION: Move to accept the 2014 Warrant, with articles 1 - 16 as presented, with
\$ _____ inserted as the FY15 Operating Budget in Article 8

OR

Move to accept the 2014 Warrant, with changes as follows:

Article _____

Article _____

Article _____

Article _____

Article _____

Article _____

2014 TOWN WARRANT
For the TOWN OF LEE, NEW HAMPSHIRE

FIRST SESSION: To the inhabitants of the Town of Lee, County of Strafford, State of New Hampshire, qualified to vote in Town Affairs, you are hereby notified to meet at the Mast Way School located on Mast Road, Lee at 9:00 am on the 1st of February, 2014. This session shall consist of explanation, discussion and deliberation of the Warrant Articles numbered 1 through 16. Warrant Articles may be amended subject to the following limitations: (a) Warrant Articles whose wording is prescribed by law shall not be amended, and (b) Warrant Articles that are amended shall be placed on the official ballot for a final vote on the main motion as amended.

SECOND SESSION: To the inhabitants of the Town of Lee, County of Strafford, State of New Hampshire, qualified to vote in Town Affairs, you are hereby notified to meet at the Public Safety Complex, 20 George Bennett Road, Lee on the 11th of March, 2014. The Polls will be open from 7:00 am to 7:00 pm.

ARTICLE 1

To choose all necessary Town Officers for the ensuing year:

ARTICLE 2

Pursuant to RSA 673:6 the Town of Lee Planning Board is allowed by vote of the legislative body to have alternate members. The Lee Planning Board is requesting that the legislative body approve two (2) alternate members. Their term will be for three (3) years each as provided in the statute. If passed by majority vote, this shall take effect upon passage.

ARTICLE 3

The 2013 Lee Zoning Ordinance, if amendments/changes/additions are passed by Town vote this March, this will change to the 2014 Lee Zoning Ordinance. The proposed changes are as follows;

Note: ***Changes are Bold Italics*** and Deletions are underlined.

Article XXIII

Nonconforming Uses ***and Buildings/Structures***

Any ***lawful*** nonconforming use may continue in its present use except that any nonconforming use or building may not be:

1. Changed to another nonconforming use;
2. Re-established after discontinuance for one (1) year except to a use conforming to the district in which it is located ;
3. Extended in area. ***Extended throughout other parts of the building or structure if it is located only in a portion of the building or structure.***

A lawful nonconforming building or structure that is damaged or destroyed may be restored or reconstructed , provided that such restoration or reconstruction shall not enlarge the overall building footprint or volume of the building or cause the building or structure to become more nonconforming.

ARTICLE 4 (Submitted by PETITION)

To see if the Town of Lee will urge: that the New Hampshire State Legislature join with sixteen other states, including all other New England states, in calling upon Congress to amend the United States Constitution and establish that:

1. Constitutional rights were established for people, not corporations, and
2. Money is not speech, and therefore regulating political contributions and spending is not equivalent to limiting political speech.

Majority vote required.

ARTICLE 5 (Submitted by PETITION)

Shall the Town of Lee veteran’s optional tax credit be increased to the statutory maximum of \$500.00 as provided in NH RSA 72:28? (The Board of Selectmen recommends this appropriation.) Majority vote required.

ARTICLE 6

Pursuant to NH RSA 31:39 and RSA 149-M:17, shall the Town adopt revisions to its Solid Waste Ordinance, as recommended by the Board of Selectmen? Majority vote required.

ARTICLE 7

To see if the Town will vote to raise and appropriate a sum not to exceed One hundred eighty thousand dollars (\$180,000), including transaction costs, to purchase and acquire approximately forty acres, more or less, of land at 164 Stepping Stones Road, owned by Ronald William Kennard, Map 7 Lot 5-0, and to authorize the withdrawal of up to One hundred eighty thousand dollars (\$180,000) from the Land Use Change Tax Fund for this acquisition and no amount to be raised from general taxation. (Recommended by the Board of Selectmen.) Majority vote required.

ARTICLE 8

Shall the Town of Lee raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$_____. Should this article be defeated, the default budget shall be \$3,555,732, which is the same as last year, with certain adjustments required by previous action of the Board of Selectmen or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X

and XVI, to take up the issue of a revised operating budget only. (The Board of Selectmen recommends this appropriation.) Majority vote required.

ARTICLE 9

To see if the Town will vote to raise and appropriate the sum of two hundred and eighty-two thousand dollars (\$282,000) to be deposited into the following Capital Reserve Trust Funds and to authorize the use of (125,000) from the Unassigned Fund Balance with (\$157,000) from general taxation. (The Board of Selectmen recommends this appropriation.) Majority vote required.

Accrued Benefits Trust	\$ 25,000
Fire Ponds and Cisterns CRF	\$ 20,000
Fire Equipment CRF	\$ 55,000
Highway Equipment CRF	\$ 40,000
Library CRF	\$ 7,000
Revaluation CRF	\$ 10,000
Highway Dept. Road/Bridge Improvement CRF	\$ 70,000
Town Building CRF	\$ 35,000
Transfer Station Equipment CRF	\$ 20,000

ARTICLE 10

To see if the Town will vote to raise and appropriate the sum of One hundred thousand dollars (\$100,000) to be deposited into the Lee Library/Community Center Capital Reserve Fund (The Board of Selectmen recommends this appropriation.) Majority vote required.

ARTICLE 11

To see if the Town will vote to raise and appropriate the sum of Thirty thousand dollars (\$10,000) to be deposited into the Recreation Capital Reserve Fund. (The Board of Selectmen recommends this appropriation.) Majority vote required.

ARTICLE 12

To see if the Town will vote to establish a contingency fund for Fiscal Year 2015 for unanticipated expenses that may arise and further to raise and appropriate Thirty-four thousand two hundred and ninety-two dollars (\$34,292) to go into the fund. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. The governing body shall annually publish a detailed report of all expenditures from the fund. (The Board of Selectmen recommends this appropriation.) Majority vote required.

ARTICLE 13

To see if the Town will vote to change the purpose of the existing Accrued Benefits Trust Fund to include expenditures for current Town employees for payments in lieu of vacation and to name the Board of Selectmen as the agent to expend. (The Board of Selectmen recommends this article.) 2/3 ballot vote required.

ARTICLE 14

To see if the Town will vote to discontinue the Fire Building Maintenance Fund created in 1995. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the Town's general fund. (The Board of Selectmen recommends this article.) Majority vote required.

ARTICLE 15

To see if the Town will vote to discontinue the Solid Waste Capital Reserve Fund created in 1972. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the Town's general fund. (The Board of Selectmen recommends this article.) Majority vote required.

ARTICLE 16

To see if the Town will vote to raise and appropriate the sum of Twenty-seven thousand, five hundred and ninety-three dollars (\$27,593) for the purchase of a new police cruiser and changeover of radios and safety equipment. (The Board of Selectmen recommends this appropriation.) Majority vote required.

To transact any other business which may legally come before this meeting.

GIVEN UNDER OUR HANDS AND SEAL THIS _____ DAY OF JANUARY 2014

John R. LaCourse, Ph.D., Chairman

David Cedarholm

Carole Dennis

Board of Selectmen for the Town of Lee

State of New Hampshire, County of Strafford, Town of Lee

We hereby certify that true attested copies of this Warrant were posted at the Town Clerk's Office, Public Library and the Public Safety Complex, on January , 2014 in compliance with RSA 39:5.

John R. LaCourse, Ph.D., Chairman

David Cedarholm

Carole Dennis

Board of Selectmen for the Town of Lee

Personally appeared, John R. LaCourse, Ph.D., David Cedarholm, and Carole Dennis, who subscribed to the foregoing instrument before me,

_____, Denise Duval, Notary Public.

2014 TOWN WARRANT
For the TOWN OF LEE, NEW HAMPSHIRE

FIRST SESSION: To the inhabitants of the Town of Lee, County of Strafford, State of New Hampshire, qualified to vote in Town Affairs, you are hereby notified to meet at the Mast Way School located on Mast Road, Lee at 9:00 am on the 1st of February, 2014. This session shall consist of explanation, discussion and deliberation of the Warrant Articles numbered 1 through 16. Warrant Articles may be amended subject to the following limitations: (a) Warrant Articles whose wording is prescribed by law shall not be amended, and (b) Warrant Articles that are amended shall be placed on the official ballot for a final vote on the main motion as amended.

SECOND SESSION: To the inhabitants of the Town of Lee, County of Strafford, State of New Hampshire, qualified to vote in Town Affairs, you are hereby notified to meet at the Public Safety Complex located on George Bennett Road, Lee on the 11th of March, 2014. The Polls will be open from 7:00 am to 7:00 pm.

ARTICLE 1

To choose all necessary Town Officers for the ensuing year:

ARTICLE 2

Pursuant to RSA 673:6 the Town of Lee Planning Board is allowed by vote of the legislative body to have alternate members. The Lee Planning Board is requesting that the legislative body approve two (2) alternate members. Their term will be for three (3) years each as provided in the statute. If passed by majority vote, this shall take effect upon passage.

ARTICLE 3

The 2013 Lee Zoning Ordinance, if amendments/changes/additions are passed by Town vote this March, this will change to the 2014 Lee Zoning Ordinance. The proposed changes are as follows;

Note: ***Changes are Bold Italics*** and Deletions are underlined.

Article XXIII

Nonconforming Uses ***and Buildings/Structures***

Any ***lawful*** nonconforming use may continue in its present use except that any nonconforming use or building may not be:

1. Changed to another nonconforming use;
2. Re-established after discontinuance for one (1) year except to a use conforming to the district in which it is located ;
3. Extended in area. ***Extended throughout other parts of the building or structure if it is located only in a portion of the building or structure.***

A lawful nonconforming building or structure that is damaged or destroyed may be restored or reconstructed, provided that such restoration or reconstruction shall not enlarge the overall building footprint or volume of the building or cause the building or structure to become more nonconforming.

ARTICLE 4

~~To see if the Town will vote to raise and appropriate the sum of \$3,700,000 (gross budget) for the purpose of designing, engineering, building and equipping a new Public Library Community Center, and to authorize the issuance of not more than \$X,XXX,XXX of bonds or notes in accordance with the provisions of the Municipal Finance Act RSA 33:1 et seq., as amended; and to authorize the Selectmen to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project and to comply with all laws applicable to said project; to authorize the Selectmen to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the Selectmen to take any other action or to pass any other vote relative thereto, including, but not limited to, withdrawing \$XXX,XXX from the Library Building Capital Reserve Fund created for this purpose and utilizing \$XXX,XXX from the Undesignated Fund Balance, with the balance of \$XXX,XXX to be raised by private fundraising and donation. (The Board of Selectmen does/does not recommend this appropriation.)~~

Requires 3/5 ballot vote to pass.

~~NOTE: If the intent is to obtain the Bond in 2015, this language may need to be inserted in the WA above "...and further to raise and appropriate an additional sum of \$xxx for the first year's payment on the bond".~~

ARTICLE 5-4 (Submitted by PETITION, if submitted)

To see if the Town of Lee will urge: that the New Hampshire State Legislature join with sixteen other states, including all other New England states, in calling upon Congress to amend the United States Constitution and establish that:

1. Constitutional rights were established for people, not corporations, and
2. Money is not speech, and therefore regulating political contributions and spending is not equivalent to limiting political speech.

Majority vote required.

ARTICLE 5 (Submitted by PETITION)

Shall the Town of Lee veteran's optional tax credit be increased to the statutory maximum of \$500.00 as provided in NH RSA 72:28? (The Board of Selectmen does/not recommend this appropriation.) Majority vote required.

ARTICLE 6

Pursuant to NH RSA 31:39 and RSA 149-M:17, shall the Town adopt revisions to its Solid Waste Ordinance, as recommended by the Board of Selectmen? Majority vote required.

