

# SELECT BOARD MEETING AGENDA

**DATE:** Monday, May 8, 2017 at 6:30 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 meeting to Order – 6:30 pm
2. Public Comment
3. **HB329 PUBLIC HEARING** – to legalize, ratify and confirm all actions, votes and proceedings from the postponed Town Meeting/Voting Session that was held on March 18, 2017 and to hear public comment on the issue.
4. Tom Murdoch – Application to the Advisory Budget Committee  
*Request that the Board approve a one year appointment to the Advisory Budget Committee.*
5. Roger Rice, Transfer Station Manager – Bobcat Sweeper Attachment Purchase  
*Present the Board with the specifications and description of the Sweeper Attachment and a quote from Bobcat for review. Request permission to move forward with purchasing said Sweeper Attachment and to utilize funds from the Transfer Station Capital Reserve Fund.*
6. Bill Humm, Conservation Commission Chair – Addendum to Baseline Conditions Report for 5 Corners Easement  
*Request that the Board accept the Addendum presented by the Southeast Land Trust.*
7. Randy Stevens, Highway Supervisor
  - a. Cab and Chassis Bid Results – *Present and discuss. Recommendation to follow on May 22<sup>nd</sup>.*
  - b. Equipment Bid Results – *Present and discuss. Recommendation to follow on May 22<sup>nd</sup>.*
8. Select Board – Fund Balance Policy  
*Review the existing Fund Balance Policy.*
9. Julie Glover, Town Administration
  - a. Timber Tax Update
  - b. Appraisal for Church Property
  - c. Merit Increase Policy
  - d. Pay in Lieu of Vacation
  - e. Miscellaneous
10. Motion to accept the Consent Agenda as presented:

<b><u>SIGNATURES REQUIRED</u></b> Abatements (2) Supplemental Tax Bill Yield Tax Levy (2) Mutual Aid Agreement between Lee Fire & 157 ARW	<b><u>INFORMATION ONLY</u></b> 6 <sup>th</sup> Annual Raid Rockingham Bike Ride Tax Collector Notice to NH Board of Tax and Land Appeals
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11. Motion to accept the Public and Non Public Meeting Minutes from April 24, 2017.
12. Motion to accept Manifest #22 and Weeks Payroll Ending May 7, 2017.
13. Motion to enter into Non-Public Session–NH RSA 91-A:3II (c)Tax Deeds, (a) Employee & Dept. Head Evaluations (a)Transfer Station Mgr. Retirement, (c) church property **Roll Call Vote required**
14. Motion to seal the Non-Public Session Minutes (if necessary.) **Roll Call Vote required.**
15. Miscellaneous/Unfinished Business
16. Adjournment

**Posted: Town Hall, Public Safety Complex, Public Library and on [leenh.org](http://leenh.org) on May 5, 2017**

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**  
**Board of Selectmen**  
**7 Mast Road**  
**Lee, NH 03861**  
**603-659-5414**

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## **RESOLUTION**

WHERE AS, the Town of Lee had the 2017 Town Meeting voting session scheduled for March 14<sup>th</sup>, 2017 from 7 AM to 7 PM at the Public Safety Complex located at 20 George Bennett Road in accordance with the provisions of RSA 40:13.

On March 12<sup>th</sup>, 2017 at 8:28 PM the New Hampshire Bureau of Homeland Security and Emergency Management provided an initial briefing from the National Weather Service. The NWS issued a winter storm warning for all of New Hampshire warning of a “Major Winter Storm”. The prediction of the NWS was for 8-18 inches with 1-4 inches per hour possible. Blizzard conditions were possible with gusts of wind from 30-40 mph. Governor Chris Sununu warned citizens not to travel on the roadways unless it was absolutely necessary. State offices and liquor stores were closed in anticipation of the winter storm.

On the morning of March 13<sup>th</sup>, 2017 Town Moderator Jan Neill determined that the forecasted weather presented an unnecessary risk to the safety of voters who would need to travel to the polls to vote.

### **40:4-Duties.**

*I. The moderator shall preside in the town meetings, regulate the business thereof, decide questions of order, and make a public declaration of every vote passed, and may prescribe rules of proceeding; but such rules may be altered by the town.*

*II. In the event a weather emergency occurs on or before the date of a deliberative session or voting day of a meeting in a town, which the moderator reasonably believes may cause the roads to be hazardous or unsafe, the moderator may, up to 2 hours prior to the scheduled session, postpone and reschedule the deliberative session or voting day of the meeting to another reasonable date, place, and time certain. The date originally scheduled shall continue to be deemed the deliberative session or voting day of the meeting for purposes of satisfying statutory meeting date requirements; provided, that in towns or districts that have adopted RSA 40:13, the postponement shall not delay the deliberative session more than 72 hours. The moderator shall employ whatever means are available to inform citizens of the postponement and the rescheduled deliberative session or voting day.*

The moderator postponed the voting day from March 14<sup>th</sup>, 2017 to March 18<sup>th</sup>, 2017. The voting times and the location remained the same. On March 13<sup>th</sup>, 2017 a notice was posted on the Town website, at Town Hall, on the Lee Transfer Station TV monitor, and at the Public Safety Complex. The notice was also posted on the sign board in front of the Public Safety Complex.

The information was provided to the WMUR television station, radio station WOKQ, and Foster's newspaper.

THEREFORE, the moderator acted within her authority. Further, she acted in the best interest of the voters by postponing the voting session of town meeting in the interest of public safety. The decision to postpone ensured the safety of citizens and allowed for the processes of democracy to occur without unduly infringing upon the right to vote.

After a properly noticed public hearing in accordance with the provisions of HB 329 which was passed into law on April 21<sup>st</sup>, 2017 we do hereby ratify the 2017 Ballot Session/Town Meeting and all actions taken by the legislative body by vote of the people on March 18<sup>h</sup>, 2017.

This resolution was adopted by the Lee Select Board on May 8th, 2017

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John LaCourse, Chairman

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Scott Bugbee, Selectman

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Cary Brown, Selectman



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

Office Use Only

Meeting Date: May 8, 2017

Agenda Item No. 4

**BOARD OF SELECTMEN**  
**MEETING AGENDA REQUEST**  
**5/8/2017**

**Agenda Item Title: Application for the Advisory Budget Committee**

**Requested By: Tom Murdoch** **4/24/2017**

**Contact Information: 603-659-5414**

**Presented By: Chairman LaCourse**

**Description: Present the Board with an application for a one year appointment to the Advisory Budget Committee.**

**Financial Details: N/A**

**Legal Authority NH RSA 32:14**

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

**REQUESTED ACTION OR RECOMMENDATIONS:**

**Motion: Move to approve a 1 year membership appointment for Tom Murdoch to serve on the Advisory Budget Committee.**

To: **THOMAS E. MURDOCH** of Lee, New Hampshire in the **County of Strafford**:

Whereas, there is a vacancy in the office of the **ADVISORY BUDGET 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 March 2019.

Given under our hands, this 8<sup>TH</sup> day of May, 2017

.....>  
.....>  
.....>

**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 **ADVISORY BUDGET 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 **THOMAS E. MURDOCH** took and subscribed the foregoing oath. Before me,

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

Date: \_\_\_\_\_, 2017

Received and Recorded:

\_\_\_\_\_

518117



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

APPLICATION FOR APPOINTMENT TO A BOARD, COMMISSION OR COMMITTEE

Applicant's Name: THOMAS E MURDOCH

Address: 16 REVERSIDE FARM DR, LEE Phone/Cell: (603) 534-1305

# of Years as a Resident: 21

Email address: TMURDOCH4@COMCAST.NET

Full Membership position applying for: Advisory Budget Committee

Term Expires on the following date: March 30, 2018

Alternate Position applying for: \_\_\_\_\_

Term Expires on the following date: \_\_\_\_\_

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

- ATTACHED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Thomas E Murdoch  
Signature

04/19/17  
Date

You are welcome to submit a letter or resume with this form. New applicants who have not previously served are requested to attend a Select Board 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.

Julie,

I am the Owner / Operator of my own business, responsible for all financial aspects of the business.

I assist many elderly and handicapped individuals in our community.

I have been a very involved volunteer in our community over the past 20 years as a coach for ORYA, and running the travel soccer and Rec hockey programs.

Active member of the Lee Fire Association and Lee Congregational Church.

I am interested in becoming more involved in community service within our town of Lee and the ABC seems like a good place for me to start to help in that regard.

Thank you for your consideration,

Thomas E Murdoch

A handwritten signature in black ink that reads "Thomas E Murdoch". The signature is written in a cursive style with a long, sweeping underline that extends to the right.



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

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Meeting Date: May 8, 2017

Agenda Item No. 5

**BOARD OF SELECTMEN  
MEETING AGENDA REQUEST**

**5/8/2017**

**Agenda Item Title: Bobcat Sweeper Attachment Purchase**

**Requested By: Roger Rice** 5/4/2017

**Contact Information: 603-659-2239**

**Presented By: Roger Rice, Transfer Station Manager**

**Description:** Present the Board with the description and specifications sheet for the Bobcat Sweeper Attachment and a quote from Bobcat for said item. Request permission from the Board to move forward with purchasing a Sweeper attachment and to utilize funds from the Transfer Station Equipment Capital Reserve Fund.

**Financial Details: \$3,854.00**

**Legal Authority NH RSA 41:8; 35:1**

**Legal Opinion:**

**REQUESTED ACTION OR RECOMMENDATIONS:**

MOTION: Move to grant the Transfer Station Manager permission to enter into a contract to purchase a Bobcat Sweeper Attachment for an amount not to exceed \$3,854.00, said funds to come out of the Transfer Station Equipment Capital Reserve Fund.



## SWEEP, COLLECT, DUMP DIRT AND OTHER DEBRIS WITH THE SWEEPER ATTACHMENT.

When operating this tough attachment, poly bristles sweep and deposit debris in the sweeper bucket. Simply dump the material when the bucket is full. There is no need for multiple clean-up attachments. You can also use the sweeper to spread materials evenly across a jobsite. Ideal for construction, industrial and municipal jobs, the Bobcat® sweeper maintains optimal bristle-to-surface contact and delivers easy-to-use efficiency. Clean parking lots, sidewalks, docks and warehouses. Scrape mud and other caked-on materials from roadways, driveways and other jobsites.



### NO NEED FOR MULTIPLE CLEAN-UP ATTACHMENTS

#### REVERSIBLE CUTTING EDGE

Cut through caked-on mud and materials with the replaceable bucket cutting edge. It's reversible to last twice as long.

#### FORWARD AND REVERSE VERSATILITY

Operate the sweeper attachment going in either forward or reverse. Sweep in reverse with the cutting edge on the ground to sweep material into the bucket with the rotating poly bristles, similar to a broom and dustpan. In the forward direction, the bristles flick material forward against a rubber flap. From there, the material goes over the top of the bristles and is deposited into the bucket.

44-84 INCH  
AVAILABLE SWEEP WIDTHS



SPECIFICATIONS	44 IN.	54 IN.	60 IN.	72 IN.	84 IN.
Sweep Width	44.0 in. (1118 mm)	54.0 in. (1372 mm)	60.0 in. (1524 mm)	72.0 in. (1829 mm)	84.0 in. (2134 mm)
Overall Width	48.3 in. (1227 mm)	58.3 in. (1481 mm)	66.2 in. (1681 mm)	78.2 in. (1986 mm)	89.9 in. (2284 mm)
Weight	555 lb. (252 kg)	650 lb. (295 kg)	758 lb. (344 kg)	845 lb. (383 kg)	1,029 lb. (466 kg)
Bucket Capacity, Heaped	6.6 ft. <sup>3</sup> (0.19 m <sup>3</sup> )	8.2 ft. <sup>3</sup> (0.23 m <sup>3</sup> )	12.0 ft. <sup>3</sup> (0.34 m <sup>3</sup> )	14.4 ft. <sup>3</sup> (0.41 m <sup>3</sup> )	18.5 ft. <sup>3</sup> (0.52 m <sup>3</sup> )
Bucket Capacity, Swept	5.3 ft. <sup>3</sup> (0.15 m <sup>3</sup> )	6.6 ft. <sup>3</sup> (0.19 m <sup>3</sup> )	8.6 ft. <sup>3</sup> (0.24 m <sup>3</sup> )	10.4 ft. <sup>3</sup> (0.29 m <sup>3</sup> )	11.8 ft. <sup>3</sup> (0.33 m <sup>3</sup> )
Broom Diameter	21.4 in. (544 mm)	21.4 in. (544 mm)	21.4 in. (544 mm)	21.4 in. (544 mm)	24.0 in. (610 mm)
Bristle Material	Replaceable polypropylene sections (steel sections available)				
Cutting Edge	Replaceable Steel				
Broom rpm @ 15 gpm	185	185	217	217	215
Wheel Kit	—	—	—	—	Optional
Gutter Brush	—	—	Optional	Optional	Optional

Approved Machines: Skid-Steer Loader, Compact Track Loader, All-Wheel Steer Loader, Toolcat™ Utility Work Machine



**Bobcat**

For model, options disclaimer and trademark information visit [www.bobcat.com/company-info/terms-of-use](http://www.bobcat.com/company-info/terms-of-use)

[Bobcat.com/Sweeper](http://Bobcat.com/Sweeper)



Sweeps and collects traveling forward



Sweeps and collects traveling in reverse



Dumps/spreads material



GUTTER BRUSH



WHEEL KIT

## OPTIONS AND ACCESSORIES

**GUTTER BRUSH** Cleans curbs, alongside buildings and other hard-to-reach areas. Widens the sweeper's total width by one foot to allow more coverage per pass. Can be raised and stored vertically when not in use.

**WHEEL KIT** Available as an option for the 34-inch sweeper attachment, the wheel kit protects surfaces such as concrete, cobblestone and asphalt from scrapes and scratches by suspending the cutting edge of the sweeper during forward travel. Two mounted caster wheels are included in the kit.

