

## SELECT BOARD MEETING AGENDA

**DATE: Tuesday, January 16, 2018 at 6:30 pm**

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

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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. **FY19 2<sup>nd</sup> PUBLIC BUDGET HEARING - Continued review of FY19 Budget and Warrant**
4. **Julie Glover, Town Administrator**
  - a. *In Memorium for FY17 Town Report*
  - b. *NH Division of Historical Resources Confirmation Letter*
  - c. *Miscellaneous*
5. **Motion to accept the Consent Agenda as presented:**
  - a. *Abatement*
  - b. *Traffic Circle Water Project – Letter from NH DES*
  - c. *Pay in Lieu of – Chief Dronsfield*
  - d. *Select Board and ABC Meeting Minutes from 11/30/2017*
  - e. *Public and Non Public Meeting Minutes from 1/2/2018*
  - f. *Manifest #14*
  - g. *Weeks Payroll Ending January 14, 2018*
6. **Motion to enter into Non-Public Session–NH RSA 91-A:3II (a) Personnel (3), (d) Church  
Roll Call Vote required**
7. **Motion to seal the Non-Public Session Minutes (if necessary.) Roll Call Vote required.**
8. **Miscellaneous/Unfinished Business**
9. **Adjournment**

**Posted: Town Hall, Public Safety Complex, Public Library and on [leenh.org](http://leenh.org) on January 12, 2018**

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  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED			BOS
							Dept Head	ABC	BOS	w/Wage Adj
01.41301.111.00	BOS - Town Administrator Salary	\$70,054	\$70,054	\$73,754	\$72,180	\$76,000	\$76,000	\$76,000	\$76,000	\$78,000
01.41301.112.00	BOS - Town Secretary Wages	\$43,006	\$44,503	\$43,436	\$44,491	\$46,202	\$46,197	\$46,197	\$46,197	\$47,849
01.41301.122.00	BOS - Temporary Employee Wages	\$3,500	\$0	\$3,500	\$14,379	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500
01.41301.130.00	BOS - Overtime	\$4,545	\$2,551	\$3,500	\$4,353	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500
01.41301.142.00	BOS - Selectboard Salary	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
01.41301.142.01	BOS - Trustees of Trust Salary	\$0	\$0	\$0	\$0	\$300	\$300	\$300	\$300	\$300
01.41301.550.00	BOS - Town Report	\$4,000	\$3,712	\$4,000	\$3,219	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
01.41301.582.00	BOS - Conference	\$200	\$25	\$200	\$0	\$200	\$200	\$200	\$200	\$200
01.41301.611.00	BOS - Supplies	\$0	\$0	\$0	\$0	\$500	\$500	\$500	\$500	\$500
<b>DRA: Selectmens Office - 41301</b>		<b>\$131,305</b>	<b>\$126,845</b>	<b>\$134,390</b>	<b>\$144,622</b>	<b>\$138,702</b>	<b>\$138,697</b>	<b>\$138,697</b>	<b>\$138,697</b>	<b>\$142,349</b>
01.41401.142.00	Elections & Regis. - Moderator Salary	\$600	\$1,128	\$800	\$1,488	\$400	\$600	\$600	\$600	\$600
01.41401.142.01	Elections & Regis. - Assistant Moderator	\$0	\$0	\$0	\$0	\$0	\$400	\$400	\$400	\$400
01.41401.143.00	Elections & Regis. - Supervisors of the Checklist	\$2,400	\$3,298	\$3,600	\$4,103	\$3,200	\$3,700	\$3,700	\$3,700	\$3,700
01.41401.143.01	Elections & Regis. - Ballot Clerks	\$2,000	\$1,263	\$2,500	\$2,082	\$1,600	\$1,300	\$1,300	\$1,300	\$1,300
01.41401.441.00	Elections & Regis. - Town Meeting Expense	\$750	\$300	\$400	\$250	\$400	\$400	\$400	\$400	\$400
01.41401.540.00	Elections & Regis. - Legal Notices	\$200	\$259	\$200	\$547	\$300	\$400	\$400	\$400	\$400
01.41401.550.00	Elections & Regis. - Printing (Ballots)	\$3,000	\$2,929	\$4,000	\$4,171	\$3,000	\$4,000	\$4,000	\$4,000	\$4,000
01.41401.561.00	Elections & Registrations - Training	\$0	\$0	\$0	\$120	\$0	\$120	\$120	\$120	\$120
01.41401.581.00	Elections & Regis. - Mileage	\$50	\$52	\$50	\$77	\$50	\$50	\$50	\$50	\$50
01.41401.605.00	Elections & Regis. - Postage	\$100	\$0	\$100	\$0	\$50	\$50	\$50	\$50	\$50
01.41401.630.00	Elections & Regis. - Meals	\$700	\$450	\$800	\$658	\$600	\$600	\$600	\$600	\$600
<b>DRA: Elections &amp; Registrations - 41401</b>		<b>\$9,800</b>	<b>\$9,679</b>	<b>\$12,450</b>	<b>\$13,496</b>	<b>\$9,600</b>	<b>\$11,620</b>	<b>\$11,620</b>	<b>\$11,620</b>	<b>\$11,620</b>
01.41411.114.00	TC/TC - Deputy Wages PT	\$17,470	\$21,416	\$18,411	\$12,373	\$23,922	\$23,922	\$23,922	\$23,922	\$23,615
01.41411.115.00	TC/TC - Assistant Wages PT	\$5,843	\$0	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
01.41411.141.00	TC/TC - Salary	\$48,635	\$48,635	\$49,122	\$48,915	\$49,121	\$49,121	\$49,121	\$49,121	\$50,103
01.41411.311.00	TC/TC - Lien Searches	\$1,500	\$357	\$2,200	\$332	\$2,000	\$2,000	\$1,000	\$1,000	\$1,000
01.41411.330.00	TC/TC - Telephone	\$400	\$27	\$400	\$0	\$300	\$300	\$	\$	\$
01.41411.331.00	TC/TC - Software	\$0	\$0	\$7,812	\$7,891	\$7,900	\$8,000	\$8,000	\$8,000	\$8,000
01.41411.540.00	TC/TC - Legal Notices/Advertising	\$250	\$320	\$250	\$401	\$330	\$400	\$400	\$400	\$400
01.41411.560.00	TC/TC - Dues & Subscriptions	\$80	\$205	\$80	\$80	\$80	\$80	\$80	\$80	\$80
01.41411.561.00	TC/TC - Training	\$1,000	\$260	\$750	\$0	\$750	\$700	\$500	\$500	\$500
01.41411.581.00	TC/TC - Mileage	\$1,350	\$846	\$1,350	\$519	\$1,350	\$1,350	\$1,000	\$1,000	\$1,000
01.41411.582.00	TC/TC - Conference/Travel	\$250	\$603	\$250	\$392	\$250	\$250	\$250	\$250	\$250
01.41411.583.00	TC/TC - Registry Redemptions	\$500	\$231	\$500	\$89	\$500	\$400	\$400	\$400	\$400
01.41411.605.00	TC/TC - Postage	\$6,300	\$4,325	\$5,000	\$4,347	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
01.41411.610.00	TC/TC - Dog Tags	\$350	\$192	\$350	\$277	\$300	\$300	\$300	\$300	\$300
01.41411.611.00	TC/TC - Office Supplies	\$2,000	\$2,614	\$2,800	\$1,745	\$2,800	\$2,800	\$2,200	\$2,200	\$2,200
<b>DRA: Town Clerk/Tax Collector - 41411</b>		<b>\$85,928</b>	<b>\$80,031</b>	<b>\$94,275</b>	<b>\$77,361</b>	<b>\$94,603</b>	<b>\$94,623</b>	<b>\$92,173</b>	<b>\$92,173</b>	<b>\$92,848</b>
01.41501.111.00	Fin. Admin. - Finance Officer Salary	\$48,480	\$48,480	\$48,965	\$48,759	\$50,555	\$50,555	\$50,555	\$50,555	\$52,000
01.41501.115.00	Fin. Admin. - Accounting Assistant Wages	\$0	\$0	\$0	\$0	\$14,976	\$14,976	\$14,144	\$14,144	\$14,976
01.41501.142.00	Fin. Admin. - Treasurer Salary PT	\$5,116	\$5,116	\$5,116	\$5,116	\$5,116	\$5,116	\$5,116	\$5,116	\$5,116
01.41501.142.02	Fin. Admin. - ABC Salary	\$0	\$0	\$0	\$0	\$600	\$600	\$600	\$600	\$600
01.41501.321.00	Fin. Admin - Professional Audit	\$14,000	\$12,950	\$14,000	\$12,910	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000
01.41501.336.00	Fin. Admin. - Interest	\$0	\$0	\$0	\$37	\$0	\$0	\$0	\$0	\$0
01.41501.540.00	Fin. Admin. - Legal Notices/Advertising	\$1,800	\$1,476	\$1,000	\$2,136	\$1,500	\$2,000	\$2,000	\$2,000	\$2,000
01.41501.550.00	Fin. Admin. - Printing	\$2,000	\$2,166	\$2,000	\$1,631	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
01.41501.560.00	Fin. Admin. - Dues & Subscriptions	\$4,800	\$3,904	\$4,000	\$4,054	\$4,000	\$4,200	\$4,200	\$4,200	\$4,200

TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED			BOS
							Dept Head	ABC	BOS	w/Wage Adj
01.41501.561.00	Fin. Admin. - Training	\$2,000	\$1,195	\$0	\$0	\$500	\$300	\$300	\$300	\$300
01.41501.581.00	Fin. Admin. - Mileage	\$1,500	\$528	\$1,000	\$670	\$500	\$500	\$500	\$500	\$500
01.41501.582.00	Fin. Admin. - Conference/Travel	\$1,200	\$1,700	\$1,200	\$1,545	\$1,500	\$1,600	\$1,600	\$1,600	\$1,600
01.41501.605.00	Fin. Admin. - Postage/IT	\$3,000	\$2,881	\$2,000	\$1,864	\$2,500	\$2,200	\$2,200	\$2,200	\$2,200
01.41501.611.00	Fin. Admin. - Office Supplies	\$4,000	\$1,832	\$3,000	\$3,375	\$2,000	\$3,000	\$3,000	\$3,000	\$3,000
01.41501.612.00	Fin. Admin. - Kitchen Supplies	\$200	\$198	\$0	\$135	\$200	\$200	\$200	\$200	\$200
01.41501.640.00	Fin. Admin. - Reference Materials	\$0	\$142	\$200	\$0	\$200	\$0	\$0	\$0	\$0
01.41501.750.00	Fin. Admin. - New Equipment	\$500	\$303	\$500	\$145	\$500	\$500	\$500	\$500	\$500
<b>DRA: Financial Administration - 41501</b>		<b>\$88,596</b>	<b>\$82,871</b>	<b>\$82,981</b>	<b>\$82,377</b>	<b>\$98,647</b>	<b>\$99,747</b>	<b>\$98,915</b>	<b>\$98,915</b>	<b>\$101,192</b>
01.41502.330.01	Fin. Admin. - Telephone - Landlines	\$1,200	\$1,509	\$1,800	\$1,324	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600
01.41502.331.00	Fin. Admin. - Computer Software	\$1,000	\$24	\$1,000	\$2,554	\$500	\$500	\$500	\$500	\$500
01.41502.332.00	Fin. Admin. - Computer Services	\$38,500	\$34,832	\$35,000	\$30,033	\$55,000	\$45,000	\$45,000	\$45,000	\$45,000
01.41502.333.00	Fin. Admin. - PEG Access	\$1,000	\$0	\$500	\$0	\$500	\$0	\$0	\$0	\$0
01.41502.334.00	Fin. Admin. - Software Support Services	\$24,500	\$26,577	\$15,400	\$18,402	\$15,000	\$19,000	\$19,000	\$19,000	\$19,000
01.41502.341.00	Fin. Admin. - Printer/Copier/Fax Lease Agreements	\$8,200	\$8,244	\$8,200	\$7,732	\$5,500	\$2,500	\$2,500	\$2,500	\$2,500
01.41502.342.00	Fin. Admin. - Alarms	\$1,500	\$1,885	\$1,500	\$2,281	\$1,500	\$2,000	\$2,000	\$2,000	\$2,000
01.41502.430.00	Fin. Admin. - M & R	\$2,500	\$1,228	\$2,500	\$278	\$2,000	\$1,000	\$1,000	\$1,000	\$1,000
01.41502.561.00	Fin. Admin. - Training	\$0	\$0	\$2,000	\$2,596	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
01.41502.750.00	Fin. Admin. - Computer Hardware (New Equipment)	\$3,000	\$2,774	\$11,000	\$6,938	\$3,000	\$8,000	\$8,000	\$8,000	\$8,000
<b>DRA: IT Expenses - 41502</b>		<b>\$81,400</b>	<b>\$77,073</b>	<b>\$78,900</b>	<b>\$72,138</b>	<b>\$86,600</b>	<b>\$81,600</b>	<b>\$81,600</b>	<b>\$81,600</b>	<b>\$81,600</b>
01.41521.320.00	Assessing - Assessing Firms	\$30,000	\$27,600	\$31,200	\$31,350	\$31,200	\$32,000	\$32,000	\$32,000	\$32,000
01.41521.581.00	Assessing - Mileage	\$600	\$449	\$500	\$385	\$500	\$500	\$500	\$500	\$500
<b>DRA: Assessing - 41521</b>		<b>\$30,600</b>	<b>\$28,049</b>	<b>\$31,700</b>	<b>\$31,735</b>	<b>\$31,700</b>	<b>\$32,500</b>	<b>\$32,500</b>	<b>\$32,500</b>	<b>\$32,500</b>
01.41531.000.00	Legal Expense - General	\$17,000	\$8,802	\$20,000	\$12,672	\$10,000	\$12,000	\$12,000	\$12,000	\$12,000
01.41531.000.02	Legal Expense - Fairpoint	\$0	\$2,093	\$5,000	\$1,113	\$5,000	\$3,000	\$3,000	\$3,000	\$3,000
<b>DRA: Legal Fees - 41531</b>		<b>\$17,000</b>	<b>\$10,895</b>	<b>\$25,000</b>	<b>\$13,785</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>
01.41551.190.00	Personnel Admin. - Bonus	\$19,306	\$13,976	\$0	\$0	\$0	\$0	\$0	\$0	\$0
01.41551.191.00	Personnel Admin. - Pay in Lieu of Vacation	\$5,000	\$4,476	\$15,288	\$9,425	\$10,000	\$15,500	\$10,000	\$10,000	\$10,000
01.41551.211.00	Personnel Admin. - Health Insurance	\$455,380	\$347,388	\$403,000	\$300,804	\$382,333	\$370,588	\$370,588	\$378,667	\$378,956
01.41551.211.01	FSA - through Health Trust	\$0	\$0	\$0	\$9,750	\$690	\$792	\$792	\$792	\$792
01.41551.215.00	Personnel Admin. - Health Insurance Buy Out	\$4,000	\$11,651	\$7,634	\$13,968	\$17,000	\$12,452	\$12,452	\$12,452	\$12,452
01.41551.216.00	Personnel Admin. - Dental Insurance	\$0	\$0	\$24,000	\$17,573	\$22,080	\$18,109	\$18,109	\$18,967	\$18,967
01.41551.220.00	Personnel Admin. - SS	\$59,721	\$50,964	\$55,550	\$61,184	\$64,664	\$65,000	\$65,000	\$65,651	\$67,189
01.41551.225.00	Personnel Admin. - MC	\$22,493	\$19,377	\$21,210	\$21,965	\$22,795	\$26,000	\$26,000	\$26,153	\$26,708
01.41551.230.01	Personnel Admin. - Retirement - Group I	\$70,498	\$61,014	\$65,650	\$80,141	\$74,016	\$66,000	\$66,000	\$72,000	\$74,230
01.41551.230.02	Personnel Admin. - Retirement - Group II Police	\$143,333	\$147,971	\$132,310	\$105,873	\$135,998	\$140,000	\$140,000	\$140,000	\$142,027
01.41551.230.03	Personnel Admin. - Retirement - Group II Fire	\$0	\$0	\$30,300	\$32,246	\$33,363	\$40,000	\$40,000	\$40,000	\$40,772
01.41551.250.00	Personnel Admin. - Unemployment	\$4,007	\$4,144	\$4,500	\$3,067	\$4,500	\$3,010	\$3,010	\$3,010	\$3,010
01.41551.260.00	Personnel Admin. - Worker's Compensation	\$43,343	\$43,736	\$44,000	\$50,105	\$39,222	\$38,685	\$38,685	\$38,685	\$39,399
01.41551.299.00	Personnel Admin. - Fire Accident & Health Ins.	\$5,461	\$5,461	\$5,461	\$5,461	\$5,461	\$5,461	\$5,461	\$5,461	\$5,461
01.41551.415.00	Personnel Admin. - Background Check	\$0	\$0	\$200	\$316	\$300	\$300	\$300	\$300	\$300
01.41551.615.00	Personnel Admin. - Special Awards/Flowers	\$500	\$523	\$500	\$1,496	\$2,000	\$1,500	\$1,500	\$1,500	\$1,500
01.41551.630.00	Personnel Admin. - Food/Meetings	\$500	\$0	\$250	\$256	\$250	\$250	\$250	\$250	\$250
<b>DRA: Personnel Administration - 41551</b>		<b>\$833,542</b>	<b>\$710,681</b>	<b>\$809,853</b>	<b>\$713,630</b>	<b>\$814,672</b>	<b>\$803,647</b>	<b>\$798,147</b>	<b>\$813,888</b>	<b>\$822,013</b>
01.41911.112.00	P & Z - Administrator Wages	\$50,690	\$51,421	\$51,197	\$51,343	\$53,297	\$53,290	\$53,290	\$53,290	\$56,165
01.41911.130.00	P & Z - Overtime	\$3,535	\$393	\$1,000	\$1,033	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500

TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED			BOS
							Dept Head	ABC	BOS	w/Wage Adj
01.41911.330.01	P & Z - Telephone - Landline	\$1,600	\$678	\$800	\$763	\$880	\$880	\$880	\$880	\$880
01.41911.330.03	P & Z - Telephone - Cell Phone Reimbursement	\$0	\$720	\$720	\$690	\$720	\$720	\$720	\$720	\$720
01.41911.331.00	P & Z - Software	\$0	\$0	\$1,185	\$1,257	\$1,185	\$1,300	\$1,300	\$1,300	\$1,300
01.41911.332.00	P & Z - Outside Consulting	\$1,050	\$175	\$1,050	\$683	\$1,050	\$1,050	\$1,050	\$1,050	\$1,050
01.41911.350.00	P & Z - Legal Expense	\$30,000	\$13,941	\$30,000	\$42,328	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
01.41911.430.00	P & Z - Vehicle M & R	\$850	\$1,416	\$2,000	\$917	\$850	\$850	\$850	\$850	\$850
01.41911.444.00	P & Z - Equipment Lease	\$2,500	\$3,002	\$2,650	\$2,601	\$3,200	\$3,200	\$3,200	\$3,200	\$3,200
01.41911.501.00	P & Z - Strafford County Regional Planning	\$5,020	\$5,020	\$5,025	\$5,025	\$5,075	\$5,162	\$5,150	\$5,162	\$5,162
01.41911.502.00	P & Z - Recording Fees	\$50	\$3	\$50	\$41	\$50	\$50	\$50	\$50	\$50
01.41911.540.00	P & Z - Legal Notices & Advertising	\$5,400	\$6,028	\$4,500	\$4,385	\$6,300	\$6,300	\$6,300	\$6,300	\$6,300
01.41911.560.00	P & Z - Dues & Subscriptions	\$400	\$35	\$400	\$145	\$400	\$400	\$400	\$400	\$400
01.41911.561.00	P & Z - Training	\$1,000	\$130	\$1,000	\$898	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
01.41911.581.00	P & Z - Mileage	\$100	\$0	\$100	\$71	\$100	\$100	\$100	\$100	\$100
01.41911.605.00	P & Z - Postage	\$1,900	\$494	\$1,700	\$1,328	\$1,700	\$1,700	\$1,700	\$1,700	\$1,700
01.41911.611.00	P & Z - Office Supplies	\$1,100	\$1,066	\$1,100	\$1,744	\$1,100	\$1,100	\$1,100	\$1,100	\$1,100
01.41911.621.00	P & Z - Heat	\$0	\$66	\$0	\$0	\$0	\$0	\$0	\$0	\$0
01.41911.622.00	P & Z - Electricity	\$1,250	\$774	\$1,250	\$1,035	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250
01.41911.626.00	P & Z - Gas/Oil Vehicle	\$950	\$291	\$950	\$306	\$950	\$750	\$750	\$750	\$750
01.41911.640.00	P & Z - Resource Materials	\$250	\$335	\$250	\$105	\$250	\$250	\$250	\$250	\$250
01.41911.750.00	P & Z - New Equipment	\$300	\$0	\$300	\$472	\$300	\$300	\$300	\$300	\$300
<b>DRA: Planning &amp; Zoning - 41911</b>		<b>\$107,945</b>	<b>\$ 85,988</b>	<b>\$107,227</b>	<b>\$117,170</b>	<b>\$111,157</b>	<b>\$111,152</b>	<b>\$111,140</b>	<b>\$111,152</b>	<b>\$114,027</b>
01.41941.112.00	Govt. Buildings - Maintenance Wages FT	\$38,785	\$39,145	\$39,173	\$39,242	\$31,076	\$0	\$0	\$0	\$0
01.41941.115.00	Govt. Buildings - Maintenance Wages PT	\$12,625	\$10,833	\$12,752	\$15,053	\$24,648	\$55,084	\$55,084	\$55,084	\$57,402
01.41941.130.00	Govt. Buildings - Overtime	\$808	\$280	\$800	\$508	\$0	\$0	\$0	\$0	\$0
01.41941.330.03	Govt. Buildings - Telephone - Cell Phone Reimburse	\$360	\$360	\$360	\$330	\$720	\$720	\$720	\$720	\$720
01.41941.424.00	Govt. Buildings - Landscape	\$500	\$442	\$500	\$360	\$500	\$500	\$500	\$500	\$500
01.41941.430.00	Govt. Buildings - M & R	\$15,000	\$18,906	\$17,000	\$15,675	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
01.41941.441.00	Govt. Buildings - Uniforms	\$300	\$249	\$300	\$281	\$400	\$400	\$400	\$400	\$400
01.41941.581.00	Govt. Buildings - Mileage	\$500	\$418	\$500	\$356	\$500	\$500	\$500	\$500	\$500
01.41941.610.01	Govt. Buildings - Supplies	\$6,370	\$3,472	\$6,000	\$5,249	\$4,000	\$5,000	\$5,000	\$5,000	\$5,000
01.41941.610.02	Govt. Buildings - Supplies - Energy Committee	\$200	\$0	\$200	\$0	\$9,900	\$1,500	\$1,500	\$1,500	\$1,500
01.41941.610.03	Govt. Buildings - Supplies - Sustainability Commit	\$0	\$0	\$0	\$0	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
01.41941.613.01	Govt. Buildings - Water - Safety Complex	\$0	\$221	\$100	\$20	\$100	\$100	\$100	\$100	\$100
01.41941.613.02	Govt. Buildings - Bottled Water - Town Hall	\$800	\$131	\$800	\$61	\$200	\$200	\$200	\$200	\$200
01.41941.622.01	Govt. Buildings - Electricity - Caution Lights	\$0	\$690	\$720	\$703	\$720	\$720	\$720	\$720	\$720
01.41941.622.03	Govt. Buildings - Electricity - Tennis Court	\$0	\$348	\$360	\$348	\$360	\$360	\$360	\$360	\$360
01.41941.622.04	Govt. Buildings - Electricity - Town Hall	\$6,000	\$2,450	\$4,000	\$3,242	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500
01.41941.622.05	Govt. Buildings - Electricity - Triangle - Holiday	\$0	\$89	\$150	\$104	\$150	\$150	\$150	\$150	\$150
01.41941.622.06	Govt. Buildings - Electricity - Vault	\$0	\$258	\$300	\$272	\$300	\$300	\$300	\$300	\$300
01.41941.623.00	Govt. Buildings - Heat - Town Hall Complex	\$6,000	\$4,093	\$4,000	\$5,706	\$4,000	\$6,000	\$6,000	\$6,000	\$6,000
01.41941.623.01	Govt. Buildings - Heat - Safety Complex	\$0	\$0	\$0	\$104	\$0	\$400	\$400	\$400	\$400
01.41941.760.00	Govt. Buildings - JLSC	\$500	\$0	\$500	\$0	\$500	\$500	\$250	\$250	\$250
<b>DRA: Government Buildings - 41941</b>		<b>\$88,748</b>	<b>\$82,385</b>	<b>\$88,515</b>	<b>\$87,614</b>	<b>\$102,574</b>	<b>\$96,934</b>	<b>\$96,684</b>	<b>\$96,684</b>	<b>\$99,002</b>
01.41951.112.00	Cemetery - Labor	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
01.41951.114.00	Cemetery - Superintendent Salary	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600
01.41951.142.01	Cemetery - Trustees Salary	\$0	\$0	\$0	\$0	\$300	\$300	\$300	\$300	\$300
01.41951.430.00	Cemetery - M & R	\$4,500	\$5,966	\$5,400	\$150	\$0	\$0	\$0	\$0	\$0
01.41951.605.00	Cemetery - Postage	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0
01.41951.610.00	Cemetery - Flags	\$414	\$613	\$0	\$0	\$0	\$400	\$400	\$400	\$400

TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED			BOS
							Dept Head	ABC	BOS	w/Wage Adj
01.41951.611.00	Cemetery - Office Supplies	\$800	\$79	\$0	\$0	\$0	\$0	\$0	\$0	\$0
01.41951.626.00	Cemetery - Gas/Oil/Fuel	\$0	\$48	\$0	\$243	\$0	\$0	\$0	\$0	\$0
01.41951.740.00	Cemetery - Capital Improvements, Fences, etc.	\$1,000	\$5,286	\$0	\$4,800	\$5,400	\$5,000	\$5,000	\$5,000	\$5,000
01.41951.753.00	Cemetery - Memorial Replacement	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>DRA: Cemetery - 41951</b>		<b>\$13,114</b>	<b>\$12,593</b>	<b>\$ 6,000</b>	<b>\$ 5,793</b>	<b>\$ 6,300</b>	<b>\$ 6,300</b>	<b>\$ 6,300</b>	<b>\$ 6,300</b>	<b>\$ 6,300</b>
01.41961.000.00	Insurance - Property Liability	\$43,274	\$43,205	\$45,500	\$45,474	\$42,495	\$44,096	\$44,096	\$44,096	\$44,096
<b>DRA: Insurance - 41961</b>		<b>\$43,274</b>	<b>\$43,205</b>	<b>\$45,500</b>	<b>\$45,474</b>	<b>\$42,495</b>	<b>\$44,096</b>	<b>\$44,096</b>	<b>\$44,096</b>	<b>\$44,096</b>
01.41991.000.00	Other General Government	\$0	\$0	\$8,097	\$0	\$1,136	\$45,000	\$65,000	\$50,000	\$
01.41991.111.00	Other Gen. Govt. - Retro. Increase - FT Salaried	\$0	\$0	\$0	\$5,850	\$0	\$0	\$0	\$0	\$0
01.41991.112.00	Other Gen. Govt. - Retro. Increase - FT Hourly	\$0	\$0	\$0	\$2,967	\$0	\$0	\$0	\$0	\$0
01.41991.115.00	Other Gen. Govt. - Retro. Increase - PT Hourly	\$0	\$0	\$0	\$857	\$0	\$0	\$0	\$0	\$0
01.41991.123.00	Other Gen. Govt. - Bonus	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$0
<b>DRA: Other General Government - 41991</b>		<b>\$0</b>	<b>\$0</b>	<b>\$8,097</b>	<b>\$10,674</b>	<b>\$1,136</b>	<b>\$45,000</b>	<b>\$65,000</b>	<b>\$50,000</b>	<b>\$</b>
01.42101.111.00	Police - Chief Salary	\$80,280	\$79,223	\$80,280	\$80,460	\$81,608	\$81,608	\$81,608	\$81,608	\$83,240
01.42101.112.01	Police - Sergeant Wages	\$56,940	\$9,269	\$99,965	\$0	\$55,536	\$55,536	\$55,536	\$55,536	\$56,647
01.42101.112.02	Police - Senior Patrol Wages	\$99,117	\$73,408	\$99,117	\$86,074	\$94,087	\$98,384	\$97,892	\$97,892	\$99,864
01.42101.112.03	Police - Patrol Wages	\$189,852	\$209,999	\$150,327	\$142,501	\$93,704	\$89,253	\$89,253	\$89,253	\$142,196
01.42101.112.04	Police - Secretary Wages	\$42,494	\$43,161	\$42,494	\$44,924	\$46,297	\$46,297	\$46,297	\$46,297	\$48,267
01.42101.112.05	Police - Officer Holiday Pay	\$14,569	\$11,783	\$14,569	\$13,734	\$14,211	\$16,019	\$16,019	\$16,019	\$16,339
01.42101.112.06	Police - Detective	\$0	\$14,074	\$0	\$0	\$	\$47,000	\$47,000	\$47,000	\$47,000
01.42101.112.07	Police - Corporal	\$0	\$10,863	\$0	\$51,690	\$51,210	\$51,189	\$51,189	\$51,189	\$
01.42101.115.01	Police - PT Patrol Officer	\$0	\$1,056	\$0	\$33,735	\$33,962	\$35,293	\$35,293	\$35,293	\$35,999
01.42101.130.01	Police - Officer Overtime	\$17,246	\$18,962	\$17,246	\$19,733	\$20,000	\$29,906	\$29,906	\$29,906	\$29,906
01.42101.130.02	Police - Secretary Overtime	\$0	\$696	\$0	\$156	\$0	\$0	\$0	\$0	\$0
01.42101.320.00	Police - CALEA	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
01.42101.330.01	Police - Telephone - Landlines	\$4,250	\$2,012	\$5,626	\$1,838	\$5,626	\$2,160	\$2,160	\$2,160	\$2,160
01.42101.330.02	Police - Telephone - Cell Phones	\$0	\$3,018	\$0	\$2,753	\$0	\$5,000	\$5,000	\$5,000	\$5,000
01.42101.330.03	Police - Telephone - Cell Phone Reimbursement	\$0	\$360	\$0	\$520	\$0	\$720	\$720	\$720	\$720
01.42101.335.00	Police - Evidence	\$300	\$523	\$300	\$1,221	\$300	\$800	\$800	\$800	\$800
01.42101.350.00	Police - Attorney	\$7,133	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
01.42101.431.00	Police - Vehicle Repair	\$13,500	\$12,616	\$13,500	\$16,537	\$13,500	\$13,500	\$13,500	\$13,500	\$13,500
01.42101.432.00	Police - Radio Repair	\$1,100	\$774	\$1,950	\$370	\$1,950	\$1,950	\$1,950	\$1,950	\$1,950
01.42101.441.00	Police - Uniforms	\$3,600	\$10,977	\$5,000	\$10,444	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
01.42101.444.00	Police - Lease Agreements/Contracts	\$12,800	\$11,165	\$13,500	\$12,327	\$16,413	\$16,413	\$16,413	\$16,413	\$16,413
01.42101.555.00	Police - Printing	\$1,500	\$58	\$1,000	\$823	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
01.42101.560.00	Police - Dues	\$500	\$100	\$500	\$250	\$500	\$500	\$500	\$500	\$500
01.42101.561.00	Police - Training	\$4,500	\$3,672	\$5,500	\$7,586	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
01.42101.611.00	Police - Supplies	\$2,500	\$4,008	\$3,500	\$3,334	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500
01.42101.621.00	Police - Heat	\$8,000	\$3,665	\$8,000	\$4,781	\$8,000	\$8,000	\$6,000	\$6,000	\$6,000
01.42101.622.00	Police - Electricity	\$10,250	\$8,989	\$10,250	\$9,134	\$10,250	\$10,250	\$10,250	\$10,250	\$10,250
01.42101.626.00	Police - Gas/Oil/ Vehicles	\$27,000	\$16,454	\$27,000	\$21,137	\$27,000	\$27,000	\$27,000	\$27,000	\$27,000
01.42101.750.00	Police - New Equipment	\$7,000	\$25,428	\$43,200	\$51,709	\$43,200	\$43,200	\$43,200	\$43,200	\$43,200
<b>DRA: Police Department - 42101</b>		<b>\$608,431</b>	<b>\$576,313</b>	<b>\$642,824</b>	<b>\$617,771</b>	<b>\$634,354</b>	<b>\$696,978</b>	<b>\$694,486</b>	<b>\$694,486</b>	<b>\$703,951</b>
01.42111.531.01	UNH Dispatch	\$10,000	\$8445	\$8,445	\$8,445	\$8,445	\$8,445	\$8,445	\$8,445	\$8,445
01.42111.531.02	Strafford County Dispatch	\$6,712	\$6,712	\$6,712	\$6,712	\$10,407	\$10,407	\$ 6,712	\$ 6,712	\$ 6,712
<b>DRA: Dispatch - Police &amp; Fire - 42111</b>		<b>\$16,712</b>	<b>\$15,157</b>	<b>\$15,157</b>	<b>\$15,157</b>	<b>\$18,852</b>	<b>\$18,852</b>	<b>\$15,157</b>	<b>\$15,157</b>	<b>\$15,157</b>

TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED			BOS w/Wage Adj
							Dept Head	ABC	BOS	
01.42151.500.00	Ambulance	\$20,179	\$20,179	\$18,516	\$13,887	\$19,776	\$19,963	\$19,963	\$19,963	\$19,963
<b>DRA: Ambulance - 42151</b>		<b>\$20,179</b>	<b>\$20,179</b>	<b>\$18,516</b>	<b>\$13,887</b>	<b>\$19,776</b>	<b>\$19,963</b>	<b>\$19,963</b>	<b>\$19,963</b>	<b>\$19,963</b>
01.42201.111.00	Fire - Chief Salary	\$57,570	\$58,068	\$65,691	\$62,888	\$70,700	\$70,700	\$70,700	\$70,700	\$72,127
01.42201.112.05	Fire - FT Lieutenant Wages	\$38,571	\$39,143	\$39,736	\$39,056	\$45,177	\$50,398	\$50,398	\$50,398	\$51,406
01.42201.112.07	Fire - FT FF Holiday Wages	\$3,030	\$0	\$3,030	\$0	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030
01.42201.114.00	Fire - PT Deputy Salary	\$7,682	\$7,682	\$7,759	\$7,726	\$7,836	\$7,836	\$7,836	\$7,836	\$7,993
01.42201.115.05	Fire - PT FF Wages	\$30,498	\$29,206	\$31,419	\$38,728	\$102,184	\$116,626	\$116,626	\$116,626	\$118,959
01.42201.115.06	Fire - PT LT Wages	\$21,496	\$14,648	\$21,840	\$4,051	\$0	\$0	\$0	\$0	\$0
01.42201.116.05	Fire - On Call Lieutenant Wages	\$0	\$3,691	\$0	\$151	\$0	\$0	\$0	\$0	\$0
01.42201.116.06	Fire - On Call Firefighter Wages	\$47,470	\$29,873	\$47,470	\$35,465	\$47,470	\$47,470	\$47,470	\$47,470	\$48,419
01.42201.119.00	Fire - Night Shift Incentive	\$23,000	\$20,093	\$23,000	\$20,775	\$23,000	\$23,000	\$23,000	\$23,000	\$23,000
01.42201.130.00	Fire - Overtime	\$5,050	\$3,910	\$4,000	\$3,584	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
01.42201.330.01	Fire - Telephone - Landlines	\$3,200	\$1,624	\$1,700	\$1,487	\$1,700	\$1,700	\$1,700	\$1,700	\$1,700
01.42201.431.01	Fire - Equipment M & R	\$8,500	\$9,269	\$8,500	\$4,239	\$9,500	\$9,500	\$9,500	\$9,500	\$9,500
01.42201.431.02	Fire - Vehicle Equipment M & R	\$8,000	\$10,299	\$8,000	\$13,968	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
01.42201.432.00	Fire - Radio Repair	\$3,000	\$2,931	\$3,000	\$1,010	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
01.42201.441.00	Fire - Uniforms	\$1,800	\$2,221	\$2,000	\$3,456	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
01.42201.444.00	Fire - Lease Agreements/Contracts	\$8,500	\$10,130	\$9,000	\$6,947	\$11,500	\$11,500	\$11,500	\$11,500	\$11,500
01.42201.555.01	Fire - Printing	\$100	\$106	\$50	\$1,022	\$50	\$50	\$50	\$50	\$50
01.42201.555.02	Fire - Fire Prevention Safety	\$500	\$0	\$500	\$290	\$500	\$500	\$500	\$500	\$500
01.42201.560.00	Fire - Dues/Subscriptions	\$6,000	\$5,736	\$6,000	\$3,900	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
01.42201.561.00	Fire - Training	\$10,000	\$12,112	\$10,000	\$13,196	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
01.42201.582.00	Fire - Conference/Travel	\$1,000	\$231	\$1,000	\$60	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
01.42201.605.00	Fire - Postage	\$50	\$18	\$50	\$6	\$50	\$50	\$50	\$50	\$50
01.42201.611.01	Fire - Office Supplies	\$2,000	\$1,110	\$2,000	\$1,776	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
01.42201.611.02	Fire - Supplies	\$1,000	\$1,978	\$1,000	\$2,188	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
01.42201.611.03	Fire - Medical Supplies	\$2,000	\$1,083	\$2,000	\$2,878	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
01.42201.613.00	Fire - Bottled Water	\$450	\$474	\$450	\$492	\$500	\$500	\$500	\$500	\$500
01.42201.621.00	Fire - Heat	\$8,000	\$3,665	\$8,000	\$4,780	\$8,000	\$8,000	\$6,000	\$6,000	\$6,000
01.42201.622.00	Fire - Electricity	\$10,250	\$8,989	\$10,250	\$9,090	\$10,250	\$10,250	\$10,250	\$10,250	\$10,250
01.42201.626.00	Fire - Gas/Oil/Fuel	\$2,500	\$1,195	\$2,500	\$1,204	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
01.42201.627.00	Fire - Diesel Fuel	\$8,000	\$6,884	\$8,000	\$6,354	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
01.42201.631.00	Fire - Special Events	\$500	\$216	\$500	\$849	\$500	\$500	\$500	\$500	\$500
01.42201.632.00	Fire - Personal Protective Equipment	\$20,000	\$22,425	\$20,000	\$12,183	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
01.42201.750.00	Fire - New Equipment	\$15,000	\$40,875	\$15,000	\$26,626	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
<b>DRA: Fire Department - 42201</b>		<b>\$354,717</b>	<b>\$349,885</b>	<b>\$363,445</b>	<b>\$330,425</b>	<b>\$433,947</b>	<b>\$453,610</b>	<b>\$451,610</b>	<b>\$451,610</b>	<b>\$457,485</b>
01.42401.115.00	Code Enforce. - Building Inspector Wages	\$28,280	\$24,504	\$28,563	\$33,550	\$42,000	\$42,000	\$42,000	\$52,500	\$53,549
01.42401.130.00	Code Enforce. - Overtime	\$0	\$0	\$0	\$0	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
<b>DRA: Code Enforcement - 42401</b>		<b>\$28,280</b>	<b>\$24,504</b>	<b>\$28,563</b>	<b>\$33,550</b>	<b>\$43,000</b>	<b>\$43,000</b>	<b>\$43,000</b>	<b>\$53,500</b>	<b>\$54,549</b>
01.42901.113.00	EOC - Assist. Emergency Management Director Wage	\$500	\$1,500	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
01.42901.116.00	EOC - Emergency Management Wages	\$500	\$100	\$600	\$600	\$600	\$600	\$600	\$600	\$600
01.42901.611.00	EOC - Supplies	\$6,000	\$5,504	\$6,000	\$413	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
<b>DRA: Emergency Management - 42901</b>		<b>\$7,000</b>	<b>\$7,104</b>	<b>\$7,600</b>	<b>\$2,013</b>	<b>\$7,600</b>	<b>\$7,600</b>	<b>\$7,600</b>	<b>\$7,600</b>	<b>\$7,600</b>
01.43111.111.00	Highway - Road Agent Salary	\$63,137	\$63,137	\$63,769	\$63,500	\$66,406	\$66,406	\$66,406	\$66,406	\$68,735
01.43111.112.01	Highway - Road Agent Asst. Wages	\$43,584	\$44,498	\$44,020	\$43,274	\$46,030	\$46,030	\$46,030	\$46,030	\$47,845
01.43111.112.02	Highway - FT Wages	\$41,066	\$41,959	\$41,477	\$41,112	\$43,987	\$43,987	\$43,992	\$43,992	\$45,766
01.43111.112.03	Highway - Holiday Wages	\$4,040	\$0	\$4,040	\$2,961	\$1,280	\$1,280	\$1,280	\$1,280	\$1,280

TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED			BOS
							Dept Head	ABC	BOS	w/Wage Adj
01.43111.116.00	Highway - PT On Call Wages	\$6,565	\$4,227	\$7,000	\$9,455	\$9,000	\$12,000	\$12,000	\$12,000	\$12,000
01.43111.130.00	Highway - Overtime	\$9,090	\$3,662	\$9,090	\$7,713	\$9,090	\$9,500	\$9,500	\$9,500	\$9,500
01.43111.306.00	Highway - Miscellaneous/Engineering	\$6,000	\$599	\$5,500	\$1,288	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500
01.43111.320.01	Highway - Police Details/Traffic Control	\$0	\$0	\$0	\$0	\$0	\$3,000	\$3,000	\$3,000	\$3,000
01.43111.330.01	Highway - Telephone - Landlines	\$1,520	\$467	\$780	\$579	\$780	\$820	\$820	\$820	\$820
01.43111.330.02	Highway - Telephone - Cell Phone Reimbursement	\$0	\$1,130	\$1,080	\$1,107	\$1,080	\$1,080	\$1,080	\$1,080	\$1,080
01.43111.414.00	Highway - Medical Drug Testing	\$750	\$576	\$750	\$345	\$750	\$750	\$750	\$750	\$750
01.43111.424.00	Highway - Parks & Grounds Maintenance	\$11,250	\$10,778	\$11,250	\$6,229	\$12,000	\$7,000	\$7,000	\$7,000	\$7,000
01.43111.430.00	Highway - Subcontracted Repairs	\$6,000	\$905	\$5,500	\$1,949	\$5,500	\$5,000	\$5,000	\$5,000	\$5,000
01.43111.431.01	Highway - Parts/In House Repairs	\$14,500	\$11,593	\$14,500	\$11,251	\$14,500	\$13,500	\$13,500	\$13,500	\$13,500
01.43111.431.02	Highway - Wear Edges (Plows & Equipment)	\$3,500	\$3,193	\$3,500	\$3,555	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500
01.43111.431.03	Highway - Building M & R	\$2,500	\$1,880	\$2,500	\$0	\$3,000	\$3,000	\$2,500	\$2,500	\$2,500
01.43111.441.00	Highway - Uniforms	\$1,700	\$1,435	\$1,500	\$1,794	\$2,300	\$2,500	\$2,500	\$2,500	\$2,500
01.43111.442.00	Highway - Rented and Hired Equipment	\$16,000	\$6,780	\$16,000	\$17,541	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000
01.43111.450.00	Highway - Signs & Warning Devices	\$2,500	\$3,101	\$2,500	\$2,655	\$2,000	\$1,750	\$1,750	\$1,750	\$1,750
01.43111.451.00	Highway - Tires	\$2,500	\$1,356	\$2,500	\$2,098	\$2,500	\$2,000	\$2,000	\$2,000	\$2,000
01.43111.611.01	Highway - Office Supplies	\$250	\$170	\$250	\$61	\$250	\$250	\$250	\$250	\$250
01.43111.611.02	Highway - Supplies - Other	\$3,500	\$3,198	\$3,500	\$3,525	\$3,500	\$4,000	\$4,000	\$4,000	\$4,000
01.43111.621.00	Highway - Heat	\$6,500	\$2,014	\$5,967	\$2,999	\$5,000	\$5,000	\$4,000	\$4,000	\$4,000
01.43111.622.01	Highway - Electricity - Annex 0436214010	\$1,750	\$806	\$900	\$840	\$950	\$1,000	\$1,000	\$1,000	\$1,000
01.43111.622.02	Highway - Electricity - Salt Shed 0436214510	\$0	\$911	\$850	\$877	\$950	\$1,000	\$1,000	\$1,000	\$1,000
01.43111.626.00	Highway - Gas	\$5,935	\$3,238	\$5,940	\$3,709	\$5,940	\$5,940	\$5,940	\$5,940	\$5,940
01.43111.627.00	Highway - Diesel	\$17,625	\$4,682	\$15,000	\$10,469	\$13,750	\$13,750	\$13,750	\$13,750	\$13,750
01.43111.650.00	Highway - Paving & Asphalt Products	\$170,000	\$163,428	\$175,000	\$189,621	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000
01.43111.651.00	Highway - Stone/Sand/Gravel	\$9,500	\$9,432	\$8,000	\$6,768	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000
01.43111.652.00	Highway - Culverts/Guard Rails +	\$6,000	\$1,797	\$5,000	\$2,135	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
01.43111.653.00	Highway - Salt/Sand/Magnesium	\$26,500	\$13,208	\$28,000	\$22,185	\$28,000	\$28,000	\$28,000	\$28,000	\$28,000
01.43111.750.00	Highway - New Equipment/Tools	\$1,500	\$581	\$1,000	\$713	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
<b>DRA: Highway Department - 43111</b>		<b>\$485,262</b>	<b>\$404,741</b>	<b>\$486,663</b>	<b>\$462,308</b>	<b>\$493,543</b>	<b>\$493,543</b>	<b>\$492,048</b>	<b>\$492,048</b>	<b>\$497,967</b>
01.43211.111.00	Transfer Station - Manager	\$48,388	\$48,388	\$48,872	\$48,666	\$48,872	\$48,872	\$45,000	\$47,000	\$47,940
01.43211.112.00	Transfer Station - FT Wages	\$33,771	\$35,338	\$37,815	\$37,994	\$38,189	\$38,189	\$38,189	\$38,189	\$38,953
01.43211.115.00	Transfer Station - PT Wages	\$36,526	\$35,790	\$37,875	\$40,642	\$40,546	\$40,546	\$40,546	\$40,546	\$41,357
01.43211.115.01	Transfer Station - PT Clerical Wages	\$100	\$0	\$100	\$0	\$100	\$100	\$100	\$100	\$100
01.43211.130.00	Transfer Station - Overtime	\$1,616	\$0	\$1,400	\$184	\$1,400	\$1,400	\$1,400	\$1,400	\$1,400
01.43211.306.00	Transfer Station - Engineering	\$100	\$0	\$100	\$0	\$100	\$0	\$0	\$0	\$0
01.43211.312.00	Transfer Station - Compliance	\$200	\$123	\$200	\$0	\$200	\$200	\$200	\$200	\$200
01.43211.330.01	Transfer Station - Telephone - Landlines	\$735	\$640	\$400	\$448	\$450	\$450	\$450	\$450	\$450
01.43211.330.03	Transfer Station - Telephone - Cell Phone Reimburs	\$0	\$360	\$400	\$360	\$360	\$360	\$360	\$360	\$360
01.43211.332.00	Transfer Station - Internet Provider	\$0	\$0	\$0	\$919	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300
01.43211.421.01	Transfer Station - Recycling Expense	\$2,000	\$902	\$2,000	\$1,784	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
01.43211.421.02	Transfer Station - CFC Removal	\$200	\$0	\$200	\$0	\$200	\$200	\$200	\$200	\$200
01.43211.425.00	Transfer Station - Grounds Maintenance	\$2,500	\$2,767	\$2,000	\$564	\$2,000	\$2,000	\$1,500	\$1,500	\$1,500
01.43211.431.00	Transfer Station - Equipment M & R	\$7,000	\$5,535	\$7,000	\$10,610	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
01.43211.441.00	Transfer Station - Uniforms	\$1,500	\$2,088	\$1,500	\$1,620	\$2,200	\$2,200	\$2,500	\$2,500	\$2,500
01.43211.441.02	Transfer Station - Volunteer T Shirts	\$200	\$0	\$200	\$0	\$100	\$0	\$0	\$0	\$0
01.43211.445.00	Transfer Station - Porta Potty	\$700	\$576	\$700	\$650	\$725	\$650	\$650	\$650	\$650
01.43211.555.00	Transfer Station - Printing	\$1,450	\$1,008	\$450	\$565	\$1,450	\$1,450	\$1,450	\$1,450	\$1,450
01.43211.560.00	Transfer Station - Dues & Subscriptions	\$400	\$427	\$400	\$377	\$450	\$450	\$450	\$450	\$450
01.43211.561.00	Transfer Station - Training	\$1,600	\$1,077	\$1,000	\$1,165	\$900	\$900	\$1,500	\$1,500	\$1,500
01.43211.581.00	Transfer Station - Mileage	\$0	\$765	\$300	\$996	\$700	\$700	\$800	\$800	\$800

TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED			BOS w/Wage Adj
							Dept Head	ABC	BOS	
01.43211.582.00	Transfer Station - Conference & Travel	\$400	\$0	\$400	\$25	\$400	\$400	\$400	\$400	\$400
01.43211.605.00	Transfer Station - Postage	\$50	\$20	\$50	\$1	\$25	\$25	\$25	\$25	\$25
01.43211.611.00	Transfer Station - Office Supplies	\$1,800	\$467	\$1,500	\$443	\$1,000	\$1,000	\$ 750	\$ 750	\$ 750
01.43211.611.02	Transfer Station - Other	\$500	\$85	\$500	\$160	\$500	\$500	\$500	\$500	\$500
01.43211.612.00	Transfer Station - Kitchen Expense	\$0	\$334	\$100	\$486	\$500	\$500	\$500	\$500	\$500
01.43211.614.00	Transfer Station - Compost Bins & Pails	\$1,000	\$235	\$500	\$72	\$300	\$300	\$300	\$300	\$300
01.43211.615.00	Transfer Station - Volunteer Thanks	\$0	\$200	\$200	\$150	\$200	\$150	\$150	\$150	\$150
01.43211.621.00	Transfer Station - Heat	\$1,900	\$541	\$800	\$2,104	\$800	\$800	\$1200	\$1200	\$1200
01.43211.622.01	TS - Electricity - Main TS Building 661478	\$9,000	\$5,865	\$9,000	\$6,501	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
01.43211.622.02	TS - Electricity - Swap Shop - 690911	\$0	\$1,522	\$800	\$608	\$1,600	\$0	\$0	\$0	\$0
01.43211.622.03	TS - Electricity - Old Bailer - 602718	\$0	\$2,225	\$700	\$1,122	\$2,400	\$0	\$0	\$0	\$0
01.43211.626.00	Transfer Station - Fuel	\$4,000	\$2,281	\$2,500	\$2,588	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
01.43211.750.01	Transfer Station - New Equipment	\$4,000	\$10,403	\$4,500	\$3,263	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500
01.43211.750.02	Transfer Station - Safety Equipment	\$2,000	\$4,406	\$2,000	\$1,427	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
<b>DRA: Transfer Station - 43211</b>		<b>\$163,636</b>	<b>\$164,368</b>	<b>\$166,462</b>	<b>\$166,494</b>	<b>\$171,967</b>	<b>\$167,642</b>	<b>\$164,420</b>	<b>\$166,420</b>	<b>\$168,935</b>
01.43241.421.01	Solid Waste Disposal - MSW & Bulky Waste	\$92,000	\$89,931	\$70,000	\$83,178	\$72,000	\$84,000	\$80,000	\$80,000	\$80,000
01.43241.421.02	Solid Waste Disposal - Tires	\$1,800	\$234	\$1,200	\$930	\$800	\$800	\$800	\$800	\$800
01.43241.421.03	Solid Waste Disposal - Hazardous Waste	\$3,500	\$2,488	\$2,250	\$1,989	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
01.43241.421.04	Solid Waste Disposal - Electronics	\$6,000	\$7,418	\$5,000	\$4,129	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
01.43241.421.05	Solid Waste Disposal - Waste Oil	\$3,000	\$150	\$1,000	\$300	\$500	\$500	\$500	\$500	\$500
01.43241.421.06	Solid Waste Disposal - Solid Waste Other	\$500	\$0	\$500	\$0	\$500	\$500	\$500	\$500	\$500
01.43241.421.07	Solid Waste Disposal - Construction & Demolition D	\$9,000	\$9,607	\$9,000	\$8,546	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
01.43241.421.08	Solid Waste Disposal - Glass	\$3,000	\$0	\$3,000	\$2,533	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
01.43241.421.09	Solid Waste Disposal - Fluorocarbons CFC	\$500	\$0	\$300	\$262	\$200	\$200	\$200	\$200	\$200
01.43241.421.10	Solid Waste Disposal - Antifreeze	\$200	\$235	\$200	\$260	\$250	\$250	\$250	\$250	\$250
01.43241.421.11	Solid Waste Disposal - Brush Grinding	\$6,000	\$3,975	\$6,000	\$6,450	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500
01.43241.421.12	Solid Waste Disposal - Lamprey Closure Costs	\$1,100	\$927	\$927	\$927	\$927	\$927	\$927	\$927	\$927
01.43241.421.13	Solid Waste Disposal - Propane	\$0	\$372	\$0	\$504	\$400	\$400	\$400	\$400	\$400
01.43241.425.00	Solid Waste Disposal - Hauling Costs	\$22,000	\$24,689	\$20,000	\$26,288	\$26,000	\$26,000	\$26,000	\$26,000	\$26,000
<b>DRA: Solid Waste Disposal - 43241</b>		<b>\$148,600</b>	<b>\$140,026</b>	<b>\$119,377</b>	<b>\$136,296</b>	<b>\$129,577</b>	<b>\$141,577</b>	<b>\$137,577</b>	<b>\$137,577</b>	<b>\$137,577</b>
01.43311.411.00	So. East Watershed Alliance	\$0	\$0	\$0	\$0	\$200	\$200	\$200	\$200	\$200
<b>DRA: Water Treatment, Distribution &amp; Conservation - 43311</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200</b>	<b>\$200</b>	<b>\$200</b>	<b>\$200</b>	<b>\$200</b>
01.44141.000.00	Animal Control	\$1,650	\$65	\$1,650	\$9	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
<b>DRA: Animal Control - 44141</b>		<b>\$1,650</b>	<b>\$ 65</b>	<b>\$1,650</b>	<b>\$ 9</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>
01.44151.000.01	Health - A Safe Place	\$2,000	\$2,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
01.44151.000.02	Health - AIDS Seacoast Response	\$700	\$700	\$700	\$700	\$700	\$700	\$700	\$700	\$700
01.44151.000.03	Health - American Red Cross	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500
01.44151.000.04	Health - CASA	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500
01.44151.000.05	Health - Child and Family Care Services	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
01.44151.000.06	Health - Community Action Partnership	\$1,500	\$1,500	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
01.44151.000.07	Health - Goodwin Community Health	\$5,020	\$5,020	\$5,563	\$5,563	\$2,993	\$4,003	\$4,003	\$4,003	\$4,003
01.44151.000.08	Health - Homemakers Health Services	\$125	\$125	\$886	\$886	\$708	\$1,200	\$1,200	\$1,200	\$1,200
01.44151.000.09	Health - Lamprey Health Care	\$3,296	\$3,296	\$3,200	\$3,200	\$3,200	\$3,200	\$3,200	\$3,200	\$3,200
01.44151.000.10	Health - Ready Rides	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
01.44151.000.11	Health - Haven	\$1,775	\$1,775	\$3,775	\$3,775	\$3,775	\$3,775	\$3,775	\$3,775	\$3,775
01.44151.000.13	Health - My Friend's Place	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
01.44151.000.14	Health - Homeless Shelter Strafford County	\$0	\$500	\$500	\$500	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000



TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED			BOS w/Wage Adj
							Dept Head	ABC	BOS	
01.44151.000.15	Health - Strafford Nutrition & Meals on Wheels	\$0	\$0	\$0	\$0	\$0	\$1,500	\$1,500	\$1,500	\$1,500
<b>DRA: Health Service Agencies - 44151</b>		<b>\$18,416</b>	<b>\$18,416</b>	<b>\$20,124</b>	<b>\$20,124</b>	<b>\$17,876</b>	<b>\$20,878</b>	<b>\$20,878</b>	<b>\$20,878</b>	<b>\$20,878</b>
01.44411.115.00	General Assistance - Welfare Officer Wages	\$5,000	\$4,570	\$10,000	\$4,810	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
01.44411.330.02	General Assistance - Telephone - Cell	\$600	\$594	\$600	\$543	\$600	\$600	\$600	\$600	\$600
01.44411.560.00	General Assistance - Dues & Subscriptions	\$0	\$79	\$100	\$30	\$100	\$100	\$100	\$100	\$100
<b>DRA: General Assistance Administration - 44411</b>		<b>\$5,600</b>	<b>\$5,243</b>	<b>\$10,700</b>	<b>\$5,383</b>	<b>\$5,700</b>	<b>\$5,700</b>	<b>\$5,700</b>	<b>\$5,700</b>	<b>\$5,700</b>
01.44421.801.01	General Assistance - Rent Assistance	\$14,200	\$5,123	\$12,000	\$12,458	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
01.44421.801.02	General Assistance - Electricity Assistance	\$1,200	\$970	\$1,200	\$1,048	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
01.44421.801.03	General Assistance - Heating Fuel Assistance	\$1,000	\$0	\$1,000	\$0	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
01.44421.801.04	General Assistance - Medical Supplies Assistance	\$500	\$0	\$250	\$0	\$250	\$250	\$250	\$250	\$250
01.44421.801.05	General Assistance - Food Assistance	\$600	\$0	\$500	\$0	\$500	\$500	\$500	\$500	\$500
01.44421.801.06	General Assistance - Funeral Assistance	\$0	\$750	\$0	\$1,500	\$750	\$750	\$750	\$750	\$750
<b>DRA: Direct Welfare Assistance - 44421</b>		<b>\$17,500</b>	<b>\$ 6,843</b>	<b>\$14,950</b>	<b>\$15,006</b>	<b>\$24,500</b>	<b>\$24,500</b>	<b>\$24,500</b>	<b>\$24,500</b>	<b>\$24,500</b>
01.45201.000.01	Parks & Recreation - Oyster River Youth Associatio	\$26,700	\$26,700	\$27,000	\$27,000	\$27,875	\$28,700	\$28,700	\$28,700	\$28,700
01.45201.000.02	Parks & Recreation - Recreation Events	\$3,500	\$1,431	\$6,800	\$2,817	\$6,900	\$6,900	\$6,900	\$6,900	\$6,900
01.45201.000.03	Parks & Recreation - Town Fair	\$0	\$0	\$2,500	\$2,500	\$0	\$8000	\$8000	\$8000	\$8000
01.45201.611.00	Parks & Recreation - Supplies	\$0	\$1,482	\$780	\$993	\$780	\$1,100	\$1,100	\$1,100	\$1,100
01.45201.611.01	Parks & Rec. - BB Grills for Pavillion	\$0	\$0	\$900	\$420	\$0	\$0	\$0	\$0	\$0
01.45201.622.00	Parks & Recreation - Electricity - D94316222 - LRP	\$600	\$899	\$850	\$901	\$1,000	\$1,500	\$1,500	\$1,500	\$1,500
<b>DRA: Parks &amp; Recreation - 45201</b>		<b>\$30,800</b>	<b>\$30,512</b>	<b>\$38,830</b>	<b>\$34,631</b>	<b>\$36,555</b>	<b>\$46,200</b>	<b>\$46,200</b>	<b>\$46,200</b>	<b>\$46,200</b>
01.45501.111.00	Library - Director Salary	\$55,608	\$54,539	\$56,109	\$55,896	\$57,181	\$57,236	\$57,236	\$57,236	\$57,236
01.45501.112.02	Library - Library Assistant FT	\$33,860	\$33,844	\$34,235	\$34,303	\$35,490	\$40,518	\$35,454	\$35,454	\$35,454
01.45501.115.02	Library - Youth Services Librarian PT	\$21,546	\$20,650	\$21,742	\$22,113	\$22,542	\$22,555	\$22,555	\$22,555	\$22,555
01.45501.115.03	Library - Assistant I	\$12,743	\$12,903	\$14,012	\$0	\$0	\$0	\$0	\$0	\$0
01.45501.115.04	Library - Assistant II	\$9,258	\$9,050	\$9,453	\$0	\$0	\$0	\$0	\$0	\$0
01.45501.115.05	Library - Substitute	\$1,500	\$932	\$1,500	\$862	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
01.45501.115.06	Library Technician I	\$0	\$0	\$0	\$4,563	\$9,114	\$9,109	\$9,109	\$9,109	\$9,109
01.45501.115.07	Library Technician II	\$0	\$0	\$0	\$17,445	\$14,750	\$14,543	\$14,543	\$14,543	\$14,543
01.45501.200.00	Library - Ancillary PR Expenses	\$0	\$0	\$0	\$0	\$0	\$47,098	\$27,778	\$27,778	\$31,001
01.45501.211.00	Library - Health	\$26,992	\$0	\$4,400	\$0	\$0	\$0	\$0	\$0	\$0
01.45501.216.00	Library - Dental Expense	\$0	\$193	\$838	\$0	\$0	\$0	\$0	\$0	\$0
01.45501.220.00	Library - SS	\$8,508	\$8,166	\$8,445	\$0	\$0	\$0	\$0	\$0	\$0
01.45501.225.00	Library - MC	\$1,983	\$1,910	\$1,975	\$0	\$0	\$0	\$0	\$0	\$0
01.45501.230.00	Library - Retirement	\$9,918	\$9,905	\$10,031	\$0	\$0	\$0	\$0	\$0	\$0
01.45501.260.00	Library - Workers Comp	\$500	\$0	\$500	\$0	\$0	\$0	\$0	\$0	\$0
01.45501.520.00	Library - Property Liability	\$1,787	\$0	\$1,800	\$0	\$0	\$1,800	\$1,800	\$1,800	\$1,800
01.45501.613.00	Library - Bottled Water	\$200	\$141	\$0	\$50	\$0	\$0	\$0	\$0	\$0
01.45501.621.00	Library - Heat	\$2,670	\$0	\$2,670	\$0	\$2,670	\$2,670	\$2,670	\$2,670	\$2,670
01.45501.622.00	Library - Electricity	\$4,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
01.45501.900.02	Library - Misc. to be Offset by Revenue	\$6,065	\$0	\$6,065	\$0	\$6,065	\$6,065	\$6,065	\$6,065	\$6,065
01.45501.999.00	Library - Trustees	\$40,355	\$50,643	\$41,350	\$30,963	\$42,400	\$42,400	\$42,400	\$42,400	\$42,400
<b>DRA: Library - 45501</b>		<b>\$237,693</b>	<b>\$202,876</b>	<b>\$215,125</b>	<b>\$166,195</b>	<b>\$191,712</b>	<b>\$245,494</b>	<b>\$221,110</b>	<b>\$221,110</b>	<b>\$224,333</b>
01.45831.000.00	Patriotic Purposes	\$550	\$0	\$500	\$64	\$500	\$500	\$500	\$500	\$500
<b>DRA: Patriotic Purposes - 45831</b>		<b>\$550</b>	<b>\$</b>	<b>\$500</b>	<b>\$ 64</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>
01.45891.000.02	Culture & Rec. - Heritage Commission	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

TOWN OF LEE  
FY19 PROPOSED BUDGET

Account	Description	FY16 Budget	FY16 Actual	FY17 Budget	FY17 Actual	FY18 Approved	FY 19 PROPOSED		BOS	
							Dept Head	ABC	BOS	w/Wage Adj
01.45891.000.03	Culture & Re. - Heritage - 250th	\$0	\$0	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0
01.45891.001.01	Culture & Rec. - Agricultural Commission	\$1,500	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000	\$1,000	\$1,000
<b>DRA: Culture &amp; Recreation - 45891</b>		<b>\$16,500</b>	<b>\$</b>	<b>\$11,000</b>	<b>\$11,000</b>	<b>\$</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
01.46191.000.00	Conservation	\$4,050	\$0	\$5,300	\$5,300	\$5,300	\$5,300	\$	\$	\$
<b>DRA: Conservation - 46191</b>		<b>\$4,050</b>	<b>\$</b>	<b>\$5,300</b>	<b>\$5,300</b>	<b>\$5,300</b>	<b>\$5,300</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
01.47111.000.01	Bond Principal - Safety Complex	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
01.47111.000.02	Bond Principal - Transfer Station	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
<b>DRA: Long Term Debt - 47111</b>		<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>
01.47211.000.01	Bond Interest - Safety Complex	\$18,555	\$18,555	\$16,260	\$16,260	\$13,890	\$11,490	\$11,490	\$11,490	\$11,490
01.47211.000.02	Bond Interest - Transfer Station	\$10,088	\$10,088	\$9,588	\$9,588	\$8,088	\$6,383	\$6,383	\$6,383	\$6,383
<b>DRA: Interest on Long Term Debt - 47211</b>		<b>\$28,643</b>	<b>\$28,643</b>	<b>\$25,848</b>	<b>\$25,848</b>	<b>\$21,978</b>	<b>\$17,873</b>	<b>\$17,873</b>	<b>\$17,873</b>	<b>\$17,873</b>
<b>Grand Total:</b>		<b>\$3,815,471</b>	<b>\$3,435,170</b>	<b>\$3,807,522</b>	<b>\$3,567,330</b>	<b>\$3,901,123</b>	<b>\$4,082,326</b>	<b>\$4,050,389</b>	<b>\$4,059,947</b>	<b>\$4,057,914</b>
							<b>4.64%</b>	<b>3.83%</b>	<b>4.02%</b>	

**2018 TOWN WARRANT**  
**For the TOWN OF LEE, NEW HAMPSHIRE**

**FIRST SESSION:** To the inhabitants of the Town of Lee, County of Strafford, State of New Hampshire, qualified to vote in Town Affairs, you are hereby notified to meet at the Mast Way School located on Mast Road, Lee at 9:00 a.m. on February 3, 2018. This session shall consist of explanation, discussion and deliberation of the Warrant Articles numbered 1 through XX. Warrant Articles may be amended subject to the following limitations: (a) Warrant Articles whose wording is prescribed by law shall not be amended, and (b) Warrant Articles that are amended shall be placed on the official ballot for a final vote on the main motion as amended.

**SECOND SESSION:** To the inhabitants of the Town of Lee, County of Strafford, State of New Hampshire, qualified to vote in Town Affairs, you are hereby notified to meet at the Public Safety Complex, 20 George Bennett Road, Lee on March 13, 2018. The Polls will be open from 7:00 a.m. to 7:00 p.m.

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**ARTICLE 1**

To choose all necessary Town Officers for the ensuing year:  
(To be considered at the March 13, 2018 Ballot Voting)

**ARTICLE 2 –**

Are you in favor of the adoption of Amendment No.1-2018 as proposed by the Planning Board for the Town Zoning Ordinance as follows?

Article II, Definition

Accessory Dwelling Unit: Shall mean a separate dwelling unit which is contained within or attached to a single family residence on a conforming lot. Such unit shall have no more than two bedrooms and shall be no larger than eight hundred (800) sq. feet. ~~The primary unit shall~~ *One of the units must be owner occupied.*

Note: New language is in italics

**ARTICLE 3 –**

Are you in favor of the adoption of Amendment No. 1-2018 as proposed by the Planning Board for the Town Building Regulations as follows?

Article II, Definitions

Accessory Dwelling Unit: Shall mean a separate dwelling unit which is contained within or attached to a single family residence on a conforming lot. Such unit shall have no more than two (2) bedrooms and shall be no larger than eight hundred (800) sq. feet. ~~The primary unit shall~~ *One of the units must be owner occupied.*

Note: New language is in italics

**ARTICLE 4**

Shall the Town vote to adopt the provisions of RSA 72:28-b, All Veterans' Tax Credit? If adopted, the credit will be available to any resident, or the spouse or surviving spouse of any resident, who (1) served not less than 90 days on active service in the armed forces of the United States and was honorably discharged or an officer honorably separated from services and is not eligible for or receiving a credit under RSA 72:28 or RSA 72:35. If adopted, the credit granted will be \$500, the same amount as the standard or optional veterans' tax credit voted by the Town under RSA 72:28. If the credit is adopted, any person desiring to claim the credit will be required to file an application with the assessor by April 15 of the tax year. (Recommendation needed) Majority Vote Required

**ARTICLE 5**

To see if the Town will vote to raise and appropriate a sum not to exceed Two Hundred Thousand Dollars (\$200,000) for the purchase of a parcel of land (approximately 5.4 acres) from the Lee Church Congregational, which includes the Parsonage building. The parcel abuts the Town property that includes Town Hall, the Annex and the Library. Said sum includes transactional costs not to exceed Twenty-Five Thousand Dollars (\$25,000.) (Recommendation needed) Majority Vote Required

**ARTICLE 6**

To see if the Town will vote to raise and appropriate a sum not to exceed One Hundred Thirty Thousand Dollars (\$130,000) for schematic design, preliminary engineering, and construction management fees for the Town Center Project, which includes renovations and an addition to the existing Library; and renovations to Town Hall, the Historical Museum, and Tool Shed. A new Town Hall will be constructed at the current Town Center if Article 5 passes; if it does not, the new Town Hall will be constructed at Stevens Field. And to further authorize withdrawal of \$\_\_\_\_\_ from the Town Building Capital Reserve Fund and \$\_\_\_\_\_ from the Lee Library Building Capital Reserve Fund. (Recommendation needed) Majority Vote Required

**ARTICLE 7**

To see if the Town will vote to raise and appropriate a sum not to exceed Fifty-Seven Thousand Dollars (\$57,000) for the purchase of a Fire Command Vehicle and related safety equipment and to authorize the withdrawal of this amount from the Fire Equipment Capital Reserve Fund for this acquisition. (Recommendation needed) Majority vote required.

**ARTICLE 8**

Shall the Town of Lee raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$XX**. Should this article be defeated, the default budget shall be **\$3,900,046**, which is the same as last year, with certain adjustments required by previous action of the Select Board or by law; or the governing

body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (Recommendation needed) Majority vote required.

**ARTICLE 9**

To see if the Town will vote to raise and appropriate the sum of One Hundred Fifty-Five Thousand dollars (\$155,000.00) to be deposited into the Fire Equipment Capital Reserve Fund. Said sum to come from the Unassigned Fund Balance and no amount to be raised from taxation. (Recommendation needed) Majority vote required.

**ARTICLE 10**

To see if the Town will vote to raise and appropriate the sum of Fifty-Five Thousand dollars (\$55,000.00) to be deposited into the Highway Equipment Capital Reserve Fund. Said sum to come from the Unassigned Fund Balance and no amount to be raised from taxation. (Recommendation needed) Majority vote required.