ARTICLE 7

To see if the Town will vote to raise and appropriate a sum not to exceed One hundred eighty thousand dollars (\$180,000), including transaction costs, to purchase and acquire approximately forty acres, more or less, of land at 164 Stepping Stones Road, owned by Ronald William Kennard, Map 7 Lot 5-0, and to authorize the withdrawal of up to One hundred eighty thousand dollars (\$180,000) from the Land Use Change Tax Fund for this acquisition: and no amount to be raised from general taxation. (Recommended by the Board of Selectmen.) Majority vote required.

ARTICLE 8

Shall the Town of Lee raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$X,XXX,XXX. Should this article be defeated, the default budget shall be \$3,555,732.~~00~~, which is the same as last year, with certain adjustments required by previous action of the Board of Selectmen or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (The Board of Selectmen recommends this appropriation.) Majority vote required.

ARTICLE 9

To see if the Town will vote to raise and appropriate the sum of two hundred and ^{eighty}~~ninety~~ two thousand dollars (\$292282,000) to be deposited into the following Capital Reserve Trust Funds and to authorize the use of (\$XXX125,000) from the Undesignated-Unassigned Fund Balance with (\$XXX157,000) from general taxation. (The Board of Selectmen does/does not recommends this appropriation.) Majority vote required.

Accrued Benefits Trust	\$ 25,000
Fire Ponds and Cisterns CRF	\$ 20,000
Fire Equipment CRF	\$ 55,000
Highway Equipment CRF	\$ 40,000
Land Acquisition CRF	\$ 10,000
Library Maintenance CRF	\$ 7,000
Revaluation CRF	\$ 10,000
Highway Dept. Road/Bridge Improvement CRF	\$ 70,000
Town Building CRF	\$ 35,000
Transfer Station Equipment CRF	\$ 20,000

ARTICLE 10

To see if the Town will vote to raise and appropriate the sum of One hundred thousand dollars (\$100,000) to be deposited into the Lee Library/Community Center Capital Reserve Fund (The Board of Selectmen ~~does/does not~~ recommends this appropriation.) Majority vote required.

ARTICLE 11

To see if the Town will vote to raise and appropriate the sum of Thirty thousand dollars (~~\$3010,000~~) to be deposited into the Recreation Capital Reserve Fund. (The Board of Selectmen ~~does/does not~~ recommends this appropriation.) Majority vote required.

ARTICLE 12

To see if the Town will vote to establish a contingency fund for Fiscal Year 2015 for unanticipated expenses that may arise and further to raise and appropriate Thirty-four thousand two hundred and ninety-two dollars (\$34,292) to go into the fund. This sum to come from the ~~undesignated-unassigned~~ fund balance and no amount to be raised from taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. The governing body shall annually publish a detailed report of all expenditures from the fund. (The Board of Selectmen ~~does/does not~~ recommends this appropriation.) Majority vote required.

ARTICLE 13

To see if the Town will vote to change the purpose of the existing Accrued Benefits Trust Fund to include expenditures for current Town employees for payments in lieu of vacation and to name the Board of Selectmen as the agent to expend. (The Board of Selectmen ~~does/does not~~ recommends this ~~appropriation.~~) 2/3 ballot vote required.

ARTICLE 14

To see if the Town will vote to discontinue the Fire Building Maintenance Fund created in 1995. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the Town's general fund. (The Board of Selectmen ~~does/does not~~ recommends this ~~appropriation~~ article.) Majority vote required.

ARTICLE 15

To see if the Town will vote to discontinue the Solid Waste Capital Reserve Fund created in 1972. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the Town's general fund. (The Board of Selectmen recommends this article.) Majority vote required.

ARTICLE 16

To see if the Town will vote to raise and appropriate the sum of Twenty-seven thousand, five hundred and ninety-three dollars (\$27,593) for the purchase of a new police cruiser and changeover of radios and safety equipment. (The Board of Selectmen ~~does/does not~~ recommends this appropriation.) Majority vote required.

To transact any other business which may legally come before this meeting.



TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: January 21, 2014

Agenda Item No. 9d

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
1/21/2014

Agenda Item Title: Interdepartmental Budget Transfers

Requested By: Julie Glover, Town Administrator

Date: 1/16/2014

Contact Information: 603-659-5414

Presented By: Julie Glover, Town Administrator

Description: Changes in personnel and increased legal expenses make it necessary to reassign funds in the current year's budget. Excess funds are available in benefit accounts due to the reduction in full-time employees, an employee no longer eligible for the buyout, and the receipt of an additional 'premium contribution holiday' from the Health Trust which was unanticipated.

Financial Details: \$48,300 transferred

Legal Authority NH RSA 32:10 - 32:10 Transfer of Appropriations. –

I. If changes arise during the year following the annual meeting that make it necessary to expend more than the amount appropriated for a specific purpose, the governing body may transfer to that appropriation an unexpended balance remaining in some other appropriation, provided, however, that:

(a) The total amount spent shall not exceed the total amount appropriated at the town or district meeting.

(b) Records shall be kept by the governing body, such that the budget committee, if any, or any citizen requesting such records pursuant to RSA 91-A:4, may ascertain the purposes of appropriations to which, and from which, amounts have been transferred; provided, however, that neither the budget committee nor other citizens shall have any authority to dispute or challenge the discretion of the governing body in making such transfers.

Legal Opinion: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

MOTION: Move to accept the recommended FY14 Budget transfers.



TOWN OF LEE
SELECTMEN'S OFFICE
7 MAST RD, LEE, NEW HAMPSHIRE 03861
(603) 659-5414

January 17, 2014

To: Board of Selectmen

Re: Budget Line Transfers – FY 2014

From: Julie Glover, Town Administrator

Changes in personnel and increased legal expenses make it necessary to reassign funds in the current year's budget. Excess funds are available in benefit accounts due to the reduction in full-time employees, an employee no longer eligible for the buyout, and the receipt of an additional 'premium contribution holiday' from the Health Trust which was unanticipated. The proposed transfers are as follows:

<u>Transfer funds from these accounts:</u>		<u>Transfer funds into these accounts:</u>	
4155-42 - Health Insurance	40,400.00	4150-S2 – Fin. Officer	4,000.00
4155-43 – Health Ins. Buyout	2,900.00	4153 – Legal Expense	20,000.00
4618-09 – Community Plan	<u>5,000.00</u>	4155-41 – Group II NHRS	7,300.00
Total	48,300.00	4220-W4 – FT Fire Fighter	<u>17,000.00</u>
		Total	48,300.00

John LaCourse, Chairman

David Cedarholm, Board of Selectmen

Carole Dennis, Board of Selectmen

SELECTMEN'S MEETING

January 21, 2014

CONSENT AGENDA ITEMS

(Individual items may be removed by any Selectman for separate discussion and vote)

SIGNATURES REQUIRED

- Household Hazardous Waste Collection Project
- Primex CAP Agreement
- Amended Conservation Easement Deed for Noble Farm
- Abatements

INFORMATION ONLY

- Rockingham County Conservation District Pesticide Report
- Granite State Quest 11th Annual Ride to Conquer Cancer

HOUSEHOLD HAZARDOUS WASTE COLLECTION PROJECT

The community of Lee hereby commits to participate and cooperate with the community of Dover in a Household Hazardous Waste Collection

Project on 9/20/14 * tentative

The community hereby grants Dover the authority to represent the community in organizing the collection project.

The City / Town of Lee has appropriated \$ 2800⁰⁰ for the purpose of allowing all residents of the community access to the Household Hazardous Waste Collection Project

Authorized Agent for Participating Community

Community Name

Authorization Date

Property & Liability Program
Contribution Assurance Program (CAP) Agreement
THIS AGREEMENT AMENDS AND EXTENDS YOUR MEMBERSHIP AGREEMENT
PLEASE READ CAREFULLY

Primex³ is offering members in our **Property & Liability Program** an opportunity to stabilize their annual contributions through participation in our Contribution Assurance Program (**CAP**). **CAP** is offered to members who qualify, providing them predictability by limiting the annual contribution increase during a defined period of years (**CAP Period**). By signing this Agreement, you agree to extend your Membership Agreement for **two (2) years** and Primex³ agrees to guarantee that your annual contribution increase will not exceed seven percent (7%) of the prior year's contribution. Because performance matters with Primex³, you may realize an annual increase that is less than the **CAP** through sound risk management and stable underwriting exposures. The annual member contribution will be based upon your exposure base, members' loss experience, and the rates established each year by the Primex³ Board of Trustees.

We are offering this opportunity so that our members can extend their commitment to pooling through the Primex³ programs. Participation in **CAP** for each year of the **CAP Period** is conditioned upon a two-year commitment to participation in the Primex³ Property & Liability Program.

The following **CAP Period** years qualify for the Contribution Assurance Program (**CAP**):

FY 2016 July 1, 2015 to June 30, 2016

(maximum 7% increase over July 1, 2014 to June 30, 2015 contribution)

FY 2017 July 1, 2016 to June 30, 2017

(maximum 7% increase over July 1, 2015 to June 30, 2016 contribution)

By signing this Agreement, the **Town of Lee** agrees to extend its risk pool membership and participation in the Primex³ **Property & Liability Program** for two coverage period years, through **June 30, 2017**. The **Town of Lee** agrees and understands it remains bound by and subject to the terms and conditions of the Membership Agreement, Public Entity Coverage Documents and Trust Agreement, and all Trust by-laws, policies and procedures.

The **Town of Lee** agrees that the seven percent (7%) maximum increase currently available for this **CAP Period** does not apply to any other year or period of years, and upon expiration of the **CAP Period** in this Agreement, any subsequent participation in a Primex³ **CAP** will be subject to underwriting review, membership criteria, **CAP** criteria, determination of contribution and the maximum increase in place for the subsequent **CAP Period**.

The **Town of Lee** further acknowledges that by extending its Membership Agreement for two (2) coverage period years, the Public Entity Coverage Documents, General Conditions Section (L) ("Terminating Participation in Our Program(s)") is suspended during year one (1) of the two (2) year term, as there is no right to cancel or terminate during year one (1) but shall be reinstated for the end of year two (2).

The **Town of Lee** agrees that failure to provide notice in strict accordance with the Public Entity Coverage Documents, General Conditions Section (L) shall result in automatic renewal of risk management pool

membership and continuation in the Primex³ Property & Liability Program, but not continuation of **CAP** which must be separately offered and accepted.

Primex³ acknowledges that the Member is a NH public entity which receives budgetary authorization for appropriations from an annual meeting of its legislative body and pertains to a fiscal year which commences on the following January 1 or July 1, of any given year. The Member also acknowledges that it is legally required to carry insurance coverage. As such, if the legislative body, at such annual meeting for any years that are within the anticipated term of the contract, fails to approve such appropriation, and there are no other lawful means of funding the coverage, this contract may be terminated by the Member by notice to Primex³ made within 30 days of the legislative action at which such funding initiative was defeated and such cancellation shall be effective as of the commencement on the following fiscal year or on the anniversary of the policy, whichever first occurs.

The Member, however, agrees that it shall seek the requisite appropriations in good faith and that the availability of lower cost or otherwise preferable coverage alternatives during the term of this Agreement shall not constitute a good faith and permissible basis on which to fail to pursue the appropriations or assert that appropriations are unavailable. In the event of an early termination, the Member agrees to return the difference between the **CAP** increase and the uncapped contribution.

By affixing my signature below, I am attesting, representing and warranting that I am a duly authorized representative of the governing body of the **Town of Lee** with legal authority to contractually bind the **Town of Lee** to the terms of this Agreement, and that I understand the commitment being made to membership in the Primex³ risk management and participation in the Property & Liability Program. Attached hereto is a duly executed governing body Resolution to Enter Property & Liability Contribution Assurance Program (**CAP**).

