

SELECT BOARD MEETING AGENDA

DATE: Monday, September 28, 2015 at 6:00 pm

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 limited to 3 minutes.

1. Call to Order -6:00 pm
2. Public Comment
3. **Roger Rice, Transfer Station Manager – Employee Payroll Review**
Review current part-time and full-time hourly pay rates and propose adjusting them to current market levels.
4. **Julie Glover, Town Administrator – FY17 Master Budget Schedule**
Present the Board with FY17 Master Budget Schedule for approval.
5. **Select Board – Budget Goals**
Discuss and establish goals, priorities, wants and needs.
6. **Julie Glover, Town Administrator Report**
 - a. 2016 Statistical Revaluation - RFP results
 - b. Durham Pilot Document – review TA’s proposed changes
 - c. Pavilion electric
 - d. Assessing Officers and Directors Ballot
 - e. Miscellaneous
7. **Motion to accept the Consent Agenda as presented:**

SIGNATURES REQUIRED

Abatements (12)
Vacation Request
Anniversary Planning Committee Swearing In Doc

INFORMATION ONLY

Senior Advisory Committee Resignation

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

8. **Motion to accept the Select Board Public Meeting Minutes from September 14th.**
9. **Motion to accept Manifest #6 and Weeks Payroll Ending September 27, 2015.**
10. **Miscellaneous/Unfinished Business**
11. **Adjournment**

Posted: Town Hall, Public Safety Complex, Public Library and on leenh.org on September 25, 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.

Part-Time Pay Eval. - 2015

Two employees, three days/week, 22 hours = 2,288 hrs. per year

Hours	Rate	Total Yr.	Budget 2015/16
			\$36,526
2288	\$12.32	\$28,188	
2288	\$15.00	\$34,320	
2288	\$15.50	\$35,464	

Wayne 2hours per day, 312 hrs/yr. @ \$12.32 = \$3,844

Nine mo. = \$25,740+Wayne\$2,883 + \$28,623

Vacation Coverage = 200 hours/yr @\$15.00= \$3,000

I believe we have now, the \$28,623 left in the budget to fund this. Joanne can tell me at EOM Sept

\$ 30,535.

Part-Time Pay Rates Aug. 12, 2015

Town	Hourly \$		
Lee	\$12.32		
Derry	\$16.43		
Exeter	\$15.68		
Hollis	\$19.16		
Lebanon, NH	\$19.00		
Dover			
Epping	\$12.85		
Littleton	\$14.75		

NHMA Survey 2014

Population 2,000 - 4,999

Solid Waste/Transfer Station/Recycling Attendant

Works under general supervision. Operates equipment, including compactor; moves, incinerates and buries rubbish at the solid waste or transfer facility; directs and assists the public

	# Full-Time Positions	# Part-Time Positions	# Volunteer Positions	A/E	Min Hours / Week	Max Hours / Week	NE / EX	Min Salary	Max Salary	Union	Comments
Allenstown		1		A	15		EX	\$12			
Chester	1	5		A	3	40	NE	\$9	\$16		
Chesterfield	1	1		A		36	NE	\$10	\$18		
Enfield	1	1		A	(1)	40	NE	\$11	\$18		(1) Part-time hours vary to maximum of 250 hrs/yr
Grantham	1			A	40		NE		\$13		
Hinsdale		1		A		20	NE	\$15	\$18		
Lee	1	2		A	20	40	NE	\$12	\$16		
Milton		2		A	10	30	NE	\$12	\$14		
Mont Vernon		1		A		19	EX		\$14		
Moultonborough	3			A		40	EX	\$34,798	\$45,406		
New Hampton		2		A	24		EX	\$13	\$14		
New London	2			A		40	NE	\$16	\$19	No	
Newbury	2			A		40	NE	\$15	\$18		
Newton		4		A	16	35	NE	\$9	\$15		
Ossipee	3			A		40	NE	\$15	\$18	AFSCME	
Troy		4		A	9	19	NE	\$9	\$11		
Tuftonboro	1	3		A	8	35	NE	\$11	\$15		
Walpole	2	1		A	32 (1)	40 (2)	NE	\$12	\$17		(1) Part time is 32 hours (2) Full time is 40 hours
Warner		3		A	10	18	EX	\$10	\$16		
Wilton	4			A	40	40	EX	\$17	\$22		

September 2015

FY 17 Master Budget Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	6:00 p.m. Select Board/Hwy Workshop 6 -7:00 p.m	21	22	23	24	25	26
27	6:00 p.m Select Board Meeting	28	29	30			

