

SELECT BOARD MEETING AGENDA

DATE: 6:00pm Tuesday, February 17, 2015

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. Public Comment speaking time limited to 3 minutes.

1. Call to Order - 6:00 pm
2. Public Comment
3. Julie Glover, Town Administrator Report
 - Voter's Guide
 - Space Needs Analysis
 - Veteran's Resort Chapel
 - Miscellaneous
4. Consent Agenda Items - (Individual items may be removed by any Selectman for separate discussion and vote)

SIGNATURES REQUIRED

INFORMATION ONLY

Martha Fuller Clark Letter

5. Acceptance of the BOS Public Meeting Minutes from January 20, 2015.
6. Acceptance of Manifest #16 and Weeks Payroll Ending February 15, 2015
7. Miscellaneous/Unfinished Business
8. Adjournment

Posted: Town Hall, Public Safety Complex, Public Library and on leenh.org on February 12, 2015

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.

2015 TOWN WARRANT FOR THE TOWN OF LEE

ARTICLE 1 To choose all necessary Town Officers for the ensuing year:

BOARD OF SELECTMEN

(1) 3 YR TERM - John R. LaCourse

SUPERVISOR OF THE CHECKLIST

(1) 1 YR TERM

TRUSTEE OF THE TRUST FUND

(1) 1 YR TERM

(1) 3 YR TERM - Karen Long

ADVISORY BUDGET COMMITTEE

(1) 1 YR TERM - William Henze

(1) 2 YR TERM - Cary Brown

(2) 3 YR TERMS - Pat Barbour

LIBRARY TRUSTEES

(1) 3 YR TERM - Annamarie Gasowski

CEMETERY TRUSTEE

(1) 3 YR TERM - Jacquelyn Neill

ARTICLES 2 -6

The 2014 Lee Zoning Ordinance, if amendments/changes/additions are passed by Town vote this March, will change to the 2015 Lee Zoning Ordinance.

Note: **Changes are Bold Italics** and Deletions are indicated by strikethrough.

ARTICLE 2

Shall the Town add the following regulations under Article III: General Provisions:

C. **SITE REVIEW REGULATIONS: All permitted uses and uses allowed by Special Exception and or Variance may be subject to Site Plan Review in accordance with the Site Review Regulations as adopted by the Town of Lee, January 7, 1977 and all subsequent amendments to the Site Review Regulations. Lee Planning Board approval of a site plan is a prerequisite to the issuance of a building permit. Site Plan Review Regulations apply to the Commercial Excavation of Earth. Site approval including an excavation permit shall be required from the Lee Planning Board in accordance with Article XII herein. When such excavation site is located within the Residential Zone, a variance must be obtained from the Zoning Board of Adjustment in accordance with the provisions of Article XIX of the Lee Zoning Ordinance.**

Majority vote required. This amendment will be effective upon passage.

Explanatory Note: This provision currently exists in the Town's Site Review Regulations; the Planning Board is recommending that it be placed in the Zoning Regulations for clarity & simplicity of the site review process.

ARTICLE 3

Shall the Town make the following changes to Article V: Residential Zone (Zone A):

B. LOT REQUIREMENTS

(3) Setbacks: On each lot (except as provided under the terms of articles pertaining to cluster, condominium and manufactured housing subdivisions) the required setback for any building shall be:

Front - Fifty (50) feet from the public **and private** right-of-way;

Back and Side - Twenty five (25) feet from the lot lines. When such line is along a right of way, side and/or back setback shall be thirty five (35) feet.

(3-a) When the use is permitted by Special Exception in the Residential Zone, **the required setback for any new buildings shall be:**

Front - Fifty (50) feet from the public **and private** right-of-way.

Back and Side - Thirty-Five (35) feet from the lot line.

Parking areas shall also adhere to the above setback requirements for special exceptions.

(4) Lot of Record: A building housing a permitted use may be constructed on a lot of record at the time of this ordinance (March 5, 1974) if a waste water disposal system and a water supply system is constructed according to the applicable article of the Lee Building Regulations and provided that all of the setback requirements of this ordinance can be satisfied.

~~(5) Unconforming Lots: Any vacant lot which does not meet the minimum size and / or frontage requirements of this ordinance and is contiguous to another lot or lots in the same ownership, shall be combined with the contiguous lot(s) prior to sale or development so as to make a conforming or more closely conforming lot.~~

Majority vote required. This amendment will be effective upon passage.