**ARTICLE 11**

To see if the Town will vote to raise and appropriate the sum of One Hundred Thousand dollars (\$100,000.00) to be deposited into the Town Buildings Capital Reserve Fund. (Recommendation needed) Majority vote required.

**ARTICLE 12**

To see if the Town will vote to raise and appropriate the sum of One Hundred Thousand Dollars (\$100,000) to be deposited into the Lee Library Building Capital Reserve Fund. (Recommendation needed) Majority vote required.

**ARTICLE 13**

To see if the Town will vote to raise and appropriate the sum of Sixty Thousand dollars (\$60,000.00) to be deposited into the Highway Dept. Road and Bridge Improvement Plan Capital Reserve Fund. Said sum to come from the Unassigned Fund Balance and no amount to be raised from taxation. (Recommendation needed) Majority vote required.

**ARTICLE 14**

To see if the Town will vote to raise and appropriate the sum of Twenty-five Thousand dollars (\$25,000.00) to be deposited into the Fire Ponds and Cisterns Capital Reserve Fund. (Recommendation needed) Majority vote required.

**ARTICLE 15**

To see if the Town will vote to raise and appropriate the sum of Fifteen thousand dollars (\$15,000) to be deposited into the Internal Service Fund for Accrued Benefits. (Recommendation needed) Majority vote required.

**ARTICLE 16**

To see if the Town will vote to raise and appropriate the sum of Twenty Thousand dollars (\$20,000.00) to be deposited into the Transfer Station Equipment Capital Reserve Fund. (Recommendation needed) Majority vote required.

**ARTICLE 17**

To see if the Town will vote to raise and appropriate the sum of Six thousand dollars (\$6,000.00) to be deposited into the Recreation Capital Reserve Fund. (Recommendation needed) Majority vote required.

**ARTICLE 18**

To see if the Town will vote to raise and appropriate the sum of Fifteen thousand dollars (\$15,000.00) to be deposited into the Revaluation Capital Reserve Fund. (Recommendation needed) Majority vote required.

**ARTICLE 19**

Shall the Town vote to authorize that expenditures from the Public Safety Special Duty Revolving Fund also be utilized for the purpose of purchasing equipment for the Fire Department? The Town established this fund in 2011 pursuant to NH RSA 31:95-h. Revenues received from outside agencies for special duty are deposited into this fund. (Recommendation needed) Majority vote required.

**ARTICLE 20**

To see if the Town will vote to raise and appropriate the sum of \$3,409.99 from the sale of timber on the Maud Jones Memorial Forest to be deposited into the Conservation Land Stewardship Trust Fund previously established for the purpose of enhancing the stewardship of Town-owned conservation lands or interests in lands. This sum to come from the unassigned fund balance. No amount to be raised from taxation. (Recommendation needed) Majority vote required.

**ARTICLE 21**

To see if the Town will grant an easement to the Society for the Protection of New Hampshire Forests for the purpose of adding 7.49 acres of the Lee Town Forest to the existing Conservation Easement (Strafford County Registry of Deeds, Book 3628 Page 0102, March 26, 2008) held by the Society for the Protection of New Hampshire Forests. (Recommendation needed) Majority vote required.

**ARTICLE 22**

To see if the Town will vote to authorize the Select Board to grant an easement/license on property owned by the Town for the purpose of installing a solar panel array at or adjacent to the Public Safety Complex in connection with a proposed Solar Power Purchase Agreement, with an option to purchase the array after year 6, for a term not to exceed 35 years. (Recommendation needed) Majority vote required.

**ARTICLE 23**

Shall the Town of Lee express its support for New Hampshire to join efforts in Massachusetts and Maine for the development of offshore wind power by asking the Town Clerk to, within 60 days of a positive vote, request that the Selectmen write a letter to Governor Sununu that urges the federal Bureau of Ocean Energy Management to allow him to appoint a bi-partisan task force of stakeholders to move forward on including wind energy in the State’s suite of renewable energy plans. Floating wind turbines, located far offshore in federal waters are barely visible from 20 miles away, and could contribute toward the goal of using 100% renewable energy by the year 2050.

**ARTICLE 24**

To see if the Town will vote to establish a contingency fund for Fiscal Year 2018 for unanticipated expenses that may arise and further to raise and appropriate twenty thousand dollars (\$20,000) to go into the fund. This sum to come from the Unassigned Fund Balance and no amount to be raised from general taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. The governing body shall annually publish a detailed report of all expenditures from the fund. (Recommendation needed) Majority vote required.

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

**GIVEN UNDER OUR HANDS THIS 22nd DAY OF JANUARY 2018**

We certify and attest that on or before January 29, 2018, we posted a true and attested copy of the within Warrant at the place of meeting, and like copies at Town Hall, and delivered the original to the Town Clerk.

\_\_\_\_\_  
**John R. LaCourse, Chairman**

\_\_\_\_\_  
**Scott Bugbee**

\_\_\_\_\_  
**Cary Brown**

**Select Board for the Town of Lee**

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

Personally appeared, John R. LaCourse, Scott Bugbee, and Cary Brown who subscribed to the foregoing instrument before me, Denise Duval, Notary Public, this \_\_\_\_\_ day of January 2018.

\_\_\_\_\_  
Denise Duval, Notary Public

## Town of Lee - Trust Funds

### as of December 1, 2017

Trust Fund	MS-10 as of 6/30/2017	FY18 WA Funding 7/14/2017	Transferred in 12/1/2017	Expended through 12/1/2017	Balance as of 12/1/2017
Accrued Benefits	54,034.43	15,000.00	0.00	-16,173.01	52,861.42
Cemetery	223,856.99	0.00	0.00	0.00	223,856.99
Fire Cisterns	119,673.28	25,000.00	0.00	0.00	144,673.28
Fire Equipment	153,366.66	150,000.00	0.00	0.00	303,366.66
Highway Equipment	263,739.32	55,000.00	0.00	-116,698.00	202,041.32
Land Acquisition	229,550.63	0.00	0.00	0.00	229,550.63
Land Use Change	252,563.02	0.00	11,517.38	0.00	264,080.40
Lee Fair	5,826.68	0.00	3,980.00	-3,595.87	6,210.81
Library (support)	128,448.04	0.00	0.00	-1,845.00	126,603.04
Library/Community Center	386,316.59	0.00	0.00	0.00	386,316.59
Recreation (facilities)	30,214.40	0.00	0.00	-4,019.70	26,194.70
Revaluation	31,071.60	0.00	0.00	0.00	31,071.60
Roads & Bridges	346,666.11	60,000.00	0.00	-5,605.00	401,061.11
Town Buildings	119,520.04	100,000.00	0.00	-5,729.37	213,790.67
Transfer Station Equipment	116,344.96	10,000.00	0.00	0.00	126,344.96
<b>Total</b>	<b>2,461,192.75</b>	<b>415,000.00</b>	<b>15,497.38</b>	<b>-153,665.95</b>	<b>2,738,024.18</b>



# 2007 Warrant

regular basis.

In the Town Hall there are issues of storage, data collection, working space, handicap accessibility, and building structure. In regards to the library, code requires that libraries be designed to 150 lbs per square foot, of loading, and this library does not come close to that. There have been various additions made. Overall, the building is not adequate for usage, handicap accessibility, storage, space, etc. Parking is shared for all the buildings.

The Annex is used by the Conservation Commission, Recreation Committee, Agriculture Committee, Public Assistance, custodial care storage, and the telephone system is stored in there.

The Town is trying to put together information to fill in the gaps, to do soils work, to hire somebody who can help to plan, to do test pitting, and map out the wetlands. Then come back, as part of the Capital Improvements Plan, saying it is time to build the library, it's time to do recreation, it's time to do something with the town hall.

In no way is anyone advocating tearing anything down that the town already has. Also, the town needs to look at what there is already existing.

Selectman Reinhold commented that research needs to start now to invest in the future so that the town does not get in the same situation of building a Safety Center and a Recycling Center at the same time because an agreement could not come together. This time we are trying to get ahead of the program, i.e., figure it all out and get the information ready.

Selectman Reinhold stated that one of the goals for the Selectmen this coming year is to fully implement a CIP and bring it before the town next year at this time.

Cathy Swanson urged that this article pass. She indi-

cated that she has seen multiple groups come together pulling together, talking to each other, to try to come up with a way to work with what the town has and create something that is in the best interest of the citizens of Lee. The plan is not to build all new "stuff". In the researches that have been done to date, the town's people have felt very strongly about preserving the quality of the town of Lee which does not mean leveling the existing buildings. For once the town is not going into long range planning piecemeal. This is a positive direction the town is going.

Selectman Reinhold moved to amend Article 24 to read ...an amount not to exceed (replacing "up to") and delete the word "expendable" in the bullet item "Fifteen Thousand from Town Building Expendable trust fund". Selectman Wellington seconded the motion to amend.

The Article to read, as amended:

24. To see if the Town will vote to raise and appropriate not to exceed thirty thousand dollars (\$30,000) to be used to study land use options for future town facilities, including town hall, library, historic and recreational facilities, as well as office and meeting space. The lands to be studied include a focus on town owned properties within a half mile radius of town hall. The data to be collected and analyzed includes soil types, septic and water options, drainage, traffic patterns, parking patterns, parking options, utilities needs, planning and space needs.

Fifteen thousand from General Taxation

Fifteen thousand from Town Building Trust Fund

The motion to amend adopted.

ARTICLE 24 ADOPTED AS AMENDED.

25. To see if the Town will vote to raise and appropriate twenty-five thousand dollars (\$25,000) for the purpose of finishing second floor of the Safety

# 2008 Warrant

Selectman Reinhold made a motion to adjourn and reconvene at a 7:00 p.m., March 13, 2008 at this same location and restrict reconsideration of any votes previously taken at the meeting. Motion seconded by Jay Grumbling.

Motion to adjourn passed. Moderator Swanson recessed the meeting at 11:17 p.m.

Moderator Swanson reconvened the 2008 Annual Town Meeting for the Town of Lee, NH at 7:00 p.m., March 13, 2008. Moderator Swanson identified the results of the Oyster River Cooperative School District budget of \$36,427,034 was approved by a vote of 1,314 to 1,002 (according to Foster's).

13. To see if the Town will vote to raise and appropriate the sum of ninety-seven thousand seven hundred fifty dollars (\$97,750.00) for the purpose of the Preliminary Engineering Budget for Phase 2 of the Town Center Project, to include Level I Environmental Site Assessment, Wet Soils Delineation, Topographic Survey, Soil Tests, Preliminary Site Design, Historical Structure Reuse/Relocation Study and Architectural Programming, and to authorize the withdrawal of forty-seven thousand seven hundred fifty dollars (\$47,750.00) from the Town Building Trust Fund and the balance of fifty thousand (\$50,000.00) to come from general taxation. (The Selectmen recommend this appropriation. Majority vote required.)

Article 13 moved by Lisa Morin, seconded by Selectman Reinhold.

Lisa Morin moved to amend Article 13 to read as follows: "To raise and appropriate the sum of \$10,000 to continue research on site options and to develop multiple options for future town facilities, including town hall, library, historic and recreation facilities, as well as office and meeting space, and to authorize the withdrawal of \$10,000 from the Town Building Trust Fund for this

purpose. The lands to be studied include a focus on town owned land within a half mile radius of Town Hall. The data to be collected and analyzed includes soil types, septic and water options, drainage, traffic patterns and parking, utilities needs, planning and space needs." Selectman Reinhold seconded.

Motion to amend adopted.

Lisa Morin explained the decision to amend the article. Comments and input were made by Wally Dennis, Robert Hart, Brenda Nye-Powers, David Cedarholm, Allan Dennis, and Karen Crowley.

A written request of 5 voters, or more (present at meeting), for a secret ballot was submitted prior to the voice vote. A secret ballot was conducted.

ARTICLE 13 ADOPTED. YES 124 NO 32

4. To see if the Town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000.00) to be deposited with the Trustees of Trust Funds for the Town Buildings Fund. (The Selectmen recommend this appropriation. Majority vote required.)

Article 4 moved by Selectman Reinhold, seconded by Selectman Griswold.

ARTICLE 4 ADOPTED.

5. To see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars (\$25,000.00) for the purpose of painting the Town Hall, Library, Annex, Garage and Historical Society and repair the roof of the Town Hall. (The Selectmen recommend this appropriation. Majority vote required.)

Article 5 moved by Selectman Reinhold, seconded by Selectman Griswold.

Discussion ensued with comments from David Cedarholm,

Comments were made by Laurel Cox, Charles McLean and Eric Gibson.

A written request of 5 voters, or more (present at meeting), for a secret ballot was submitted prior to the voice vote. A secret ballot was conducted.

**ARTICLE 31 ADOPTED AS AMENDED.**

**YES 125                      NO 68**

6. To see if the Town will vote to raise and appropriate the sum of fifty-five thousand dollars. (\$55,200.00) for Town Center preliminary design to include the following:

- Historical Structure Reuse Study for existing Town Hall and Library
- Architectural Programming and Preliminary Site Design for existing Town Hall, Library and for the Community Center (Library and Community Room) to be located at the Bricker Property

And to authorize the withdrawal of twenty-seven thousand, six hundred dollars (\$27,600.00) from Town Building Capital Reserve Fund and twenty-seven thousand, six hundred dollars (\$27,600.00) from the Library Capital Reserve Fund. (The Selectmen recommend this appropriation. Majority vote required.)

Article 6 was moved by Lisa Morin, seconded by Selectman Griswold.

Lisa Morin made a motion to amend to strike "raise appropriate" and replace with "authorize the expenditure" and to add "two hundred" after the word "thousand" to correct a typographical error. Selectman LaCouture seconded. By a show of voter cards, motion to amend passed.

Ms. Morin stated that the Town Center Committee appointed by the Selectmen in the Spring of 2007 studied parcels of land located within a half mile radius of the Lee Hill area with a particular focus on future expansion of town facilities including the Town Hall and Library. In 2007, they took some time to study the Ziegler property located behind the Lee Church Congregation and eventually ruled out as a potential building site.

So for the past year, they have been examining several properties within the half mile radius including the current municipal lot, Stevens Field, some land adjacent to the Highway Department and Transfer Station, and the former Bricker property.

When looking at the properties, they were rating them for suitability as a building site, they looked at environmental impact in terms of wetlands and easements, the proximity to other existing town services, looked at the opportunity to preserve some historic structures and playing fields. They also looked at if the sites lent themselves to green building design and looked at traffic issues that might arise from the location of a facility at these properties.