October 2015

FY 17 Master Budget Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	7:00 p.m. ABC/SB Workshop Planning & Zoning TC/TC Commissions/Comm. Carole	6 Dennis	7 Away	8 at	9 Conference
11	6:00 p.m. Select Board Meeting Public Hearing for Durham PILOT CIP/Dept. Heads	12 7:00 p.m. ABC/SB Workshop Library Police CIP	14	15 8:00 a.m. CIP Kick Off Meeting	16	17
18	19	7:00 p.m. ABC/SB Workshop Highway Transfer Station Cemetery Trustees ABC Internal Discuss	21	22	23	24
25	6:00 p.m. Select Board Meeting	26	27	28	29	30
						31

November 2015

FY 17 Master Budget Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
1	2	7:00 p.m. 3 ABC/SB Workshop ORYA Social Service Agency ABC Internal Discuss	4	5	6	7	
8	6:00 p.m. 9 Select Board Meeting	10	11 VETERANS DAY		12	13	14
15	16	7:00 p.m. 17 ABC/SB Workshop Select Board's Budget	18	19	20	21	
22	6:00 p.m. 23 Select Board Meeting	24	25	26 THANKSGIVING HOLIDAY		27	28
29	30						

December 2015

FY 17 Master Budget Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		7:00 p.m. 1 ABC/SB Workshop Fire Dept/EOC CIP Final Present Recreation Comm 250th Committee ABC Internal Discuss	2	3	4	5
6	6:00 p.m. 7 Select Board Meeting	7:00 p.m. 8 ABC Internal Discuss	9	10	11	12
13	14	7:00 p.m. 15 ABC Internal Discuss	16	17	18	19
20	6:00 p.m. 21 Select Board Meeting ABC Presentation	22	23	24	25	26
27	28	29	30	31	CHRISTMAS	

January 2016

FY 17 Master Budget Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
					NEW YEARS	
3	6:00 p.m. Select Board Meeting 1st Budget Public Hearing Approve Default Budget Review Draft Warrant	4	5	6	7	8
					Last Day for Bond Petition Warrant Article	9
10	6:00 p.m. 2nd Budget Public Hearing Review Draft Warrant	11	12	13	14	15
		Last day to present Petition Warrant Article				16
		Last day to publish Notice for Bond Public Hearing				Last day to notify landowners on road discontinuance
17	18	6:00 p.m. Select Board Meeting Finalize Budget & Warrant	19	20	21	22
	MLK HOLIDAY	Last day for Bond Public Hearing	1st Day to File for Elected Office			23
		Last day for at least one budget hearing				
24	Last Day to Post Warrant	25	26	27	28	29
					Last Day to File for Elected Office	30
						DELIBERATIVE SESSION (1st Day)
31						

February 2016

FY 17 Master Budget Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	6:00 p.m. 1 Select Board Meeting	2	3	4	5	6 Last Day to hold Deliberative Session
7	8	9	10	11	12	13
14	15 PRESIDENT'S DAY	6:00 P.M. 16 Select Board Meeting	17	18	19	20
21	22 Last day for public hearing to establish Special Revenue Fund	23	24	25	26	27
28	6:00 p.m. 29 Select Board Meeting					

March 2016

FY 17 Master Budget Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Town Report Due	2	3	4	5
6	7	8 Ballot Session	9	10	11	12
13	6:00 p.m. Select Board Meeting 14	15	16	17	18 Last day for TC to forward certified record on transfer of "surplus" to CRF's	19
20	21	22	23	24	25	26
27	6:00 p.m. Select Board Meeting Minutes & Reports due to DRA 28	29	30	31		



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

Office Use Only

Meeting Date: September 28, 2015

Agenda Item No. 6c

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
9/28/2015

Agenda Item Title: Durham/ReVision Energy's Solar Project in Lee (Land owned by Durham)

Requested By: Julie Glover, Town Administrator

Date: 8/27/2015

Contact Information: 603-659-5414

Presented By: Town Administrator

Description: Durham/ReVision Energy are now proposing to enter into a Payment in Lieu of Taxes (PILOT) agreement with the Town of Lee with regards to their 640/504 grid-tied solar photovoltaic project to be located at the Packers Falls Gravel Pit in Lee that is initially based on the Town's current tax rate of \$5.19 and the estimated cost of construction of \$1.890 mil, with a 5% straight line depreciation over 20 years.