Authorized Representative
of the Governing Body

Title

Date

Print Name



**RESOLUTION TO ENTER PRIMEX³
Property & Liability Contribution Assurance Program (CAP)**

RESOLVED: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex³) to enter into its **Property & Liability Contribution Assurance Program (CAP)** as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex³ risk management pool membership during the term of the **Property & Liability Contribution Assurance Program (CAP)**. The coverage provided by Primex³ in each year of membership shall be as then set forth in the Coverage Documents of Primex³.

I attest that the foregoing is a true copy of the Resolution of the Governing Board of the **Town of Lee** adopted on _____.

Board: _____
Title of Board

Signature _____

Name: _____

Title: _____ duly authorized

Date: _____

**Workers' Compensation Program
Contribution Assurance Program (CAP) Agreement
THIS AGREEMENT AMENDS AND EXTENDS YOUR MEMBERSHIP AGREEMENT
PLEASE READ CAREFULLY**

Primex³ is offering members in our **Workers' Compensation Program** an opportunity to stabilize their annual contributions through participation in our Contribution Assurance Program (**CAP**). **CAP** is offered to members who qualify, providing them predictability by limiting the annual contribution increase during a defined period of years (**CAP Period**). By signing this Agreement, you agree to extend your Membership Agreement for **two (2) years** and Primex³ agrees to guarantee that your annual contribution increase will not exceed eight percent (8%) of the prior year's contribution. Because performance matters with Primex³, you may realize an annual increase that is less than the **CAP** through sound risk management and stable underwriting exposures. The annual member contribution will be based upon your exposure base, members' loss experience, and the rates established each year by the Primex³ Board of Trustees.

We are offering this opportunity so that our members can extend their commitment to pooling through the Primex³ programs. Participation in **CAP** for each year of the **CAP Period** is conditioned upon a two-year commitment to participation in the Primex³ Workers' Compensation Program.

The following **CAP Period** years qualify for the Contribution Assurance Program (**CAP**):

CY 2015 January 1, 2015 to December 31, 2015

(maximum 8% increase over January 1, 2014 to December 31, 2014 contribution)

CY 2016 January 1, 2016 to December 31, 2016

(maximum 8% increase over January 1, 2015 to December 31, 2015 contribution)

By signing this Agreement, the **Town of Lee** agrees to extend its risk pool membership and participation in the Primex³ **Workers' Compensation Program** for two coverage period years, through **December 31, 2016**. The **Town of Lee** agrees and understands it remains bound by and subject to the terms and conditions of the Membership Agreement, Public Entity Coverage Documents and Trust Agreement, and all Trust by-laws, policies and procedures.

The **Town of Lee** agrees that the eight percent (8%) maximum increase currently available for this **CAP Period** does not apply to any other year or period of years, and upon expiration of the **CAP Period** in this Agreement, any subsequent participation in a Primex³ **CAP** will be subject to underwriting review, membership criteria, **CAP** criteria, determination of contribution and the maximum increase in place for the subsequent **CAP Period**.

The **Town of Lee** further acknowledges that by extending its Membership Agreement for two (2) coverage period years, the Public Entity Coverage Documents, General Conditions Section (L) ("Terminating Participation in Our Program(s)") is suspended during year one (1) of the two (2) year term, as there is no right to cancel or terminate during year one (1) but shall be reinstated for the end of year two (2).

The **Town of Lee** agrees that failure to provide notice in strict accordance with the Public Entity Coverage Documents, General Conditions Section (L) shall result in automatic renewal of risk management pool

membership and continuation in the Primex³ Workers' Compensation Program, but not continuation of **CAP** which must be separately offered and accepted.

Primex³ acknowledges that the Member is a NH public entity which receives budgetary authorization for appropriations from an annual meeting of its legislative body and pertains to a fiscal year which commences on the following January 1 or July 1, of any given year. The Member also acknowledges that it is legally required to carry insurance coverage. As such, if the legislative body, at such annual meeting for any years that are within the anticipated term of the contract, fails to approve such appropriation, and there are no other lawful means of funding the coverage, this contract may be terminated by the Member by notice to Primex³ made within 30 days of the legislative action at which such funding initiative was defeated and such cancellation shall be effective as of the commencement on the following fiscal year or on the anniversary of the policy, whichever first occurs.

The Member, however, agrees that it shall seek the requisite appropriations in good faith and that the availability of lower cost or otherwise preferable coverage alternatives during the term of this Agreement shall not constitute a good faith and permissible basis on which to fail to pursue the appropriations or assert that appropriations are unavailable. In the event of an early termination, the Member agrees to return the difference between the **CAP** increase and the uncapped contribution.

By affixing my signature below, I am attesting, representing and warranting that I am a duly authorized representative of the governing body of the **Town of Lee** with legal authority to contractually bind the **Town of Lee** to the terms of this Agreement, and that I understand the commitment being made to membership in the Primex³ risk management and participation in the Workers' Compensation Program. Attached hereto is a duly executed governing body Resolution to Enter Workers' Compensation Contribution Assurance Program (**CAP**).

Authorized Representative
of the Governing Body

Title

Date

Print Name



**RESOLUTION TO ENTER PRIMEX³
Workers' Compensation Contribution Assurance Program (CAP)**

RESOLVED: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex³) to enter into its **Workers' Compensation Contribution Assurance Program (CAP)** as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex³ risk management pool membership during the term of the **Workers' Compensation Contribution Assurance Program (CAP)**. The coverage provided by Primex³ in each year of membership shall be as then set forth in the Coverage Documents of Primex³.

I attest that the foregoing is a true copy of the Resolution of the Governing Board of the **Town of Lee** adopted on _____.

Board: _____
Title of Board

Signature _____

Name: _____

Title: _____ duly authorized

Date: _____

**AMENDED AND RESTATED
CONSERVATION EASEMENT DEED**

This Amendment is being made to the Conservation Easement Deed by and between the Town of Lee as Successor in Interest to Gibraltar Financial Corporation as original Grantor and the Town of Lee as Grantee dated September 11, 2001 and recorded in the Strafford County Registry of Deeds at Book 2390, Page 487.

WHEREAS, the Town of Lee is the owner of Tax Map 25-03-000, a 91.35 acre parcel which is subject to the Conservation Easement by virtue of the deeds dated May 7, 2007 and recorded in Strafford County Registry of Deeds at Book 3527, Page 0087 and Book 3525, Pages 0042 to 0116;

WHEREAS, the Town of Lee as Successor in Interest to Grantor, Gibraltar Financial Corporation, and as Grantee of the Conservation Easement has determined that several of the provisions in this easement are no longer relevant as the property is not being developed for a residential subdivision, the original subdivision approval shall be revoked, and the zoning has in fact been changed in the area of the easement to light industrial/commercial;

WHEREAS, the Town of Lee has a buyer for this parcel of land and the buyer desires to use the pond which is a part of this Conservation Easement to tie into its fire suppression system;

WHEREAS, the amendments set forth herein clearly serve the public interest and are consistent with the easement holder's mission, continue to comply with all applicable federal, state and local laws, do not jeopardize the easement holder's tax exempt status, do not result in any private inurement or confer an impermissible private benefit (as defined for federal tax purposes and NH RSA 7:19-a), are consistent with the conservation purposes and intent of the easement, are consistent with the documented intent of the donor and grantor and have a net beneficial or residual effect on the relevant conservation values or attributes protected by the easement;

WHEREAS, for clarity the easement is being restated.

NOW, THEREFORE, the Conservation Easement (hereinafter referred to as the "Easement") granted by Gibraltar Financial Corporation to the Town of Lee, New Hampshire, acting through its Conservation Commission pursuant to RSA 36-A:4 as grantee, on the parcel of land set forth on Appendix A attached hereto and made a part thereof, shall be amended to read as follows:

The Town of Lee, as Successor in Interest to Gibraltar Financial Corporation, a Massachusetts corporation with a principal place of business at 125 Main Street, Stoneham, Massachusetts (hereinafter referred to as the "Grantor,"), for consideration paid, with WARRANTY covenants, grants in perpetuity to the Town of Lee, New Hampshire, a municipal corporation with a principal mailing address of 7 Mast Road, Lee, New Hampshire, acting through its Conservation Commission pursuant to NH RSA 36-A:4 (the "Grantee") the Conservation Easement (hereinafter referred to as the "Easement") hereinafter described with respect to a portion of a parcel of land (herein referred to as the "Conservation Easement Area") situated in the Town of Lee, County of Strafford, State of New Hampshire, more particularly bounded and described in Appendix A attached hereto and made a part hereof.

1. CONSERVATION PURPOSES

The Easement hereby granted is pursuant to NH RSA 477:45-47, exclusively for the following conservation purposes:

- A. To maintain and preserve the restored habitat for people and wildlife.
- B. To protect water quality which needs to remain in its restored and enhanced condition.

These purposes are consistent and in accordance with the U.S. Internal Revenue Code, Section 170(h).

The Easement hereby granted with respect to the Conservation Easement Area is as follows:

2. USE LIMITATIONS

Subject to the reserved rights specified in Section 3 below:

- A. The Conservation Easement Area shall be maintained in perpetuity as open space without there being conducted thereon any industrial or commercial activities. There is expressly reserved the right of the fee owner to have the right to the extent allowed by law to lay out, construct, install such pipe, conduits and other such apparatus as may be necessary to draw water from the pond for a fire suppression system.
- B. The Conservation Easement Area shall not be subdivided.
- C. No structure or improvement, including but not limited to, a dwelling, tennis court, swimming pool, aircraft landing strip, tower or mobile home, shall be constructed, placed, or

introduced onto the Conservation Easement Area. However, ancillary structures and improvements including, but not limited to, a road, dam, fence, bridge or culvert, barn or shed may be constructed, placed, or introduced onto the Conservation Easement Area only as necessary in the accomplishment of the conservation or noncommercial outdoor recreational uses of the Conservation Easement Area.

D. No removal, filling, or other disturbances of soil surface, nor any changes in topography, surface or subsurface water systems, wetlands, or natural habitat shall be allowed unless such activities:

i. (a) Are commonly necessary in the accomplishment of the conservation, habitat management, or noncommercial outdoor recreational uses of the Conservation Easement Area; and

(b) Do not harm state or federally recognized rare, threatened, or endangered species, such determination of harm to be based upon information from the New Hampshire Natural Heritage Inventory or the agency then recognized by the State of New Hampshire as having responsibility for identification and/or conservation of such species; and

(c) Are not detrimental to the purposes of this Easement.

ii. Prior to commencement of any such activities, all necessary federal, state and local permits and approvals shall be secured.

E. No outdoor advertising structures such as signs and billboards shall be displayed on the Conservation Easement Area except as desirable or necessary in the accomplishment of the conservation or noncommercial outdoor recreational uses of the Conservation Easement Area, and provided that such signs are not detrimental to the purposes of this Easement.

F. There shall be no mining, quarrying, excavation, or removal of rocks, minerals, gravel, sand, topsoil, or other similar materials on the Conservation Easement Area, except in connection with any improvements made pursuant to the provisions of Sections 2.A., C., D., or E., above. No such rocks, minerals, gravel, sand, topsoil, or other similar materials shall be removed from the Conservation Easement Area.

G. There shall be no dumping, injection, burning, or burial of man-made materials or materials then known to be environmentally hazardous, including vehicle bodies or parts.

H. Any future owner of Tax Map 25-03-000 shall be allowed to tie in its fire suppression system to the existing pond located in the easement area.

3. RESERVED RIGHTS

The Conservation Easement Area had been used in satisfying the density and open space requirements of the Town of Lee Zoning Ordinance in conjunction with the development of a cluster residential subdivision, as conditionally approved by the Town of Lee Planning Board on September

20, 2000 (the "Subdivision"). This subdivision was never built and said subdivision plan and approvals shall be revoked or abandoned.

