

**MINUTES OF THE BOARD OF SELECTMEN'S REGULAR SESSION  
NOVEMBER 10, 2008 PAGE 1**

**Board members present:** W. James Griswold, Chairman; Frank W. Reinhold, Jr. and John R. LaCourse.

**Others present:** Diane L. Guimond, Town Administrator; Chet Murch, Police Chief; Randy Stevens, Highway Supervisor; Michelle Stevens; Robert Smith; Sharon Meeker, Lamprey River advisory committee Chairman and Donna F. Eisenhard, Recording Secretary.

1. Chairman Griswold called the meeting to order at 6:30 p.m.

2. New Business:

A. Lamprey River Advisory Committee Chairman Sharon Meeker met with the Board and informed them the Mill Pond Center, where the committee has their offices, has been sold and they received a notice to vacate. She said they are looking for space to relocate and because LRAC is a state and federal group, they have to provide wheelchair access, which they did not have in their former offices. She stated LRAC would like to rent the Highway Annex for office space and meetings. She said some renovations would need to be done and she had DeRocchi & Sons look and they gave an estimate of \$1,200 for this work, for which LRAC would gladly pay. Selectman LaCourse said the town would be setting a precedent. It was also noted that this building has electric heat which would make it very expensive to keep warm. Chairman Griswold said they want to keep town expenses to a minimum and they are not sure about electric heat through the winter. He said it may cost more to heat than we would get for rent and this would not be cost effective. Selectman Reinhold said we need to question out liability as LRAC is a private group. After further discussion, in which Highway Supervisor Randy Stevens offered a great deal of information, the Board directed Town Administrator Guimond to contact the Local Government Center for their advice, the Board would then consider what Mrs. Meeker had asked and respond to her by letter.

Highway Supervisor Randy Stevens met with the Board in informed them Greenstart has been trying to get all municipalities to go bio-diesel by switching over to B20. He said you get better mileage and there are no additives. The only downfall is it is more expensive and in real old equipment you get leaks as old equipment has rubber and not neoprene hoses. He said he had a proposal to get the bio-diesel at the state pumps and try it in the two smaller trucks, the 1997 and 2001, so there shouldn't be much sludge and they have neoprene hoses. The Board concurred. Regarding Highway Mutual Aid, Mr. Stevens said 104 towns in the state are now participating, although it is mostly southern towns. He said it does work and a town is not obligated to respond just because they join. He said the annual fee is \$25.00 and he could not see Lee requiring it but you never know. Selectman LaCourse said it is a good policy. Selectman Reinhold asked if Mr. Stevens was saying do it or not. Mr. Stevens said he would like to do it. Selectman Reinhold made a motion for Lee to join Highway Mutual Aid. Selectman LaCourse seconded. Chairman Griswold called for a discussion. There being none, Chairman Griswold called for a vote. Motion passes. Mr. Stevens said he got half the winter salt

needed, the new plow was in and he moved several thousand yards of material from the Old Mill Road property.

B. Police Chief Chet Murch met with the Board and presented an Appointment Slip for Michael Lyczak as the new officer to replace Anthony Cinfo. Chief Murch gave a brief history of Mr. Lyczak after which Selectman Reinhold made a motion to hire Michael Lyczak as a Police Officer for Lee. Selectman LaCourse seconded. Chairman Griswold called for a discussion. There being none, Chairman Griswold called for a vote. Motion passes. chief Murch also asked for one weeks pay in lieu of vacation for himself as authorized in the town's Personnel Policy. The Board granted his request.

3. Public Comments: None.

4. Old Business:

A. Selectman Reinhold gave a brief report on the Town Center Committee. He said they must spend \$2,300 to conduct a topo survey of the former Bricker property and chose Doucet Survey. They also request the hiring Dana Lynch of CivilWorks through June 30, 2009 for consulting at a cost of \$9,700. He said this would leave a balance of \$5,00 in the fund allotted. They also may have to do future borings and this would cost in the area of \$2,000. They are looking at Little River Park as a future new library spot and also researching renovation and restoration of the current town hall and library. He said they hope to have all this done prior to January. After a brief discussion in which Town Administrator Guimond suggested Selectman Reinhold getting two more bid proposals, they could be verbal, for the consulting work. Selectman Reinhold informed the Board 1,100 yards of screened sand (screened with a rented screener) was stored. He said we need to get approvals to cut trees behind the highway garage and set in place procedures to begin action. The storage area will be clear cut by a hired logger and Highway Supervisor Stevens will stump it. He said we want to be ready by spring and urged Chairman Griswold and selectman Lacourse to view the site soon.

B. Chairman Griswold said he met with Frederick Schultz and viewed his property and he agreed to erect a 50-foot fence setback around the "kettle hole" except in one place where it does not make sense. He said the conservation commission stated this met their needs insofar as this matter was concerned. He also noted a warrant article may be forthcoming to tap into the fund balance to purchase more conservation land and he wanted to make the other two Selectmen aware.

C. Selectman LaCourse noted the PAYT Public Hearing Wednesday night. He said another Public Hearing will be held in December.