Financial Details: \$102,995 cumulative over 20 years

Legal Authority NH RSA 72:74

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

REQUESTED ACTION OR RECOMMENDATIONS:

Motion: Move to approve PILOT and payment schedule as presented; OR

Move to approve PILOT and payment schedule with the following revisions:

**TOWN OF LEE and IGS
PAYMENT ~~OF~~ IN LIEU OF TAXES
AGREEMENT**

DRAFT ~~8/26/15~~ 9/23/15

This agreement is entered into on this _____ day of _____, 2015 by and between the Town of Lee, New Hampshire, of 7 Mast Road, Lee, NH 03861 and IGS Solar of 6100 Emerald Parkway, Dublin, OH 43016 (hereinafter referred to as the "Taxpayer"), and in resolution of any and all tax disputes that may exist, the parties agree as follows:

WHEREAS; the Town of Durham, NH of 8 Newmarket Road, Durham, NH 03864 owns a 27.12 acre gravel pit located at 411 Packers Falls Road, Lee, New Hampshire and identified as tax map 15, lot 1, sub-lot 900. The property has been tax exempt per RSA 72:23, I (a);

WHEREAS; it is in the general interest of New Hampshire communities to support state initiatives focused on promoting renewable energy and energy efficiency and to advance the goals of energy sustainability, affordability and security;

WHEREAS; the Town of Durham, in pursuit of its own and the State of New Hampshire's sustainability goals, has entered into a lease agreement with ~~IGS Solar of 6100 Emerald Parkway, Dublin, OH 43016~~ Taxpayer for the annual sum of \$1.00 (one U.S. dollar) to own and operate a 640 kW-dc photovoltaic "solar farm" which is a "renewable generation facility" per under RSA 72:73 and comprised of a 640 kW-dc photovoltaic "solar farm". Definition of Renewable Generation Facility. defined as In this subdivision, "renewable generation facility" means "a facility which produces electric energy for resale solely by the use, as a primary energy source, of geothermal energy, tidal or wave energy, wind energy, solar thermal energy, photovoltaic energy, landfill gas energy, hydro energy, biomass energy, energy generated from bio-oil, bio synthetic gas, and biodiesel as defined in RSA 362-A:1-a, I, I-a, and I-b, including the land, all rights, easements, and other interests thereto, and all dams, buildings,

and every April 1st thereafter, for so long as a Power Purchase Agreement (PPA) between the Town of Durham and IGS is in effect. These PILOT payments will be in lieu of any and all *ad valorem* real estate taxes otherwise payable under NHRSA Chapter 72, including all town, county, and local school district taxes.

a) Should the PPA be terminated for any reason other than the Town of Durham's purchase of the "solar farm," the Town of Lee reserves the right to terminate this agreement or renegotiate the payment schedule by giving sixty (60) days written notice. If Taxpayer and the Town are unable to renegotiate this PILOT Agreement within six (6) months of the date of such notice, then the Taxpayer shall thereafter be assessed in accordance with the ordinary assessment procedures applicable to other properties in the Town of Lee.

b) In any event, the Town shall be entitled to retain any payments already made under this PILOT Agreement.

2. ~~The property that is subject to this agreement is a 640+/- kW dc photovoltaic "solar farm" Renewable Generation Facility which shall be located on the Town of Durham property for the use of the Town of Durham. The address of the "solar farm" is at 411 Packers Falls Road, Lee, New Hampshire and identified as Tax Map 15, Lot 1, Sub Lot 900.~~

3. It is the intent of the parties that the arrangement expressed in this agreement shall, unless terminated by either party, pursuant to the provisions of this agreement, continue for a minimum of twenty (20) years, covering the 2016 through 2036 tax years, with two additional five year extensions. ~~At the end of~~ If seven (7) years, the Town of Durham ~~shall have the right to purchase~~ the renewable generation facility for its own use ~~at which time~~ the property will revert back to its tax exempt status per RSA 72:23, I (a). If the Town of Durham does not purchase the facility, the agreement between the Town of Lee and the Taxpayer shall continue.

78. Any written notice required by this agreement shall be given in writing or by electronic means, with proof or acknowledgement of receipt required. Notice to the Town shall be sent to the Select Board ~~Selectmen~~, Town of Lee, 7 Mast Road, Lee, NH 03861. Notice to the Taxpayer shall be sent to: IGS Solar of 6100 Emerald Parkway, Dublin, OH 430168.

9. This agreement shall be governed and interpreted in accordance with the ~~under~~ laws of the State of New Hampshire ~~Law~~. In the event any term of this Agreement or the application of any such term shall be held invalid by any court having jurisdiction, the other terms of this Agreement and their application shall not be affected thereby and shall remain in full force and effect, provided that the remaining terms continue to preserve the essential economic terms of this Agreement. The terms and provisions contained in this Agreement constitute the final Agreement between the parties with respect to this Agreement and supersede all previous communications, representations or agreements, either verbal or written. No modification or amendment to this Agreement shall be valid unless it is in writing and signed by both parties hereto.