**BRISTLES** Ideal for all sweeping conditions, poly bristles provide better flicking action for effective debris removal. Steel bristle and combo bristle (poly and steel) sections are also available for stubborn debris.

**WATER KIT** Keeps dust and debris under control when operating in rough environments, with jet nozzles spraying water evenly across a surface.



## Product Quotation

Quotation Number: 26059D026411

Date: 2017-04-25 10:53:53

Ship to	Bobcat Dealer	Bill To
TOWN OF LEE 7 MAST ROAD LEE, NH 03824	Bobcat of New Hampshire South, Hudson, NH 2 TRACY LANE HUDSON NH 03051 Phone: (603) 579-9955 Fax: (603) 579-4747  Contact: Shane Ordway Phone: 603-224-1234 Fax: 603-798-4787 Cellular: 603-731-2944 E Mail: skippy@bobcatnh.com	TOWN OF LEE 7 MAST ROAD LEE, NH 03824

Description	Part No	Qty	Price Ea.	Total
60" Sweeper	6707144	1	\$3,854.00	\$3,854.00
Total of Items Quoted				<b>\$3,854.00</b>
Quote Total - US dollars				<b>\$3,854.00</b>

**Notes:**

Bucket Style Pick up sweeper

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.  
Customer must exercise his purchase option within 30 days from quote date.

**Customer Acceptance:**

Purchase Order: \_\_\_\_\_

**Authorized Signature:**

**Print:** \_\_\_\_\_ **Sign:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### Finance Worksheet

QuoteFinance



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

Office Use Only

Meeting Date: May 8, 2017

Agenda Item No. 6

**BOARD OF SELECTMEN**  
**MEETING AGENDA REQUEST**  
**5/8/2017**

**Agenda Item Title: Addendum to Baseline Conditions Report for the 5 Corners Easement**

**Requested By: Bill Humm** **4/11/2017**

**Contact Information: 603-659-5414**

**Presented By: Bill Humm, Conservation Commission Chair**

**Description: Present on behalf of Southeast Land Trust of NH an Addendum to the Baseline Conditions Documentation Report for the Town of Lee 5 Corners Reserve Conservation Easement. The Conservation Commission has discussed this matter and they do not see a conflict with this Addendum.**

**Financial Details: N/A**

**Legal Authority NH RSA 41:8; 36-A**

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

**REQUESTED ACTION OR RECOMMENDATIONS:**

**Motion: Move to approve the Addendum to the Baseline Conditions Documentation Report for the Town of Lee 5 Corners Reserve Conservation Easement presented by the Southeast Land Trust of NH.**

**Town of Lee  
(Lee Five Corners Reserve)  
Conservation Easement  
Lee, New Hampshire**

**Addendum to  
Baseline Conditions  
Documentation Report**

*Prepared By:*  
Southeast Land Trust of New Hampshire  
PO Box 675 • Exeter, NH 03833

February 2017

## Affidavit of Documentation Preparer

I, Danielle Christopher, Conservation Easement Steward for the Southeast Land Trust of New Hampshire, prepared this *Addendum to the Baseline Conditions Documentation Report* for the Town of Lee (Lee Five Corners Reserve) Conservation Easement located at Snell Road in Lee, Strafford County, New Hampshire. My qualifications include a Bachelor of Science degree with a concentration in Plant and Soil Science and training on the subject of Baseline and Baseline Documentation Reports. The staff of the Southeast Land Trust deemed me qualified to prepare this report.

The Town of Lee Conservation Easement was accepted by the Strafford Rivers Conservancy (now known as the Southeast Land Trust of New Hampshire) and recorded in the Strafford County Registry of Deeds on March 5, 2008 at Book 3622, Page 0134. Having reviewed the Conservation Easement deed, I visited the Easement Property on September 26, 2016. I took documenting photographs at key sites on the Property, and spoke with Lee Conservation Commission Chairperson William Humm about current and any known historical land uses and features. I also prepared a narrative and produced maps to represent the Property's condition. I undertook these activities to document the site's current condition in relation to the Easement terms. This documentation summarizes existing knowledge and is not necessarily a comprehensive representation of the Property's conservation values and features.

This report consists of sixteen (16) pages, including the cover page, this *Affidavit of Documentation Preparer*, the narrative entitled *Addendum to Conservation Easement Baseline Conditions Documentation and Acknowledgement of Property Condition*, two maps and eleven photographs with descriptions. Copies of this report are being provided to the Grantor, the Town of Lee, and to the Executory Interest, the Town of Durham. The original report, including original digital photo files, is on file with the Southeast Land Trust of New Hampshire in accordance with our Policy on Records Management.

\_\_\_\_\_  
**Danielle Christopher**  
Conservation Easement Steward  
Southeast Land Trust of New Hampshire

\_\_\_\_\_  
Date

STATE OF NEW HAMPSHIRE  
COUNTY OF \_\_\_\_\_, ss.

On this \_\_\_ day of \_\_\_\_\_, 2017, before me personally appeared **Danielle Christopher**, known to me, or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument, and acknowledged that she signed the same as her voluntary act and deed for the purposes therein contained.

\_\_\_\_\_  
Notary Public/Justice of the Peace  
Name:  
My Commission Expires:

Grantor Initials: \_\_\_\_\_  
Grantee Initials: \_\_\_\_\_ Executory Interest Initials: \_\_\_\_\_

**Addendum to Conservation Easement Baseline Conditions  
Documentation**

**and Acknowledgement of Property Condition**

*(To satisfy Section 1.170A-14(g)(5) of the federal tax regulations)*

**Grantor Name and Address:**

Town of Lee  
7 Mast Road  
Lee, NH 03961

**Grantee Name and Address:**

Southeast Land Trust of New Hampshire  
P.O. Box 675  
Exeter, NH 03833

**Executory Interest Name and Address:**

Town of Durham  
8 Newmarket Road  
Durham, NH 03824

**Easement Deed:** Recorded at the Strafford County Registry of Deeds on March 5, 2008 at Book 3622  
Page 0134

**Property Location:** Lee Tax Map 5 Lot 6-4  
Survey plan recorded at the Strafford County Registry of Deeds as Plan 85-28

**Road:** Snell Road and Angell Road

**Town/County:** Lee/Strafford

**Land Acreage & Types:** 20.72 acres

65 % Scrub-Shrub (Early Successional)

34 % Forest

1 % Scrub-Shrub Wetland

**Reason for the Addendum:**

*(Background as to why the Addendum is needed..update to original BDR, extinguishment of Reserved Rights, major change in land cover or land use, subdivision of land, amendment to easement, etc.)*

This Addendum was created to bring the original 2006 Baseline Documentation Report (BDR) up to the current Land Trust Alliance Standards and Practices as well as so that it meets the requirements for Accreditation through the Land Trust Accreditation Commission. Only that which was not included in the original 2006 BDR, changes in the condition of the land or new or removed structures and improvements will be included in the following narrative.

**Condition of Land:**

*(Condition and management status of forest or farmland, wildlife habitat, health of wetlands or waterways, unusual features, rare species, exemplary natural communities & scenic views. Note any outstanding cultural, historical, and/or archeological resources. Include any information that would influence the exercise of reserved rights as well as documentation of Public Benefits to satisfy the Internal Revenue Code section 170(h).)*

The Property is situated north of Route 4 and west of Snell Road in the northern region of Lee, NH and lies within the Great Bay drainage, part of New Hampshire's Coastal Watershed.

**Habitat-** The majority of the Property was a former sand and gravel pit. Over the last decade and a half the sand and gravel pit naturally transitioned into early successional habitat and has been managed as such under the guidance of the stewardship plan created for the Property in 2010 by Ellen Snyder of Ibis Wildlife Consulting. Using the information from the stewardship plan, the Town collaborated with the Natural Resources Conservation Service (NRCS), the U.S. Fish and Wildlife Service, the Wildlife Management Institute, and the UNH Cooperative Extension to create a restoration plan for maintaining

Grantor Initials: \_\_\_\_\_  
Grantee Initials: \_\_\_\_\_ Executory Interest Initials: \_\_\_\_\_

Baseline Narrative  
Page 1 of 6

## **Addendum to Conservation Easement Baseline Conditions Documentation and Acknowledgement of Property Condition**

### **Town of Lee Easement**

and enhancing the early successional habitat to benefit wildlife. Wildlife species targeted include: New England cottontail, whitetail deer, turkey, warblers, wood turtles and woodcock. As part of the restoration plan native shrubs and grasses were planted, larger trees were cut and invasive species were treated manually, chemically and mechanically (see photo # 4 & 6). Remaining sand and gravel piles from the pit operation were spread for possible turtle nesting habitat, leaving one sand pile in the northern portion of the Property (see photo #5).

The Property's conservation value is enhanced by its adjacency and connectivity to the 97-acre Town of Lee Old Mill Reserve and the 36-acre Henry Easement held by NRCS through the Wetlands Reserve Program (WRP).

**Water Resources-** An aquifer underlies almost the whole Property and the entire Property is located within the wellhead protection area for the well located on the adjacent parcel owned and maintained by the Town of Durham. The well supplies drinking water to the Town of Durham including the University of New Hampshire. Due to the Property's proximity to the Durham well, there is a 1.91-acre Reserved Right Area on the Property that is subject to additional restrictions outlined in Section IV. 2. of the conservation easement deed. Activities in the Reserved Right Area may only be conducted with written consent from the Grantee and the Town of Durham. Durham's well also possesses a Sanitary Zone, a 400-foot radius surrounding the well head. Two small segments of this Zone lie within the Property. Activities within the Zone are limited in Section IV. 1. H. 8. of the conservation easement deed.

According to the 2010 Stewardship Plan, several pockets of wetland areas exist on the Property including two vernal pools located west of the access road and along the southern boundary. Other wetland areas are located in the northern portion of the Property. These areas were observed to be dry during the September 2016 site visit.

**Forest Resources-** Approximately seven (7) acres of the Property are forested and according to the 2015 NH Fish and Game Wildlife Action Plan (WAP), the forest type is classified as Appalachian oak-pine.

**Scenic and Recreational Resources-** The Property provides approximately two hundred and nineteen (219) feet of scenic views along Snell Road. Although no formal trails exist, the Property is open to the public for passive recreation.

#### **Buildings, Structures, Improvements and Disturbances on Property:**

*(Size, type and condition of buildings, structures and improvements, including houses, barns, sheds, towers, docks, man-made ponds, roads, utilities, etc. Note dumping, pollution, erosion, gravel pits, fill or other types of observed human disturbances. Location of each shown on attached map.)*

#### **Buildings, Structures, Improvements-**

- An access road extends northerly through the western portion of the Property from the end of Angell Road to the Durham well on the abutting land. The road is partially graveled, transitioning to pavement near a gate and measures approximately twelve (12) feet wide (see photo #9).
- Two (2) metal gates are located on the Property. One gate is located near the first parking area and measures approximately twenty (20) feet in width and three and a half (3.5) feet in height (see photo #1). The second gate is located across the paved road blocking access to the Durham

Grantor Initials: \_\_\_\_\_  
Grantee Initials: \_\_\_\_\_ Executory Interest Initials: \_\_\_\_\_

Baseline Narrative  
Page 2 of 6



## **Addendum to Conservation Easement Baseline Conditions Documentation and Acknowledgement of Property Condition**

### **Town of Lee Easement**

well and measures approximately fifteen and a half (15.5) feet in width and four (4) feet in height (see photo #8).

- There are two (2) dirt and gravel parking areas located on the eastern side of the access road. The first is located in front of the gate and main access to the Property and measures approximately twenty-two (22) feet in width and twenty (20) feet in length, fitting one or two cars (see photo #11). The second parking area is located further north along the access road and measures approximately twenty (20) feet by twenty (20) feet, fitting two cars (see photo #10).
- A fire hydrant is located before the second gate on the western side of the access road (see photo #7).
- The old wooden barn documented in the 2006 Baseline Documentation Report was removed in 2014 (see photo #2).
- A monitoring well maintained by the Town of Durham is located in the southeastern portion of the Property not far from the southern boundary (see photo #3).
- An old road now used as an informal walking trail loops through the early successional portion of the Property. The trail is currently not maintained.

**Dump(s) / Pollution-** The old metal machinery and tank identified near the entrance to the Property in the 2006 Baseline Report have been removed.

#### **Condition of Boundaries & Access:**

*(Monuments, blazed trees – substantially as depicted on survey plan? Means of access for stewardship and/or public purposes)*

The Property's boundary is observed to be as depicted on the survey plan. The Property can be accessed from the end of Angell Road. The Town of Durham has a 30-foot wide right of way through the Property to access the drinking water well.

#### **Attachments:**

1. Aerial photograph, showing approximate Property lines
2. Land Cover & Photopoint map, showing Property's current uses and natural and disturbed land cover, key features, structures and improvements, boundaries, and approximate photograph locations and perspectives
3. Photographs, numbered to correspond with locations on annotated survey plan, and showing resources protected, structures and improvements, and other Property features
4. By reference, Baseline Documentation Report dated April 10, 2006.
5. By reference, *Stewardship Plan for the Lee Five Corners Reserve, Lee, NH*, dated April 2010, by Ellen Snyder, Ibis Wildlife Consulting
6. By reference, *New England Cottontail Habitat Enhancement Plan-Lee Five Corners Reserve, Lee, NH*, dated November 2011, by Ted Kendziora et al, USFWS Partners for Fish & Wildlife Program

**Three (3) signature pages and three (3) attachments follow.**

Grantor Initials: \_\_\_\_\_  
Grantee Initials: \_\_\_\_\_ Executory Interest Initials: \_\_\_\_\_

*Baseline Narrative  
Page 3 of 6*

**Addendum to Conservation Easement Baseline Conditions Documentation  
and Acknowledgement of Property Condition  
Town of Lee Easement**

Signature Pages

*The undersigned accept and acknowledge that the foregoing description of natural resources and other features, together with its attachments, is an accurate representation of the Property at the time of the creation of this report. The Grantor and Grantee accept and acknowledge that the entirety of this Report is intended to aid in the enforcement of the conservation easement. Scott Bugbee and Cary Brown hereby authorize John LaCourse to initial the pages of this Baseline Documentation Report on their behalf.*

\_\_\_\_\_  
Grantor for the Town of Lee:  
**John LaCourse**, Chairman of Select Board

\_\_\_\_\_  
Date

STATE OF NEW HAMPSHIRE  
COUNTY OF \_\_\_\_\_, ss.

