

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

Others present: Town Administrator; Diane L. Guimond, John & Carol Hutton, Jim & Betty Brady, Marianne & Jim Banks, Chief Chester Murch, Jonathan P. White, Scott Bugbee, Win Bassage, Amos Townsend, Alice MacKinnon, Caren Rossi.

1. Chairman LaCourse Called the meeting to Order at 6:00 pm.
2. At 6:02 pm, Chairman LaCourse motions to enter into a Non Public session. Selectmen Lombardo, seconds. Selectman Griswold motions to seal the minutes. Chairman LaCourse, seconds. Non- Public ended at 6:13pm
3. John and Carol Hutton refer to a letter from the Agriculture Commission. Mr. Hutton would like to know who the letter has been copied to. Chairman LaCourse states the letter has only been sent to Bill Humm of the Conservation Commission. Selectman Griswold remarks that the letter is in "draft" form only.

Mr. Hutton expresses his frustration about not being copied on letters from the Conservation Commission. He would have attended all meetings regarding his property had he been copied. Chairman LaCourse states that it was an over sight not to have copied the Hutton's.

Chairman LaCourse assures the Huttons that the Board is in full support of their cause and their business. Selectman Griswold reiterates that the Board is in full support of agricultural tourism that is being conducted at the Coppal House Farm.

Mr. Hutton requests that the letter from the Agriculture Commission be available in final form before his meeting in Concord on Thursday. Chairman LaCourse directs the Town Administrator to contact the Chairman of the Agriculture Commission regarding the letter being sent to the Hutton's via email as soon as possible.

Mr. Hutton remarks that Mr. Sawtelle, Mr. Babcock and Mr. Barney of the Agriculture Commission are "conflicted out" in the matter of Coppal House Farm. Two of the members are abutters and one has a financial relationship with Mr. Hutton. Chairman LaCourse requests a formal statement from Mr. Hutton regarding the matter. Mr. Hutton request that Mr. Babcock, Mr. Barney and Mr. Sawtelle be exempt and recuse themselves from voting on the matter. Chairman LaCourse states that they will look into it.

4. Chief Chet Murch advises the Board that the Lee Police Department has been awarded a grant from NH Highway and Safety for a laser radar. It is a 50/50 grant for \$1,924.00, with a commitment from the Town of \$962.00. Chief Murch advised that the Town's portion will come from his current year's operating budget. Chairman LaCourse motions to accept the grant. Selectman Griswold, seconds.

Chief Murch advises the board that Raymond Parady will be leaving the Lee Police Department. The Chief requests he move forward with the advertising and recruiting process. Chairman LaCourse recommends moving forward with the process.

Chief Murch reports an accident occurred Saturday night with a deer and a Lee Police Cruiser. There is approximately \$3,000 in damages. All appropriate paperwork has been filed with the Local Government Center.

5. The Advisory Budget Committee is present to review the budget. Scott Bugbee reviews line items, overages and underages. He is concerned with the amount of money being put into the fund balance. He mentions that most departments came in on target by trimming 2%.

The committee has cut \$30,000 from the personal administration/health care line item. The cost to do mowing in cemeteries will be moved to the Highway Department's budget. The Oyster River Youth Association has requested \$30,000. The committee would like to honor this request. General Assistance/Welfare has requested an increase in wages and a decrease in assistance.

Town Administrator remarks on the need to increase the Assessing/BTLA line item an additional \$7,000.

The Budget Committee removed the step program and all staff increases, with the exception of Library staff. The operating budget ends up at \$2,200,000 resulting in a \$10,000 decrease.

Selectman Lombardo remarks that the Fire Monitoring Line item will need to be increased for next year.

Town Administrator states that \$2,000 needs to be added to the Fire Department budget for the inspection of emergency lights.

Selectman Griswold remarks that a decision has not been made regarding the 3% step program. He requests an outline of employee's total compensation, including retirement and health insurance benefits be presented to employees.

Scott Bugbee reviews warrant articles. They have zero funded the line item for authorizing funding for architect services for the redesign of the Town Hall.

Town Administrator questions the removal of the Digital Document Writer from the IT budget.

Chairman LaCourse clarifies the issue regarding the work done by the CIP and the Advisory Budget Committee. He recommends the two are to work individually and not be influenced by each other. It is the job of the Board of Selectmen to compare and consider the recommendations of both. Chairman LaCourse requests, as a courtesy, the Town Administrator forward a copy of the CIP to the Budget Committee.

It is recommended by both the Town Administrator and the Advisory Budget Committee to increase the amount in the Accrued Benefits Liability account.

Selectman Griswold remarks, while there were no increases last year, this year's budget will need to accommodate a cruiser for the Police Department and a utility truck for the Fire Department.

The Town Administrator notes the absence of the cost of the High Road Bridge project from the presentation of the Advisory Budget Committee.

6. Town Administrator presents a letter from IT Director (not present) requesting to encumber \$22,300. Chairman LaCourse requests a detailed report via email, from the IT Director regarding what purchases have been made from funds that have already been encumbered. Selectmen Griswold request the entire Board be copied on the email.
7. Chairman LaCourse advises that the Work Session on Jan 5th will be a closed session to review the budget.
8. **Approval of Minutes:** Chairman LaCourse motions to accept the minutes of December 22, 2009. Selectman Griswold, seconds.

There being no further business, meeting was adjourned at 8:37p.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