TOWN OF LEE
~~BOARD OF SELECTMEN~~ SELECT BOARD

DATED: _____

By: Duly Authorized

IGS SOLAR

DATED: _____

By: Duly Authorized

TOWN OF DURHAM
PACKERS FALLS SOLAR ARRAY
PROPOSED PILOT

Valuation at Replacement Cost, Using 5% Straightline Depreciation over 20 Years

Initial Construction \$ 1,890,000
SL Depreciation 5%
Depreciation Period 20
Municipal Tax Rate 0.00519

Year	1	2	3	4	5
Valuation	\$ 1,890,000	\$ 1,795,500	\$ 1,701,000	\$ 1,606,500	\$ 1,512,000
PILOT	\$ 9,809.10	\$ 9,318.65	\$ 8,828.19	\$ 8,337.74	\$ 7,847.28
Cumulative PILOT 20 yrs	\$ 9,809.10	\$ 19,127.75	\$ 27,955.94	\$ 36,293.67	\$ 44,140.95
	\$102,995.55				
	6	7	8	9	10
	\$ 1,417,500	\$ 1,323,000	\$ 1,228,500	\$ 1,134,000	\$ 1,039,500
	\$ 7,356.83	\$ 6,866.37	\$ 6,375.92	\$ 5,885.46	\$ 5,395.01
	\$ 51,497.78	\$ 58,364.15	\$ 64,740.06	\$ 70,625.52	\$ 76,020.53
	11	12	13	14	15
	\$ 945,000	\$ 850,500	\$ 756,000	\$ 661,500	\$ 567,000
	\$ 4,904.55	\$ 4,414.10	\$ 3,923.64	\$ 3,433.19	\$ 2,942.73
	\$ 80,925.08	\$ 85,339.17	\$ 89,262.81	\$ 92,696.00	\$ 95,638.73
	16	17	18	19	20
	\$ 472,500	\$ 378,000	\$ 283,500	\$ 189,000	\$ 94,500
	\$ 2,452.28	\$ 1,961.82	\$ 1,471.37	\$ 980.91	\$ 490.46
	\$ 98,091.00	\$ 100,052.82	\$ 101,524.19	\$ 102,505.10	\$ 102,995.55



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

Office Use Only

Meeting Date: September 28, 2015

Agenda Item No. 6a

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
9/28/2015

Agenda Item Title: 2016 Statistical Revaluation

Requested By: Julie Glover, Town Administrator

Date: 9/25/2015

Contact Information: 603-659-5414

Presented By: Julie Glover

Description: Review and discuss five proposals and the revaluation process

Financial Details: \$61,938 balance in Reval Capital Reserve Fund

Legal Authority NH RSA 75:8-a, DRA 600, 300

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

REQUESTED ACTION OR RECOMMENDATIONS:

Motion: Move to authorize the Town Administrator to enter into a contractual agreement with _____
to perform a Statistical Revaluation for all property in Lee in accordance with all State laws.

Town of Lee 2016 Statistical Update Request for Proposal Project description: Final values no later than Sept. 1, 2016 Appraise all taxable, exempt, and non-taxable property (est. 2,176 parcels) Perform a complete exterior inspection of all sale properties btw. April 1, 2014 and March 31, 2016 Attempt to perform interior inspections Perform sales analysis and input data into Avitar CAMA system Comprehensive final field review of all properties Conduct at least 3 public hearings Send notifications to all owners with new values, incl. dates/times for informal hearings Send letters to all owners who attended hearing to notify them of outcome Process abatements and appeals as a result of this Update USPAP Final Appraisal Report	Brett S Purvis & Assoc. PO Box 1318 103 Main Street Alton, NH 03809 603-875-3355 Desk review and "drive by" field review None? Requests Avitar remote access Limited to 3 public presentations Notices of preliminary values to be generated by Town. Defense at BTLA or Superior Court will be at hourly rate	Commerford, Nieder, Perkins 556 Pembroke St. Ste #1 Pembroke, NH 03275 cnpappraisal@comcast.net 603-410-6444 Supervisor on site 25% No limit listed to public forums	Avitar Associates 150 Suncook Valley Hwy. Chichester, NH 03258 603-798-4419 \$69,500 (\$72,280 if bond required) Supervisor on site 50% Data processing will be performed off-site Two public forums Appeals of Public Utility property will be \$1,500 per proposal per day	Certified NH Assessing Services 37 Brock Street Rochester, NH 03867 CNHAServices@metrocast.net 603-335-4001 Supervisor on site 100% Appeals of Public Utility property will be \$700 per day	CCAG 210 North State St. Concord, NH 03301 ccag@xcag.com 603-415-0130 Supervisor 75% Defense of values responsibility of Town or charged \$75/hr.
	\$135,000	\$49,000		\$51,900	\$59,000