On this \_\_\_ day of \_\_\_\_\_, 2017, before me personally appeared **John LaCourse**, known to me, or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument, and acknowledged that he signed the same as his voluntary act and deed for the purposes therein contained.

\_\_\_\_\_  
Notary Public/Justice of the Peace  
My Commission Expires:

\_\_\_\_\_  
Grantor for the Town of Lee:  
**Scott Bugbee**, Selectman

\_\_\_\_\_  
Date

STATE OF NEW HAMPSHIRE  
COUNTY OF \_\_\_\_\_, ss.

On this \_\_\_ day of \_\_\_\_\_, 2017, before me personally appeared **Scott Bugbee**, known to me, or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument, and acknowledged that he signed the same as his voluntary act and deed for the purposes therein contained.

\_\_\_\_\_  
Notary Public/Justice of the Peace  
My Commission Expires:

Grantor Initials: \_\_\_\_\_  
Grantee Initials: \_\_\_\_\_ Executory Interest Initials: \_\_\_\_\_

**Addendum to Conservation Easement Baseline Conditions Documentation  
and Acknowledgement of Property Condition  
Town of Lee Easement**

\_\_\_\_\_  
*Grantor for the Town of Lee:*  
**Cary Brown, Selectman**

\_\_\_\_\_  
*Date*

STATE OF NEW HAMPSHIRE  
COUNTY OF \_\_\_\_\_, ss.

On this \_\_\_\_ day of \_\_\_\_\_, 2017, before me personally appeared **Cary Brown**, known to me, or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument, and acknowledged that he signed the same as his voluntary act and deed for the purposes therein contained.

\_\_\_\_\_  
Notary Public/Justice of the Peace  
My Commission Expires:

\_\_\_\_\_  
*Grantee, for the Southeast Land Trust of NH:*  
**Brian Hart, Executive Director**

\_\_\_\_\_  
*Date*

STATE OF NEW HAMPSHIRE  
COUNTY OF \_\_\_\_\_, ss.

On this \_\_\_\_ day of \_\_\_\_\_, 2017, before me personally appeared **Brian Hart**, known to me, or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument, and acknowledged that he signed the same as his voluntary act and deed for the purposes therein contained.

\_\_\_\_\_  
Notary Public/Justice of the Peace  
My Commission Expires:

*Grantor Initials:* \_\_\_\_\_  
*Grantee Initials:* \_\_\_\_\_ *Executory Interest Initials:* \_\_\_\_\_

**Addendum to Conservation Easement Baseline Conditions Documentation  
and Acknowledgement of Property Condition  
Town of Lee Easement**

\_\_\_\_\_  
*Executory Interest, for the Town of Durham*  
**Todd Selig, Town Administrator**

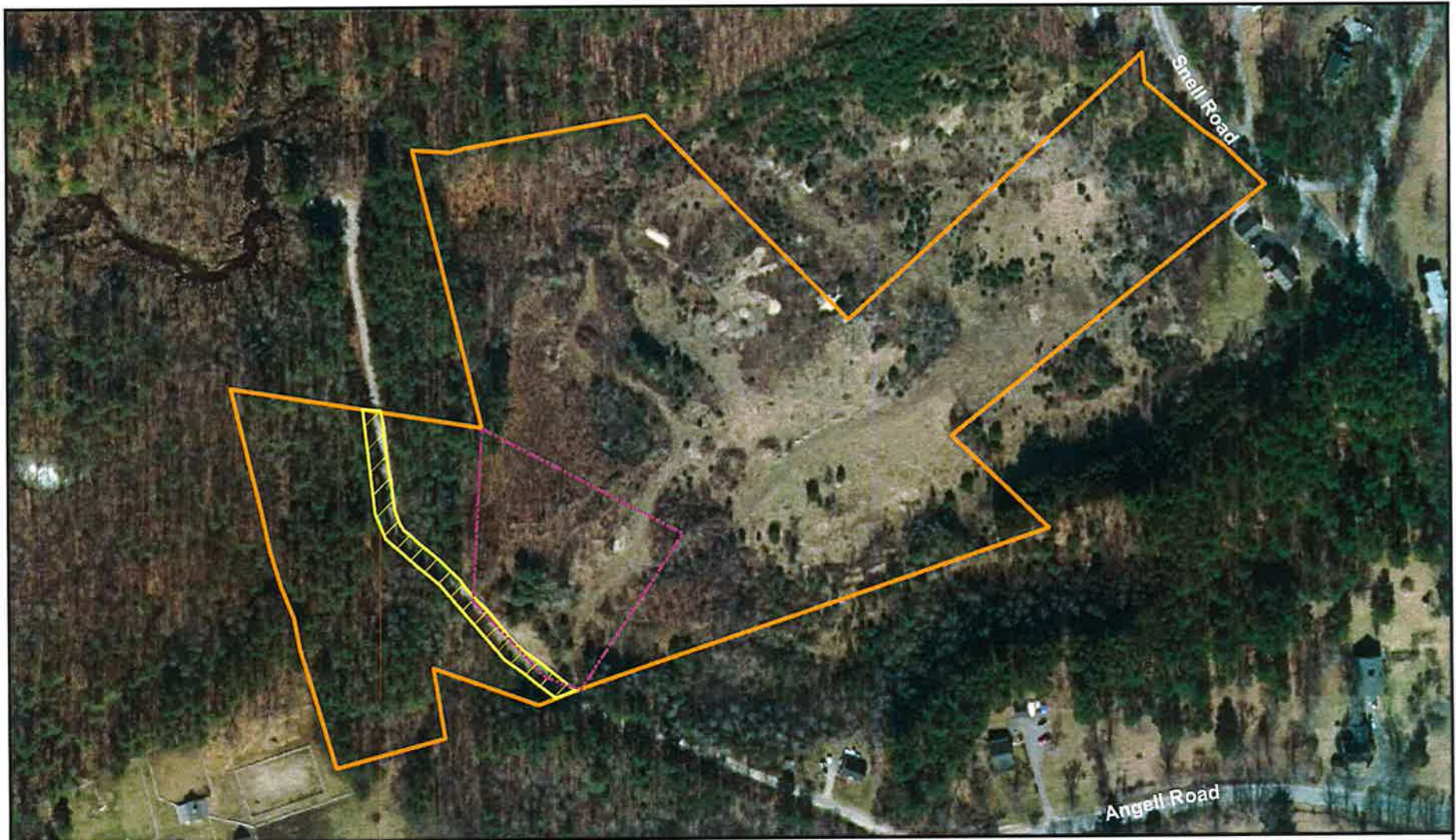
\_\_\_\_\_  
*Date*

STATE OF NEW HAMPSHIRE  
COUNTY OF \_\_\_\_\_, ss.



On this \_\_\_ day of \_\_\_\_\_, 2017, before me personally appeared **Todd Selig**, known to me, or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument, and acknowledged that he signed the same as his voluntary act and deed for the purposes therein contained.

\_\_\_\_\_  
Notary Public/Justice of the Peace  
My Commission Expires:

Grantor Initials: \_\_\_\_\_  
Grantee Initials: \_\_\_\_\_ Executory Interest Initials: \_\_\_\_\_



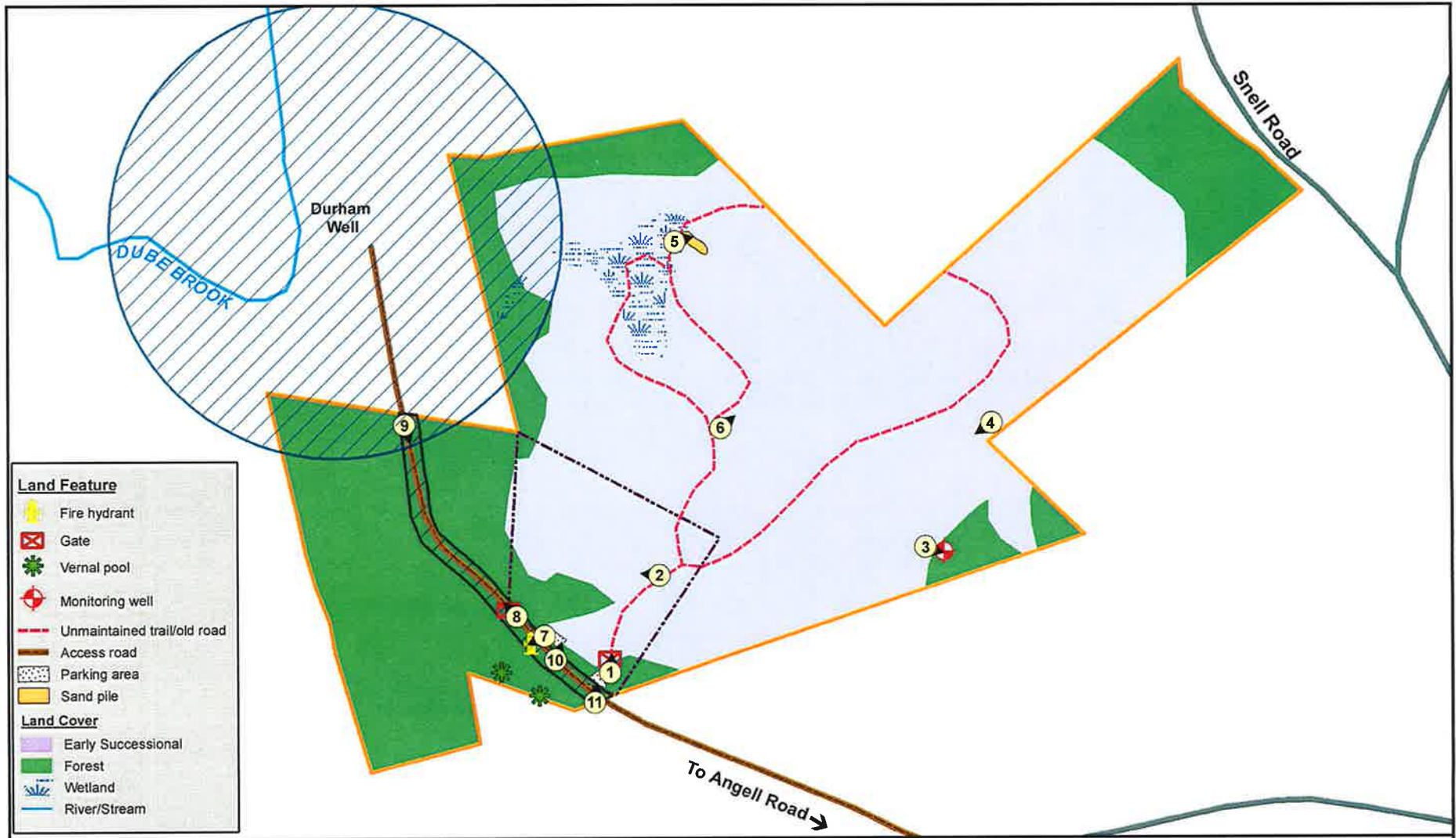
**Addendum to Baseline Conditions Aerial Photograph  
Town of Lee Conservation Easement  
Lee, NH**

-  Conservation Easement Boundary
-  Reserved Right Area
-  30-foot wide Access Easement

Grantor Initials: \_\_\_\_\_  
Grantee Initials: \_\_\_\_\_  
Executory Interest Initials: \_\_\_\_\_

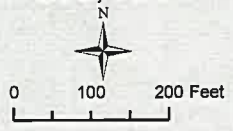


Boundary and feature locations are approximate.  
Easement boundary based on property survey SCRD 85-28,  
1.5 -ft resolution orthophoto taken by Cooper Aerial Surveys Co.  
March 11, 2016.



- Conservation Easement Boundary
  - Reserved Right Area
  - 30-foot wide Access Easement
  - Approximate Durham Well Sanitary Zone (400' radius)
  - Road
  - Photo Number & Orientation
- Grantor Initials: \_\_\_\_\_  
 Grantee Initials: \_\_\_\_\_  
 Executory Interest Initials: \_\_\_\_\_

### Landcover & Photopoint Map Addendum to Baseline Conditions Town of Lee Conservation Easement Lee, NH



Feature locations are approximate. Easement boundary from property survey SCRD 85-28. Roads from NHDOT. Wetlands from USFWS National Wetlands Inventory & 2010 Stewardship Plan and waters from 1:24,000 NH Hydrography dataset; both modified based on survey plan, 2016 orthophoto interpretation & field observation.

# Town of Lee Property, Lee

## Addendum to Baseline Conditions Digital Photographs



**Photo 1:** photo TownofLee\_2016-09-26\_01  
**Location Method:** GPS  
**Latitude:** 43.151855    **Longitude:** -70.983428    **Orientation:** 20°  
**Photograph Date:** 9/26/2016  
**Photographer:** Danielle Christopher  
**Description:** Standing in one of the two parking areas looking northerly at gate and main entrance to the Property.



**Photo 2:** photo\_TownofLee\_2016-09-26\_02  
**Location Method:** GPS  
**Latitude:** 43.152264    **Longitude:** -70.983113    **Orientation:** 290°  
**Photograph Date:** 9/26/2016  
**Photographer:** Danielle Christopher  
**Description:** Standing along the unmaintained trail looking northwesterly at the site where the old barn documented in the 2006 baseline report was located.