5. Town Commission/Committee Comments:

A. Robert Smith met with the Board to update them on the CIP. He presented several handouts, which will become a permanent part of these minutes, for the Board's review which included an Agenda, Groundrules & Assumptions, Budget Years, Capital

Improvements Plan Summary Sheet, Capital Improvement Plan Bond Schedule and Capital Improvements Plan Dept. Input. In summary, it was felt the library should come first and then clearing out the spot for the town hall complex by removing the shed and town hall annex. It was felt recreation projects should be spread out over a number of years by accomplishing one individual project each year such as the parking lot or the playing field. In the safety complex, installing an elevator is a must as well as finishing the second story completely. This part could cost in the area of \$395,000 for showers, bathrooms, the elevator and complete finish of the upstairs. Again, it was noted that this was mainly a scenario. The Board agreed they must have an active, controlling part in this. Chairman Griswold said when we get the final cost, we can do more scenarios. He said we are not quite done but close – we need the final numbers. Selectman Reinhold asked what the critical dates were. He said the numbers were not perfect but we could sit the Recreation Commission, library and Town Center Committee together to give us an alternate plan. Selectman LaCourse said he preferred the complex, library and recreation, in that order. A brief discussion followed about overseeing project and all agreed a “clerk of the works” would be desired. Code Enforcement Officer Dennis was suggested. Selectman Reinhold said they need to be tougher; Mr. Dennis was too nice. He said the clerk should be someone like the Board of Selectmen, who can be tough when they have to and ask questions. The Board thanked Mr. Smith for all his hard work gathering and preparing the CIP data.

6. Town Administrator:

Town Administrator Guimond presented the amended Appointment Slip for Chris Buslovich as Emergency Management Director for Board signatures. A brief discussion followed regarding Mr. Buslovitch’s performance as the new Information Technology person. Following this, the Board agreed to waive his probation period and pay him the extra \$1,500.00 to bring his salary to \$48,000, as previously agreed by the Board because of his exemplary performance. She also presented a Yield Tax Warrant for PID#31-04-0000 and #31-03-0000 – Richard & Patricia Wellington for Board signatures. The Board approved a vacation request for the Code Enforcement Officer. The Board signed the Strafford County Tax Warrant in the amount of \$1,067,472. Notices of Intent to Excavate were signed for PID#35-09-0000 & #18-04-0000 – Chick Trucking. A letter drafted by Town Assessor Robb Dix to William Miller in relation to his amenities charges was signed by the Board. A copy of that letter becomes a permanent part of these minutes. The Board signed memorandums to the Trustees of Trust Funds for reimbursement to the general fund from the Town Buildings Trust Fund in the amount of \$10,000, the Recreation Trust Fund in the amount of \$75,000 and the Highway Expendable Trust Fund in the amount of \$5,950.

7. Town Secretary – review and approve manifests and minutes. Manifests approved:

Manifest #15 for 11/01/08 totaled \$ 31,419.20  
Manifest #16 for 11/08/08 totaled \$643,873.95

**MINUTES OF THE BOARD OF SELECTMEN'S REGULAR SESSION  
NOVEMBER 10, 2008 PAGE 4**

Selectman Reinhold made a motion to accept minutes from the October 27, 2008 Regular session. Selectman LaCourse seconded. Chairman Griswold called for a discussion. There being none, Chairman Griswold called for a vote. Motion passes.

Correspondence:

A. Transfer Station Manager Roger Rice, dated 10/23/08 re: request for approval of tree cutting to create compost storage areas. File: General File-Department Heads.

B. Local Government Center, received 10/29/08 re: workshop on Preparing for a Successful Town Meeting. (-)

C. Dale Hardy. dated 09/25/08 re: resignation as Emergency Management Director. File Appointments & Resignations Notebook.

D. Lee Firemen's Association, dated 10/27/08 re: invitation to Annual Dinner. (-)

E. Southern Strafford Community Health Coalition, dated 09/29/08 re: introduction of new Emergency Preparedness Coordinator. File: General File – Emergency Planning.

F. Transfer Station Manager Roger Rice, dated 10/23/08 re: Harold Hood's retirement as Swap Shop volunteer. File: General File – Department Heads.

G. Department of Revenue Administration, dated 11/6/08, re: confirmation of 2008 tax rate. File: general File – Tax Rate.

H. State of NH Superior Court, received 11/7/08, re: Order of Notice – Witham. File: PID#28-01-1600.

At this point Selectman LaCourse handed out a document outlining PAYT for the Board's review and noted the Public Hearing is Wednesday, November 13<sup>th</sup> at 7:00 p.m. at the Public Safety Complex. A copy of the handout becomes a permanent part of these minutes.

8. There being no further business, meeting was adjourned at 9:47 p.m.

Minutes recorded by:

---

Donna F. Eisenhard, Recording Secretary

Minutes accepted by:

---

W. James Griswold, Chairman

---

Frank W. Reinhold, Jr.

---

John R. LaCourse  
Lee Board of Selectmen