COPIES OF ALL PROPOSALS ARE AVAILABLE FOR PUBLIC INSPECTION AT TOWN HALL DURING REGULAR BUSINESS HOURS

Julie Glover

From: Chris Smith <crsmithelectric@gmail.com>
Sent: Monday, September 21, 2015 4:46 PM
To: Julie Glover
Subject: Pavilion power

Julie,

I stopped by and looked at what is needed to change the existing 50amp power outlet to (2) 20amp GFI receptacles with an "in use" cover. Also the breaker in the power shed will need to be changed as well from 50 to 20 amp. I'm thinking \$350 - \$400 material & labor depending on which way the outlets face, currently toward the service road. Will be added work to install on the building side of the 4x4 post. Not putting a permanent power panel in the building?

Chris

Chris Smith
CRSmith Electric LLC,
40 Wednesday Hill Rd
Lee, NH 03861
603-767-7255/603-659-7476
crsmithelectric@gmail.com



New Hampshire Association of Assessing Officials

September 3, 2015

Assessing Department Town of Lee
7 Mast Road
Lee, NH 03861-6567

To the Selectmen or Assessors of each New Hampshire city and town and all other Regular NHA AO Members who have attained the CNHA designation:

The election ballot is enclosed for the 2015 slate of Officers and Directors for the New Hampshire Association of Assessing Officials. Each city and town in New Hampshire as well as each regular NHA AO member in good standing who has attained the CNHA designation has one vote for each officer and director subject to election, provided their dues are current as of September 1, 2015, or 10 days prior to the mailing of ballots (whichever is later).

The NHA AO hopes that you as a CNHA and regular member in good standing or your community, through your Selectmen/Assessor(s), will take the time to vote. Please note that the voter must sign and print their name in the appropriate place on the return envelope. **The return envelope must be signed by the municipal official eligible to vote, i.e.: Selectman, Town Manager, Town Administrator, or Assessor.** Lack of a signature from the eligible voter will disqualify that vote.

No individual may vote more than once. Any individual who votes more than once shall have all their ballots disqualified and shall lose all rights of membership in the NHA AO for one year (Article VII, A. of the NHA AO By-laws).

The nominating committee submitted the list of candidates shown on the enclosed ballot; however you are free to write in candidates if you choose.

The election committee thanks you in advance for your participation and interest in the New Hampshire Association of Assessing Officials and for the prompt return of your ballot.

The deadline for return of this ballot is October 19, 2015

Sincerely,

Gary J. Karp, CNHA
Chair, NHA AO Election Committee

New Hampshire Association of Assessing Officials - 2015-2016 Election Official Ballot

INSTRUCTIONS: Place an “X” in the box to the left of the nominee or write in your selection. To write in a candidate, print the candidate’s name clearly in the space provided and place an “X” in the box to the left.

All Officers must be Regular or Municipal members in good standing (By-Laws 4.3).

President	1st Vice President
<input type="checkbox"/> Edward Tinker, Hampton	<input type="checkbox"/> Charles Kurfehs, Manchester
<input type="checkbox"/> (Write in Candidate)	<input type="checkbox"/> (Write in Candidate)
2nd Vice President	Treasurer
<input type="checkbox"/> Loren Martin, Merrimack	<input type="checkbox"/> Scott Bartlett, Goffstown
<input type="checkbox"/> Kristen McAllister, New London	<input type="checkbox"/> (Write in Candidate)
<input type="checkbox"/> Dan Langille, Keene	Secretary
<input type="checkbox"/> (Write in Candidate)	<input type="checkbox"/> Jim Commerford, Meredith
	<input type="checkbox"/> (Write in Candidate)

Regional Directors

Please Vote for one Director for Each Region. Regional Directors need not be from the Region but will be responsible for maintaining communication with County Directors and Municipal Officials within the Region. All Regional Directors must be Regular, Associate or Municipal members in good standing (By-Laws 5.3).