Grantor initials: \_\_\_\_\_

Grantee initials: \_\_\_\_\_

Executory Interest initials: \_\_\_\_\_

Photos Taken By Danielle Christopher: \_\_\_\_\_

All GPS points located with ESRI Collector app on Samsung Galaxy Tab S  
 All photographs taken with Samsung Galaxy Tab S  
 All directions are relative to Magnetic North per survey plans of record

## Town of Lee Property, Lee Addendum to Baseline Conditions Digital Photographs



**Photo 3:** photo\_TownofLee\_2016-09-26\_03  
**Location Method:** GPS  
**Latitude:** 43.152374   **Longitude:** -70.981409   **Orientation:** 120°  
**Photograph Date:** 9/26/2016  
**Photographer:** Danielle Christopher  
**Description:** Standing in the southeastern portion of the Property looking southeasterly at a ground monitoring well.



**Photo 4:** photo\_TownofLee\_2016-09-26\_04  
**Location Method:** GPS  
**Latitude:** 43.152932   **Longitude:** -70.981056   **Orientation:** 250°  
**Photograph Date:** 9/26/2016  
**Photographer:** Danielle Christopher  
**Description:** Standing in the eastern portion of the Property looking south-westerly at early successional shrub habitat.

Grantor initials: \_\_\_\_\_

Grantee initials: \_\_\_\_\_

Executory Interest initials: \_\_\_\_\_

Photos Taken By Danielle Christopher: \_\_\_\_\_

All GPS points located with ESRI Collector app on Samsung Galaxy Tab S  
 All photographs taken with Samsung Galaxy Tab S  
 All directions are relative to Magnetic North per survey plans of record



## Town of Lee Property, Lee Addendum to Baseline Conditions Digital Photographs



**Photo 5:** photo\_TownofLee\_2016-09-26\_05  
**Location Method:** GPS  
**Latitude:** 43.153765 **Longitude:**-70.982955 **Orientation:** 90°  
**Photograph Date:** 9/26/2016  
**Photographer:** Danielle Christopher  
**Description:** Standing in the northern portion of the Property looking easterly at the remaining sand pile from the gravel pit operation.



**Photo 6:** photo\_TownofLee\_2016-09-26\_06  
**Location Method:** GPS  
**Latitude:** 43.152924 **Longitude:**-70.982724 **Orientation:** 64°  
**Photograph Date:** 9/26/2016  
**Photographer:** Danielle Christopher  
**Description:** Standing in the central portion of the Property on top of a small hill looking northeasterly at early successional habitat with a patch of young aspen trees.

Grantor initials: \_\_\_\_\_

Grantee initials: \_\_\_\_\_

Executory Interest initials: \_\_\_\_\_

Photos Taken By Danielle Christopher: \_\_\_\_\_

All GPS points located with ESRI Collector app on Samsung Galaxy Tab S  
 All photographs taken with Samsung Galaxy Tab S  
 All directions are relative to Magnetic North per survey plans of record

**Town of Lee Property, Lee**  
**Addendum to Baseline Conditions Digital Photographs**



**Photo 7:** photo\_TownofLee\_2016-09-26\_07  
**Location Method:** GPS  
**Latitude:** 43.15196 **Longitude:**-70.983878 **Orientation:** 260°  
**Photograph Date:** 9/26/2016  
**Photographer:** Danielle Christopher  
**Description:** Standing along the access road looking westerly at a fire hydrant.



**Photo 8:** photo\_TownofLee\_2016-09-26\_08  
**Location Method:** GPS  
**Latitude:** 43.152087 **Longitude:**-70.983996 **Orientation:** 330°  
**Photograph Date:** 9/26/2016  
**Photographer:** Danielle Christopher  
**Description:** Standing along the access road looking northwesterly at a gate blocking access to the Durham well.

Grantor initials: \_\_\_\_\_

Grantee initials: \_\_\_\_\_

Executory Interest initials: \_\_\_\_\_

Photos Taken By Danielle Christopher: \_\_\_\_\_

All GPS points located with ESRI Collector app on Samsung Galaxy Tab S  
 All photographs taken with Samsung Galaxy Tab S  
 All directions are relative to Magnetic North per survey plans of record

## Town of Lee Property, Lee Addendum to Baseline Conditions Digital Photographs



**Photo 9:** photo\_TownofLee\_2016-09-26\_09  
**Location Method:** GPS  
**Latitude:** 43.152949 **Longitude:** -70.984674 **Orientation:** 180°  
**Photograph Date:** 9/26/2016  
**Photographer:** Danielle Christopher  
**Description:** Standing at the northern boundary of the Property, looking southerly at paved access road and right of way through the Property.



**Photo 10:** photo\_TownofLee\_2016-09-26\_10  
**Location Method:** GPS  
**Latitude:** 43.151921 **Longitude:** -70.983783 **Orientation:** 34°  
**Photograph Date:** 9/26/2016  
**Photographer:** Danielle Christopher  
**Description:** Standing along the access road looking northeasterly at one of the two parking areas.

Grantor initials: \_\_\_\_\_

Grantee initials: \_\_\_\_\_

Executory Interest initials: \_\_\_\_\_

Photos Taken By Danielle Christopher: \_\_\_\_\_

All GPS points located with ESRI Collector app on Samsung Galaxy Tab S  
 All photographs taken with Samsung Galaxy Tab S  
 All directions are relative to Magnetic North per survey plans of record

**Town of Lee Property, Lee**  
**Addendum to Baseline Conditions Digital Photographs**



**Photo 11:** photo\_TownofLee\_2016-09-26\_11  
**Location Method:** GPS  
**Latitude:** 43.151799 **Longitude:** -70.983427 **Orientation:** 20°  
**Photograph Date:** 9/26/2016  
**Photographer:** Danielle Christopher  
**Description:** Standing along the access road looking northeasterly at the parking area in front of the gate and main access to the Property.

Grantor initials: \_\_\_\_\_

Grantee initials: \_\_\_\_\_

Executory Interest initials: \_\_\_\_\_

Photos Taken By Danielle Christopher: \_\_\_\_\_

All GPS points located with ESRI Collector app on Samsung Galaxy Tab S  
All photographs taken with Samsung Galaxy Tab S  
All directions are relative to Magnetic North per survey plans of record

**Town of Lee, NH Truck Equipment Bids -5/2/2017**

	<b>Viking/Cives</b>	<b>Donovan</b>	<b>HP Fairfield</b>
Dump Body, central Hydraulics, plow & Wing Setup	57,795	65,690	71,579
Stainless steel dump body option	5,000	No Bid	4,321
Telescopic hoist and crossmemberless body option	1,000	No Bid	2,150
Back up camera option	460	850	725
Doghouse cutout for sander option	No Bid	No Bid	No Bid
Transmission mounted load sensing pump option	No Bid	No Bid	Same Price
Tandem gear pump option	(1,300)	No Bid	(6,550)
Standard 11' reversible plow option	Same Price	No Bid	(1,613)
Automated ground control spreader control option	1,300	No Bid	2,630
Air over hydraulic plow controls	700	No Bid	-6550 ?

**Town of Lee Cab and Chassis Bids -2017**

<b>Dealer</b>	<b>Liberty</b>	<b>Freightliner of NH</b>	<b>Freightliner of NH</b>	<b>McDevitt</b>	<b>NH Peterbuilt</b>	<b>New England Kenworth</b>
Make	International	Freightliner	Freightliner	Western Star	Peterbuilt	Kenwoth
Model	7400	114SD	114SD	4700	348	T470
Year	2018	2018	2018	2018	2018	2018
Engine	ISL 9.0L	ISL 9.0L	DD13	ISL 9.0L	ISL 9.0L	Paccar PX-9
Cab	steel	Aluminum	Aluminum	steel	Aluminum	Aluminum
<b>Price</b>	<b>87,000</b>	<b>89,812</b>	<b>95,340</b>	<b>95,661</b>	<b>95,751</b>	<b>98,324</b>
Extended Warranty	see attached	see attached	see attached	see attached	Included	7yr/250K -2,250
Aluminum wheels rear	600	350	350	300	828	433
Aluminum wheels front	300	175	175	150	138	426
30K rear axle	700	1250	1250	600	2167	5214
DD13	N/A	N/A	included	10618	N/A	N/A
fender Mounted mirrors	200(2)	200	200	84	152(2)	193
RDS 3500	0	0	N/A	-200	Included	-71
Electric brake controller	400	200	200	250	306	600
Trailer air brake	500	included	included	included	Included	200 wiring only
Weight as bid	12,780	14,049	14,974	14,057	13,176	14,260

# TOWN OF LEE

## FUND BALANCE POLICY

### Policy Statement

The Town of Lee, through its Board of Selectmen, establishes and will maintain reservations of Fund Balance in accordance with the Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. This policy shall apply only to the Town's governmental funds.

### Purpose

The purpose of this policy is to establish a key element of the financial stability of the Town by setting guidelines for its fund balance. Unassigned fund balance is an important measure of economic stability and it is essential that the Town maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, emergencies, and the like. The fund balance also provides cash flow liquidity for the Town's general operations.

### Definitions

Fund balance must be classified into one or more of the five following categories:

- a. **Nonspendable Fund Balance** – amounts that are in a non-spendable form (non-cash assets such as inventories or prepaid expenses) or are required to be maintained intact (such as the principal of an endowment fund.)
- b. **Restricted Fund Balance** – amounts that can only be spent for the specific purposes stipulated by external resources providers (i.e. grantors) or enabling legislation (federal or state), such as funds legally restricted for specific purposes, such as a grant, library, and/or a capital project fund that cannot change purpose.
- c. **Committed Fund Balance** – amounts that can only be used for specific purposes pursuant to a formal vote by the legislative body; such as expendable trust (capital reserve funds), nonlapsing appropriations, and other special revenue funds not listed under restricted. Commitments may be changed only by taking the same formal action that imposed the constraint originally.
- d. **Assigned Fund Balance** – amounts intended by the Board for specific purposes. Items that would fall under this type of fund balance could be encumbrances.
- e. **Unassigned Fund Balance** – amounts that are not obligated or specifically designated and are available for any purpose. Any residual spendable fund balance after subtracting all of the above amounts.

### Spending Prioritizations

- a. When an expenditure is incurred that would qualify for payment with either restricted or unrestricted funds, it will be paid first from restricted funds.
- b. When an expenditure is incurred that qualifies for payment from either of the three unrestricted fund balance categories, it will be applied in the following order:
  - 1) Committed

- 2) Assigned
- 3) Unassigned.

**Minimum Level of Unassigned Fund Balance**

The Board of Selectmen will strive to maintain an unassigned fund balance in the General Fund equal to 12% of the Town's total annual appropriation. The Board will review this information each year in order to determine the amount, if any, of unassigned fund balance to use to balance the budget and/or to reduce the property tax rate.

The following are the guidelines established by the NH Government Finance Officers Association (GFOA):

- 1. 5% to 15% of regular general fund operating revenues, or
- 2. 8% to 17% of regular general fund operating expenditures

Approved by the Board of Selectmen on August 20, 2012:



John R. LaCourse, Chairman



W. James Griswold



David Cedarholm



**Town of Lee  
Fund Balance FY2017**

FY 2018 Approved Appropriations:

WA 7 - Operating Budget	3,901,124.00
WA 10 - Fire Equipment CRF	150,000.00
WA 11 - Roads & Bridges CRF	60,000.00
WA 12 - Highway Equipment CRF	55,000.00
WA 13 - Town Buildings CRF	100,000.00
WA 14 - Fire Ponds & Cisters CRF	25,000.00
WA 15 - Accrued Benefits ISF	15,000.00
WA 16 - TS Equipment CRF	10,000.00
<b>Total Town of Lee</b>	<b>4,316,124.00</b>

FY2017 Strafford County	1,281,460.00 *
FY2017 ORSD	9,124,165.00
FY2018 ORSD Increase 3.14%	286,499.00
<b>Total School &amp; County</b>	<b>10,692,124.00</b>

**Total FY2018 Approved Appropriations                    15,008,248.00**

Fund Balance for FY2017:

Budgetary Fund Balance FY2016	2,338,788.00
BOS vote to use toward 2016 tax rate	-160,000.00
WA 20 - Contingency Fund FY2018	-20,000.00
<b>Adjusted FY2016 Fund Balance</b>	<b>2,158,788.00</b>

Uncollected Taxes as of 6/30/2016	-314,633.00
<b>Further Adjusted FY2016 Fund Balance</b>	<b>1,844,155.00</b>

DRA Recommendations:

8% of Appropriations	1,200,659.84
12% of Appropriations	1,800,989.76
15% of Appropriations	2,251,237.20
17% of Appropriations	2,551,402.16

\*Strafford County recent fiscal year costs:

FY2015	1,200,993.00
FY2016	1,239,247.00
FY2017	1,281,460.00

Board members present: Chairman Bugbee, Selectman LaCourse and Selectman Brown

Others present: Jim Banks, John and Anne Tappan, Paul and Annie Gasowski, Randy Stevens, Finance Officer Joanne Clancy, Treasurer Ben Genes, Chief Tom Dronsfield, Chief Scott Nemet and Town Administrator Julie Glover.

Not present: Town Secretary Denise Duval

1. Chairman Bugbee calls the meeting to order at 6:30 pm.
2. Chairman Bugbee opens the meeting up to public comment.

John Tappan, Stepping Stones Road, states that he and his wife came to the Public Safety Complex the night before for the Select Board meeting and no one was here. He went home and checked the website and there was nothing there that indicated it had been canceled or postponed. He is wondering if there was an oversight or does the Town not have the technology or ability to remotely put up a notice on the website. He thinks if the latter is the case then the Town should consider making this possible for someone to do in the future. TA Glover states that there was an email blast that went out to everyone who subscribes to the E-Crier or News and Events online. (Jim Banks states he got it.) Chairman Bugbee asks if we could notify WMUR the next time we close.

Jim Banks reads a letter he is going to submit to the Board.

“A few days before the 1<sup>st</sup> of February, 2017, ZBA hearing, I noticed an abutter mix-up that would have caused that hearing to be invalid. At my request, Caren Rossi, Planning and Zoning Assistant, rescheduled it to a later date.

At the rescheduled hearing, I mentioned to her that I had not seen a legal notice in the paper for the reschedule. I asked how the original abutters were re-notified so this reschedule hearing would be legal.