Notwithstanding anything herein to the contrary, the original Grantor of the Conservation Easement had reserved, for itself, the Village at Noble Farm, LLC, and their successors, all rights to use the Conservation Easement Area to complete the development of the Subdivision, as conditionally approved, including but not limited to the right to use the Conservation Easement Area to:

- (i) Establish, set out, and maintain walking trails;
- (ii) Establish, set out, and maintain a canoe launch; and
- (iii) Establish, set out and maintain access and drainage rights, community septic systems and community water systems as shown on the Plans referred to in Appendix A and on other approved plans of the Subdivision, including without limitation, maintenance of all drainage, dams and systems shown on said plans.

The Town of Lee as Successor in Interest to Gibraltar Financial Corporation in its capacity as current Grantor of the Conservation Easement relinquishes these reserved rights as set out in item 3 RESERVED RIGHTS (i) (ii) (iii), there no longer being any form of public access.

4. **TAXES, MAINTENANCE**

The Grantee shall be under no obligation to maintain the Conservation Easement Area or pay any taxes or assessments thereon.

5. **BENEFITS, BURDENS, AND ACCESS**

A. The burden of the Easement conveyed hereby shall run with the Conservation Easement Area and shall be enforceable against all future owners and tenants in perpetuity; the benefits of this Easement shall not be appurtenant to any particular parcel of land but shall be in gross and assignable or transferable only to the State of New Hampshire, the U.S. Government, or any subdivision of either of them, consistent with Section 170(c)(1) of the U.S. Internal Revenue Code of 1986, as amended, or to any qualified organization within the meaning of Section 170(h)(3) of said Code, which organization has among its purposes the conservation and preservation of land and water areas and agrees to and is capable of enforcing the conservation purposes of this Easement. Any such assignee or transferee shall have like power of assignment or transfer.

B. The Grantee shall have reasonable access to the Conservation Easement Area and all of its parts for such inspection as is necessary to determine compliance with and to enforce this Easement, to exercise the rights conveyed hereby, and to fulfill the responsibilities and carry out the duties assumed by the acceptance of this Easement.

C. Members of the general public shall not have access to the Conservation Easement Area for outdoor recreation and education activities.

6. BREACH OF EASEMENT

A. When a breach of this Easement, or conduct by anyone inconsistent with this Easement, comes to the attention of the Grantee, it shall notify the Grantor in writing of such breach or conduct, delivered in hand or by certified mail, return receipt requested. In the event of repeated failures to take action by the Grantee, the Grantee shall transfer the easement to the Department of Environmental Services for assignment to another grantee.

B. The Grantor shall, within 30 days after receipt of such notice or after otherwise learning of such breach or conduct, undertake those actions, including restoration, which are reasonably calculated to cure swiftly said breach, or to terminate said conduct, and to repair any damage. The Grantor shall promptly notify the Grantee of its actions taken under this section.

C. If the Grantor fails to take such proper action under the preceding paragraph, the Grantee shall, as appropriate to the purposes of this deed, undertake any actions that are reasonably necessary to cure such breach or to repair any damage in the Grantor's name or to terminate such conduct. The costs thereof, including the Grantee's expenses, court costs, and legal fees, shall be paid by the Grantor, provided that the Grantor is directly or primarily responsible for the breach.

D. Nothing contained in this Easement shall be construed to entitle the Grantee to bring any action against the Grantor for any injury to or change in the Conservation Easement Area resulting from causes beyond the Grantor's control, including, but not limited to, unauthorized actions by third parties, natural disasters such as fire, flood, storm, and earth movement, or from any prudent action taken by the Grantor under emergency conditions to prevent, abate, or mitigate significant injury to the Conservation Easement Area resulting from such causes.

E. The Grantee and the Grantor reserve the right, separately or collectively, to pursue all legal remedies against any third party responsible for any actions detrimental to the conservation purposes of this Easement.

F. No delay or omission by the Grantee in the exercise of any right or remedy upon any breach by the Grantor shall impair the Grantee's rights or remedies or be construed as a waiver.

7. NOTICES

All notices, requests and other communications, required or permitted to be given under this Easement shall be in writing, except as otherwise provided herein, and shall be delivered in hand or sent by certified mail, postage prepaid and return receipt requested, to the appropriate address set forth above. or at such other address as the Grantor or the Grantee may hereafter designate by notice given in accordance herewith. Notice shall be deemed to have been given when so delivered or so mailed.

8. SEVERABILITY

If any provision of this Easement, or the application thereof to any person or circumstance, is found to be invalid by a court of competent jurisdiction, by confirmation of an arbitration award or otherwise, the remainder of the provisions of this Easement or the application of such provision to persons or circumstances other than those to which it is found to be invalid, as the case may be, shall not be affected thereby.

9. CONDEMNATION

Whenever all or part of the Conservation Easement Area is taken in exercise of eminent domain by public, corporate, or other authority so as to abrogate in whole or in part the Easement conveyed hereby, the Grantor and the Grantee shall thereupon act jointly to recover the full damages resulting from such taking with all incidental or direct damages and expenses incurred by them thereby to be paid out of the damages recovered.

A. The balance of the land damages recovered (including, for purposes of this subsection, proceeds from any lawful sale, in lieu of condemnation, of the Conservation Easement Area unencumbered by the restrictions hereunder) shall be divided between the Grantor and the Grantee in proportion to the fair market value, at the time of condemnation, of their respective interests in that part of the Conservation Easement Area condemned. The values of the Grantor's and the Grantee's interest shall be determined by an appraisal prepared by a qualified appraiser at the time of condemnation.

B. The Grantee shall use its share of the proceeds in a manner

10. ADDITIONAL EASEMENT

Should the Grantor determine that the expressed purposes of this Easement could better be effectuated by the conveyance of an additional easement, the Grantor may execute an additional instrument to that effect, provided that the conservation purposes of this Easement are not diminished thereby and that a public agency or qualified organization described in Section 5.A., above, accepts and records the additional easement.

11. MERGER

The Grantor and the Grantee explicitly agree that it is their express intent, forming a part of the consideration hereunder, that the provisions of the Easement set forth herein are to last in perpetuity, and that to that end no purchase or transfer of the underlying fee interest in the Conservation Easement Area by or to the Grantee or any successor or assign shall be deemed to eliminate the Easement, or any portion thereof, granted hereunder under the doctrine of "merger" or any other legal doctrine.

The Grantee, by accepting and recording this Easement, agrees to be bound by and to observe and enforce the provisions hereof and assumes the rights and responsibilities herein granted

to and incumbent upon the Grantee, all in the furtherance of the conservation purposes for which this Easement is delivered.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 2013.

**The Town of Lee, as Successor in Interest to Gibraltar Financial Corporation
By its Board of Selectmen**

Witness

John R. LaCourse, Ph.D.

Witness

David Cedarholm

Witness

Carole Dennis

**STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD, SS.**

On this _____ day of _____, 2013, **John R. LaCourse, Ph.D., David Cedarholm and Carole Dennis, as duly authorized Members of the Town of Lee Board of Selectmen**, personally appeared before me, the undersigned, and acknowledged the foregoing to be their voluntary act and deed in said capacity.

Notary Public/Justice of the Peace
Print Name: _____
My Commission Expires: _____

ACCEPTED:

TOWN OF LEE, NEW HAMPSHIRE
By the Conservation Commission

By: _____
William Humm, Chairman

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD, SS.

On this _____ day of _____, 2013, **William Humm, duly authorized Chairperson of the Town of Lee Conservation Commission**, personally appeared before me, the undersigned, and acknowledged the foregoing to be his voluntary act and deed in said capacity.

Notary Public/Justice of the Peace
Print Name: _____
My Commission Expires: _____

APPENDIX A

Locus: Town of Lee, New Hampshire

The Conservation Easement Area is described as the shaded, contiguous area shown on the following two plans of Bedford Design Consultants: (i) a plan entitled "Wetland Impact Overview Plan" dated January 7, 2000, last revision date of March 27, 2001, Scale 1" = 60' (the "Overview Plan"); and (ii) a plan entitled "Wetland Impact Plan" dated January 27, 2000, last revision date March 27, 2001, scale 1" = 200' (the "Impact Plan"), (Collectively, the Overview Plan and the Impact Plan are referred to as the "Plans"). The Conservation Easement Area consists of open water area of 256,093 square feet, wetlands area of 124,130 square feet, and upland area of 125,803 square feet, all as shown on the Plans. The Plans are to be recorded in the Strafford County Registry of Deeds.

The Conservation Easement Area is also a portion of Lot 25, Map 3-0 as shown on the tax map for the Town of Lee, New Hampshire.

#7958

C:\Users\Kris\Documents\Word Perfect Docs\Real Estate\Town of Lee (Sale to Daley) 7958\Amended and Restated Conservation Easement 10-9-2013.wpd

ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER
ATTORNEY GENERAL



RECEIVED
DEC 24 2013

TOWN OF LEE, NH
SELECTMAN'S OFFICE
ANN M. RICE
DEPUTY ATTORNEY GENERAL

December 12, 2013

COPY

Mary Keohan Ganz, Esquire
Ganz Law Office
PO Box 238
Seabrook, NH 03874

Re: Town of Lee Proposed Amendment to the Conservation Easement
known as "Noble Farm"

Dear Ms. Ganz:

We have completed our analysis of the above-captioned proposed amendment to the Noble Farm Conservation Easement, Lee, New Hampshire.

The Town of Lee is seeking to amend the existing conservation easement by adding a new subsection H. to Section 2. USE LIMITATIONS. The new subsection H. states: "Any future owner of Tax Map 25-03-000 shall be allowed to tie in its fire suppression system to the existing pond located in the easement area." The Town of Lee is also seeking to extinguish its reserved rights under Section 3. (i), (ii), and (iii). The proposed amendment is a low risk amendment.

The Town of Lee has provided documentation of its compliance with the seven principles contained in the publication Amending or Terminating Conservation Easements.

The Charitable Trusts Unit hereby issues a no action letter, effective December 12, 2013, relative to the requested amendment.

Very truly yours,

Anne M. Edwards, Interim Director
Charitable Trusts Unit
(603) 271-3591
Direct Fax: (603) 223-6221
anne.edwards@doj.nh.gov

cc: Town of Lee

MEMORANDUM

TO: Select Board
Town of Lee

FROM: Scott P. Marsh, CNHA
Municipal Resources
Contracted Assessor's Agents

DATE: January 13, 2014

RE: Land Use Change Tax
Steppingstones Road
Tax Map 12 Lot 3-300

I have attached a land use change tax form and a warrant form for the above referenced property. The subject is an 11.54-acre parcel. A new structure has been constructed and as such an area of the land has been disturbed and no longer qualifies for current use. Based upon a review of plan information and my view, it appears that the area disturbed is roughly 80 x 120 or .22 acres.

The market value estimate for this area was based on market data and my experience. The value estimate of \$54,000 as of the estimated date of disturbance is felt to be fair and reasonable. As such it is recommended that the attached forms be signed and a land use change tax bill in the amount of \$5,400 be issued.

If there are any questions or a meeting to discuss this matter is desired, please let me know.

