

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

Others present: Diane L. Guimond, Town Administrator; Darin Guyer, Scott Cameron & Frank Cameron, representatives for Cameron Sod Farms; James Watkins & Bud Finemore, representatives for JAMCO; Roger Rice, Transfer Station Manager; Randy Stevens, Highway Supervisor; Patricia Jenkins, Heritage Commission Chairman; Laura Gund, Heritage Commission member; Jacki Neill, Jan Neill & Donna Eisenhard, Cemetery Trustees; Linda Cayford; Heather Thibodeau, Welfare Director; Laurel Cox, Land Protection Administrator; Henry Brackett; Seth Peters and Donna F. Eisenhard, Recording Secretary.

1. Chairman LaCourse called the meeting to order at 6:00 p.m.
2. Planning & Zoning Secretary Caren Rossi asked the Board to re-sign authorization for the Bike/Walk To Work Day and reminded the Board of the Governor's Three Mile Walk on May 20th, stating that four from Lee would be going and of the 8-Mile Torch Run on Friday, June 12th, which she would be running.
3. Selectman Reinhold stated he, Code Enforcement Officer Dennis, Highway Supervisor Stevens, a representative from NRCS and Planning & Secretary Rossi reviewed the bid proposals for Materials Hauling from the Old Mill Road property owned by the town, called in two of the contractors who bid for additional interview and were recommending JAMCO Excavators, who were the lowest, as the company of choice. Following this, Selectman Reinhold made a motion to award the bid for Materials Hauling to JAMCO for \$685,382. Selectman Griswold seconded. Chairman Lacourse called for a discussion. There being none, Chairman Lacourse called for a vote: Reinhold-aye; Griswold-aye; LaCourse-aye. Motion passes.

Selectman Reinhold stated he, Code Enforcement Officer Dennis, Highway Supervisor Stevens, a representative from NRCS and Planning & Secretary Rossi also reviewed the bid proposals for Vegetative Restoration for the Old Mill Road property owned by the town, again called in two of the contractors who bid for additional interview and were recommending Cameron Sod Farms, who were the lowest, as the company of choice. Following this, Selectman Reinhold made a motion to award the bid for Vegetative Restoration to Cameron Sod Farms for \$332,876.20. Selectman Griswold seconded. Chairman Lacourse called for a discussion. There being none, Chairman Lacourse called for a vote: Reinhold-aye; Griswold-aye; LaCourse-aye. Motion passes.

Following this, Planning & Zoning Secretary Caren Rossi presented two originals of each contract for Board signatures. Selectman Reinhold suggested having a sign installed at the site defining the project particulars, and doing a photo op ceremony with the Board, newspapers and company representatives present. Chairman LaCourse and Selectman Griswold felt this was a good idea. Selectman Reinhold said he would take care of notifying the appropriate people and reminded the Board a follow up site walk has

been scheduled for Friday, May 8th at 9:00 a.m. for both material haulers and vegetative restorers.

4. Transfer Station Manager Roger Rice met with the Board to update them regarding his plan to address his labor line item that was overspent by \$3,000 for Peter Hoyt. He said he plans to take this amount from line item 14 in his budget, which is Grounds Maintenance. He stated he has \$4,145 there with only \$1,000 being committed for some work to be done by Woodward Timber, which had already been accomplished. Chairman Lacourse affirmed department Heads need to stay within their line items in the future and the Board will be watching that. He said if Department Heads are going over a line item, they need to immediately make the Town Administrator aware of the problem.

5. Highway Supervisor Randy Stevens met with the Board and said he reviewed the paving bids and Suburban Paving was the lowest at \$70.00 per ton. He said the bid has traditionally gone to Continental Paving each year as they have always been the lowest, however, that was not so this year. He said he was a little nervous as he did not know anything about Suburban so called the Towns of Warner and Pembroke and the City of Rochester, who were given as references, and got glowing reports. He said this was unusual as people don't usually brag about their paving companies but they did about Suburban. Mr. Stevens said he also asked Suburban about escalation costs and how long the bid was good for and was told until August 1st. Following this, the Board agreed with Mr. Stevens choice. He said targeted roads include Riverside Farm Drive, shimming Packers Falls Road and top-coating later and, if possible, Garrity Road, Old Garrity Road and Old Concord Turnpike. He also said \$70.00 per ton is the limit he would pay or he would look for other alternatives, such as holding off for another year. After a brief discussion about a contract, Mr. Stevens said they usually provide one, however, he might add something. Selectman Reinhold asked that it be reviewed by an attorney. . Following this, Selectman Reinhold made a motion to award the paving bid to Suburban Paving for \$70 per ton. Selectman Griswold seconded. Chairman Lacourse called for a discussion. There being none, Chairman Lacourse called for a vote: Reinhold-aye; Griswold-aye; LaCourse-aye. Motion passes.

Mr. Stevens said resident Fred Wolff contacted him with concerns about a tree on High Road and he presented pictures of said tree for the Board's perusal. He said, as High Road is a scenic road, he must get Board approval to declare the tree a hazard and have it removed. Following this, Selectman Reinhold made a motion to remove the tree. Selectman Griswold seconded. Chairman Lacourse called for a discussion. There being none, Chairman Lacourse called for a vote: Reinhold-aye; Griswold-aye; LaCourse-aye. Motion passes.