Explanatory Note: The Planning Board recommends these housekeeping changes, as private ROWs did not have a front setback and Towns can no longer require non-conforming lots to be merged.

ARTICLE 4

Shall the Town make the following change to Article V: Residential Zone (Zone A):

D. SPECIAL EXCEPTION

In addition, any use under Special Exception must conform to the following criteria:

- 1. A landscaped buffer zone must be maintained between the Special Exception and any residential lot line. ***The requirements of the buffer will be determined by the Planning Board during the Site Review process.***
- 2. Signs must conform to requirements of Article XVII of this ordinance.
- 3. Only one (1) residential structure and/or one (1) business shall be permitted for that use on each lot.

Majority vote required. This amendment will be effective upon passage.

Explanatory Note: The Planning Board recommends this housekeeping change; a landscape buffer is currently required but specific requirements are not defined.

ARTICLE 5

Shall the Town make the following changes to Article XVII: Signs:

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.~~
- 1.2 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.***
- 2.3. 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."***

Majority vote required. This amendment will be effective upon passage.

Explanatory Note: The Planning Board recommends this housekeeping change, which makes agricultural sign placement consistent with all other sign placements.

ARTICLE 6

Shall the Town make the following change to Article XXIV: Enforcement:

~~It shall be the duty of the Board of Selectmen or the Code Enforcement Officer and they are hereby given the power and authority, to enforce the provisions of this ordinance.~~

~~Upon any well-founded information that this ordinance is being violated, the Selectmen shall take immediate steps to enforce the provisions of this ordinance by seeking injunction in the Superior Court or by any other legal action.~~

The Select Board or the Code Enforcement Officer are hereby given the power and authority, to enforce the provisions of this ordinance.

Majority vote required. This amendment will be effective upon passage.

Explanatory Note: The Planning Board recommends that the Select Board and/ or Code Enforcement Officer be given leeway in the level of enforcement imposed by considering all factors, including the cost effectiveness of enforcement.

ARTICLE 7

To see if the Town will vote to raise and appropriate the sum of \$2,516,000 (gross budget) for the purpose of designing, engineering, building and equipping a new Public Library and Community Center, to be located on North River Road at Map 20 Lot 2-300 (aka former Bricker Property) and to authorize the issuance of not more than \$1,300,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act RSA 33:1 et seq., as amended; in order to include additional community space; and to authorize the Select Board 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 Select Board 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 Select Board to take any other action or to pass any other vote relative thereto, including, but not limited to, withdrawing \$371,000 from the Lee Library/Community Center Capital Reserve Fund created for this purpose, and withdrawing \$60,000 from the Library Capital Reserve Fund, with the balance of \$785,000 to be raised through cost reductions, grants, private donations and in-kind contributions. And further, to raise and appropriate the sum of \$30,044.44 for the first year's interest payment on the bonds or notes. (The Select Board does not recommend this appropriation.) Requires 3/5 ballot vote to pass.

Explanatory Note: Between 2007 and 2011, the Town studied options for future town facilities by forming a Town Center Committee, hiring consultants to do a Space Needs Analysis, and conducting a PlanNH Charrette, all of which culminated in a plan to construct a new Library Community Center on a Town-owned parcel of land on Rte. 155, next to Little River Park. In 2011, the Lee Library/Community Center Capital Reserve Fund was created for this purpose as part of the plan to "save some, raise some, borrow some." In 2013, a Building Committee was appointed by the Select Board and work was begun on a design with the architect and construction manager, with input from the Board, Library Trustees and the public (through information sessions). If this Warrant Article passes, at current bond rates, it is anticipated that the first, full year of principal and interest payments will be \$115,700, which equates to an additional \$0.28 added to the Town tax rate, or \$61.60 for a house with a median assessment of \$220,000 (the first year interest payment equates to an additional \$0.072 on the tax rate, or \$15.86 for the median assessment.)

