

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

Others present: Town Administrator; Diane L. Guimond, Randy Stevens, Laurel Cox, Sandra Bissette, Town Secretary; Dawn Hayes.

1. Chairman LaCourse Called the meeting to Order at 6:00 pm.
2. Sandra Bisset of the Municipal Energy Assistance Program will be working with the Energy Committee to organize energy savings. They will be looking at ways to save energy in all town buildings and town vehicles, but their main focus will be on the Public Safety Complex. A report of all findings and recommendations will be available by January 2010. This program and its reports are at no cost to the Town of Lee.
3. Randy Stevens of the Highway Department presents sealed bids for a new truck. Selectman Lombardo opens all bids. The Board reviews them. The Board requests Randy put all bids into a spreadsheet and make a recommendation at the next Selectman's meeting.

Randy updates the Board on the Tuttle Road embankment and the erosion issue. Randy will get quotes from engineering services (needed to apply for matching grant funds) and he will contact DES regarding an emergency fix. He will return to the Board with an update.

4. Laurel Cox of Land Protection presents the Board with an update. The Woolmark Farm has been ranked #1 in the region by Strafford Regional Planning Commission for NHDOT Enhancement Grant Program.

Laurel reports that Roger Palmer is interested in placing a conservation easement on his farm. Laurel will be working on this, as well as, the Schreiber property on Cherry Lane, Levesque property on Rt125, All Paint Farm on Kelsey Rd, Goss property on Cherry Ln, and the Vallee property on Steppingstone Rd. Laurel is meeting with WRP to discuss easements.

Chairman LaCourse discusses the revised Land Protection job description. Selectmen Griswold recommends adding the "business" aspect to the description, as that direction will relieve the future tax burden on the residents of the town. Laurel would like see the term "light industrial" added to the description. Chairman LaCourse requests Laurel revise the job description and submit it to the Board within two weeks.

5. Town Administrator; Diane Guimond presents a letter to the Trustees of the Trust Funds, requesting signature from the Board, regarding the Kelley and Henry properties, Warrant Article #'s 30, 29, 31.

6. Town Administrator; Diane Guimond presents a letter to the Treasurer of Strafford County acknowledging receipt of a warrant issued on November 9, 2009. The Board authorized a payment of \$1,107,432 towards the county tax.
7. Town Administrator; Diane Guimond presents a Policy Revision for the Board's signature. The following revisions have been made to the Meeting Room Policy; *only town departments, committees or commissions may use the meeting rooms, the rooms can not be used for profit, any local, state or federal organization must obtain authorization for the Town Administrator.*
8. Town Administrator; Diane Guimond presents a Policy Revision for the Board's signature. The following revision has been made to the Personnel Policy, specifically Termination of Employment; *any employee whose employment has been terminated for cause, unfavorable reasons as described under the "Standards of Conduct" found on page 33, 34 and 35 of the Personnel policy will not receive their benefits afforded to them regarding accrual of sick and vacation leave.*
9. Town Administrator; Diane Guimond presents the Energy Conservation Contract from Atlantic Energy regarding savings at the Recycling Center. Total job cost is \$10,293.40, a \$5,146.70 Rebate, an annual Savings of \$2,741.11, with a payback in 1.9 years. The Board approves and signs.
10. Town Administrator; Diane Guimond presents the Warrant showing the total value of tax dollars to be received.
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 November 3, 2009. Chairman LaCourse seconds.
14. [There being no further business, meeting was adjourned at 8:30 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