Region 1. Coos and Grafton
<input type="checkbox"/> Joe Lessard, Littleton
<input type="checkbox"/> (Write in Candidate)
Region 2. Carroll and Belknap
<input type="checkbox"/> William Ingalls, Bedford
<input type="checkbox"/> (Write in Candidate)
Region 3. Merrimack and Sullivan
<input type="checkbox"/> Normand Bernaiche, Sunapee
<input type="checkbox"/> (Write in Candidate)
Region 4. Hillsborough and Cheshire
<input type="checkbox"/> Tim Ballantine, Keene
<input type="checkbox"/> (Write in Candidate)
Region 5. Rockingham and Strafford
<input type="checkbox"/> Normand Pelletier, Salem
<input type="checkbox"/> (Write in Candidate)

New Hampshire Association of Assessing Officials – 2015-2016 Election Official Ballot

County Directors

Vote for one Director for each County. All County Directors must be Regular, Associate or Municipal members in good standing (By-Laws 6.3).

Belknap – Director	
<input type="checkbox"/>	Jon Duhamel, Laconia
<input type="checkbox"/>	(Write in Candidate)
Carroll – Director	
<input type="checkbox"/>	Gary Karp, Moultonborough
<input type="checkbox"/>	(Write in Candidate)
Cheshire – Director	
<input type="checkbox"/>	Dan Langille, Keene
<input type="checkbox"/>	(Write in Candidate)
Coos – Director	
<input type="checkbox"/>	Jason Call, Whitefield
<input type="checkbox"/>	(Write in Candidate)
Grafton – Director	
<input type="checkbox"/>	Richard Vincent, Lebanon
<input type="checkbox"/>	(Write in Candidate)
Hillsborough – Director	
<input type="checkbox"/>	Marti Noel, Milford
<input type="checkbox"/>	(Write in Candidate)
Merrimack – Director	
<input type="checkbox"/>	Kristen McAllister, New London
<input type="checkbox"/>	(Write in Candidate)
Rockingham – Director	
<input type="checkbox"/>	Todd Haywood, Greenland
<input type="checkbox"/>	(Write in Candidate)
Strafford – Director	
<input type="checkbox"/>	Jim Rice, Durham
<input type="checkbox"/>	(Write in Candidate)
Sullivan – Director	
<input type="checkbox"/>	Dave Marazoff, Washington
<input type="checkbox"/>	(Write in Candidate)

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: September 21, 2015

RE: 12-1-A4
A04 Forest Glen Campground

Property Tax Map 12 Lot 1-A4
Address: A04 Forest Glen Campground

Tax Year: 2013
Assessment: \$4,600

The subject was a camper on rented land. Abatement is requested as taxes have been owed since 2013 and camper has been removed. As this is the case, it is recommended that an abatement in the amount of \$132 plus any applicable interest/penalties/fees be granted.

NOTE: Abatement is to close tax collector's billing system.

Abatement Granted

Abatement Denied

* _____

* _____

* _____

Dated _____

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: September 21, 2015

RE: 12-1-BB7
BB7 Forest Glen Campground

Property Tax Map 12 Lot 1-BB7
Address: BB7 Forest Glen Campground

Tax Year: 2013
Assessment: \$

The subject was a camper on rented land. Abatement is requested as taxes have been owed since 2013 on the site which was incorrectly labeled. The site is actually 'B07' and as this is the case, it is recommended that an abatement in the amount of \$167 plus any applicable interest/penalties/fees be granted.

NOTE: Abatement is to close tax collector's billing system.

Abatement Granted	Abatement Denied
x _____	_____
x _____	_____
X _____	_____
Dated _____	

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: September 21, 2015

RE: 12-1-C03
C03 Forest Glen Campground

Property Tax Map 12 Lot 1-C03
Address: C03 Forest Glen Campground

Tax Year: 2013
Assessment: \$6,000

The subject was a camper on rented land. Abatement is requested as taxes have been owed since 2013 and camper has been removed. As this is the case, it is recommended that an abatement in the amount of \$173 plus any applicable interest/penalties/fees be granted.

NOTE: Abatement is to close tax collector's billing system.

Abatement Granted	Abatement Denied
✓ _____	_____
✓ _____	_____
✓ _____	_____
Dated _____	

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: September 21, 2015

RE: 12-1-C7
C7 Forest Glen Campground

Property Tax Map 12 Lot 1-C7
Address: C7 Forest Glen Campground

Tax Year: 2013
Assessment: \$5,500

The subject was a camper on rented land. Abatement is requested as taxes have been owed since 2013 and camper has been removed. As this is the case, it is recommended that an abatement in the amount of \$158 plus any applicable interest/penalties/fees be granted.

NOTE: Abatement is to close tax collector's billing system.