ARTICLE 8

To see if the Town will vote to raise and appropriate the sum of Four Hundred Thirty Thousand Dollars (\$430,000.00) for the purchase of a tanker truck and related safety equipment meeting current NFPA 1901 Design Standards to replace the existing 1995 International Tanker and to authorize the withdrawal of this amount from the Fire Equipment Capital Reserve Fund for this acquisition. This Warrant Article is null and void if Warrant Article 13 does not pass. (The Select Board recommends this appropriation.) Majority vote required.

Explanatory Note: The tanker is a vital part of our fire suppression operations. Most of the town is without fire hydrants, so the tanker provides water critically needed for the initial attack until additional resources arrive through our mutual aid system. The concerns of the current, 20-year old tanker are occupant safety shortfalls, efficiency, reliability, and increased maintenance. The proposed tanker addresses all of these concerns. Improvements in equipment, layout, and design will allow for more efficient operation and greatly improves firefighter safety by meeting or exceeding NFPA (National Fire Protection Association) requirements. The Fire Equipment Capital Reserve Fund currently has a balance of \$387,011 and if voters approve Article 13, an additional \$42,989 will be applied towards the new tanker.

ARTICLE 9

By petition, to see if the Town will vote to raise and appropriate the sum of one hundred thousand dollars (\$100,000) to deposit into the Lee Library/Community Center Capital Reserve Fund. If Warrant Article 7, the bond for the Lee Public Library Community Center passes, this Warrant Article is null and void. (The Select Board recommends this appropriation.) Majority vote required.

Explanatory Note: In 2011, the voters created a Capital Reserve Fund for the purpose of saving money toward the construction of a new Library and Community Center. The Town has added \$100,000 to this fund in each of the past four years.

ARTICLE 10

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 \$3,815,470.03. Should this article be defeated, the default budget shall be \$3,670,759.79, which is the same as last year, with certain adjustments required by previous action of the Select Board 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 Select Board recommends this appropriation.) Majority vote required.

Explanatory Note: This operating budget warrant article does not include appropriations contained in ANY other warrant articles. The proposed budget was amended at the Deliberative Session to include a 2% COLA for full-time and regular part-time employees, as well as call firefighters, and an additional \$5,000 for Lee's 250th Celebration. Other new expenses include wages and related personnel costs for: 1) a new, full-time police officer; 2) changing a Part-time firefighter position to Full-time; and 3) increasing hours for the Circulation Librarian. The overall budget increase is 4.13%. The entire budget is available on www.leenh.org; below is a line item comparison between the current budget and the proposed FY 16 figures.

PROPOSED FY16 BUDGET VS ACTUAL FY15 (CURRENT) BUDGET

DRA Acc't.	Department	FY15	FY16	+/-	Explanation
4130-4139	Selectmen's Office	\$129,941	\$130,141	\$200	Added mileage account
4140-4149	Elections, TC/TC	\$98,703	\$95,073	(\$3,630)	Fewer elections
4150-4151	Financial Administration	\$185,816	\$170,016	(\$15,800)	Computer hardware reduced
4152	Revaluation of Property	\$30,600	\$30,600	\$0	
4153	Legal Expense	\$35,000	\$17,000	(\$18,000)	Portion of legal expenses moved to #4191
4155-4159	Personnel Administration	\$754,967	\$779,087	\$24,120	Additional health insurance, NHRS costs for new police officer and new, FT FF
4191-4193	Planning and Zoning	\$113,510	\$135,408	\$21,898	Reduced Building Inspector's hours, legal expenses transferred from #4153
4194	General Government Buildings	\$87,829	\$87,731	(\$98)	
4195	Cemeteries	\$11,114	\$13,114	\$2,000	Restored funding to FY14 level, propose purchase of a fire-proof file cabinet
4196	Insurance	\$90,062	\$92,078	\$2,016	Workers Comp and Property & Liability Insurance increases
4199	Other General Government	\$5,000	\$0	(\$5,000)	Contingency now funded by Warrant Article/Unassigned Fund Balance
4210-4214	Police	\$579,129	\$620,983	\$41,854	Salary for a new police officer, vehicle gas/oil increase
4215-4219	Ambulance	\$14,501	\$20,179	\$5,678	Fee increase
4220-4229	Fire	\$312,074	\$336,227	\$24,153	Additional coverage, increased operating expenses, safety equipment
4290-4298	Emergency Management	\$9,200	\$7,000	(\$2,200)	Reduced wages for Director/Assistant
4311	Highway Department	\$480,243	\$483,603	\$3,360	Increased operating expenses
4321	Transfer Station	\$160,484	\$162,446	\$1,962	Increased operating expenses
4324	Solid Waste Disposal	\$150,800	\$148,600	(\$2,200)	Reduced recyclable materials costs
4414	Animal Control	\$1,650	\$1,650	\$0	
4415-4419	Health Agencies	\$9,623	\$10,791	\$1,168	Increased funding for Avis Goodwin
4441-4442	Welfare Assistance	\$26,250	\$23,100	(\$3,150)	Reduced wages/mileage for Director
4444	Intergovernmental Agencies	\$4,772	\$3,625	(\$1,147)	Reduced funding request from CAP & Homemakers Health Services
4445-4449	Private/Public Assistance	\$3,250	\$4,000	\$750	Increased funding for American Red Cross & Child & Family Services
4520-4529	Parks and Recreation	\$31,600	\$30,800	(\$800)	Increased funding for ORYA, cut LRP electric, cut Lee Fair funding (which will be accomplished through a new Trust Fund established with a donation.)
4550-4559	Library	\$203,619	\$235,875	\$32,256	Increased Director salary, add'l hours for PT Circulation Ass't., related increased personnel expenses
4583	Patriotic Purposes	\$550	\$550	\$0	
4619	Conservation Commission	\$3,500	\$4,050	\$550	
4711	Long Term Bonds and Notes - Principal	\$90,000	\$90,000	\$0	
4721	Long Term Bonds and Notes - Interest	\$32,078	\$28,643	(\$3,435)	Interest expenses decrease over time
4912	Agricultural Commission	\$1,500	\$1,500	\$0	
4912	Heritage Commission	\$6,700	\$15,000	\$8,300	Funding for 250th Celebration