She said that she sat in the empty hearing room on February 1<sup>st</sup> to notify any attendees that the hearing was moved to the later date.

The easy way to accomplish this would have been to re-advertise and re-notify the abutters. But this would have cost the town a couple hundred dollars. I commend her for making a personal effort that resulted in this savings to the town.

I enjoy working with Caren and feel that she is a real Planning and Zoning asset to the town.

Please keep this letter in her file for her next performance review.”

3. Chairman Bugbee welcomes Ben Genes, Town Treasurer, who is here to talk about the unassigned fund balance. Mr. Genes gives a brief history of the fund balance which only starting meeting the requirements of the percentages recommended by the DRA when TA Glover came on board in 2013. Prior to that there wasn't a lot of budget discipline. Now that that has been corrected, Mr. Genes states that we are seeing a consistent number. Mr. Genes explains that there are 3 years of budgeting going on at the same time. \$2.3 million is the number that the auditors provided for the 2016 fund balance. As a reminder, the fund balance is not a reflection of the free cash we have to run the town. The town expends \$14-15 million per year on expenses. 2/3 of that or more is the school (\$900,000 per month) and county (\$1.2 million per year). The town needs to have \$1 million or so per month to pay expenses. Mr.

Genes states that the Town of Lee's financial policy is to maintain a balance of \$1 million of free cash. He adds that twice a year the balance gets low; 10 months of the year the town is a negative cash flow enterprise until we receive tax payment monies. The Town has not had a problem with making this work ok with \$2 million in the fund balance. He and TA Glover have reviewed the uncollected tax revenue situation. The Town needs to consider unpaid taxes when using the fund balance per Mr. Genes. TA Glover states that the uncollected tax revenue including penalties and interest as of last week is \$788,000. The DRA recommends 8-17% and the Town's policy recommends 12%. Mr. Genes is comfortable with having a fund balance @ \$2 million net the back taxes. Selectman LaCourse thinks that it is disingenuous to fund the Trust Funds with the fund balance. Mr. Genes explains how 'he' plays banker managing the cash during the year. He (the Town) funds capital expenses and then they get paid back at the end of the year by the Trustees. He does not know what the State average is for uncollected taxes. Chairman Bugbee states that there are certain taxpayers in town that let their property go to tax lien then they pay the bill just before deeding. Mr. Genes reviews the cash flow analysis for FY16 with the Board. The town has a good relationship with the school. The school bill is paid in late December. Mr. Genes states that the town does have a CD for \$500k that they do not touch. They have a money market with the bank and funds can be moved into the checking if necessary. Chairman Bugbee says that it is a balancing act between how tight can we get while also giving money back to the taxpayers. He reviews the history of the fund balance. In 2007 the fund balance was \$205,000 then it went up into the millions. He hears what Mr. Genes is saying but he still wants to give back to the taxpayer. Mr. Genes does not want to become cash poor and have to worry about paying bills. The financial position of the town is excellent per Mr. Genes. There is not a lot of debt. The town is financially strong. Chairman Bugbee asks if TA Glover can check with the auditor Vachon regarding whether they book the penalties and interest as an asset.

Mr. Genes states as a taxpayer, that there is more we probably could be doing on the expense side. He would support a more strategic approach to reducing the tax rate. He appreciates the efforts that have been made but what would it take to reduce the tax rate by 10%? It would take hard decisions. He supports the Board making the tough choices. TA Glover points out that they could never achieve that with the school portion that they have. Mr. Genes acknowledges that.

Chairman Bugbee asks for the cash flow analysis for the next meeting from Mr. Genes and the Finance Officer.

John Tappan shares an article that he found in the NHMA Newsletter titled "Your credit quality matters." The Bond Bank monitors the credit quality of its borrowers throughout the term of their loans. Specifically the Bond Bank tracks several different factors which relate to the financial strength of participants. Some of these financial factors and corresponding state averages are shown in table one. The Bond Bank also monitors financial statistics including metrics such as unassigned fund balance. The Bond Bank board of directors compares statistics for each borrower to Moody's average the NH rated communities during the monitoring process of the credit quality of the borrowers. One of the ratios that they look at is unassigned general fund balance as a percent of revenues and they compare that with Moody's averages for NH rated communities where it is 15.6%. The Town has serious needs for buildings. A lower rating would give us a higher interest rate and thus cost the tax payers more money.

TA Glover informs the Board that Aa3 is the Town's Moody's rating which was done in September 2016.

4. This item has been moved to February 27<sup>th</sup>.
5. a) Randy Stevens presents an engineering proposal from Right Angle Engineering for the Tuttle Road culvert work to help with obtaining a grant. This quote is for \$14,650 which includes the wetland permitting but it does not include the construction engineering. Chairman Bugbee states that we were denied the FEMA grant and asks if we can apply again. Mr. Stevens said if there were to be another flood then there is possibility that FEMA funds would become available again to apply for. Chairman Bugbee moves to authorize the Highway Supervisor to enter into an agreement with Right Angle Engineering to do the engineering and wetland permitting necessary for the Tuttle Road Beaver Brook culvert replacement and road raising. Selectman Brown, seconds. All in favor. **Motion Carries.**  
  
b) Randy Stevens states that they don't normally post the roads, but it's getting so expensive to fix the damage that is done by overweight vehicles. Back in 1986, the Board voted to do a weight limit on all town roads for 55,000 lbs. There was a lot of gravel going on back then with the pits and developments. This is a preliminary conversation. The police department would enforce this by contacting the state police to come weigh the trucks or take them to a weigh station. Chief Dronsfield will make some calls to see how other towns are handling this. Mr. Stevens would have to post signs to make enforcement legal. Selectman LaCourse wants to move forward on this. Durham posts from March 15<sup>th</sup> to April 30<sup>th</sup>. Mr. Stevens will produce a list of roads and the cost to post these roads for the next meeting.
6. Chief Dronsfield presents the Board with an updated State gas agreement. They rarely use them but sometimes need to after hours. The Board approved and the Chair signed the agreement.
7. a) Waiting for the Rec Commission to review the OYRA MOU.  
  
b) TA Glover presents the Board with the Powder Major documents for approval and signatures. Chairman Bugbee moves to approve the Conservation Easement and related closing documents as presented for the conveyance of an easement on the Goss property aka Powder Major Farm. Selectman LaCourse, seconds. All in favor. **Motion Carries.**  
  
c) TA Glover states that Annie Gasowski requested that the Board revisit the language for the Voters Guide explanation for Warrant Article 4. Chairman Bugbee is ok with it except for the last part of the sentence; he is not agreeing to building a new building at a location of the town's choosing. TA Glover clarifies that the DRA said we could not write a WA that had either or language. The explanation is different. Chairman Bugbee says that this is giving the impression to the voter that it could be used to build a new building. He does not agree with this.

John Tappan says that DRA said we could not use the word or, but that the Board could craft the WA in a way to say renovate, add-on or build a new building. Chairman Bugbee says that the WA specifically says Town's Library Building and does not mention a new building.

Selectman LaCourse did not read it that way. It was a generality to him. Selectman LaCourse suggests taking out everything after “to make capital improvements”. The Board agrees. TA Glover says that the Voters Guide will be mailed out by the printer by the end of this week.

John Tappan asks why the Voters Guide was not discussed at the Board meeting prior to approval. No one can recall.

d) Selectman LaCourse states that with regards to office closings due to bad weather, in the past, it was accepted that if the police chief, fire chief, road agent and TA all agreed to close then the Select Board does not get involved because whatever they recommend due to safety issues he is not going to second guess. Chairman Bugbee would rather have the conversation with the Chiefs and then have the Chair decide or designate others to decide. TA Glover will draw up a policy for the Board to sign.

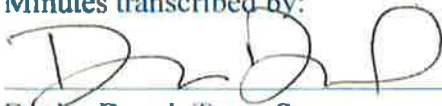
8. Chairman Bugbee moves to accept the Consent Agenda as presented. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
9. Chairman Bugbee moves to accept the Public and Non Public Meeting Minutes from January 30, 2017. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
10. Chairman Bugbee moves to accept the Manifest #16 and Weeks Payroll Ending February 12, 2017. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
11. Chairman Bugbee moves to enter into Non-Public Session per NH RSA 91-A: 3 II (c) at approximately 7:37 pm. Selectman LaCourse, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.**
12. Chairman Bugbee moves to seal non public meeting minutes. Selectman LaCourse, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.**
13. Chairman Bugbee reminds everyone that there is a Facilities Committee meeting tomorrow night. There are 4 options; 1, 2, 2D, and 5. They are going to recommend going forward with 2D and if they can't get the church property then they will recommend 5. The meeting tomorrow night will have all the costs associated with the options and the ADA and code violations. The Heritage Commission will be present and there will be a grant discussion. There will be a representative from Chocorua, NH to add to the historical discussion.
14. Chairman Bugbee will entertain a motion to adjourn at approximately **8:53 pm**. Selectman LaCourse so moves. Selectman Brown, seconds. All in favor. **Motion Carries.**

**SELECT BOARD MEETING MINUTES**

**February 14, 2017**

**PAGE 5**

Minutes transcribed by:



Denise Duval, Town Secretary

3/13/17

Date

Minutes accepted by The Lee Select Board:



Scott Bugbee, Chairman



John LaCourse



Cary Brown

**7.5. I PAY IN LIEU OF VACATION:** At the discretion of the Select Board, employees **with a hire date of May 1, 2017 or before and** with more than ten (10) years of service who receive at least fifteen (15) days of earned vacation per year may elect to work during one (1) week of vacation and receive regular earnings as well as vacation pay. There is no other provision for an employee to cash in vacation for pay in lieu of time off. Requests must be submitted in writing to the Select Board. See Appendices for form.

---

Sample of other Towns with similar provisions:

Tilton allows employees after 6 years to purchase 40% of any accrued time

Gilford – automatically pays employees 50% of time accrued over the maximum (120 hrs.) at the end of the calendar year

Barrington allows employees to cash in 50% (police 60%) of accrued time at any time during the year

Salem – employees with +10 years may buy up to 40 hrs vacation

Sullivan County - upto 40 hrs at yearend

# ABATEMENT RECOMMENDATION

**TO:** Select Board  
Town of Lee

**FROM:** Jerry Quintal, CNHA  
Municipal Resources  
Contracted Assessor's Agents

**DATE:** April 24, 2017

**RE:** Eric Stroheker  
30 Newtown Plains Road

**Property Tax Map 1 Lot 3-500**  
**Address:** Newtown Plains Road

**Tax Year: 2016**  
**Assessment: \$1,700**

---

The subject is a .85-acre vacant parcel that was sold in November 2016 as part of a multiple track sale. The reason for the abatement request is because this parcel was inadvertently not transferred in the assessing database. It is recommended that an abatement in the amount of \$25 plus any applicable interest be granted.

Please note a supplemental tax bill will be generated for the new owner.

Abatement Granted

Abatement Denied

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Dated \_\_\_\_\_



# ABATEMENT RECOMMENDATION

**TO:** Select Board  
Town of Lee

**FROM:** Jerry Quintal, CNHA  
Municipal Resources Inc.  
Contracted Assessor's Agents

**DATE:** April 24, 2017

**RE:** Elaine Trigilio

**Property Tax Map 28 Lot 1-046**  
**Address: L46 Ferndale Acres**

**Tax Year: 2016**  
**Assessment: \$1,600**

---

The subject was a camper on rented land. Abatement is requested as camper was previously sold and removed from the site. It is recommended that an abatement in the amount of \$21.09 plus any applicable interest/penalties/fees be granted.

Please note abatement recommendation is to close tax billing system.

Abatement Granted

Abatement Denied

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dated \_\_\_\_\_

# SUPPLEMENTAL RECOMMENDATION

**TO:** Select Board  
Town of Lee

**FROM:** Jerry Quintal, CNHA  
Municipal Resources  
Contracted Assessor's Agents

**DATE:** April 24, 2017

**RE:** Alexander R. Taylor  
30 Newtown Plains Road

**Property Tax Map 1 Lot 3-500**  
**Address:** Newtown Plains Road

**Tax Year:** 2016  
**Assessment:** \$1,700

---

The subject is a .85-acre vacant parcel that was sold in November 2016 as part of a multiple track sale. The reason for the supplemental billing request is because this parcel was inadvertently not transferred in the assessing database. It is recommended that a supplemental tax bill in the amount of \$25 shall be created and issued to Alexander R. Taylor.