Abatement Granted	Abatement Denied
✓ _____	_____
✓ _____	_____
✓ _____	_____
Dated _____	

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: September 21, 2015

RE: 12-1-D11
D11 Forest Glen Campground

Property Tax Map 12 Lot 1-D11
Address: D11 Forest Glen Campground

Tax Year: 2013
Assessment: \$5,300

The subject was a camper on rented land. Abatement is requested as taxes have been owed since 2013 and camper has been removed. As this is the case, it is recommended that an abatement in the amount of \$152 plus any applicable interest/penalties/fees be granted.

NOTE: Abatement is to close tax collector's billing system.

Abatement Granted	Abatement Denied
✗ _____	_____
✗ _____	_____
✗ _____	_____
Dated _____	

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: September 21, 2015

RE: 12-1-E11
E11 Forest Glen Campground

Property Tax Map 12 Lot 1-E11
Address: E11 Forest Glen Campground

Tax Year: 2013
Assessment: \$6,100

The subject was a camper on rented land. Abatement is requested as taxes have been owed since 2013 and camper has been removed. As this is the case, it is recommended that an abatement in the amount of \$175 plus any applicable interest/penalties/fees be granted.

NOTE: Abatement is to close tax collector's billing system.

Abatement Granted	Abatement Denied
<input checked="" type="checkbox"/> _____	_____
<input checked="" type="checkbox"/> _____	_____
<input checked="" type="checkbox"/> _____	_____
Dated _____	

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: September 21, 2015

RE: 12-1-G10
G10 Forest Glen Campground

Property Tax Map 12 Lot 1-G10
Address: G10 Forest Glen Campground

Tax Year: 2013
Assessment: \$5,100

The subject was a camper on rented land. Abatement is requested as taxes have been owed since 2013 and camper has been removed. As this is the case, it is recommended that an abatement in the amount of \$75 plus any applicable interest/penalties/fees be granted.

NOTE: Abatement is to close tax collector's billing system.

Abatement Granted	Abatement Denied
✗ _____	_____
✗ _____	_____
✗ _____	_____
Dated _____	

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: September 21, 2015

RE: 12-1-WF10
WF10 Forest Glen Campground

Property Tax Map 12 Lot 1-WF10
Address: WF10 Forest Glen Campground

Tax Year: 2013 & 2014
Assessment: \$5,000

The subject was a camper on rented land. Abatement is requested as taxes have been owed since 2013 and the owner name was unknown. As this is the case, it is recommended that an abatement in the amount of \$216 plus any applicable interest/penalties/fees be granted.

NOTE: Abatement is to close tax collector's billing system for 2013 bills issued, and first issued 2014.

Abatement Granted

Abatement Denied

X _____

X _____

X _____

Dated _____

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: September 21, 2015

RE: 12-1-WF12
WF12 Forest Glen Campground

Property Tax Map 12 Lot 1-WF12
Address: WF12 Forest Glen Campground

Tax Year: 2013 & 2014
Assessment: \$7,900

The subject was a camper on rented land. Abatement is requested as taxes have been owed since 2013 and the owner name was unknown. As this is the case, it is recommended that an abatement in the amount of \$341 plus any applicable interest/penalties/fees be granted.

NOTE: Abatement is to close tax collector's billing system for 2013 bills issued, and first issued 2014.

Abatement Granted	Abatement Denied
✓ _____	_____
✓ _____	_____
✓ _____	_____
Dated _____	

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: September 21, 2015

RE: 12A-1-D04
D04 Forest Glen Campground

Property Tax Map 12A Lot 1-D04
Address: D04 Forest Glen Campground

Tax Year: 2013 & 2014
Assessment: \$5,400

The subject was a camper on rented land. Abatement is requested as taxes have been owed since 2013 and the owner name was unknown. As this is the case, it is recommended that an abatement in the amount of \$233 plus any applicable interest/penalties/fees be granted.

NOTE: Abatement is to close tax collector's billing system for 2013 bills issued, and first issued 2014.

Abatement Granted	Abatement Denied
<input checked="" type="checkbox"/> _____	_____
<input type="checkbox"/> _____	_____
<input checked="" type="checkbox"/> _____	_____
Dated _____	

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: September 21, 2015

RE: Greeg & Colleen Swiniarski
5 Duston Drive
Methuen, MA 01844

Property Tax Map 12 Lot 1-G13
Address: G13 Forest Glen

Tax Year: 2015
Assessment: \$5,200

The subject was a camper on a rented site. Abatement was granted to previous owner (Andy Paraski) as the camper was not on site as of April 1, 2015. The current owners, Greeg and Colleen Swiniarski unknowing that the taxes were already abated, paid the \$77 bill. As this is the case, it is recommended that an abatement/refund of the first issue tax bill in the amount of \$77 plus any applicable interest/over payment be granted to the Swiniarski's.