2% COLA

\$36,600

\$3,664,065	\$3,815,470	\$114,805
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4.13% increase

ARTICLE 11

To see if the Town will vote to raise and appropriate the sum of Sixty thousand dollars (\$60,000) for the purpose of constructing a pavilion and installing fencing at Little River Park and to authorize the withdrawal of this sum from the Recreation Capital Reserve Fund. (The Select Board recommends this appropriation.) Majority vote required.

Explanatory Note: The Select Board and Recreation Commission support the construction of a pavilion at Little River Park in order to provide shade, shelter, and a picnic area. The Pavilion will be located between the access road and the swings. A fence will be installed to provide better delineation of parking areas and protection for the grass fields. No new taxes will be raised; instead, the funds will be withdrawn from the Recreation Capital Reserve Fund that was created in 1993 for land purchase, and construction and upgrade of new recreation facilities.

ARTICLE 12

To see if the Town will vote to raise and appropriate the sum of Thirty-nine thousand, seven hundred and seventy-two dollars (\$39,772) for the purchase of a new police cruiser equipped with new safety equipment. (The Select Board recommends this appropriation.) Majority vote required.

Explanatory Note: The Police Department reduced its fleet in 2014 by eliminating two vehicles. The Department currently operates with five (5) cruisers. If this Warrant Article passes, a 2006 model with 160,000 miles on it will be replaced with the new cruiser; therefore it will not add to the number of vehicles in the fleet.

ARTICLE 13

To see if the Town will vote to raise and appropriate the sum of seventy-thousand dollars (\$70,000) from general taxation to be deposited into the Fire Equipment Capital Reserve Fund. (The Select Board recommends this appropriation.) Majority vote required.

Explanatory Note: This fund was created in 1958 to save money for purchases of fire equipment, which tend to be expensive. This helps to create a balanced effect on the tax rate by saving a portion of the cost every year so it is available when a capital purchase becomes necessary. Saving money in Capital Reserve Funds helps to balance the tax rate by reducing the impact of one-time large expenditures.

ARTICLE 14

To see if the Town will vote to raise and appropriate the sum of forty-thousand dollars (\$40,000) from general taxation to be deposited into the Highway Dept. Road and Bridge Improvement Plan Capital Reserve Fund. (The Select Board recommends this appropriation.) Majority vote required.

Explanatory Note: This fund was created in 2002, to be used for repairing, maintaining, and replacing the Town's roads and bridges. It was used in 2011/12 to replace the High Road Bridge (the Town received 80% of the funding for that project from the State) and in 2013 to pave Town roads. Saving money in Capital Reserve Funds helps to balance the tax rate by reducing the impact of one-time large expenditures.