FORM

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

A-5

LAND USE CHANGE TAX

STEP 1 PROPERTY OWNER(S) AND RESPONSIBLE PARTY (if applicable)

PLEASE TYPE OR PRINT	LAST NAME	FIRST NAME	INITIAL
	VETERAN RESORT-CHAPEL		
	LAST NAME	FIRST NAME	INITIAL
	RESPONSIBLE PARTY, IF OTHER THAN PROPERTY OWNER [RSA 79-A:7, II(e)]		
	STREET ADDRESS 465 PACKERS FALL ROAD		
ADDRESS (continued)			
TOWN/CITY		STATE	ZIP CODE+4
LEE		NH	03861

STEP 2 PROPERTY LOCATION

PLEASE TYPE OR PRINT	STREET 101 STEPPING STONES ROAD					
	TOWN/CITY LEE			COUNTY STRAFFORD		
	NUMBER OF ACRES 11.54	CHECK ONE: PARTIAL RELEASE <input checked="" type="checkbox"/> FULL RELEASE <input type="checkbox"/>		BOOK # 4109	PAGE # 569	
	MAP # 12	LOT # 3-300	MAP #	LOT #	MAP #	LOT #

STEP 3 LOCAL IDENTIFICATION OF LAND BEING DISQUALIFIED

(a) Owners Name of Record When Land Was First Classified WORTHEN, EDITH	BOOK # 1052	PAGE # 87
(b) Number of Acres Originally Classified	20.72	
(c) Number of Acres Previously Disqualified	9.18	
(d) Acres Disqualified per this Assessment	.22	
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	11.32	

STEP 4 ASSESSMENT OF LAND USE CHANGE TAX

(a) Narrative description of the disqualification:		
DISTRUBED FOR CONSTRUCTION OF BUILDING		
(b) Actual Date of Change in Use (MM/DD/YYYY)	07/10/2013	
(c) Full and True Value at Time of Change in Use	\$	50,000.00
(d) Land Use Change Tax [Step 4(c) x 10%]	\$	5,000.00

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
LAND USE CHANGE TAX

STEP 5 SIGNATURES OF A MAJORITY OF SELECTMEN/ASSESSORS

TYPE OR PRINT NAME (in black ink) JOHN R. LACOURSE, PHD	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink) DAVID CEDARHOLM	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink) CAROLE DENNIS	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE

STEP 6 LAND USE CHANGE TAX NOTICE (TO BE COMPLETED BY LOCAL ASSESSING OFFICIALS)

PLEASE TYPE OR PRINT	LAST NAME VETERAN RESORT-CHAPEL	FIRST NAME	
	ADDRESS 465 PACKERS FALLS ROAD		
	ADDRESS (continued)		
	TOWN/CITY LEE	STATE NH	ZIP CODE+4 03861
(a) Date of Release (MM/DD/YYYY)			
(b) Date of Bill (MM/DD/YYYY)			
(c) Full and True Value at Time of Change in Use		\$	54,000.00
(d) Total Tax Due		\$	5,400.00

STEP 7 CHECKS PAYABLE TO AND MAILED TO (TO BE COMPLETED BY TAX COLLECTOR)

(a) Make Check Payable to: TOWN OF LEE			
(b) Mail To:	NAME TOWN OF LEE		
	ADDRESS 7 MAST ROAD		
	TOWN/CITY LEE	STATE NH	ZIP CODE+4 03861
(c) Tax Collector's Office Location: 7 MAST RD, LEE, NH 03861			
(d) Tax Collector's Office Hours: MON 8AM-6PM, WED&FRI 8AM-4PM			
(e) Include a separate check in the amount of \$ _____ Payable to _____ for recording fee at County Register of Deeds.			
(f) Payment of this tax is due no later than 30 days after mailing of this bill. Interest, at the rate of 18% per annum, shall be due if this tax is not paid on or before _____			

STEP 8 ACKNOWLEDGMENT OF PAYMENT

SIGNATURE (in black ink) OF TAX COLLECTOR	DATE PAID
---	-----------

LAND USE CHANGE TAX INSTRUCTIONS

GENERAL INSTRUCTIONS

WHO MUST FILE

Local assessing officials shall complete Form A-5, Land Use Change Tax, to assess the use change tax on current use land where property previously classified as open space land and assessed at current use values on or after April 1, 1974 is changed to a use which does not qualify for current use assessment.

WHAT TO FILE

The Form A-5 shall be prepared by the local assessing officials and an original and two copies shall be submitted to the tax collector for collection of land use change tax. In accordance with Cub 309.03 Form A-5W shall serve as a warrant with which the tax collector shall collect the tax. The tax collector shall ensure that a copy of these instructions are provided to the land owner advising them of their appeal rights.

WHEN TO FILE

Pursuant to RSA 79-A:7, II(d), payment of Land Use Change Tax, together with the recording fees due the Register of Deeds, is due within 30 days after mailing of the tax bill. Interest at a rate of 18% will accrue on any unpaid tax after 30 days.

WHERE TO FILE

Once completed and signed in black ink, this form and attachments shall be filed as follows:

Original:	Register of Deeds
Copy:	Local Assessing Officials
Copy:	Land Owner
Copy:	Local Tax Collector

APEALS

Within 2 months of the notice of the tax date, and not afterwards, a land owner may apply in writing to the Selectmen or Assessors for an abatement of the Land Use Change Tax. If the Selectmen or Assessors neglect or refuse to abate the Land Use Change Tax, any person aggrieved may either apply in writing to the Board of Tax and Land Appeals or petition the County Superior Court within 8 months of the notice of the tax in accordance with RSA 79-A:10 or RSA 79-A:11.

Forms for appealing to the Board of Tax and Land Appeals may be obtained from the NH Board of Tax and Land Appeals, 107 Pleasant Street, Concord, NH 03301 or by calling (603) 271-2578 or by visiting their web site at www.nh.gov/btla. Be sure to specify that you are appealing the Land Use Change tax.

ADA

Individuals who need auxiliary aids for effective communication in programs and services of the department are invited to make their needs and preferences known to the NH Department of Revenue Administration.

NEED HELP?

Contact your local municipality or the Property Appraisal Division at (603) 271-2687.

LINE-BY-LINE INSTRUCTIONS

STEP 1

Enter the complete name(s), address, municipality, state and zip code of the present owner(s) and/or responsible party [if other than owner pursuant to RSA 79-A:7, II(e)], being assessed the Land Use Change Tax in accordance with RSA 79-A:7. If there is more than two owners, submit a supplemental list of all owners names of record.

STEP 2

Enter the property location information of the land being disqualified in the spaces provided. Check whether this is a partial release or a full release.

STEP 3

- (a) Enter name and address of the owners of record when the land was first classified under Current Use, including the Book and Page where it was recorded.
- (b) Enter the number of acres originally classified under RSA 75:1.
- (c) Enter the number of acres previously disqualified from RSA 75:1.
- (d) Enter the number of acres disqualified per this Assessment.
- (e) Enter the number of acres remaining in Land Use Assessment. [Steps 3(b) minus 3(c) and 3(d)].

STEP 4

- (a) Provide a brief narrative description of the property subject to disqualification. (i.e. forest land converted to house lots.)
- (b) Enter the actual date of change in use in the following format: MM/DD/YYYY.
- (c) Enter the full and true value of the disqualified property at the time of the change in use.
- (d) Calculate the Land Use Change Tax by multiplying Step 4(c) by 10%. Enter the result on Step 4(d).

STEP 5

Signatures, in black ink, of a majority of the local selectmen/assessors in the spaces provided indicates approval.

STEP 6

Enter the name and mailing address of the present owners or responsible party responsible for payment of tax.

- (a) Enter the actual date of the change in use. [Same as Step 4(b)].
- (b) Enter the date of the Land Use Change tax notice.
- (c) Enter the Full and True Value of the land subject to Land Use Change as provided in RSA 75:1. [Same as Step 4(d)].
- (d) Enter the Land Use Change Tax Due as calculated on page 1 Step 4(d).

STEP 7

- (a) Enter the municipality to which checks are to be made payable. This should be the municipality in which the disqualified property is located.
- (b) Enter the name of the tax collector and the applicable mailing address to which payments should be remitted.
- (c) Enter the tax collector's office location.
- (d) Enter the hours of operation for the local tax collector.
- (e) Enter the applicable lien release recording fee to be remitted to the County Registry of Deeds and the proper county to which the fee is due.
- (f) Enter the final date the taxpayer has to pay the bill to avoid penalties.

STEP 8

The tax collector must sign and date in black ink to indicate when the tax is paid and then shall remit the original Form A-5 with the recording fee to the County Registry of Deeds.

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
CURRENT USE LAND USE CHANGE TAX COLLECTOR'S WARRANT

TAX COLLECTOR'S WARRANT FOR TOWN/CITY

TOWN/CITY OF LEE		
STREET ADDRESS 7 MAST ROAD		
ADDRESS (continued)		
TOWN/CITY LEE	STATE NH	ZIP CODE+4 03861

COLLECTION OF LAND USE CHANGE TAX

State of New Hampshire, County of STRAFFORD	
To LINDA REINHOLD	Collector of Taxes
for the Town/City of LEE	in said County.
In the name of said State you are directed to collect the LAND USE CHANGE TAX in the list herewith committed to you, amounting in all of the sum of: Interest at 18% will be assessed after 30 days.	\$ 1,300.00
Given under our hands at	
This day of	
OWNER NAME VETERAN RESORT-CHAPEL	
OWNER ADDRESS 465 PACKERS FALLS ROAD, LEE, NH 03861	
MAP 12	LOT 3-300

SIGNATURES OF A MAJORITY OF SELECTMEN/ASSESSORS

TYPE OR PRINT NAME (in black ink) JOHN R. LACOURSE, PHD	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink) DAVID CEDARHOLM	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink) CAROLE DENNIS	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
CURRENT USE LAND USE CHANGE TAX COLLECTOR'S WARRANT
 INSTRUCTIONS

GENERAL INSTRUCTIONS

WHO MUST FILE

Assessing Officials shall complete Form A-5W, Tax Collectors Warrant, to assess the Current Use Land Use Change Tax, as approved by the board, to serve as a warrant with which the tax collector shall collect the tax from the property owner.

WHAT TO FILE

The Form A-5W, Current Use: Land Use Change Tax Collector's Warrant. Assessing officials shall submit Form A-5W, Current Use: Land Use Change Tax Collectors Warrant, as approved by the board, to the Tax collector to serve as a warrant with which the tax collector shall collect the tax.

WHERE TO FILE

Once completed and signed in black ink, this form and attachments shall be filed as follows:

Original and 2 copies: Local Tax Collector

TAX COLLECTORS PROCEDURES

Upon receipt of the land use change tax warrant and the prescribed forms, the tax collector shall mail the duplicate copy of the tax bill to the owner responsible for the tax as the notice thereof. Such bill shall be mailed, at the latest, within 12 months of the date upon which the local assessing officials receive written notice of the change of use from the landowner or his agent, or within 12 months of the date the local assessing officials actually discover that the land use change tax is due and payable. Upon receipt of payment, but except for proceedings under RSA 79-A:7, II(e), the collector shall forward the original tax bill to the register of deeds of the county in which the land is located for the purpose of releasing recorded contingent liens required under RSA 79-A:5, VI. The tax bill shall state clearly whether all, or only a portion, of the land affected by the notice of contingent lien is subject to release. The recording fee charged by the register of deeds shall be paid by the owner of the land in accordance with the fees to which the register of deeds is entitled under RSA 478:17; 478:17-f or 478:17-g, I as applicable.

WHEN DUE

Payment of the land use change tax, together with the recording fees due the register of deeds, shall be due not later than 30 days after mailing of the tax bills for such tax, and interest at the rate of 18 percent per annum shall be due thereafter on any taxes not paid within the 30-day period.

COLLECTION OF UNPAID TAX

All land use change tax assessments levied under this section shall, on the date of the change in use, create a lien upon the land on account of which they are made and against the owner of record of such land or against the responsible party pursuant to RSA 79-A:7, II(e). Furthermore, such liens shall continue for a period of 18 months following the date upon which the local assessing officials receive written notice of the change of use from the landowner or his agent, or the date the local assessing officials actually discover that the land use change tax is due and payable, and such assessment shall be subject to statutory collection proceedings against real estate as prescribed by RSA 80.