Supplemental Granted

Supplemental Denied

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dated \_\_\_\_\_

**CERTIFICATION OF YIELD TAXES ASSESSED**  
**INTENT FILED DURING TAX YEAR: April 1, 2015 to March 31, 2016**

**TOWN / CITY OF:** Lee, NH  
**COUNTY OF:** Strafford  
**CERTIFICATION DATE:** April 27, 2017

**SEND SIGNED COPY TO:** DEPT. OF REVENUE ADMINISTRATION  
 PROPERTY APPRAISAL DIVISION  
 P.O. BOX 487  
 CONCORD, NH 03302-0487

\_\_\_\_\_  
 (Selectmen/assessor)

\_\_\_\_\_  
 (Selectmen/assessor)

\_\_\_\_\_  
 (Selectmen/assessor)

\_\_\_\_\_  
 (Selectmen/assessor)

\_\_\_\_\_  
 (Selectmen/assessor)

# 1	# 4	# 5	# 6	# 6	# 7	# 8	# 9	# 10
NAME OF OWNER	SPECIES	NUMBER OF BOARD FEET IN THOUSANDS	NUMBER OF TONS	NUMBER OF CORDS	STUMPAGE VALUE	TOTAL ASSESSED VAL.	TAX AT 10 %	
Maple Heights Realty LLC 0 149 Epping Road, Suite 2A Exeter, NH 03833	WHITE PINE	30.120			\$135.00	\$4,066.20	\$406.62	
	HEMLOCK	0.000			\$42.50	\$0.00	\$0.00	
	RED PINE	0.000			\$45.00	\$0.00	\$0.00	<b>TOTAL TAX</b>
<b>ACCOUNT OR SERIAL #:</b> 1	SPRUCE & FIR	0.000			\$95.00	\$0.00	\$0.00	<b>DUE ON THIS</b>
	HARD MAPLE	0.000			\$242.50	\$0.00	\$0.00	<b>OPERATION</b>
<b># 2</b> <b>BY WHICH LOT WAS DESIGNATED</b> <b>IN NOTICE OF INTENT</b>  <b>MAP &amp; LOT NUMBER</b> 01-04-00, 04-05 & 07-00	WHITE BIRCH	0.000			\$65.00	\$0.00	\$0.00	<b>(TOTAL OF</b>
	YELLOW BIRCH	0.000			\$167.50	\$0.00	\$0.00	<b>COL. # 9)</b>
	OAK	0.000			\$325.00	\$0.00	\$0.00	
	ASH	0.000			\$125.00	\$0.00	\$0.00	
	BEECH & S. MAPLE	0.000			\$62.50	\$0.00	\$0.00	
	PALLET / TIE LOGS	0.000			\$40.00	\$0.00	\$0.00	
	OTHERS :	0.000			\$0.00	\$0.00	\$0.00	
	OTHERS :	0.000			\$0.00	\$0.00	\$0.00	
					<b>TONS</b>	<b>CORDS</b>		
<b># 3</b>  <b>OPERATION NUMBER</b>  15-255-04 T	SPRUCE & FIR		0.00	0.00	\$ 1.50	\$ 5.50	\$0.00	\$0.00
	HARDWOOD & ASPEN		0.00	0.00	\$ 4.75	\$ 10.00	\$0.00	\$0.00
	PINE		0.00	0.00	\$ 1.50	\$ 3.00	\$0.00	\$0.00
	HEMLOCK		0.00	0.00	\$ 3.00	\$ 7.00	\$0.00	\$0.00
	WHOLE TREE CHIPS		425.75	0.00	\$ 1.50	\$ 7.00	\$638.63	\$63.86
	HIGH GRADE SPRUCE		0.00	0.00	\$ 25.00	\$ -	\$0.00	\$0.00
	CORDWOOD		0.00	0.00	\$ -	\$ 12.50	\$0.00	\$0.00
						\$4,704.83	\$470.48	

**ORIGINAL WARRANT  
YIELD TAX LEVY**  
April 27, 2017  
**THE STATE OF NEW HAMPSHIRE**

**Strafford**

TO: COLLECTORS NAME, Collector of Taxes for Town of Lee, NH, in said county:

In the name of said State you are hereby directed to collect on or before thirty (30) days from date of bill from the person(s) named herewith committed to you, the Yield Tax set against their name(s), amounting in all to the sum of : **\$470.48**, with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day. We further order you to pay all monies collected to the treasurer of said town, or treasurer's designee as provided in RSA 41:29, VI, at least on a weekly basis, or daily when receipts exceed \$1,500.00 or more often when directed by the Commissioner of Revenue Administration.

Given under our hands and seal at Lee, NH

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

**DATE SIGNED: April 27, 2017**

NAME & ADDRESS	MAP & LOT	OPERATION #	YIELD TAX DUE
Maple Heights Reatly LLC 149 Epping Road, Suite 2A Exeter, NH 03833	01-04-00, 04-05 & 07-00	15-255-04 T	\$470.48

**TAX DUE DATE: May 27, 2017      TOTAL YIELDTAX: \$470.48**

TIMBER CUT FOR INTENTS FILED DURING: April 1, 2015 to March 31, 2016

TOWN: Lee, NH  
 COUNTY: Strafford  
 OWNER: Maple Heights Reatly LLC  
 OWNER:  
 ADDRESS: 149 Epping Road, Suite 2A  
 ADDRESS: Exeter, NH 03833

INTENT FILED DURING TAX YEAR: April 1, 2015 to March 31, 2016

ACCOUNT & SERIAL #: 1  
 MAP & LOT #: 11-04-00, 04-05 & 07-00  
 OPERATION #: 15-255-04 T  
 DATE OF BILLING: April 27, 2017

SPECIES	LOW MBF	HIGH MBF			RANGE DIFFERENCE	RATING %	STUMPAGE VALUE *	# BOARD FEET IN THOUSANDS			
WHITE PINE	\$110.00	\$160.00			\$50.00	0.50	\$ 135.00	30.120			
HEMLOCK	\$35.00	\$50.00			\$15.00	0.50	\$ 42.50	0.000			
RED PINE	\$40.00	\$50.00			\$10.00	0.50	\$ 45.00	0.000			
SPRUCE & FIR	\$75.00	\$115.00			\$40.00	0.50	\$ 95.00	0.000			
HARD MAPLE	\$160.00	\$325.00			\$165.00	0.50	\$ 242.50	0.000			
WHITE BIRCH	\$50.00	\$80.00			\$30.00	0.50	\$ 65.00	0.000			
YELLOW BIRCH	\$110.00	\$225.00			\$115.00	0.50	\$ 167.50	0.000			
OAK	\$250.00	\$400.00			\$150.00	0.50	\$ 325.00	0.000			
ASH	\$100.00	\$150.00			\$50.00	0.50	\$ 125.00	0.000			
BEECH/SOFT MAPLE	\$40.00	\$85.00			\$45.00	0.50	\$ 62.50	0.000			
PALLET/TIE LOGS	\$30.00	\$50.00			\$20.00	0.50	\$ 40.00	0.000			
Hickory	\$0.00	\$0.00			\$0.00	0.00	\$ -	0.000			
Other:	\$0.00	\$0.00			\$0.00	0.00	\$ -	0.000			
TONS & CORDS	TONS LOW	TONS HIGH	CORDS LOW	CORDS HIGH	TONS	CORDS	RATING %	STUMPAGE VALUE TONS *	STUMPAGE VALUE CORDS *	#TONS	#CORDS
SPRUCE & FIR	\$1.00	\$2.00	\$3.50	\$7.50	\$1.00	\$4.00	0.50	\$ 1.50	\$ 5.50	0.000	0.000
HARDWOOD & ASPEN	\$4.00	\$5.50	\$6.00	\$14.00	\$1.50	\$8.00	0.50	\$ 4.75	\$ 10.00	0.000	0.000
PINE	\$1.00	\$2.00	\$2.00	\$4.00	\$1.00	\$2.00	0.50	\$ 1.50	\$ 3.00	0.000	0.000
HEMLOCK	\$2.00	\$4.00	\$4.00	\$10.00	\$2.00	\$6.00	0.50	\$ 3.00	\$ 7.00	0.000	0.000
WHOLE TREE CHIPS	\$1.00	\$2.00	\$4.00	\$10.00	\$1.00	\$6.00	0.50	\$ 1.50	\$ 7.00	425.750	0.000
HIGH GRADE SPRUCE	\$20.00	\$30.00	\$0.00	\$0.00	\$10.00	\$0.00	0.50	\$ 25.00	\$ -	0.000	0.000
CORD WOOD/FUELWOOD	\$0.00	\$0.00	\$10.00	\$15.00	\$0.00	\$5.00	0.50	\$ -	\$ 12.50	0.000	0.000

\* STUMPAGE VALUE = % RATING X RANGE DIFFERENCE + LOW RANGE VALUE

## Average Stumpage Value List

Suggested for the **SOUTHERN** Region of N.H.

**April 1, 2015 to September 30, 2015**

Available at <http://revenue.nh.gov/mun-prop/property/timber.htm>

**LOW VALUE:** LARGE LOGGING COSTS, POOR ACCESIBILITY OR LOW GRADE TIMBER

**HIGH VALUE:** SMALL LOGGING COST, GOOD ACCESIBILITY, OR HIGH GRADE TIMBER

SAW LOGS	MBF LOW	MBF HIGH
White Pine	\$110.00	\$160.00
Hemlock	\$35.00	\$50.00
Red Pine	\$40.00	\$50.00
Spruce & Fir	\$75.00	\$115.00
Hard Maple	\$160.00	\$325.00
White Birch	\$50.00	\$80.00
Yellow Birch	\$110.00	\$225.00
Oak	\$250.00	\$400.00
Ash	\$100.00	\$150.00
Beech & Soft Maple	\$40.00	\$85.00
Pallet & Tie Logs	\$30.00	\$50.00

Stumpage values for species not listed are available from DRA @ (603) 230-5950

PULPWOOD	TONS LOW-HIGH	CORDS LOW-HIGH
Spruce & Fir	\$1.00-\$2.00	\$3.50-\$7.50
Hardwood & Aspen	\$4.00-\$5.50	\$6.00-\$14.00
Pine	\$1.00-\$2.00	\$2.00-\$4.00
Hemlock	\$2.00-\$4.00	\$4.00-\$10.00
Fuel Chips	\$1.00-\$2.00	
MISCELLANEOUS	TONS LOW-HIGH	CORDS LOW-HIGH
High Grade Spruce	\$20.00-\$30.00	
Cordwood		\$10.00-\$15.00

**Note:** The assessing official shall use the average stumpage value list provided by the department of Revenue Administration, taking into consideration the location of the timber, the quality of the timber, the size of the sale and other factors necessary to harvest the wood or timber that affect the value of timber being cut.

Upon a claim of over assessment, the assessing official shall consider the stumpage price paid or conduct an inspection of the property and use the above stumpage value list.

This is only an **Average** stumpage value range list. The selectman/Assessor may go above or below.

Prepared by:



Jesse Bushaw, LPF

Department of Revenue Administration

This stumpage value forecast is compiled from a survey two weeks prior to printing.

Values may change during this period.

April 1, 2015

FORM PA-8

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION REPORT OF WOOD OR TIMBER CUT RSA 79:11

See instructions on back of form

OPERATION # 15-255-04 - T

For Tax Year April 1, 2015 to March 31, 2016

Mailing Address:

MAPLE HEIGHTS REALTY LLC W. TURNER PORTER 149 EPPING ROAD SUITE 2A EXETER NH 03833-

- 1. City/Town of: LEE
2. Tax Map/Lot # or USFS sale name/unit #: M1 L4-0,4-5,7-0
3. Exact Acreage of Cut
4. Is the cutting complete? Yes [checked] No
5. If yes, date cutting was completed? 12/1/15
6. Name of sawmill or pulpmill logs or pulpwood was sold to:

NAME: W. Turner Porter, Loss
NAME: PSNH / EVER SOURCE
NAME:

7. I hereby report the wood or timber cut under penalty of perjury. (If a corporation, an officer must sign) [Signature] 4/5/17

SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER DATE
W. Turner Porter, Managing Member 4/5/17

PRINT OWNER(S) NAME: Maple Heights Realty LLC
MAILING ADDRESS: 149 Epping Rd, Suite 2A
CITY/TOWN: Exeter NH STATE: 03833 ZIP CODE
TELE NO.: 603-778-6894

8. Description of Wood or Timber Cut

Table with columns: SPECIES, EXACT SCALE CUT, USE INTERNATIONAL 1/4 RULE LOG SCALE, MBF, TONS, OR, CORDS. Rows include White Pine, Hemlock, Red Pine, Spruce & Fir, Hard Maple, White Birch, Yellow Birch, Oak, Ash, Beech & Soft Maple, Pallet or Tie Logs, Others (Specify), PULPWOOD, Spruce & Fir, Hardwood & Aspen, Pine, Hemlock, Whole Tree Chips, MISCELLANEOUS: High Grade Spruce/Fir, Cordwood & Fuelwood.

9. Species and Amount of Wood or Timber for Personal Use or Exempt. See exemptions on back of form.

Table with columns: Species, Amount

10. Under penalty of perjury, I (the logger/forester or person responsible for cutting) declare that I have verified that the above figures are true and correct.

[Signature] SIGNATURE (IN INK) OF LOGGER/FORESTER RESPONSIBLE FOR CUTTING DATE: 4/17/17

PENALTY: Any person who fails to file a Report of Wood or Timber Cut with the proper assessing officials or fails to send copies to the Department of Revenue Administration in accordance with RSA 79:11, shall be guilty of a misdemeanor. DOOMAGE: If an owner neglects to file a report or willfully falsifies a report, the assessing officials shall assess dooimage which is two times what the tax would have been if the report has been properly filed. Refer to RSA 79:12 for the complete statute on dooimage.

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION NOTICE OF INTENT TO CUT WOOD OR TIMBER

RSA 79:10

See instructions on back.

YR TOWN OP# 15-255-04-T

For Tax Year April 1, 20 15 to March 31, 20 16

PLEASE TYPE OR PRINT

- 1 City/Town of LEE
2 Tax Map No./Lot or USFS sale name & unit #: MAP 1, LOTS 4-0, 4-5, 7-0
3 Is this intent an: Original [X] Supplemental [ ] Orig. Oper. #
4 Name of road from which accessible: HAYES ROAD
5 a Acreage of lot: 89.5 Acreage of cut: 6
b Anticipated start date: 5/13/15
6 Type of ownership (check only one):
a Owner of Land and Stumpage [X]
b Previous owner retaining deeded timber rights [ ]
c Owner/Purchaser of stumpage & timber rights on public lands [ ]

Report of Cut Form/Certificate to be sent to:

OWNER [X] LOGGER/FORESTER [ ]

7 I/We hereby accept responsibility for reporting all timber cut within 60 days after the completion of the operation or by May 15, whichever comes first.