ARTICLE 15

To see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars (\$25,000) from general taxation to be deposited into the Internal Service Fund for Accrued Benefits. (The Select Board recommends this appropriation.) Majority vote required.

Explanatory Note: In 1992, the Town created an Expendable Trust Fund for the purpose of paying severance benefits owed to employees at termination.

ARTICLE 16

To see if the Town will vote to raise and appropriate the sum of twenty-thousand dollars (\$20,000) from general taxation to be deposited into the Fire Ponds and Cisterns Capital Reserve Fund. (The Select Board recommends this appropriation.) Majority vote required.

Explanatory Note: The Town created this Capital Reserve Fund in 2005 for the repair and replacement of fire ponds and cisterns. Saving money in Capital Reserve Funds helps to balance the tax rate by reducing the impact of one-time large expenditures.

ARTICLE 17

To see if the Town will vote to raise and appropriate the sum of twenty-thousand dollars (\$20,000) from general taxation to be deposited into the Highway Equipment Capital Reserve Fund. (The Select Board recommends this appropriation.) Majority vote required.

Explanatory Note: The Town created this Capital Reserve Fund in 1977 for the replacement of Highway Equipment, such as plow trucks. Saving money in Capital Reserve Funds helps to balance the tax rate by reducing the impact of one-time large expenditures.

ARTICLE 18

To see if the Town will vote to raise and appropriate the sum of ten-thousand dollars (\$10,000) from general taxation to be deposited into the Revaluation Capital Reserve Fund. (The Select Board recommends this appropriation.) Majority vote required.

Explanatory Note: The Town created this Capital Reserve Fund in 1994 for the purpose of funding the cost of Town-wide revaluations, which are required by the State every five years. Saving money in Capital Reserve Funds helps to balance the tax rate by reducing the impact of one-time large expenditures.

ARTICLE 19

To see if the Town will vote to raise and appropriate the sum of ten-thousand dollars (\$10,000) from general taxation to be deposited into the Transfer Station Equipment Capital Reserve Fund. (The Select Board recommends this appropriation.) Majority vote required.

Explanatory Note: The Town created this Capital Reserve Fund in 2006 for the purpose of purchasing equipment for the Transfer Station. Saving money in Capital Reserve Funds helps to balance the tax rate by reducing the impact of one-time large expenditures.

ARTICLE 20

To see if the Town will vote to establish a contingency fund for Fiscal Year 2016 for unanticipated expenses that may arise and further to raise and appropriate twenty-thousand dollars (\$20,000) 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 Select Board recommends this appropriation.) Majority vote required.

Explanatory Note: RSA 31:98-a; 32:11 allows Towns to establish a contingency fund by warrant article for the purpose of unanticipated expenses; the Select Board will have the authority to expend these funds but must provide a detailed report of all expenses at the end of the fiscal year. This authorization lapses at the end of each fiscal year and would have to be re-authorized by the voters through a warrant article each year. There will be no monies raised by general taxation for this warrant article, as it will be funded from the Unassigned Fund Balance.

ARTICLE 21

Shall the Town vote to authorize that expenditures from the Public Safety Special Duty Revolving Fund also be utilized for the purpose of purchasing police cruisers and other equipment for the Police Department? The Town established this fund in 2011 pursuant to NH RSA 31:95-h to be expended for the purpose of public safety special duty only. Revenues received from outside agencies for special duty are deposited into this fund. (The Select Board recommends this article.) Majority vote required.

Explanatory Note: A company that requests a Special Detail Officer, such as for traffic control, is billed for the officer's time and payroll expenses, the money is deposited into the Fund and it is used to pay the officer(s). An additional \$10.00 per hour for the police cruiser is also billed and is allowed to accumulate in the fund. If this article passes, the police department will be able to utilize this money to purchase equipment that may need to be replaced, but had not been budgeted for. Nearby towns have at times accrued enough funds to purchase a police vehicle without tax money being used.