ADA

Individuals who need auxiliary aids for effective communication in programs and services of the department are invited to make their needs and preferences known to the NH Department of Revenue Administration.

NEED HELP?

Contact the Property Appraisal Division at (603) 271-2687.

MEMORANDUM

TO: Select Board
Town of Lee

FROM: Scott P. Marsh, CNHA
Municipal Resources
Contracted Assessor's Agents

DATE: January 13, 2014

RE: Land Use Change Tax
George Bennett Road
Tax Map 11 Lot 9

I have attached a land use change tax form and a warrant form for the above referenced property. The subject is now a 24.47- acre parcel after a recent lot line adjustment. Based upon a review of the recorded plan and assessing records 1.45 acres, which was added from Map 11 Lot 10-10, was a portion enrolled in the current use program, by a prior owner. As a new building has been constructed on this area, it no longer qualifies for current use enrollment.

The market value estimate for this area was based on market data and my experience. The value estimate of \$13,000 as of the estimated date construction began is felt to be fair and reasonable. As such it is recommended that the attached forms be signed and a land use change tax bill in the amount of \$1,300 be issued.

If there are any questions or a meeting to discuss this matter is desired, please let me know.

FORM

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

A-5

LAND USE CHANGE TAX

STEP 1 PROPERTY OWNER(S) AND RESPONSIBLE PARTY (if applicable)

PLEASE TYPE OR PRINT	LAST NAME DALEY REALTY TRUST	FIRST NAME	INITIAL
	LAST NAME DALEY	FIRST NAME JAMES	INITIAL P
	RESPONSIBLE PARTY, IF OTHER THAN PROPERTY OWNER [RSA 79-A:7, II(e)]		
	STREET ADDRESS 251 CALEF HIGHWAY		
	ADDRESS (continued)		
TOWN/CITY LEE	STATE NH	ZIP CODE+4 03861	

STEP 2 PROPERTY LOCATION

PLEASE TYPE OR PRINT	STREET GEORGE BENNETT ROAD					
	TOWN/CITY LEE			COUNTY STRAFFORD		
	NUMBER OF ACRES 24.47	CHECK ONE: PARTIAL RELEASE <input checked="" type="checkbox"/> FULL RELEASE <input type="checkbox"/>		BOOK # 3933	PAGE # 647	
	MAP # 11	LOT # 9	MAP #	LOT #	MAP #	LOT #

STEP 3 LOCAL IDENTIFICATION OF LAND BEING DISQUALIFIED

(a) Owners Name of Record When Land Was First Classified MOBO CORP	BOOK # 1052	PAGE # 87
(b) Number of Acres Originally Classified	23	
(c) Number of Acres Previously Disqualified	0	
(d) Acres Disqualified per this Assessment	1.45	
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	21.55	

STEP 4 ASSESSMENT OF LAND USE CHANGE TAX

(a) Narrative description of the disqualification: AREA FROM MAP 11-10-10 MERGED AND THEN DISTRUBED FOR NEW BUILDING	
(b) Actual Date of Change in Use (MM/DD/YYYY)	09/11/2013
(c) Full and True Value at Time of Change in Use	\$ 13,000.00
(d) Land Use Change Tax [Step 4(c) x 10%]	\$ 1,300.00

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
LAND USE CHANGE TAX

STEP 5 SIGNATURES OF A MAJORITY OF SELECTMEN/ASSESSORS

TYPE OR PRINT NAME (in black ink) JOHN R. LACOURSE, PHD	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink) DAVID CEDARHOLM	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink) CAROLE DENNIS	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE

STEP 6 LAND USE CHANGE TAX NOTICE (TO BE COMPLETED BY LOCAL ASSESSING OFFICIALS)

PLEASE TYPE OR PRINT	LAST NAME DALEY REALTY TRUST	FIRST NAME	
	ADDRESS		
	ADDRESS (continued) 251 CALEF HIGHWAY		
	TOWN/CITY LEE	STATE NH	ZIP CODE+4 03861
(a) Date of Release (MM/DD/YYYY)			
(b) Date of Bill (MM/DD/YYYY)			
(c) Full and True Value at Time of Change in Use		\$	13,000.00
(d) Total Tax Due		\$	1,300.00

STEP 7 CHECKS PAYABLE TO AND MAILED TO (TO BE COMPLETED BY TAX COLLECTOR)

(a) Make Check Payable to: TOWN OF LEE			
(b) Mail To:	NAME TOWN OF LEE		
	ADDRESS 7 MAST ROAD		
	TOWN/CITY LEE	STATE NH	ZIP CODE+4 03861
(c) Tax Collector's Office Location: 7 MAST RD, LEE, NH 03861			
(d) Tax Collector's Office Hours: MON 8AM-6PM, WED&FRI 8AM-4PM			
(e) Include a separate check in the amount of \$ _____ Payable to _____ for recording fee at County Register of Deeds.			
(f) Payment of this tax is due no later than 30 days after mailing of this bill. Interest, at the rate of 18% per annum, shall be due if this tax is not paid on or before _____			

STEP 8 ACKNOWLEDGMENT OF PAYMENT

SIGNATURE (in black ink) OF TAX COLLECTOR	DATE PAID
---	-----------

**LAND USE CHANGE TAX
INSTRUCTIONS**

GENERAL INSTRUCTIONS

WHO MUST FILE

Local assessing officials shall complete Form A-5, Land Use Change Tax, to assess the use change tax on current use land where property previously classified as open space land and assessed at current use values on or after April 1, 1974 is changed to a use which does not qualify for current use assessment.

WHAT TO FILE

The Form A-5 shall be prepared by the local assessing officials and an original and two copies shall be submitted to the tax collector for collection of land use change tax. In accordance with Cub 309.03 Form A-5W shall serve as a warrant with which the tax collector shall collect the tax. The tax collector shall ensure that a copy of these instructions are provided to the land owner advising them of their appeal rights.

WHEN TO FILE

Pursuant to RSA 79-A:7, II(d), payment of Land Use Change Tax, together with the recording fees due the Register of Deeds, is due within 30 days after mailing of the tax bill. Interest at a rate of 18% will accrue on any unpaid tax after 30 days.

WHERE TO FILE

Once completed and signed in black ink, this form and attachments shall be filed as follows:

Original:	Register of Deeds
Copy:	Local Assessing Officials
Copy:	Land Owner
Copy:	Local Tax Collector

APEALS

Within 2 months of the notice of the tax date, and not afterwards, a land owner may apply in writing to the Selectmen or Assessors for an abatement of the Land Use Change Tax. If the Selectmen or Assessors neglect or refuse to abate the Land Use Change Tax, any person aggrieved may either apply in writing to the Board of Tax and Land Appeals or petition the County Superior Court within 8 months of the notice of the tax in accordance with RSA 79-A:10 or RSA 79-A:11.

Forms for appealing to the Board of Tax and Land Appeals may be obtained from the NH Board of Tax and Land Appeals, 107 Pleasant Street, Concord, NH 03301 or by calling (603) 271-2578 or by visiting their web site at www.nh.gov/btla. Be sure to specify that you are appealing the Land Use Change tax.

ADA

Individuals who need auxiliary aids for effective communication in programs and services of the department are invited to make their needs and preferences known to the NH Department of Revenue Administration.

NEED HELP?

Contact your local municipality or the Property Appraisal Division at (603) 271-2687.

LINE-BY-LINE INSTRUCTIONS

STEP 1

Enter the complete name(s), address, municipality, state and zip code of the present owner(s) and/or responsible party [if other than owner pursuant to RSA 79-A:7, II(e)], being assessed the Land Use Change Tax in accordance with RSA 79-A:7. If there is more than two owners, submit a supplemental list of all owners names of record.

STEP 2

Enter the property location information of the land being disqualified in the spaces provided. Check whether this is a partial release or a full release.

STEP 3

- Enter name and address of the owners of record when the land was first classified under Current Use, including the Book and Page where it was recorded.
- Enter the number of acres originally classified under RSA 75:1.
- Enter the number of acres previously disqualified from RSA 75:1.
- Enter the number of acres disqualified per this Assessment.
- Enter the number of acres remaining in Land Use Assessment. [Steps 3(b) minus 3(c) and 3(d)].

STEP 4

- Provide a brief narrative description of the property subject to disqualification. (i.e. forest land converted to house lots.)
- Enter the actual date of change in use in the following format: MM/DD/YYYY.
- Enter the full and true value of the disqualified property at the time of the change in use.
- Calculate the Land Use Change Tax by multiplying Step 4(c) by 10%. Enter the result on Step 4(d).

STEP 5

Signatures, in black ink, of a majority of the local selectmen/assessors in the spaces provided indicates approval.

STEP 6

Enter the name and mailing address of the present owners or responsible party responsible for payment of tax.

- Enter the actual date of the change in use. [Same as Step 4(b)].
- Enter the date of the Land Use Change tax notice.
- Enter the Full and True Value of the land subject to Land Use Change as provided in RSA 75:1. [Same as Step 4(d)].
- Enter the Land Use Change Tax Due as calculated on page 1 Step 4(d).

STEP 7

- Enter the municipality to which checks are to be made payable. This should be the municipality in which the disqualified property is located.
- Enter the name of the tax collector and the applicable mailing address to which payments should be remitted.
- Enter the tax collector's office location.
- Enter the hours of operation for the local tax collector.
- Enter the applicable lien release recording fee to be remitted to the County Registry of Deeds and the proper county to which the fee is due.
- Enter the final date the taxpayer has to pay the bill to avoid penalties.

STEP 8

The tax collector must sign and date in black ink to indicate when the tax is paid and then shall remit the original Form A-5 with the recording fee to the County Registry of Deeds.

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
CURRENT USE LAND USE CHANGE TAX COLLECTOR'S WARRANT

TAX COLLECTOR'S WARRANT FOR TOWN/CITY

TOWN/CITY OF LEE		
STREET ADDRESS 7 MAST ROAD		
ADDRESS (continued)		
TOWN/CITY LEE	STATE NH	ZIP CODE+4 03861

COLLECTION OF LAND USE CHANGE TAX

State of New Hampshire, County of STRAFFORD	
To LINDA REINHOLD	Collector of Taxes
for the Town/City of LEE	in said County.
In the name of said State you are directed to collect the LAND USE CHANGE TAX in the list herewith committed to you, amounting in all of the sum of: Interest at 18% will be assessed after 30 days.	\$ 1,300.00
Given under our hands at	
This day of	
OWNER NAME	DALEY REALTY TRUST
OWNER ADDRESS	251 CALEF HIGHWAY, LEE , NH 03861
MAP 11	LOT 9

SIGNATURES OF A MAJORITY OF SELECTMEN/ASSESSORS

TYPE OR PRINT NAME (in black ink) JOHN R. LACOURSE, PHD	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink) DAVID CEDARHOLM	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink) CAROLE DENNIS	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
CURRENT USE LAND USE CHANGE TAX COLLECTOR'S WARRANT
INSTRUCTIONS**GENERAL INSTRUCTIONS****WHO MUST FILE**

Assessing Officials shall complete Form A-5W, Tax Collectors Warrant, to assess the Current Use Land Use Change Tax, as approved by the board, to serve as a warrant with which the tax collector shall collect the tax from the property owner.

WHAT TO FILE

The Form A-5W, Current Use: Land Use Change Tax Collector's Warrant. Assessing officials shall submit Form A-5W, Current Use: Land Use Change Tax Collectors Warrant, as approved by the board, to the Tax collector to serve as a warrant with which the tax collector shall collect the tax.