Timber Tax Information is Available at www.revenue.nh.gov Questions?? Call (603) 271-2687

A [Signature] 5/13/15 SIGNATURE OF OWNER(S) OR CORPORATE OFFICER DATE

B [Signature] SIGNATURE OF OWNER(S) OR CORPORATE OFFICER DATE

C W. FURNER PORTER, MANAGING MEMBER CORPORATE OFFICER NAME AND TITLE

MAPLE HEIGHTS REALTY, LLC PRINT OWNER(S) NAME

149 EPPING ROAD, SUITE 2A MAILING ADDRESS

EXETER NH 03833 CITY/TOWN STATE ZIP CODE

Tele. No.: (603) 778-6894

FOR ASSESSING OFFICIALS ONLY

The selectmen/assessing officials hereby certify that:

- 1 All owners of record have signed intent;
2 The land is not under the Current Use-unproductive category;
3 The form is complete and accurate; and
4 Any timber tax bond required has been received.
Enter Amount of Timber Tax Bond Required and Date Posted:

\$ \_\_\_\_\_ Date \_\_\_\_\_

- 5 The tax collector will be notified within 30 days of receipt per RSA 79:10;
6 This form to be forwarded to DRA within 30 days.

8 Description Of Wood Or Timber To Be Cut

Table with 2 columns: Species, Estimated Amount To Be Cut. Rows include White Pine, Hemlock, Red Pine, Spruce & Fir, Hard Maple, White Birch, Yellow Birch, Oak, Ash, Beech & Soft Maple, Pallet or Tie Logs, Others (Specify).

Table with 3 columns: Pulpwood, Tons, or, Cords. Rows include Spruce & Fir, Hardwood & Aspen, Pine, Hemlock, Whole Tree Chips.

Table with 2 columns: Miscellaneous, Cords. Rows include Birch Bolts, Cordwood & Fuelwood.

9 Species and Amount of Wood or Timber For Personal Use or Exempt. See exemptions on back of form.

Table with 2 columns: Species, Amount.

10 By signing below, the Logger/Forester or person responsible for cutting hereby accepts responsibility for verifying the volumes of wood and timber to be reported by the owner.

[Signature] 5/12/15 SIGNATURE OF LOGGER/FORESTER OR PERSON RESPONSIBLE FOR CUTTING DATE

DAVID ROUCETTE 207-252-5651 PRINT NAME TELEPHONE

P.O. Box 604 MAILING ADDRESS

Berwick NH 03801 CITY/TOWN STATE ZIP CODE

[Signatures] 5/26/15 5/26/15 5/24/15 Signatures (in ink) of Assessing Official Date



**CERTIFICATION OF YIELD TAXES ASSESSED**  
**INTENT FILED DURING TAX YEAR: April 1, 2016 to March 31, 2017**

TOWN / CITY OF: Lee, NH  
 COUNTY OF: Strafford  
 CERTIFICATION DATE: April 27, 2017

**SEND SIGNED COPY TO:** DEPT. OF REVENUE ADMINISTRATION  
 PROPERTY APPRAISAL DIVISION  
 P.O. BOX 487  
 CONCORD, NH 03302-0487

\_\_\_\_\_  
 (Selectmen/assessor)

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 (Selectmen/assessor)

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 (Selectmen/assessor)

\_\_\_\_\_  
 (Selectmen/assessor)

\_\_\_\_\_  
 (Selectmen/assessor)

# 1	# 4	# 5	# 6	# 6	# 7	# 8	# 9	# 10
<u>NAME OF OWNER</u>	SPECIES	NUMBER OF BOARD FEET IN THOUSANDS	NUMBER OF TONS	NUMBER OF CORDS	STUMPAGE VALUE	TOTAL ASSESSED VAL.	TAX AT 10 %	
Anthony Morin	WHITE PINE	1.500			\$135.00	\$202.50	\$20.25	
0	HEMLOCK	1.745			\$42.50	\$74.16	\$7.42	
21 Wednesday Hill Road	RED PINE	0.000			\$45.00	\$0.00	\$0.00	<b>TOTAL TAX</b>
Lee, NH 03861	SPRUCE & FIR	0.900			\$95.00	\$85.50	\$8.55	<b>DUE ON THIS</b>
<u>ACCOUNT OR SERIAL #:</u>	HARD MAPLE	0.090			\$230.00	\$20.70	\$2.07	<b>OPERATION</b>
1	WHITE BIRCH	0.000			\$65.00	\$0.00	\$0.00	<b>(TOTAL OF</b>
# 2	YELLOW BIRCH	0.000			\$167.50	\$0.00	\$0.00	<b>COL. # 9)</b>
BY WHICH LOT WAS DESIGNATED IN NOTICE OF INTENT	OAK	5.555			\$305.00	\$1,694.28	\$169.43	
<u>MAP &amp; LOT NUMBER</u>	ASH	0.080			\$125.00	\$10.00	\$1.00	
13-07-0000	BEECH & S. MAPLE	0.000			\$70.00	\$0.00	\$0.00	
	PALLET / TIE LOGS	2.425			\$40.00	\$97.00	\$9.70	
	OTHERS :	0.000			\$0.00	\$0.00	\$0.00	
	OTHERS :	0.450			\$160.00	\$72.00	\$7.20	
					<b>TONS</b>	<b>CORDS</b>		<b>\$289.60</b>
# 3	SPRUCE & FIR		0.00	0.00	\$ 1.50	\$ 3.35	\$0.00	\$0.00
<u>OPERATION NUMBER</u>	HARDWOOD & ASPEN		111.26	0.00	\$ 3.75	\$ 9.75	\$417.23	\$41.72
16-255-05-T	PINE		0.00	0.00	\$ 1.50	\$ 3.00	\$0.00	\$0.00
	HEMLOCK		0.00	0.00	\$ 2.75	\$ 6.60	\$0.00	\$0.00
	WHOLE TREE CHIPS		148.41	0.00	\$ 1.50	\$ -	\$222.62	\$22.26
	HIGH GRADE SPRUCE		0.00	0.00	\$ 25.00	\$ -	\$0.00	\$0.00
	CORDWOOD		0.00	0.00	\$ -	\$ 12.50	\$0.00	\$0.00
							\$2,895.99	\$289.60

TOWN: Lee, NH  
 COUNTY: Strafford  
 OWNER: Anthony Morin  
 OWNER:  
 ADDRESS: 21 Wednesday Hill Road  
 ADDRESS: Lee, NH 03861

INTENT FILED DURING TAX YEAR: April 1, 2016 to March 31, 2017

ACCOUNT & SERIAL #: 1  
 MAP & LOT #: 13-07-0000  
 OPERATION #: 16-255-05-T  
 DATE OF BILLING: April 27, 2017

SPECIES	LOW MBF	HIGH MBF			RANGE DIFFERENCE	RATING %	STUMPAGE VALUE *	# BOARD FEET IN THOUSANDS			
WHITE PINE	\$110.00	\$160.00			\$50.00	0.50	\$ 135.00	1.500			
HEMLOCK	\$35.00	\$50.00			\$15.00	0.50	\$ 42.50	1.745			
RED PINE	\$40.00	\$50.00			\$10.00	0.50	\$ 45.00	0.000			
SPRUCE & FIR	\$75.00	\$115.00			\$40.00	0.50	\$ 95.00	0.900			
HARD MAPLE	\$160.00	\$300.00			\$140.00	0.50	\$ 230.00	0.090			
WHITE BIRCH	\$50.00	\$80.00			\$30.00	0.50	\$ 65.00	0.000			
YELLOW BIRCH	\$110.00	\$225.00			\$115.00	0.50	\$ 167.50	0.000			
OAK	\$250.00	\$360.00			\$110.00	0.50	\$ 305.00	5.555			
ASH	\$100.00	\$150.00			\$50.00	0.50	\$ 125.00	0.080			
BEECH/SOFT MAPLE	\$40.00	\$100.00			\$60.00	0.50	\$ 70.00	0.000			
PALLET/TIE LOGS	\$30.00	\$50.00			\$20.00	0.50	\$ 40.00	2.425			
Hickory	\$0.00				\$0.00	0.00	\$ -	0.000			
Cherry	\$160.00	\$300.00			\$140.00	0.00	\$ 160.00	0.450			
TONS & CORDS	TONS LOW	TONS HIGH	CORDS LOW	CORDS HIGH	TONS	CORDS	RATING %	STUMPAGE VALUE TONS *	STUMPAGE VALUE CORDS *	#TONS	#CORDS
SPRUCE & FIR	\$1.00	\$2.00	\$2.20	\$4.50	\$1.00	\$2.30	0.50	\$ 1.50	\$ 3.35	0.000	0.000
HARDWOOD & ASPEN	\$2.50	\$5.00	\$6.50	\$13.00	\$2.50	\$6.50	0.50	\$ 3.75	\$ 9.75	111.260	0.000
PINE	\$1.00	\$2.00	\$2.00	\$4.00	\$1.00	\$2.00	0.50	\$ 1.50	\$ 3.00	0.000	0.000
HEMLOCK	\$2.00	\$3.50	\$4.80	\$8.40	\$1.50	\$3.60	0.50	\$ 2.75	\$ 6.60	0.000	0.000
WHOLE TREE CHIPS	\$1.00	\$2.00	\$0.00	\$0.00	\$1.00	\$0.00	0.50	\$ 1.50	\$ -	148.410	0.000
HIGH GRADE SPRUCE	\$20.00	\$30.00	\$0.00	\$0.00	\$10.00	\$0.00	0.50	\$ 25.00	\$ -	0.000	0.000
CORD WOOD/FUELWOOD	\$0.00	\$0.00	\$10.00	\$15.00	\$0.00	\$5.00	0.50	\$ -	\$ 12.50	0.000	0.000

\* STUMPAGE VALUE = % RATING X RANGE DIFFERENCE + LOW RANGE VALUE

**ORIGINAL WARRANT  
YIELD TAX LEVY  
April 27, 2017  
THE STATE OF NEW HAMPSHIRE**

**Strafford**

TO: COLLECTORS NAME, Collector of Taxes for Town of Lee, NH, in said county:

In the name of said State you are hereby directed to collect on or before thirty (30) days from date of bill from the person(s) named herewith committed to you, the Yield Tax set against their name(s), amounting in all to the sum of : **\$289.60**, with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day. We further order you to pay all monies collected to the treasurer of said town, or treasurer's designee as provided in RSA 41:29, VI, at least on a weekly basis, or daily when receipts exceed \$1,500.00 or more often when directed by the Commissioner of Revenue Administration.

Given under our hands and seal at Lee, NH

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

**DATE SIGNED: April 27, 2017**

NAME & ADDRESS	MAP & LOT	OPERATION #	YIELD TAX DUE
Anthony Morin 21 Wednesday Hill Road Lee, NH 03861	13-07-0000	16-255-05-T	\$289.60

**TAX DUE DATE: May 27, 2017      TOTAL YIELDTAX: \$289.60**

TIMBER CUT FOR INTENTS FILED DURING: April 1, 2016 to March 31, 2017

REPORT OF WOOD OR TIMBER CUT

RSA 79:11

See instructions on back of form

OPERATION # 16-255-05 - T

For Tax Year April 1, 2016 to March 31, 2017

Mailing Address:

RECEIVED APR 14 2017 TOWN OF LEE, NH

BRANDON VALLEY PO BOX 63 OSSIPEE

NH 03814-

8. Description of Wood or Timber Cut

Table with columns: SPECIES, EXACT SCALE CUT, USE INTERNATIONAL 1/4 RULE LOG SCALE, PULPWOOD, TONS OR CORDS. Includes entries for White Pine, Hemlock, Red Pine, Spruce & Fir, Hard Maple, White Birch, Yellow Birch, Oak, Ash, Beech & Soft Maple, Pallet or Tie Logs, Others (Specify) Cherry, Spruce & Fir, Hardwood & Aspen, Pine, Hemlock, Whole Tree Chips, High Grade Spruce/Fir, Cordwood & Fuelwood.

1. City/Town of: LEE

2. Tax Map/Lot # or USFS sale name/unit #: M13 L07

3. Exact Acreage of Cut:

4. Is the cutting complete? Yes [X] No [ ]

5. If yes, date cutting was completed? 7-10-16

6. Name of sawmill or pulpmill logs or pulpwood was sold to:

Burgess Power

Kennebec Lumber

Ossipee Chipping

7. I hereby report the wood or timber cut under penalty of perjury. (If a corporation, an officer must sign)

SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER: Anthony Morin DATE: 4/11/2017

SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER DATE

CORPORATE OFFICER NAME AND TITLE DATE

Anthony Morin PRINT OWNER(S) NAME

21 Wednesday Hill Rd MAILING ADDRESS

Lee, NH CITY / TOWN 03861 STATE ZIP CODE

TELE NO.:

9. Species and Amount of Wood or Timber for Personal Use or Exempt. See exemptions on back of form.

Table with columns: Species, Amount

10. Under penalty of perjury, I (the logger/forester or person responsible for cutting) declare that I have verified that the above figures are true and correct.

SIGNATURE (IN INK) OF LOGGER/FORESTER RESPONSIBLE FOR CUTTING: Benj. Kelly

DATE: 4-2-17

PENALTY: Any person who fails to file a Report of Wood or Timber Cut with the proper assessing officials or fails to send copies to the Department of Revenue administration in accordance with RSA 79:11, shall be guilty of a misdemeanor.

DOOMAGE: If an owner neglects to file a report or willfully falsifies a report, the assessing officials shall assess dooamage which is two times what the tax would have been if the report has been properly filed. Refer to RSA 79:12 for the complete statute on dooamage.

(Assigned by Municipality)

YR TOWN OP#  
16 - 255 - 05 - T

For Tax Year April 1, 16 to March 31, 17

PLEASE TYPE OR PRINT (If filling in form on-line; use TAB Key to move through fields)

- Town/City of: Lee NH
- Tax Map/Block/Lot or USFS Sale Name & Unit No.  
13-07-00
- Intent Type: Original  Supplemental  (Original Intent Number)
- Name of Access Road: Wednesday Hill Rd
- 5a. Acreage of Lot: 3 Acreage of Cut: 2.5
- 5b. Anticipated Start Date: 4-6-16
- Type of ownership (check only one):
  - Owner of Land and Stumpage (Joint Tenants)
  - Owner of Land and Stumpage (Tenants in Common)
  - Previous owner retaining deeded timber rights
  - Owner/Purchaser of stumpage & timber rights on public lands (Fed., State, municipal, etc.) or Utility Easements

**REPORT OF CUT / CERTIFICATE TO BE SENT TO:**

OWNER  OR LOGGER / FORESTER

BY MAIL  OR E-MAIL

7. I/We hereby accept responsibility for reporting all timber cut within 60 days after the completion of the operation or by May 15, whichever comes first. I/We also assume responsibility for any yield tax which may be assessed. (If a corporation, an officer must sign.)