TOWN OF LEE
7 Mast Road
Lee, New Hampshire
03861

TOWN OF LEE
VOTER INFORMATION GUIDE

Prepared by the Office of the Select Board, Town Hall - 7 Mast Road, Lee, NH 03861 - 659-5414 - www.leenh.org

TOWN ELECTION/BALLOT SESSION

Tuesday, March 10th

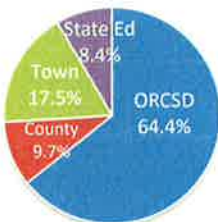
Public Safety Complex, 20 George Bennett Road, Lee
Polls Open 7:00 am – 7:00 pm

This Voter's Guide has been issued to help Lee citizens prepare for the Official Ballot Voting (SB2) by providing information to enable you to make informed decisions prior to entering the voting booth. The Guide contains all of the Warrant Articles as amended at the Deliberative Session on January 31st, along with brief, explanatory notes. You can bring this Guide with you on Election Day.

If you have questions or need additional information, please feel free to contact the Selectmen's Office at 659-5414. If you have questions about voting eligibility or absentee ballots, please contact the Town Clerks' Office at 659-2964.

Sign up for the E-Crier, Lee's electronic newsletter, to receive weekly updates, calendar items, special events, election results, etc. Just go to www.leenh.org and click on "Subscribe to E-Alerts"

2014 TAX RATE



2014 Estimated Revenues (Other than General Taxation)

Motor Vehicle Permit Fees	\$670,000	All Other Sources *	60,800
Meals & Rooms Tax Distribution	\$209,235	Other Miscellaneous Revenue	42,500
From Capital Reserve Funds	\$200,000	From Capital Project Funds	30,000
Income from Departments	\$100,065	Other Licenses, Permits & Fees	21,000
Highway Block Grant	\$96,310	From Trust & Fiduciary Funds	20,000
Interest & Penalties on Delinquent Taxes	\$78,000	TOTAL	1,527,910

*Building permits, business licenses & permits, investment interest, LUCT, special revenue funds, PILOT, Timber Tax, and From Other Governments

Lee Municipal Facility and Site Alternatives Analysis

Project Timeline

AG Architects Project Number 14-670

22 December 2014



Activity Name	Start Date	Finish Date	2014		2015					
			Dec	Jan	Feb	Mar	Apr	May		
Analysis	12/18/14	3/27/15								
Organizational Meeting: Confirm goals, process, communication	12/18/14	12/23/14								
Tour Potential Sites: Four sites	12/22/14	1/6/15								
Develop Public Survey for Town Review	12/30/14	1/5/15								
Public Meeting: Review Draft Public Survey	1/5/15	1/5/15								
Draft Public Survey: Modify questions with Selectmen and public input	1/5/15	2/17/15								
Review Town Organization: Verify departments, boards, commissions, committees	1/5/15	1/9/15								
Review Prior Studies	1/5/15	1/16/15								
Review Existing Building and Site Plans	1/19/15	2/12/15								
Inspect Existing Buildings: Evaluate condition, space available, structure, building systems	2/12/15	2/27/15								
Public Survey: Distribute on Town website, locate at Town facilities, possible mailing	2/17/15	3/6/15								
Public Survey: Review results, compile summary	3/6/15	3/13/15								
Program Evaluation Forms: Send to department staff, boards, commissions, committees	1/16/15	2/13/15								
Program Evaluation Forms: Review feedback	2/16/15	2/20/15								
Conduct Interviews: Department staff, boards, commissions, committees	2/20/15	3/6/15								
Establish Criteria for Rating Sites	2/20/15	2/27/15								
Public Meeting: Confirm sites and site rating criteria, provide update on building reviews and interviews	3/2/15	3/2/15								
Identify Potential Future Needs and Town Growth	2/20/15	3/6/15								
Develop Adjacency Matrix and Flow Diagram for Town Hall Departments	3/10/15	3/17/15								
Identify Potential Future Needs and Town Growth	2/20/15	3/17/15								
Program Summary: Recommend spaces and sizes, size of facility	3/10/15	3/17/15								
Public Meeting: Review Program Summary, review results of Public Survey	3/16/15	3/16/15								
Adjust Program of Spaces: Adjust spaces/sizes based on public input	3/16/15	3/20/15								
Post Program Summary on Town Website	3/20/15	3/27/15								
Conceptual Design	3/16/15	5/18/15								
Site Concepts: Develop alternate concepts for each site, identify pros/cons, complete rating criteria	3/16/15	4/13/15								
Public Meeting: Discuss alternate site concepts, identify preferred solutions for each site	4/13/15	4/13/15								
Refine Alternate Site Concepts: Present one concept for 4 sites	4/13/15	4/24/15								
Prepare Estimated Costs for Alternate Site Concepts	4/20/15	4/24/15								
Public Meeting: Present 4 alternate concepts and estimated costs to public for input and feedback	4/27/15	4/27/15								
Adjust Alternate Concepts based on Public Input	4/27/15	5/4/15								
Post Alternate Concepts to Town Website	5/4/15	5/8/15								
Provide Draft Report for Town Review	4/27/15	5/11/15								
Final Report: Provide final report with recommendation to Town for final action	5/11/15	5/18/15								