WHERE TO FILE

Once completed and signed in black ink, this form and attachments shall be filed as follows:

Original and 2 copies: Local Tax Collector

TAX COLLECTORS PROCEDURES

Upon receipt of the land use change tax warrant and the prescribed forms, the tax collector shall mail the duplicate copy of the tax bill to the owner responsible for the tax as the notice thereof. Such bill shall be mailed, at the latest, within 12 months of the date upon which the local assessing officials receive written notice of the change of use from the landowner or his agent, or within 12 months of the date the local assessing officials actually discover that the land use change tax is due and payable. Upon receipt of payment, but except for proceedings under RSA 79-A:7, II(e), the collector shall forward the original tax bill to the register of deeds of the county in which the land is located for the purpose of releasing recorded contingent liens required under RSA 79-A:5, VI. The tax bill shall state clearly whether all, or only a portion, of the land affected by the notice of contingent lien is subject to release. The recording fee charged by the register of deeds shall be paid by the owner of the land in accordance with the fees to which the register of deeds is entitled under RSA 478:17; 478:17-f or 478:17-g, I as applicable.

WHEN DUE

Payment of the land use change tax, together with the recording fees due the register of deeds, shall be due not later than 30 days after mailing of the tax bills for such tax, and interest at the rate of 18 percent per annum shall be due thereafter on any taxes not paid within the 30-day period.

COLLECTION OF UNPAID TAX

All land use change tax assessments levied under this section shall, on the date of the change in use, create a lien upon the land on account of which they are made and against the owner of record of such land or against the responsible party pursuant to RSA 79-A:7, II(e). Furthermore, such liens shall continue for a period of 18 months following the date upon which the local assessing officials receive written notice of the change of use from the landowner or his agent, or the date the local assessing officials actually discover that the land use change tax is due and payable, and such assessment shall be subject to statutory collection proceedings against real estate as prescribed by RSA 80.

ADA

Individuals who need auxiliary aids for effective communication in programs and services of the department are invited to make their needs and preferences known to the NH Department of Revenue Administration.

NEED HELP?

Contact the Property Appraisal Division at (603) 271-2687.

MEMORANDUM

TO: Select Board
Town of Lee

FROM: Scott P. Marsh, CNHA
Municipal Resources
Contracted Assessor's Agents

DATE: January 13, 2014

RE: Land Use Change Tax
28 Concord
Tax Map 7 Lot 2-100

I have attached a land use change tax form and a warrant form for the above referenced property. The subject is a .84-acre parcel. A small portion (.23 acres) from an abutting parcel was transferred and merged. As this area was previously enrolled in the current use program and the subject property does not meet the minimum acreage requirements, a land use change tax is due on the disqualified area.

The market value estimate listed was based on a review of the sale price of the disqualified area, market data of other parcels and my experience. The value estimate of \$13,500 as of the date of change is felt to be fair and reasonable. As such it is recommended that the attached forms be signed and a land use change tax bill in the amount of \$1,350 be issued.

If there are any questions or a meeting to discuss this matter is desired, please let me know.

FORM

A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

LAND USE CHANGE TAX

STEP 1 PROPERTY OWNER(S) AND RESPONSIBLE PARTY (if applicable)

PLEASE TYPE OR PRINT	LAST NAME	FIRST NAME	INITIAL
	STERLING REALTY LLC		
	LAST NAME	FIRST NAME	INITIAL
	RESPONSIBLE PARTY, IF OTHER THAN PROPERTY OWNER [RSA 79-A:7, II(e)]		
	STREET ADDRESS		
	66 OLD CONCORD TURNPIKE UNIT 10		
ADDRESS (continued)			
TOWN/CITY		STATE	ZIP CODE+4
BARRINGTON		NH	03825

STEP 2 PROPERTY LOCATION

PLEASE TYPE OR PRINT	STREET					
	28 CONCORD ROAD					
	TOWN/CITY			COUNTY		
	LEE			STRAFFORD		
	NUMBER OF ACRES	CHECK ONE		BOOK #	PAGE #	
	0.84	PARTIAL RELEASE <input checked="" type="checkbox"/> FULL RELEASE <input type="checkbox"/>		4154	685	
MAP #	LOT #	MAP #	LOT #	MAP #	LOT #	
7	2-100					

STEP 3 LOCAL IDENTIFICATION OF LAND BEING DISQUALIFIED

(a) Owners Name of Record When Land Was First Classified	BOOK #	PAGE #
ANDREW WHITE	1071	457
(b) Number of Acres Originally Classified	42	
(c) Number of Acres Previously Disqualified	0	
(d) Acres Disqualified per this Assessment	.23	
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	41.77	

STEP 4 ASSESSMENT OF LAND USE CHANGE TAX

(a) Narrative description of the disqualification:	
TRANSFER - LESS THAN 10 CONTIGUOUS ACRES	
(b) Actual Date of Change in Use (MM/DD/YYYY)	08/06/2013
(c) Full and True Value at Time of Change in Use	\$ 13,500.00
(d) Land Use Change Tax [Step 4(c) x 10%]	\$ 1,350.00

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
LAND USE CHANGE TAX

STEP 5 SIGNATURES OF A MAJORITY OF SELECTMEN/ASSESSORS

TYPE OR PRINT NAME (in black ink) JOHN R. LACOURSE, PHD	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink) DAVID CEDARHOLM	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink) CAROLE DENNIS	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE

STEP 6 LAND USE CHANGE TAX NOTICE (TO BE COMPLETED BY LOCAL ASSESSING OFFICIALS)

PLEASE TYPE OR PRINT	LAST NAME STERLING REALTY LLC	FIRST NAME	
	ADDRESS 66 OLD CONCORD TURNPIKE UNIT 10		
	ADDRESS (continued)		
	TOWN/CITY BARRINGTON	STATE NH	ZIP CODE+4 03825
(a) Date of Release (MM/DD/YYYY)			
(b) Date of Bill (MM/DD/YYYY)			
(c) Full and True Value at Time of Change in Use		\$	13,500.00
(d) Total Tax Due		\$	1,350.00

STEP 7 CHECKS PAYABLE TO AND MAILED TO (TO BE COMPLETED BY TAX COLLECTOR)

(a) Make Check Payable to: TOWN OF LEE			
(b) Mail To:	NAME TOWN OF LEE		
	ADDRESS 7 MAST ROAD		
	TOWN/CITY LEE	STATE NH	ZIP CODE+4 03861
(c) Tax Collector's Office Location: 7 MAST RD, LEE, NH 03861			
(d) Tax Collector's Office Hours: MON 8AM-6PM, WED&FRI 8AM-4PM			
(e) Include a separate check in the amount of \$ _____ Payable to _____ for recording fee at County Register of Deeds.			
(f) Payment of this tax is due no later than 30 days after mailing of this bill. Interest, at the rate of 18% per annum, shall be due if this tax is not paid on or before _____			

STEP 8 ACKNOWLEDGMENT OF PAYMENT

SIGNATURE (in black ink) OF TAX COLLECTOR	DATE PAID
---	-----------

**LAND USE CHANGE TAX
INSTRUCTIONS**

GENERAL INSTRUCTIONS

WHO MUST FILE

Local assessing officials shall complete Form A-5, Land Use Change Tax, to assess the use change tax on current use land where property previously classified as open space land and assessed at current use values on or after April 1, 1974 is changed to a use which does not qualify for current use assessment.

WHAT TO FILE

The Form A-5 shall be prepared by the local assessing officials and an original and two copies shall be submitted to the tax collector for collection of land use change tax. In accordance with Cub 309.03 Form A-5W shall serve as a warrant with which the tax collector shall collect the tax. The tax collector shall ensure that a copy of these instructions are provided to the land owner advising them of their appeal rights.

WHEN TO FILE

Pursuant to RSA 79-A:7, II(d), payment of Land Use Change Tax, together with the recording fees due the Register of Deeds, is due within 30 days after mailing of the tax bill. Interest at a rate of 18% will accrue on any unpaid tax after 30 days.

WHERE TO FILE

Once completed and signed in black ink, this form and attachments shall be filed as follows:

Original:	Register of Deeds
Copy:	Local Assessing Officials
Copy:	Land Owner
Copy:	Local Tax Collector

APEALS

Within 2 months of the notice of the tax date, and not afterwards, a land owner may apply in writing to the Selectmen or Assessors for an abatement of the Land Use Change Tax. If the Selectmen or Assessors neglect or refuse to abate the Land Use Change Tax, any person aggrieved may either apply in writing to the Board of Tax and Land Appeals or petition the County Superior Court within 8 months of the notice of the tax in accordance with RSA 79-A:10 or RSA 79-A:11.

Forms for appealing to the Board of Tax and Land Appeals may be obtained from the NH Board of Tax and Land Appeals, 107 Pleasant Street, Concord, NH 03301 or by calling (603) 271-2578 or by visiting their web site at www.nh.gov/btla. Be sure to specify that you are appealing the Land Use Change tax.

ADA

Individuals who need auxiliary aids for effective communication in programs and services of the department are invited to make their needs and preferences known to the NH Department of Revenue Administration.

NEED HELP?

Contact your local municipality or the Property Appraisal Division at (603) 271-2687.

LINE-BY-LINE INSTRUCTIONS

STEP 1

Enter the complete name(s), address, municipality, state and zip code of the present owner(s) and/or responsible party [if other than owner pursuant to RSA 79-A:7, II(e)], being assessed the Land Use Change Tax in accordance with RSA 79-A:7. If there is more than two owners, submit a supplemental list of all owners names of record.

STEP 2

Enter the property location information of the land being disqualified in the spaces provided. Check whether this is a partial release or a full release.

STEP 3

- Enter name and address of the owners of record when the land was first classified under Current Use, including the Book and Page where it was recorded.
- Enter the number of acres originally classified under RSA 75:1.
- Enter the number of acres previously disqualified from RSA 75:1.
- Enter the number of acres disqualified per this Assessment.
- Enter the number of acres remaining in Land Use Assessment. [Steps 3(b) minus 3(c) and 3(d)].

STEP 4

- Provide a brief narrative description of the property subject to disqualification. (i.e. forest land converted to house lots.)
- Enter the actual date of change in use in the following format: MM/DD/YYYY.
- Enter the full and true value of the disqualified property at the time of the change in use.
- Calculate the Land Use Change Tax by multiplying Step 4(c) by 10%. Enter the result on Step 4(d).

STEP 5

Signatures, in black ink, of a majority of the local selectmen/assessors in the spaces provided indicates approval.

STEP 6

Enter the name and mailing address of the present owners or responsible party responsible for payment of tax.

- Enter the actual date of the change in use. [Same as Step 4(b)].
- Enter the date of the Land Use Change tax notice.
- Enter the Full and True Value of the land subject to Land Use Change as provided in RSA 75:1. [Same as Step 4(d)].
- Enter the Land Use Change Tax Due as calculated on page 1 Step 4(d).

STEP 7

- Enter the municipality to which checks are to be made payable. This should be the municipality in which the disqualified property is located.
- Enter the name of the tax collector and the applicable mailing address to which payments should be remitted.
- Enter the tax collector's office location.
- Enter the hours of operation for the local tax collector.
- Enter the applicable lien release recording fee to be remitted to the County Registry of Deeds and the proper county to which the fee is due.
- Enter the final date the taxpayer has to pay the bill to avoid penalties.

STEP 8

The tax collector must sign and date in black ink to indicate when the tax is paid and then shall remit the original Form A-5 with the recording fee to the County Registry of Deeds.

