

Board members present: John R. LaCourse, Chairman; and W. James Griswold.

Others present: Town Administrator; Diane L. Guimond, Randy Stevens, Joe Lessard, Fire Chief; Mike Blake, Tom Dunn, Town Secretary; Dawn Hayes.

1. Chairman LaCourse Called the meeting to Order at 6:00 pm.
2. Tom Dunn, Member Relations Manager of the Local Government Center reviews services provided by LGC. He invites the Board to attend the annual conference on November 18th and 19th.
3. Chairman LaCourse motions to enter into Non Public with Joe Lessard regarding a Board of Tax and Lien appeal. Selectman Griswold, seconds. Chairman LaCourse motions to end Non Public. Selectman Griswold, seconds. Selectman Griswold motions to seal the minutes. Chairman LaCourse, seconds.
4. Randy Stevens; Highway Department Manager, requests direction from the Board regarding the 1997 Chevy Truck operated by the Highway Department. The vehicle needs costly repairs and will not pass inspection. Chairman LaCourse asks Randy research purchasing a used truck and to attend the next Selectmen's meeting to discuss the options further.

Randy submits a draft plan for purchasing highway equipment. Chairman LaCourse motions to accept "Plan A" of the draft (assumes all trucks following the fire utility vehicle will be purchased new and all equipment will be purchased used.) Selectman Griswold, seconds.

Randy reports problematic trees on Cartland Rd. need to come down. Chairman LaCourse recommends the Planning Board conduct a public hearing, as Cartland Rd. is a scenic road.

5. Fire Chief; Mike Blake requests a modification be made to the tanker truck. Doors are needed to enclose two areas for equipment storage. Mike also submits a photo of the Water Tank sub-frame, which depicts a crack. He recommends the vehicle be repaired and well maintained to attain the most life out of the vehicle.
6. Town Administrator; Diane Guimond presents the Town Seal for Chris Buslovich (not present). The seal has been digitalized and is ready for use. Chairman LaCourse motions to accept the seal. Selectman Griswold, seconds.
7. The Board reviews and discusses the job description for Laurel Cox. Chairman LaCourse recommends having the document reviewed by Barry Cox of Local Government Center. Upon his approval it shall be marked "draft" and forwarded to Laurel for her review. The Board requests her response via email.

8. Chairman LaCourse reviews the Employee Performance Evaluation form. Selectman Griswold requests to have Department Heads implement the evaluations immediately and have them completed by December 1, 2009.
9. Town Administrator; Diane Guimond requests the Board approve Dana Lynch of Civic Works to attend and contribute to five Town Center meetings as a paid consultant. Encumbered funds from Warrant Article # 13 will fund his services. Selectman Griswold motions to attain his services. Chairman LaCourse, Seconds.
10. Town Administrator; Diane Guimond presents contract between Dennis Mire, P. A., The Architects and the Town Center Committee. The contract includes evaluation of the existing Town Hall, Library and Historical Society structure and to develop designs for restoration to fulfill Town administrative functions. The contract has been modified based on three concerns from Attorney Bill Tanguay, including an Indemnification Clause, which has been added.
11. Town Administrator, Diane Guimond presents the appointment slip for the new Treasurer, Benjamin Genes. The Board approves and signs.
12. Chairman LaCourse motions to enter into Non Public at 7:45 pm. Selectman Griswold seconds. Chairman LaCourse motions end Non Public and to seal the minutes. Selectman Griswold, seconds.
13. **Approval of Minutes:** Selectman Griswold motions to accept the minutes of September 22, 2009. Chairman LaCourse seconds.
14. There being no further business, meeting was adjourned at 8:05 p.m.

Minutes transcribed by:

Dawn Hayes, Town Secretary

Minutes accepted by:

John R. LaCourse, Chairman

W. James Griswold

Joseph P. Lombardo
Lee Board of Selectmen