Abatement Granted

Abatement Denied

X _____

X _____

X _____

Dated _____

ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

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

DATE: September 21, 2015

RE: 12-1-WV9
WV9 Forest Glen Campground

Property Tax Map 12 Lot 1-WV9
Address: WV9 Forest Glen Campground

Tax Year: 2013
Assessment: \$5,100

The subject was a camper on rented land. Abatement is requested as taxes have been owed since 2013 and owner was 'unknown'. As this is the case, it is recommended that an abatement in the amount of \$147 plus any applicable interest/penalties/fees be granted.

NOTE: Abatement is to close tax collector's billing system for 2013 bills issued.

Abatement Granted	Abatement Denied
✗ _____	_____
✗ _____	_____
✗ _____	_____
Dated _____	



**TOWN OF LEE
DEPARTMENT HEAD LEAVE NOTICE**

This form is to be completed and submitted to the Town Secretary so that leave may be deducted from your leave accruals. In most cases, notice should be submitted prior to leave being taken and, in the case of sick leave taken because of unexpected illness, this form is to be submitted immediately upon your return to work.

DATE OF REQUEST: September 16, 2015 DATE(S) OF LEAVE: October ³ 2-9, 2015

TOTAL HOURS REQUESTED: 40 ^{DD}

TYPE OF LEAVE REQUESTED (check one):

Vacation

Sick

Personal Day

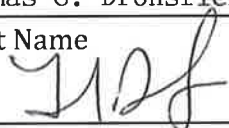
Bereavement

Other _____

Explanation (if necessary): _____

Thomas C. Dronsfield, Jr.

Print Name


Signature

Vacation leave of more than five working days and other forms of leave under certain circumstances must be approved by the Board of Selectmen prior to leave being taken, and sick leave may require medical certification (please see Personnel Policy & Procedures Manual for details.)

Approval: _____

Chairman, Board of Selectmen

Date: _____

Denied

Reason: _____

To: **FRANK REINHOLD, JR** of Lee, New Hampshire in the **County of Strafford:**

Whereas, there is a vacancy in the office of 250TH ANNIVERSARY PLANNING COMMITTEE and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you, the said named above, upon your taking the oath of office, and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties and be subject to the liabilities of such office until December 2016.

Given under our hands, this 28TH day of September, 2015

.....>

.....> **SELECT BOARD**

.....>

I, _____, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member of the 250th ANNIVERSARY PLANNING COMMITTEE according to the best of my abilities, agreeably to the rules and regulations of the constitution and laws of the **State of New Hampshire - So help me God.**

**STATE OF NEW HAMPSHIRE
STRAFFORD COUNTY**

Personally appeared the above named **FRANK REINHOLD, JR** took and subscribed the foregoing oath. Before me,

.....
Linda R. Reinhold, **Town Clerk**

Date: _____, 2015

Received and Recorded:



TOWN of LEE, NEW HAMPSHIRE
7 Mast Road, Lee, New Hampshire 03861

**APPLICATION FOR APPOINTMENT TO A BOARD, COMMISSION OR
COMMITTEE POSITION WITHIN THE TOWN OF LEE.**

Applicant's Name: FRANK W Reinhold Jr

Address: 590 CALET Hwy Phone/Cell: 603-553-1644

of Years as a Resident: 60

Email address: FRinhold Jr@COMCAST.NET

Full Membership (3 year term) position applying for: 250 Anniversary Planning Committee

Term Expires on the following date: _____

Alternate Position (3 year term) position applying for: _____

Term Expires on the following date: _____

I feel the following experience and background qualifies me for this position: _____

PRIOR selectman, Served on MANY OTHER
Boards and committees. LIFE LONG
Resident, Have Time and energy to
SERVE.

Frank W Reinhold Jr
Signature

9/2/15
Date

You are welcome to submit a letter or resume with this form. Applicants are requested to attend the Board of Selectmen's Meeting to express their interest. Applicants will be notified of the meeting date in advance. Thank you for your application and interest in the Town of Lee.

DEAR HONORABLE SELECTPERSONS OF LEE NH

Please accept this letter of resignation from the LEE SENIOR ADVISORY COMMITTEE, and all sub-committees that this position may include.

Best Regards ,
Gwen Andrew Rice
September 17, 2015

A handwritten signature in cursive script that reads "Gwen Andrew Rice". The signature is written in black ink and has a long horizontal flourish extending to the right.

Gwen Andrew Rice
22 Garrity Road
Lee NH 03861