They conducted site walks, pulled surveys and had surveys done where no surveys were available. They also reviewed the space needs reports for the town hall and library which gave them an idea of what not only should there be for square footage today, but also looking out twenty to twenty-five years as the town grows.

They held public session in March, July and November of 2008 as an opportunity to gather public input.

After gathering all the information, they came up with a spreadsheet comparing all the properties. The Bricker property seemed to be best suited.

The consensus of the Town Center Committee was that the Town Hall should remain at the current municipal lot and utilize the existing Library for additional municipal office space and build a new library community center at the former Bricker parcel.

This Article is for Phase 2 which would be spent for a historical structure reuse study for the present Town Hall and Library (\$10,000); architectural programming for the proposed library community center (\$15,000); create an architectural program for the renovation and expansion of the current municipal facilities (\$10,000); develop a preliminary site plan for each site (\$9,000 for new library and \$4,000 for existing municipal facilities); costs estimates for processing permits for final design, permitting and construction; and add in a 15% contingency.

Comments were made by Dwight Barney, Ann Wi Peg Dolan, William Humm, Dawn Genes, Gasowski, and Alan Dennis.

Patricia Jenkins moved the question.

A written request of 5 voters, or more (present at 1 ing), for a secret ballot was submitted prior to the vote. A secret ballot was conducted.

#### ARTICLE 6 ADOPTED AS AMENDED.

YES 139 NO 34

7. To see if the town will authorize the public li trustees to accept gifts of personal property, other money, which may be offered to the library for any p purpose under the provisions of RSA 202-A:4-d and such authorization shall remain in effect until resc by a vote of town meeting. Prior to the acceptance c gift valued at over \$5,000, the public library trustee hold a public hearing on the proposed acceptance acceptance of any personal property under the autl of RSA 202-A:4-d shall be deemed to bind the town c library trustees to raise, appropriate or expend any lic funds for the operation, maintenance, repair c placement of such personal property.

Article 7 was moved by Bruce Larson, seconded by Morrison.

William Henze and Mrs. Henze commented.

Caren Rossi moved the question.

2009 Warrant

## AG Architects, PC

634 Central Avenue, Dover, NH 03820  
E-Mail [aga@agarchitects.com](mailto:aga@agarchitects.com)  
[www.agarchitects.com](http://www.agarchitects.com)  
Phone 603-743-3700  
Fax 603-743-3777



16 March 2017

Ms. Julie Glover  
Town Administrator  
Town of Lee  
7 Mast Road  
Lee, New Hampshire 03861

RE: Lee Town Center Facilities Schematic Design  
AG Architects Project No. 16-704.1  
**Proposal**

Dear Ms. Glover,

I'm pleased to have this opportunity to provide you with this proposal for developing schematic designs for the Town Center buildings, including a new Town Hall, renovated and expanded Library, and improvements to the current Town Hall, Freight Depot and Tool (Hobo) Shed for the Historical Society. Our work to date with the Town's Facility Committee has identified a preferred design direction with Site Option 2D, subject to the Town negotiating an agreement to purchase property from the Lee Church Congregational, and has established a program of spaces for each building. The focus on developing schematic designs will need to be done with the ability to use the design concepts with the alternative Site Option 5 if the land purchase is not successful. Developing the design concepts at a schematic level is intended to resolve functional needs and establish floor plan layouts, create the character of buildings, identify site improvements, and to develop cost estimates for the site and each facility. Community participation and developing consensus is certainly a critical element of this design process. This phase of design will provide you with the scope of the project and assist you and the Town in your decision making. The design concepts would be followed by the development of details, construction drawings and specifications for bidding, and monitoring of construction if the project moves ahead. I've prepared the following outline to identify our proposed scope of services for this first phase.



### Scope, Phase 1 Schematic Design:

- The focus for the schematic design is based on Site Option 2D. The scope includes design for a new Town Hall, a renovated and expanded Library, and renovations to the current Town Hall, Freight Depot and Tool (Hobo) Shed for the Historical Society. The total estimated construction cost for buildings and site improvements has been estimated to be approximately \$5 million, not including design costs.
- Refine the program of spaces proposed for each of the Town Center buildings with the building users and the Facilities Committee. Prepare an updated program to set the final direction for design.
- Take measurements of each building at Town Center and prepare a computer drafted (CAD) plan/model. We intend on developing the plans using building modeling software (AutoDesk Revit) that permits 3D visualization and provides base information for design and construction drawings.



- Update the survey plan for the Town Center site that identifies boundaries, buildings and pavement, wetland delineation, and adds topography, utility locations, key site features including walls and large trees, and any easements as outlined below in Site Engineering. A survey plan will also need to be prepared for the adjacent Church property in order to delineate the extent of property to be purchased from the Church. It is necessary to request approval from the Church to survey their property.
- Assist the Town with providing survey and site information that may be needed for their discussions with the Church.
- Develop site plan and floor plan concepts for the Town Center site for Site Option 2D. To reiterate, Site Option 2D proposes a new Town Hall, an expanded and renovated Library, and the current Town Hall, Freight Depot and Tool (Hobo) Shed improved for the Historical Society. The site design will include reconfigured parking for 47+/- cars, a new septic system with leach field, and storm drainage designed to meet current standards.
- The Town is pursuing having the historic buildings at Town Center be listed on the New Hampshire State Register of Historic Places. Coordinate with the Town on the impact and limitations that this could impose on building and site modifications.
- Identify the historical elements in Town Center buildings that are important to preserve, and address how they would be incorporated into the designs.
- Review reports prepared by the Energy Committee related to energy use at Town Center facilities, including fuel and electricity records, with our mechanical engineer.
- Meet with the Energy and Facilities Committees to discuss energy and sustainable design goals for the planned Town Center buildings. Discuss the merits of whether the project should pursue LEED certification.
- Energy modeling for the new Town Hall and the Library expansion is included, allowing for three alternative models to be developed. This energy modeling can help establish design direction early in the design process based on proposed building performance.
- Confirm type of construction proposed for new and expanded buildings. Develop structural framing and foundation concepts in order to identify desired solutions and allow for proper cost estimating.
- Prepare a description for the proposed mechanical systems, electrical systems including lighting and fire alarm, and special elements that may be incorporated into the design. Resolve how sustainable design goals may be addressed depending on the approach preferred by the Town.
- Develop specific details and solutions for improvements to existing buildings based on their proposed functions.
- Perform code analysis for the existing Town Center buildings. Review codes including the State of New Hampshire Building Code/International Building Code, NFPA Life Safety 101, and the Americans with Disabilities Act in order to resolve egress and other code requirements, to meet the needs of the physically disabled, and to identify mechanical and electrical systems and modifications required. Identify code compliance issues, review concerns with the Building Inspector and Fire Department, and develop solutions to resolve code issues while respecting the historic nature of the existing buildings.
- Consider selecting a Construction Manager to advise on cost effective construction and phasing throughout the design process, and to work with the team on developing construction cost estimates. Assist the Town with interviewing potential firms and selecting a firm.



- Review site plan and floor plan design concepts with the building users and the Facilities Committee. Resolve functional issues such as public access to critical departments, access to meeting and conference space for evening meetings, and relationships between departments. Incorporate comments into plans to reflect concerns.
- Obtain input from other Town organizations including Heritage Commission, Energy Committee, Conservation Commission, and Planning Board to identify their concerns.
- Present the proposed site plan and floor plans to the Public in a forum in order to present the design concepts, obtain ideas from the public to be incorporated into the plans, and to gauge public preferences.
- Refine plan concepts based on public input. Develop initial elevation concepts based on the reviewed plans and prepare relative estimated costs for each. The elevation concepts will explore scale, massing and character of buildings. The CAD modeling program will be used to assist in presenting concepts with 3D views.
- Meet with Facilities Committee to review and discuss elevation concepts and to obtain input. Edit concepts to reflect input.
- Work with the Facilities Committee and Construction Manager to evaluate options for phasing of work and to review how the phasing could impact costs. Compare total project cost for a single continuous project compared to a phased project extended over a longer period of time.
- Development of a physical model has been requested in order to help present the Town Center design to the public. Creating a physical site and building model that portrays the feel and character of the design should be reviewed and discussed as the design develops. A model for the design can be provided depending on need and cost. We anticipate that renderings will be provided for the overall site and individual renderings for the new Town Hall and expanded Library.
- Present the elevation concepts, phasing and budgets for the building plans to the Public in a second Forum. The goal will be to develop consensus on the part of the Public for preferred character of the buildings and for the site plan concept, and to discuss project costs.
- Incorporate changes resulting from input, and prepare the final schematic site plan, floor plan, elevations and CAD 3D models with graphics to be posted on the Town's website.
- Prepare a draft report summarizing the Schematic Design concepts. Review the draft report with the Facilities Committee for final input.
- Issue the final report to the Board of Selectmen with recommendations no later than early November 2017. Provide an electronic copy of the report to be posted on the Town's website.



### **Scope, Phase 1 Site Engineering:**

#### **Existing Site Features Survey:**

- Perform a detailed topographic and boundary survey of the town of Lee Town Hall and Library parcel at 6 Mast Road (Tax Map 11, Lot 6-1).
- Perform a detailed topographic survey of the southwesterly corner of the Lee Church Congregational parcel, approximately 1.75 acres, located at 17 Mast Road (Tax Map 11, Lot 6).
- Perform a general site features survey of the remaining developed portions of the Lee Church Congregational property.
- Perform a boundary retracement survey tie-in of the Lee Church Congregational parcel.

- Delineation and location of any jurisdictional wetlands within the detailed survey area to be performed by a NH Licensed Wetlands Scientist.
- Perform several test pits within the proposed development area by a NH Certified Soil Scientist to use in determining the general soils conditions for drainage and septic system designs.
- Perform a site features survey plan showing perimeter boundary with the general and detailed existing site features in the areas noted above.
- In addition to the detailed survey work, we will tie into existing boundaries of the two parcels in preparation of a possible lot line revision between the two properties.
- Perform soil borings and prepare a geotechnical engineering analysis for the new and expanded portions of buildings. This will identify soil conditions and determine bearing and earthquake design parameters for properly designing the foundations and framing for these facilities. We recommend this be performed only after the purchase of the Church property is confirmed since the Town Hall is located on the Church property.

#### **Preliminary Site Layout and Design:**

- Prepare a preliminary site plan with proposed buildings, sidewalks, parking and pedestrian and vehicle circulation.
- Prepare a preliminary site grading and drainage plan.
- Prepare a preliminary utility plan which will depict a possible septic system configuration.
- Conduct preliminary discussions with the NH Department of Transportation for driveway access to NH Route 155 (Mast Road).

#### **Additional Services:**

- Developing detailed floor plans, elevations, interior design, engineering and construction drawings, including final site engineering, and specifications for each of the Town Center facilities. These are subsequent phases for which we will provide an updated proposal once the scope of work is identified.
- Preparation, submission and presentation to various town/state agencies for Zoning Board, Planning Board, or other required approvals.
- Permitting for site design with local, State or Federal agencies.
- Preparation, approval, or recording of a Lot Line Revision Plan between the Town and the Lee Church Congregational.
- Analysis of off site utilities.
- Design of any off site roadway improvements that may be required by the Town or NHDOT.
- Landscaping or lighting designs.
- Bidding or construction administration services, which are also subsequent phases of work.
- Selection of furnishing, paintings or plants for the facilities.
- Providing detailed cost estimates.
- Pursuing LEED certification and developing documents for the certification.

I've prepared this proposal to explain the process that we use to confirm and implement the design. The proposal is focused on creating a site plan, floor plans, elevations and CAD models for the Town Center buildings in order to establish the design direction preferred by the community, and developing an estimated construction budget. This would be followed by the more detailed development of design, construction documents and construction administration if the Town decides to move ahead with the project. The professional fees for this scope of services shall be as follows:



Lee Town Center Schematic Design  
 AG Architects Project No. 16-704.1  
 16 March 2017, Page 5

Phase 1:	Measuring and CAD BIM Model:	\$ 6,400.00
	Site Survey, Town Center Site and Church Property:	6,600.00
	Schematic Design (Three Buildings):	68,500.00
	Civil Engineer - Site Layout and Design	6,450.00
	Structural Engineering	6,000.00
	Mechanical and Electrical Engineering	7,500.00
	Renderings (Three):	6,100.00
	Meetings with Facilities Committee (12-14 Meetings):	4,800.00
	Public Forum Presentations (Two Forums)	1,200.00
	Report:	3,400.00
	Model	To be Determined
	Geotechnical Engineering:	<u>To be Determined</u>
	Total	\$116,950.00
	Construction Manager:	\$15,000 Estimated
Phase 2:	Design Development:	To be determined.
Phase 3:	Construction Documents/Specifications:	To be determined.
Phase 4:	Bidding/Construction Administration:	To be determined.

The fees noted above for Phase 1 are based upon a review of the amount of work required and the time necessary for resolving the planning, design and associated issues. The schedule for the work is estimated to require 6 to 7 months time including time for the public notifications and meetings. Phase 2-4 fees can be developed once the full scope of the project is established in Phase 1, and you determine that the project will proceed. The fee for the scope of services outlined above is a stipulated sum fee, and will be further defined by an AIA B-101 Standard Form of Agreement Between Owner and Architect. Additional services shall be invoiced at our standard billing rates of \$160.00 per hour for a Principal, \$95.00 per hour for technical staff, and \$50.00 per hour for secretarial staff. Other standard terms for our work include payments of monthly invoices made within thirty (30) days of the date of the invoice. Late payments shall bear interest at the rate of 1.5 percent per month which is an annual rate of 18%. Reimbursable expenses including travel, printing and copying costs, CAD material costs, postage and photographic costs are in addition to the fee noted and are billable at a rate of 1.15 times the amount expended, Please review, sign and return one copy of this letter to confirm your authorization for the work described. I will then prepare the AIA Agreement for your approval.

We are pleased to continue our working relationship and to help you with the planning and development of a successful, functional and attractive Town Center site including the Town Hall, Library and Historical Society. If you have any questions, please give me a call. I look forward to working with you, the Facilities Committee, the Board of Selectmen and other Boards/Commissions, and the Town's residents.