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
CURRENT USE LAND USE CHANGE TAX COLLECTOR'S WARRANT

TAX COLLECTOR'S WARRANT FOR TOWN/CITY

TOWN/CITY OF LEE		
STREET ADDRESS 7 MAST ROAD		
ADDRESS (continued)		
TOWN/CITY LEE	STATE NH	ZIP CODE+4 03861

COLLECTION OF LAND USE CHANGE TAX

State of New Hampshire, County of STRAFFORD	
To LINDA REINHOLD	Collector of Taxes
for the Town/City of LEE	in said County.
In the name of said State you are directed to collect the LAND USE CHANGE TAX in the list herewith committed to you, amounting in all of the sum of: Interest at 18% will be assessed after 30 days.	\$ 1,350.00
Given under our hands at	
This day of	
OWNER NAME STERLING REALTY LLC	
OWNER ADDRESS 66 OLD CONCORD TURNPIKE UNIT 10, BARRINGTON, NH 03825	
MAP 7	LOT 2-100

SIGNATURES OF A MAJORITY OF SELECTMEN/ASSESSORS

TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
JOHN R. LACOURSE, PHD		
DAVID CEDARHOLM		
CAROLE DENNIS		

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
CURRENT USE LAND USE CHANGE TAX COLLECTOR'S WARRANT
INSTRUCTIONS

GENERAL INSTRUCTIONS

WHO MUST FILE

Assessing Officials shall complete Form A-5W, Tax Collectors Warrant, to assess the Current Use Land Use Change Tax, as approved by the board, to serve as a warrant with which the tax collector shall collect the tax from the property owner.

WHAT TO FILE

The Form A-5W, Current Use: Land Use Change Tax Collector's Warrant. Assessing officials shall submit Form A-5W, Current Use: Land Use Change Tax Collectors Warrant, as approved by the board, to the Tax collector to serve as a warrant with which the tax collector shall collect the tax.

WHERE TO FILE

Once completed and signed in black ink, this form and attachments shall be filed as follows:

Original and 2 copies: Local Tax Collector

TAX COLLECTORS PROCEDURES

Upon receipt of the land use change tax warrant and the prescribed forms, the tax collector shall mail the duplicate copy of the tax bill to the owner responsible for the tax as the notice thereof. Such bill shall be mailed, at the latest, within 12 months of the date upon which the local assessing officials receive written notice of the change of use from the landowner or his agent, or within 12 months of the date the local assessing officials actually discover that the land use change tax is due and payable. Upon receipt of payment, but except for proceedings under RSA 79-A:7, II(e), the collector shall forward the original tax bill to the register of deeds of the county in which the land is located for the purpose of releasing recorded contingent liens required under RSA 79-A:5, VI. The tax bill shall state clearly whether all, or only a portion, of the land affected by the notice of contingent lien is subject to release. The recording fee charged by the register of deeds shall be paid by the owner of the land in accordance with the fees to which the register of deeds is entitled under RSA 478:17; 478:17-f or 478:17-g, I as applicable.

WHEN DUE

Payment of the land use change tax, together with the recording fees due the register of deeds, shall be due not later than 30 days after mailing of the tax bills for such tax, and interest at the rate of 18 percent per annum shall be due thereafter on any taxes not paid within the 30-day period.

COLLECTION OF UNPAID TAX

All land use change tax assessments levied under this section shall, on the date of the change in use, create a lien upon the land on account of which they are made and against the owner of record of such land or against the responsible party pursuant to RSA 79-A:7, II(e). Furthermore, such liens shall continue for a period of 18 months following the date upon which the local assessing officials receive written notice of the change of use from the landowner or his agent, or the date the local assessing officials actually discover that the land use change tax is due and payable, and such assessment shall be subject to statutory collection proceedings against real estate as prescribed by RSA 80.

ADA

Individuals who need auxiliary aids for effective communication in programs and services of the department are invited to make their needs and preferences known to the NH Department of Revenue Administration.

NEED HELP?

Contact the Property Appraisal Division at (603) 271-2687.

Vacation Request and Approval Form for Department Heads

Date: 1/17/2014

From: Caren Bossi
Department Head Name

To: **Board of Selectmen, Town of Lee, NH**

Please indicate below the dates you are requesting for your vacation period.

From	To
Jan 1 23 1 2014	Feb 1 28 1 2014
/ /	/ /
/ /	/ /

Please indicate below your available vacation time.

Vacation Time Available In Hours/Days	Vacation Time Taken in Last 12 Months in Hours/Days
237 / 30	84 / 10.5

4 days as
Schedule
allows

Vacation is approved/disapproved.

John R. LaCourse
Chairman

Carole Dennis

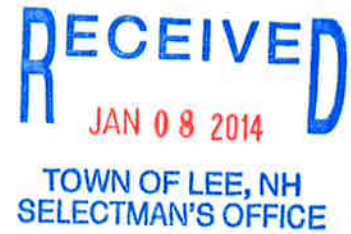
David Cedarholm

Board of Selectmen



ROCKINGHAM COUNTY CONSERVATION DISTRICT

110 North Road
Brentwood, NH 03833-6614
TEL 603-679-2790 FAX 603-679-2860
www.rockinghamccd.org



December 20, 2013

David J. Rousseau, Director
NH Department of Agriculture, Markets & Food
Division of Pesticide Control
P.O. Box 2042
Concord, NH 03302-2042

Re: Special Permit SP-190
RCCD/Lee Five Corners, Lee, NH

Dear Mr. Rousseau:

The RCCD is providing a brief summary of the pesticide control practices that were completed at the Lee Five Corners, in Lee NH through the month of December, 2013.

The RCCD reviewed the property lines and previous flagging of the 400 foot municipal well radius. The RCCD assessed effectiveness of control practices from 2012 that were approximately 75% effective for control of Autumn Olive and 95% effective for Glossy Buckthorn. The difference in control effectiveness in 2012 is likely due to Autumn Olive being more resistant to Glyphosate/Aquamaster.

The RCCD maintained a 425-foot setback, and completed additional control practices on 9/9/2013, 9/17/2013 & 9/18/2013.

The herbicide used was Aquamaster Herbicide EPA Reg. No. 524-0343 diluted to 8% v/v with dye and surfactant added. The total active ingredient used was 2.25 gallons of Aquamaster herbicide. The primary targets included Japanese knotweed, Multiflora rose, Glossy and Common buckthorns, and Autumn Olive.

Control practices will again be assessed for effectiveness in the spring of 2014, and it is expected that an 85-95% +/- overall effectiveness will occur.

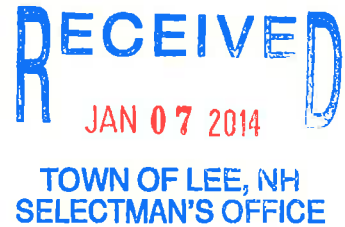
Please let me know if you have any questions or need additional information. Thank you for all of your assistance with this permit application.

Sincerely,

A handwritten signature in black ink, appearing to read 'L. Lord', written over the printed name.

Leonard Lord, District Manager

Cc: Lee CC; Lee BOS; USFWS



The Granite State Quest ♦ P.O. Box 972 ♦ Exeter, NH 03833 ♦ www.granitestatequest.org

January 6, 2014

Dear Town Official,

Thanks to your support, the eleventh annual Granite State Quest – A Ride to Conquer Cancer was held on July 14, 2013. Thanks to the riders, numerous volunteers and thousands of friends and family members we raised \$109,000 increasing our eleven-year total to over \$1.2 million. As with our previous rides, 100% of these funds will directly benefit the Massachusetts General Hospital's Pediatric Oncology department.

Last year 98 riders participated in the ride and we are hoping to increase the number to between 125 and 150 for this year's ride scheduled for Saturday, July 12. There will be a staggered start, with those riding 100 miles starting at 7:30 and those riding 50 miles starting at 10:00. Last year the number of riders was evenly split between the 50 and 100-mile riders. All riders will be off the road by 4:00. We believe that this number of riders and the staggered start will allow us to maintain the personal connection of the ride, as well as limit the amount of assistance or support from the towns we will be riding through.

We are hopeful that once again you will support our event by allowing us to ride through your town. Our plans are to use the same route as last year – a cue sheet is attached. We would appreciate it if you could contact us as soon as possible if you anticipate any concerns relative to our ride on Saturday, July 12th, 2014. In April we will send you a Certificate of Insurance for Commercial General Liability, along with a copy of the Release and Waiver Form that each rider and volunteer will be required to sign. We will be glad to complete any necessary town documents or permits.

Please let me know if you have any questions or if other town officials need to be notified.

Sincerely,

Bruce Taylor
Founding Member
btaylor@granitestatequest.org
603 512-9093

Granite State Quest - 2014		100 Milers		Loop 2 for 50 Milers and 100 Milers			
Road	Turn On	Distance	100 Milers	Road	Turn On	Distance	At Mile
Leave Timberland	Start	0	0.0	Leave Timberland		0	50.3
Route 111 (Exeter Road)	Right	0.3	0.3	Route 111 (Exeter Road)	Right	0.3	50.6
NH 27	Left	0.5	0.8	Route 27 (Hampton Road)	Right	0.5	51.1
North NH 1A Ocean Blvd	Left	6.3	7.1	Route 27 (High Street)	Straight	1.2	52.3
Bridge after Odiorne Park	Reverse	10.2	17.3	Cross Portsmouth Ave	Straight	1.3	53.6
South NH 1A	Reverse	0.0	17.3	Main Street	Straight	0.3	53.9
Dunes Hotel	Stop	6.3	23.6	Brentwood Rd (Route 111A)	Bear Left	0.9	54.8
Winnacunnet Rd	Right	5.0	28.6	Pine Road	Right	2.7	57.5
Park Ave	Left	1.7	30.3	Route 27 (Epping Road)	Right	1.5	59.0
Drakeside Road	Right	0.5	30.8	Watson Road	Left	1.7	60.7
Towle Farm	Left	1.4	32.2	Piscassic Road (Route 87)	Left	2.7	63.3
Brown Road	Right	1.3	33.5	Bald Hill Road	Right	1.9	65.2
NH-88 West	Right	0.7	34.2	Grant Road	Left	1.9	67.1
Nason Road	Left	0.0	34.2	Camp Lee Road	Right	0.1	67.2
NH84 Kensington Road	Right	1.5	35.7	Wadleigh Falls (Rt 152)	Left	2.2	69.4
NH150 Amesbury Road	Left	1.0	36.7				
Cottage Road	Right	0.3	37.0	Tuttle Road	Right		69.4
Stumpfield Rd	Right	1.2	38.2	N. River Road (Rt 155)	Bear Right	1.9	71.3
North Rd. (Rt 108)	Right	2.3	40.5	Mast Road	Straight	0.4	71.7
Hobbs Road	Right	2.2	42.7	Mast Rd (155A)	Straight	1.7	73.4
Shaw's Hill	Right	0.4	43.1	Main Street	Right	2.3	75.7
Hilliard Rd	Bear Right	0.2	43.3	UNH Field House	Rest Stop	0.3	76.0
Moulton Ridge Rd.	Left	0.4	43.7	Newmarket Rd (Rt 108)	Right	1.0	77.0
North Road - Stop sign	Straight	0.5	44.2	Durham PT / Bay Road	Left	0.6	77.6
Drinkwater Road	Left	0.9	45.1	Main Street (Rt 108)	Left	7.6	85.2
High Street (Rt 27)	Right	2.4	47.5	Ride through Newmarket,			
Rt. 111	Left	1.9	49.4	...bearing left to stay on Rt 108S	Left		
Marin Way	Left	0.4	49.8	New Road	Left	0.4	85.8
Timberland	Bear left	0.5	50.3	Newmarket Rd. (Rt. 108)	Left	2.4	88.2
				Main Street (Rt 85)	Right	0.5	88.7
				Piscassic Road (Route 87)	Right	0.8	89.5
				Oaklands Road	Left	1.3	90.9
				Oaklands Road	Right	1.1	91.9
				Beech Hill Road	Bear Left	0.4	92.3
				Epping Road (Route 27)	Left	0.9	93.2
				Epping Road (Route 27)	Bear Left	1.7	95.0
				Pass Portsmouth Ave	Straight	1.2	96.2
				N. Hampton Rd (Rt 111)	Left	2.5	98.7
				Marin Way	Left	0.6	99.3
				Timberland	Finish	0.3	99.6
						49.3	