Legend:

- Summary Timeline
- Task Timeline
- Critical Milestone Date

**THE STATE OF NEW HAMPSHIRE
JUDICIAL BRANCH
SUPERIOR COURT**

Strafford Superior Court
259 County Farm Road, Suite 301
Dover NH 03820

Telephone: 1-855-212-1234
TTY/TDD Relay: (800) 735-2964
<http://www.courts.state.nh.us>

NOTICE OF DECISION

**Sharon Cuddy Somers, ESQ
Donahue Tucker & Ciandella PLLC
225 Water Street
Exeter NH 03833**

Case Name: **Town of Lee v Veterans Resort-Chapel, et al**
Case Number: **219-2014-CV-00220**

Enclosed please find a copy of the court's order of February 04, 2015 relative to:

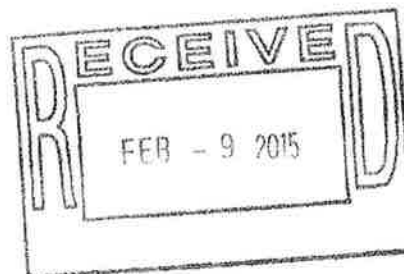
Judgment and Stipulation

February 06, 2015

Karen A. Gorham
Clerk of Court

(273)

C: Veterans Resort-Chapel; Peter MacDonald; Justin L. Pasay, ESQ; Veterans Village of NH



STATE OF NEW HAMPSHIRE

STRAFFORD, SS

SUPERIOR COURT

Town of Lee

v.

Veteran Resort-Chapel, Veterans Village NH and Peter MacDonald

Docket No.: 219-2014-CV-00220

JUDGMENT AND STIPULATION

1. Judgment hereby enters for the Town of Lee (the "Town"), jointly and severally against Veteran Resort-Chapel, Veterans Village NH and Peter MacDonald, individually.
2. Respondent Peter MacDonald is ordered to pay the Town \$10,000 in costs and reasonable attorney's fees pursuant to RSA 676:17, II.
3. This Judgment and Stipulation document constitutes a post-judgment attachment, in the amount stated in paragraph (2) above, on property owned by the Veteran Resort-Chapel located at 101 Stepping Stones Road in the Town of Lee, County of Strafford, New Hampshire and further identified as Town Tax Map 12, Lot 3, Sub-Lot 300 (the "Property"). This Judgment and Stipulation will be recorded by the Town at the Strafford County Registry of Deeds upon its execution.
4. Respondents will pay the Town the amount depicted in paragraph (2) by **Monday, February 1, 2016**. Should Respondents fail to pay the Town by Monday, February 1, 2016, the Town will be entitled to a Writ of Execution from the Strafford County Superior Court upon affidavit from Town Counsel articulating Respondents' breach. Upon payment in full of the amount depicted in paragraph (2), the Town will record a discharge at the Strafford County Registry of Deeds.
5. Interest hereunder shall be calculated pursuant to RSA 336:1, II and will begin to accrue on February 2, 2016 if payment is not received in full by February 1, 2016.
6. Payment will be made to the "Town of Lee" and may be tendered in-person to the Town Administrator or mailed to her attention at 7 Mast Road, Lee, New Hampshire 03861.
7. Respondents waive their right to trial and appeal.
8. Respondents or their agents, employees or contractors will not build any structure on the Property without a building permit.
9. Respondents are permanently enjoined from future zoning violations at the Property as outlined below:
 - a. Respondents will not erect any signage except as it may conform with the Zoning Ordinance and after Respondents obtain a permit.