Sincerely,

Art Guadano, AIA LEED AP BD+C

Authorized by:

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date



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

Office Use Only

Meeting Date: 1-16-2018

Agenda Item No. 4b

**BOARD OF SELECTMEN**  
**MEETING AGENDA REQUEST**  
**1/16/2018**

**Agenda Item Title: NH Division of Historical Resources Confirmation Letter**

**Requested By: Heritage Commission**

**Date: 1/10/2018**

**Contact Information: grephie@comcast.net**

**Presented By: Julie Glover, Town Administrator**

**Description: Present to the Select Board a letter from the NH Division of Historical Resources which states that they have determined both the Lee Town Hall and Toolshed located at 7 Mast Road in Lee are eligible for listing on the New Hampshire State Register of Historic Places. In order to officially list the properties, the enclosed letter needs to be signed and returned so that it may be placed on the agenda for final approval by the Historical Resources Council at its quarterly meeting on January 29<sup>th</sup>.**

**Financial Details: N/A**

**Legal Authority NH RSA 227-C**

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

**REQUESTED ACTION OR RECOMMENDATIONS:**

Move to accept listing the Lee Town Hall and Lee Toolshed w/Tramp Room on the NH State Register.



**NEW HAMPSHIRE DIVISION OF HISTORICAL RESOURCES**

State of New Hampshire, Department of Natural and Cultural Resources 603-271-3483  
19 Pillsbury Street, Concord, NH 03301-3570 603-271-3558  
TDD Access Relay NH 1-800-735-2964 FAX 603-271-3433  
[www.nh.gov/nhdhr](http://www.nh.gov/nhdhr) [preservation@dcr.nh.gov](mailto:preservation@dcr.nh.gov)

January 10, 2018

Town of Lee  
c/o Julie Glover, Town Administrator  
7 Mast Road  
Lee, NH 03861


Dear Ms. Glover,

The Division of Historical Resources (DHR) has reviewed the inventory forms prepared for the Lee Town Hall and the Lee Toolshed at 7 Mast Road in Lee, and has determined that both buildings are eligible for listing to the New Hampshire State Register of Historic Places.

To officially list the properties on the New Hampshire State Register, please have a legally appointed representative of the properties check and sign this letter below and return it to our office at the address noted above. With a returned signed letter, we will place the buildings on the agenda for final approval by the State Historical Resources Council at its quarterly meeting on January 29, 2018. More information on the State Register and its benefits is enclosed.

A copy of the Determination of Eligibility evaluation form for each building is also attached. These evaluations and the inventory data will be added to DHR's database for historic properties in New Hampshire. Thank you for your stewardship of these important pieces of New Hampshire history and please call with questions.

Sincerely,

  
Megan R. Rupnik  
State Survey Coordinator

Encl.  
c.c. Laurel Cox

I certify that I am the legal property owner or legally-appointed representative of the above property.

Please list my property on the New Hampshire State Register, pending approval by the State Historical Resources Council

Please do NOT list my property on the New Hampshire State Register at this time:

Signature

Name (please print)

Date



**Determination of Eligibility (DOE)**

**Inventory #: LEE0010**

DOE Review Date: 1/10/2018

Date Received: 12/5/2017

Final DOE Approved

Property Name: Lee Town Hall

Area:

Address: 7 Mast Road

Town: Lee

County: Strafford

Reviewed For: SR

DOE Program(s):  
State Register

**DETERMINATION OF ELIGIBILITY**

State Register eligible, individually

**Integrity:**

**Level:**

Criteria:	A: Yes	B: No	C: Yes
	D: Unknown	E:	

**STATEMENT OF SIGNIFICANCE:**

The Lee Town Hall is eligible for the NH State Register of Historic Places for serving a variety to town-related functions over the past 172 years, including town governing, town library, and as a school. The building is also architecturally significant as an example of a mid-nineteenth century masonry town hall designed in the Greek Revival-style of architecture. Although the building's exterior has had some alterations, these changes do not detract from the overall character and integrity of the building.

**AREAS OF SIGNIFICANCE(S)**

- Architecture
- Politics, government
- Social History

Period of Significance: 1846  
to 1968

Period not applicable

Boundary: Portion of Tax Parcel around building; see form.

Follow Up:

Comments:

**Determination of Eligibility (DOE)**

**Inventory #: LEE0011**

*DOE Review Date:* 1/10/2018

*Date Received:* 12/5/2017

Final DOE Approved

**Property Name:** Lee Toolshed

**Area:**

**Address:** 7 Mast Road

**Town:** Lee

**County:** Strafford

**Reviewed For:** SR

**DOE Program(s):**  
State Register

**DETERMINATION OF ELIGIBILITY**

State Register eligible, individually

**Integrity:** Yes

**Level:** Local

**Criteria:** A: Yes B: No C: Yes  
D: Unknown E:

**STATEMENT OF SIGNIFICANCE:**

The Lee Toolshed was built in 1915 as the maintenance of local roads became more formalized and the town needed a centralized storage facility for the increasingly larger equipment. Interestingly, between 1923 and the mid-1940s, the toolshed served a dual purpose not only housing highway equipment but providing overnight accommodations for transients or "tramps" passing through Lee. The two bunkbeds that were along the south wall of the building for the "tramps" were removed during a remodeling of the building in 1956, but the building is still remembered for this association. The Lee Toolshed is significant to local history as it embodies the expansion of municipal services in the early 20th century.

**AREAS OF SIGNIFICANCE(S)**

Architecture  
Politics, government

**Period of Significance:** 1915  
to 1968

Period not applicable

**Boundary:** Footprint of the building and surrounding curtilage

**Follow Up:**

Notify appropriate parties

**Comments:**

# ABATEMENT RECOMMENDATION

**TO:** Select Board  
Town of Lee

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

**DATE:** January 8, 2018

**RE:** South East Gravel Corp  
56 Exeter Road  
Newmarket, NH 03857

**Property Tax Map 3 Lot 1-0026**  
**Address:** Daniels Drive

**Tax Year: 2017**  
**Assessment: \$38,100**

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The subject is a vacant 1.11-acre parcel. A larger parcel was subdivided and inadvertently the subject is a duplicate parcel to Tax Map 3 Lot 1-126. As this is the case, it is recommended that assessment be reduced to \$0 and an abatement in the amount of \$1,141 plus any applicable interest/penalties/fees be granted.

Abatement Granted

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

Abatement Denied

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

Dated \_\_\_\_\_



The State of New Hampshire  
**DEPARTMENT OF ENVIRONMENTAL SERVICES**



**Robert R. Scott, Commissioner**

January 8, 2018

Matt O'Keefe  
Director of Engineering and Utilities  
University of New Hampshire  
6 Leavitt Lane  
Durham, NH 03824

Todd Selig  
Durham Town Administrator  
Town of Durham  
8 Newmarket Road  
Durham, NH 03824

**Subject:** Drinking Water and Groundwater Trust Fund  
Aquifer Recharge & Interconnection Project  
Grant Funding Availability

Dear Mr. O'Keefe and Mr. Selig:

The purpose of this letter is to notify you of action taken by the Drinking Water and Groundwater Advisory Commission. The Lee Traffic Circle Interconnection project was on the list for an initial round of funding from the Trust Fund. On November 2, 2017 the Advisory Commission voted to authorize grant funding for the Lee Traffic Circle Interconnection Project for the UNH/Durham water system for up to \$1,000,000.

The Drinking Water and Groundwater Trust Fund (Trust Fund) was created in 2016, using \$276 million of MtBE trial judgement funds, as authorized by RSA 485-F. The purpose of the Trust Fund is to provide sustainable, long-term funding for the protection, preservation, and enhancement of the drinking water and groundwater resources of the state. The Drinking Water and Groundwater Advisory Commission was established to administer the Trust Fund and to provide guidance to the State on the use of the Trust Fund.

Details regarding the grant funding process are still being determined and grant funding is not guaranteed until approval by Governor and Council. Grant agreement forms are being developed for this funding program and will be provided soon.

In the meantime, please confirm that you are interested in the grant funding and indicate whether you have the authority to accept grant funds. If you do not currently have the authority please let us know when you expect to obtain the authority to receive funds. Should your project not move forward, please contact us as soon as possible.

In addition to the Trust Fund money available for this project, MtBE Settlement Funds are available to pay for the construction of the water main extension and for upgrade of existing water system piping to ensure that the additional water flow to the traffic circle does not impact the existing system hydraulics.

The grant funds would be provided to UNH to help with the water treatment plant upgrade project and the reimbursement funds would be provided to pay contractors directly for the water main and booster pump station work. It is my understanding that the settlement fund direct payment option is preferred, as opposed to a reimbursement approach, to eliminate temporary out of pocket costs. The grant funds would become available upon successful project completion.

Matt O'Keefe and Todd Selig  
DES # 199203034  
January 9, 2018  
Page 2 of 2

If you have any questions, please contact me at 271-8873 or at [Gary.Lynn@des.nh.gov](mailto:Gary.Lynn@des.nh.gov).  
Sincerely,

A handwritten signature in black ink, appearing to read "Gary Lynn", with a stylized flourish at the end.

Gary Lynn, P.E.  
MtBE Remediation Bureau

cc: Julie Glover, Lee Town Administrator





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

### Request for Payment in Lieu of Vacation Time

Date January 4, 2018

Dear Select Board,

Per the "Personnel Policies and Procedures Manual for Town of Lee" which was adopted in 2009,  
I **Thomas C. Dronsfield Jr.** respectfully request vacation pay in lieu of vacation time off  
(EMPLOYEE NAME)

in the month of January 2018 in the amount of **\$ 1569.39**  
(MONTH) (YR) (WEEKLY EARNINGS)

I have 288 hours/36 days of accrued vacation time.  
(Vacation Hours) (Vacation Days)

I understand that the granting of this request is also contingent upon there being sufficient funds in the Operating Budget for this Fiscal Year.

Employee Signature

Department Head Signature

I have confirmed that this employee's date of hire is 4/18/2005 and, as of the date of this request, has more than ten (10) years of service with the Town of Lee and receives at least fifteen (15) days of earned vacation per year.

Town Administrator Signature

\* 2009 Town of Lee Personnel Policy, Page 13:  
At the discretion of the Board of Selectmen, employees 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. Employees having vacation accruals must submit a request in writing to the Board of Selectmen through their Department Head. Vacation time may not be taken in advance of being earned.

Chairman Bugbee

Selectman LaCourse

Selectman Brown

# Town Center Buildings Project

The Town Center Vision Committee was formed to inform Lee residents about the condition of the town center buildings and the proposed plan for facility renovation and modernization of the structures. The town center buildings consist of the Town Hall, Lee Library, Lee Historical Society Building (old South Lee freight depot building), the Town Annex, and the Tool Shed with Tramp Room, also known as the Hobo Shed.

From last week's E-Crier article, we showed a photo of the underside of the Town Hall floor. The support timbers along the edges of the building are in bad shape. These and other issues need to be attended to as soon as possible. This week's article will cover the Town Hall and its history and provide information about the issues facing this old and venerated building.

## History

The Town Hall building was built of brick in 1846 (on or near where the Town Pound had been); its underpinning and granite doorstep came from Lee's first meeting house at 17 Mast Road (about where the Lee Church

Congregational stands currently), which was built

about 1761. The Lee Public Library was started in 1892, and continued



**Figure 1** The Lee Town Hall, photograph circa 1909. It was built in the Greek Revival style that was popular in the middle 1800s, but the brick makes it an unusual example.

to operate on the second floor of the Town Hall building until 1964 when it moved to its current location, next to the Town Hall. After the South Lee School burned on Sunday, December 14, 1941, the Town Hall was turned into a temporary school and the town functions were housed in town officer's homes.



Figure 2 A view of the town center, circa 1909, looking northeast from the triangle (David N. Allan Park). The store, the town hall, the parsonage, and the church can be seen left to right.

In 1955, classes were no longer held at the Town Hall. Kindergarten, first and fourth graders went to Oyster River Elementary School, second graders went to St. Thomas More Church, and third graders went to the Durham Community Church. Town Hall once again became home to the town functions including Board of Selectmen meetings and other gatherings.

Dormers were added to the building sometime between 1910 and 1966. In 1967, \$500.00 was appropriated for an addition to the Town Hall to house the town clerk's office but the amount was insufficient and not expended. In 1968, another \$3,000.00 was appropriated but was also insufficient. Additional funds were taken from the general budget to complete the project. A total of \$8,004.30 was spent in 1968 to build the addition.

In 1973, The Lee Police Department moved to the second floor. The department remained there until 1980 when it moved to the Annex building.

### Structural Condition

- The structural report from November 2016 noted that “the first floor has been re-supported and does not currently represent any safety issues. It is however, a propped-up floor with rotten sills, no access, and no moisture barrier.”
- The framing of the second floor dormers, a twentieth century addition, has allowed the roof the sag.
- In places, the nonmetallic sheathed cable (Type NM) is in poor condition.
- and more . . .



Figure 3 The wood structure under the floor has not survived its 171 years in the same condition as the brick exterior.



Figure 4 The dirt floor in the crawlspace has no vapor barrier and only limited ventilation leading to the deterioration of the wood structure. Uninsulated areas of the floor can be seen at the top of the photo. Columns of concrete blocks have been added to support the beams under the floor.

## Operational Condition

- There is no privacy for staff or meetings.
- There is no control of public access.
- Inadequate insulation, particularly in the floor, produces an uncomfortable work environment in cold weather.
- There are not enough electrical outlets.
- There is not enough space for the town records that must be kept.
- The server is located in the poorly air conditioned attic.
- Current lighting, fluorescent T12, provides lower quality and efficacy than today's standard.
- Building entrances do not meet the Americans with Disabilities Act (ADA) Standards for Accessible Design.
- and more . . .



Figure 5 The open space provides no privacy for meetings or telephone calls that should be confidential, or for quiet, uninterrupted work. There is no control of public access to the offices.



Figure 6 The conference table is in the middle of the open space. A meeting here disturbs the work in the adjacent cubicles.

In upcoming E-Crier editions, the Town Center Vision Committee will share information about the Lee Library, the other town center buildings and the proposed plan to address these buildings' needs. The last article will be about the proposal to purchase some land between the Lee Church Congregational and the town center so the Town has some additional space to grow.

For more information about the buildings and the proposed plan, please go to the Town Center Vision Committee's web site at [http://leenh.org/Pages/LeeNH\\_BComm/centervision/index](http://leenh.org/Pages/LeeNH_BComm/centervision/index)