Timber Tax Information is Available at [www.revenue.nh.gov](http://www.revenue.nh.gov)  
Questions?? Call (603) 230-5950

SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED  
Anthony Moran

PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

MAILING ADDRESS  
21 Wednesday Hill Rd

CITY OR TOWN STATE ZIPCODE  
Lee NH 03861

E-MAIL ADDRESS

HOME PHONE (Enter number without dashes) CELL PHONE (Enter number without dashes)  
603 990 9138

**FOR MUNICIPAL ASSESSING OFFICIALS ONLY**

The Selectmen/Municipal Assessing Officials hereby certify that:

- All owners of record have signed the Intent;
- The land is not under the Current Use Unproductive category;
- The form is complete and accurate; and
- Any timber tax bond required has been received.  
\$ \_\_\_\_\_ Date: \_\_\_\_\_
- The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.
- This form to be forwarded to DRA within 30 days.

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE  
[Signature] 6/13/16

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE  
[Signature] 6/13/16

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE  
[Signature] 6/13/16

8. Description of Wood or Timber To Be Cut

Species	Estimated Amount To Be Cut	
White Pine	<u>2,500</u>	MBF
Hemlock		MBF
Red Pine		MBF
Spruce & Fir		MBF
Hard Maple		MBF
White Birch		MBF
Yellow Birch		MBF
Oak	<u>4,000</u>	MBF
Ash		MBF
Beech & Soft Maple		MBF
Pallet or Tie Logs		MBF
Other (Specify)		MBF
	<b>Pulpwood</b>	<b>Tons</b>
		<b>Cords</b>
Spruce & Fir		
Hardwood & Aspen	<u>90</u>	
Pine		
Hemlock		
Whole Tree Chips	<u>60</u>	
<b>Miscellaneous</b>		
High Grade Spruce/Fir		<b>Tons</b>
Cordwood & Fuelwood		<b>Cords</b>

9. Species and Amount of Wood or Timber For Personal Use or Exempt. See exemptions on back of form.

Species	Amount:
---------	---------

10. By signing below, the Logger/Forester or person responsible for cutting hereby accepts responsibility for verifying the volumes of wood and timber to be reported by the owner. I have become familiar with RSA 227-J, the timber harvest laws.

SIGNATURE (in ink) OF PERSON RESPONSIBLE FOR CUT DATE  
Brandon R. Valley

PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT  
Brandon R. Valley

MAILING ADDRESS  
PO Box 63

CITY OR TOWN STATE ZIPCODE  
Center Ossipee NH 03814

PHONE NUMBER E-MAIL ADDRESS  
003 539 3715 Valleylogging@hotmail.com

## Average Stumpage Value List

Suggested for the **SOUTHERN** Region of N.H.

**April 1, 2016 to September 30, 2016**

Available at [www.nh.gov/revenue](http://www.nh.gov/revenue)

**LOW VALUE:** LARGE LOGGING COSTS, POOR ACCESIBILITY OR LOW GRADE TIMBER

**HIGH VALUE:** SMALL LOGGING COST, GOOD ACCESIBILITY, OR HIGH GRADE TIMBER

SAW LOGS	MBF LOW	MBF HIGH
White Pine	\$110.00	\$160.00
Hemlock	\$35.00	\$50.00
Red Pine	\$40.00	\$50.00
Spruce & Fir	\$75.00	\$115.00
Hard Maple	\$160.00	\$300.00
White Birch	\$50.00	\$80.00
Yellow Birch	\$110.00	\$225.00
Oak	\$250.00	\$360.00
Ash	\$100.00	\$150.00
Beech & Soft Maple	\$40.00	\$100.00
Pallet & Tie Logs	\$30.00	\$50.00

Stumpage values for species not listed are available from DRA @ (603) 230-5950

PULPWOOD	TONS	CORDS
	LOW-HIGH	LOW-HIGH
Spruce & Fir	\$1.00-\$2.00	\$2.20-\$4.50
Hardwood & Aspen	\$2.50-\$5.00	\$6.50-\$13.00
Pine	\$1.00-\$2.00	\$2.00-\$4.00
Hemlock	\$2.00-\$3.50	\$4.80-\$8.40
Fuel Chips	\$1.00-\$2.00	
MISCELLANEOUS	TONS	CORDS
	LOW-HIGH	LOW-HIGH
High Grade Spruce	\$20.00-\$30.00	
Cordwood		\$10.00-\$15.00

**Note:** The assessing official shall use the average stumpage value list provided by the department of Revenue Administration, taking into consideration the location of the timber, the quality of the timber, the size of the sale and other factors necessary to harvest the wood or timber that affect the value of timber being cut.

Upon a claim of over assessment, the assessing official shall consider the stumpage price paid or conduct an inspection of the property and use the above stumpage value list.

This is only an **Average** stumpage value range list. The selectman/Assessor may go above or below.

Prepared by:



Rick Evans, NH LF #34

Department of Revenue Administration

This stumpage value forecast is compiled from a survey two weeks prior to printing.

Values may change during this period.

April 1, 2016

*2/19/16*

**AGREEMENT FOR MUTUAL AID IN FIRE PROTECTION  
AND HAZARDOUS MATERIALS INCIDENT RESPONSE  
BETWEEN 157 ARW AND LEE, NH FIRE DEPARTMENT**

This agreement, entered into this 1st day of April 2017, between the Secretary of the Air Force acting pursuant to the authority of 42 U.S.C. 1856a and Lee, New Hampshire (NH) Fire Department is securing to each the benefits of mutual aid in Fire Prevention and Hazardous Materials Incident Response, in the protection of life and property from fire, hazardous materials incident and in firefighting. It is agreed that:

- a. On request to a representative of the Pease ANGB Fire Department by a representative of the Lee, NH Fire Department, firefighting equipment and personnel of the Pease ANGB Fire Department will be dispatched to any point within the area for which the Lee, NH Fire Department normally provides fire protection or hazardous materials incident response as designated by the representatives of the Lee, NH Fire Department.
- b. On request to a representative of the Lee, NH Fire Department by a representative of the Pease ANGB Fire Department, firefighting equipment or hazardous materials incident response and personnel of the Lee, NH Fire Department will be dispatched to any point within the firefighting or hazardous materials incident response jurisdiction of the Pease ANGB Fire Department as designated by the representative of the Pease ANGB Fire Department.
- c. Any dispatch of equipment and personnel pursuant to this agreement is subject to the following conditions:
  - (1) Any request for aid hereunder shall include a statement of the amount and type of equipment and personnel requested and shall specify the location to which the equipment and personnel are to be dispatched, but the amount and type of equipment and the number of personnel to be furnished shall be determined by a representative of the responding organization.
  - (2) The responding organization shall report to the officer in charge of the requesting organization at the location to which the equipment is dispatched, and shall be subject to the orders of that official.
  - (3) A responding organization shall be released by the requesting organization when the services of the responding organization are no longer required or when the responding organization is needed within the area for which it normally provides fire protection.
  - (4) In the event of a crash of an aircraft owned or operated by the United States or military aircraft of any foreign nation within the area for which the Lee, NH Fire Department normally provides fire protection, the Chief of the Pease ANGB Fire Department, his or her representative may assume full command on arrival at the scene of the crash.

(5) Where local agencies do not assign an incident safety officer, an Air Force representative will be assigned to act as the incident safety officer for Pease ANGB to observe Air Force operations.

d. Lee, NH Fire Department may claim reimbursement for the direct expenses and losses that are additional firefighting or hazardous materials incident costs above the normal operating costs incurred while fighting a fire or hazardous materials incident response under this agreement as provided in 44 CFR Part 151, *Reimbursement for Costs of Fire Fighting on Federal Property*.

e. Both parties agree to implement the National Incident Management System during all emergency responses on and off installations in accordance with NFPA 1561.

f. Each party waives all claims against every other party for compensation for any loss, damage, personal injury, or death occurring as a consequence of the performance of this agreement. This provision does not waive any right of reimbursement pursuant to paragraph d above.

g. All equipment used by Lee, NH Fire Department in carrying out this agreement will, at the time of action hereunder, be owned by it; and all personnel acting for Lee, NH Fire Department under this agreement will, at the time of such action, be an employee or volunteer member of Lee, NH Fire Department.

For Lee, NH Fire Department

  
\_\_\_\_\_  
Fire Chief

\_\_\_\_\_  
Responsible Civil Agency for  
Lee, NH Fire Department

for the Secretary of the Air Force

\_\_\_\_\_  
157 ARW/CC

\_\_\_\_\_  
USPFO for New Hampshire

\_\_\_\_\_  
TAG New Hampshire

\_\_\_\_\_  
Civil Engineer for Chief  
National Guard Bureau



## Julie Glover

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**From:** arlonchaffee@gmail.com on behalf of Arlon Chaffee <arlon@lococycling.com>  
**Sent:** Monday, May 01, 2017 5:39 PM  
**To:** Julie Glover  
**Cc:** Tom Dronsfield  
**Subject:** Bicycle Ride - Sunday June 4th - Lee  
**Attachments:** Town of Lee NH COI.pdf

Julie - the 6th Annual Raid Rockingham bicycle ride will take place on Sunday June 4th. This is the dirt road ride that will pass through Lee. I will work with Chief Dronsfield (cc'd here) to address any safety considerations.

We expect about 400 riders this year. The ride originates in Newmarket and by the time they reach Lee the riders will be spread out thinly - it should look like any other Sunday in Lee, with cyclists sharing the road with motorists.

The route will enter Lee on Rt 152, from the West side of Rt 125. Riders will cross Rt. 125 and enter Demeritt Ave, on to Cartland & Lee Hill. Riders will then pass through Lee on Rt 155 and exit via Packers Falls.

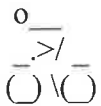
I will explain to all riders that rules of the road are to be observed, with particular emphasis on the Rt 125 signal (I will have warning signage up as cyclists approach this intersection).

Due to the size and the nature of the event I don't believe a police detail would be required but, of course, will defer to the Chief's judgement.

I have attached a Cert of Insurance with Town of Lee as Additional insured.. Please let me know if you require additional information.

Thanks!

Arlon



Friends don't let friends ride slow

Arlon A. Chaffee  
Big Wheel, LOCO Cycling, Inc.  
PO Box 471  
Newmarket NH 03857  
Phone: [603.682.9954](tel:603.682.9954)

Please consider the environment before printing this e-mail





## ADDITIONAL REMARKS SCHEDULE

AGENCY Fairly Consulting Group, LLC		NAMED INSURED USA Cycling, Inc. 210 USA Cycling Point, Suite 100 Colorado Springs, CO 80919	
POLICY NUMBER SEE PAGE 1		EFFECTIVE DATE: SEE PAGE 1	
CARRIER SEE PAGE 1	NAIC CODE SEE P 1		

## ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:  
(06/14) - Additional Insured - Designated Person or Organization.

Event Number: 2017-409  
Event Name: Raid Rockingham  
Event Location: Newmarket, NH  
Event Date(s): 06/04/2017

**ENDORSEMENT**

**This endorsement, effective 12:01 AM 12/31/2016**

Forms a part of policy no.: 015375404

Issued to: USA CYCLING, INC.

By: LEXINGTON INSURANCE COMPANY

**ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION**

(Based on CG 2026 04/13)

This endorsement modifies insurance provided by the following:

**COMMERCIAL GENERAL LIABILITY POLICY**

**SCHEDULE**

**Name of Additional Insured Person(s) or Organization(s)**

**AS REQUIRED BY WRITTEN CONTRACT**

Information required to complete this Schedule, if not shown above, will be shown in the Declarations

**A. Section II - Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in Mole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- 1. In the performance of your ongoing operations; or
- 2. In connection with your premises owned by or rented to you.

However:

- 1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- 2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we **will** pay on behalf of the additional insured is the amount of insurance:

- 1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;  
whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations

All other terms and conditions of the policy remain the same.



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**Authorized Representative**

# State of New Hampshire

## Board of Tax and Land Appeals

Michele E. LeBrun, Chair  
Albert F. Shamash, Esq., Member  
Theresa M. Walker, Member  
-----  
Anne M. Stelmach, Clerk



Governor Hugh J. Gallen  
State Office Park  
Johnson Hall  
107 Pleasant Street  
Concord, New Hampshire  
03301-3834

### NOTICE TO ALL TAX COLLECTORS:

**Please complete and return this form to the Board of Tax and Land Appeals  
no later than May 1, 2017.**

In accordance with the provisions of RSA 76:13, the Tax Collector shall notify the Board of Tax and Land Appeals, **in writing**, of the date on which the **final tax bill** was sent (tax bill that establishes the total tax liability – see RSA 76:1-a for definitions).

Complete the information below indicating the date of mailing of the final tax bill covering taxes which were committed to you on the original property warrant for **2016** (for the period of April 1, 2016 through March 31, 2017).

MUNICIPALITY: Lee

FINAL TAX BILL MAILED: October 31, 2016

Final tax bill, pursuant to RSA 76:1-a, means one of the following. Please check one.

- Bill annually;
- Bill semiannually (pursuant to RSA 76:15-a);
- Operating with an optional fiscal year (pursuant to RSA 31:94-a); or,
- Special legislative act; and
- Bill quarterly (pursuant to RSA 76:15-aa).

Were any supplemental RSA 76:16 property tax warrants issued. Yes or No: Yes  
If yes, when 5/2/16. You do not need to attach a copy of the warrant.

  
Signature of Tax Collector

### CERTIFICATION

I hereby certify a copy of this Form has been provided to the Selectmen/Assessors.

Date: 4/17/2017

  
Signature of Tax Collector

Rev. 3/2017