- b. Absent Town approvals, such as site plan approval, Respondents will not permit or allow permanent or temporary occupations by any individual, in any camper, outbuilding, tent, or other temporary or permanent structure at the Property.
 - c. Respondents will not permit the use or storage of a temporary toilet/out-house/porta-potty at the Property without the express written permission of the Town.
10. If Respondents violate the Zoning Ordinance with regard to that activity articulated in paragraph 9(a) – (c) above, and if the Respondents fail to cure the violation following the issuance of a Notice of Violation by the Town, then the Town may file a Motion to Enforce the Settlement Agreement. If the Town prevails in showing that the terms of the Settlement Agreement have been breached because of the continuation of the enjoined activity, then the ruling against Respondent shall include the statutory amount of fines which would be awarded pursuant to RSA 676:17, I.
 11. Respondents will be responsible for any and all costs or attorney's fees incurred by the Town pursuant to an action brought by the Town as referenced in paragraph (10). Such costs and reasonable attorney's fees, together with the fines referenced in paragraph (10) above, would constitute a post-judgment attachment on the Property payable within three months and will be enforceable in the same manner depicted in paragraph (4).
 12. In addition to the specific zoning violations referenced in paragraph (9) above, Respondent is also generally enjoined from violating any zoning ordinance of the Town of Lee. The Defendant reserves all rights and remedies to enforce such violations.
 13. The Town reserves all other rights and remedies to satisfy this judgment.
 14. Respondents will remove the camper currently parked at the Property on or before Friday, February 13, 2015.
 15. By entering into this agreement, the Respondents give up no rights under the zoning ordinance or state or federal law and they reserve their right to present any and all such claims or defenses in court or any other venue.

TOWN OF LEE

By: 
Justin L. Pasay, Esq. (NH Atty. #18379)

23 Jan 2015
Date

VETERAN RESORT-CHAPEL and PETER MACDONALD

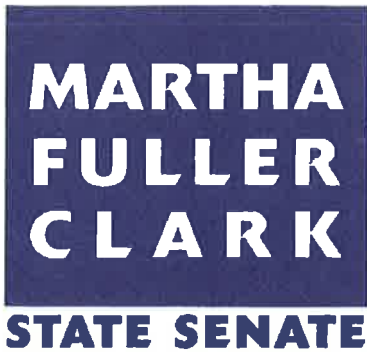
By: 
Peter MacDonal, Duly Authorized

1/23/15
Date

Approved: 
Presiding Justice

Date: 2/4/15

Steven M. Houran
Presiding Justice



Senate District 21
Durham
Lee
Madbury
Newfields
Newington
Newmarket
Portsmouth

Julie Glover
Town Administrator
7 Mast Road
Lee, NH 03861

Dear Ms. Glover,

As I prepare for the coming session in the New Hampshire Senate, one of my responsibilities is reviewing proposed legislation introduced by my House and Senate colleagues. The process usually begins with legislators requesting draft from Legislative Services draft language for bills based on the work of study committees and constituents requests. These early ideas for legislation are called Legislative Service Requests (LSRs).

One of the things I look for are as I review this list proposals that could have an impact on local governments in my district. This year is no different. As part of this review I would like to offer you and your elected officials that opportunity to review the list as well so that you may contact me with any concerns you may have.

The list of legislative proposals can be found on the General Court's website. There is also a database of these new LSRs that is searchable by legislator name, by keyword, and by LSR number. I am providing you with links to these three resources at my website at www.clark4nhsenate.com - just click the link labeled "Review legislation proposed by members of the House and Senate for the coming session." Please do contact me or my aide Susan Duncan 271-3076 or Susan.Duncan@leg.state.nh.us with any concerns you have about pending legislation – or any other matters – to me at Martha.FullerClark@leg.state.nh.us.

I am also eager to attend one of your regular meetings in order to have a chance to update you and your elected officials about the latest from Concord. Effective lines of communication with local government are my most powerful means of best representing our shared constituents.

Best,

A handwritten signature in cursive script that reads "Martha".

Senator Martha Fuller Clark

147 Middle Street
PO Box 1262
Portsmouth, NH 03802
603.319.1560
E-mail: martha@mfclark4nh.com
Website: www.clark4nhsenate.com