Mr. Stevens informed the Board he is currently seeking quotes for Liquid Magnesium Chloride, Catch Basin cleaning Services, Corrugated Polyethylene Culvert Pipe, Edge & center Line Striping and Bucket Truck Work on Lee Roads and presented a handout for the Board's review outlining the specifics.

Mr. Stevens said he has been looking at purchasing crushed gravel and stone and Hartmann is by far the least expensive. He said he is also right there at Little River Park so delivery would be inexpensive as well. He presented a handout, which becomes part of these minutes, for the Board's review regarding prices. He said the Recreation Commission will be needing a lot. Selectman Griswold asked if he wanted to purchase now. Selectman Reinhold said, as a spot has been cleared behind the Highway Garage for the storing of materials, why not stockpile more. Mr. Stevens agreed and said material needed will never be closer than it is right now. He said he would move in the Old Mill Road material first and then stockpile more. Selectman Reinhold said to get a dollar value commitment and then stockpile. Chairman LaCourse said he agreed.

Selectman Reinhold asked the status of the Cat loader. Mr. Stevens said it came back and the problem seemed to be cylinders so they re-reamed them and put in new rods. He said he used it and there were no problems or oil use. He said the labor was covered by warranty, however, the town would have to pay the transportation costs, which would be in the area of \$350-\$450 dollars.

Selectman Reinhold asked about the Seth Peters project. Mr. Stevens said he had not heard anything yet and action was to occur the 29th or 30th but did not. Selectman Reinhold said he would like to complete this project before the materials hauling begins. He asked how Mr. Stevens was, budget-wise. Mr. Stevens said he was very good and will do a schedule for review.

6. Heritage Commission Chairman Patricia Jenkins and member Laura Gund met with the Board to update them on their activities. Mrs. Jenkins said the office in the Highway Annex to be used for doing a History of Lee is ready with furniture moved and a door to be installed. She said she was hoping Mrs. Eisenhard would coordinate this project. Member Richard Wellington and resident Mel Jenkins have been out recording histories and points of interest on town roads. Member Donna Eisenhard has been interviewing and recording town residents. Discussion has taken place on erecting signs noting historic spots in town. She said these may be able to be done through Prison Industries. This Friday, she said, she has been called to a meeting regarding the Burley-Demeritt Homestead. Mrs. Gund said they are trying to get the Tramp House project going and Scott Kemp is to offer input on what needs to be done after he looks at the building. She asked what the town feels needs to be done. Chairman LaCourse said rotted clapboards need to be replaced and the whole building painted. Town administrator Guimond said the roof needs work and her estimates were in the area of \$13,000 for all the repairs required, which included \$2,500 for painting, \$5,000 for clapboard replacement and the rest for the roof. Chairman Lacourse said we need to find the money to fix so it looks like the other buildings. Mrs. Gund said this building would be good for storage of old equipment later on. she said people have offered to donate items but the Historical Society has no place to put them. She felt we should not tear it down unless it was necessary. The Board thanked them for coming.

7. Cemetery Trustees Jacki Neill, Jan Neill and Donna Eisenhard met with the Board to update them on cemetery matters. Mrs. Eisenhard said the cemetery shed is being

painted by Bill Stevens during his off hours with the town and Trustees are getting ready to place veteran memorial flags on the private trust cemeteries in town. She said the VFW does Lee Hill Cemetery. The Charles Jones Cemetery on Snell Road, now on land owned by the town and recently declared abandoned, will have its stones repaired and cleaned. Its fence is in good condition and has granite posts with steel rods and the rods only need painting. She said the Trustees have been reviewing Cemetery Rules & Regulations from nine area towns and discovered the Lee is very lenient when it comes to lot care. Steps will be taken to install signs asking for people to clean up their lots before winter by November 15th and items left will be cleaned up by the Trustees barring stone urns and other permanent material containers. She said silk and plastic flowers left disintegrate and blow all over the grounds as well as plastic pots and parts thereof. The Trustees gave a brief overview of some cemeteries reclaimed with the promise of the landowner to maintain them. Mrs. Neill noted the Dame Cemetery on Lee Hook Road, which the Trustees had declared abandoned last year, and how beautiful it looks now. If the town declares a cemetery abandoned, then they can take care of it even though it does not have a Trust for its care, using funds available for that purpose. Mrs. Eisenhard said as this cemetery is highly visible from the road and got the most complaints about its condition, the Trustees felt it was a suitable candidate. Mrs. Neill said the Trustees received a call from a person who wished to be buried on their own property. She said she checked with the State and was told this is allowed as long as the town does not prohibit this through a Town Ordinance. Mrs. Eisenhard said she was not in favor of this as, for right now, while the family of the deceased is around giving care it is great but later, when the family moves and the place may be sold, the grave is often forgotten and neglected. She said she preferred they be placed in the public cemetery where care is constant, no matter what. Selectman Reinhold said he had concerns about the veterans in various cemeteries around town and them being forgotten. He said he felt it important to honor them. Mrs. Eisenhard said she places flags on all the veteran's graves in the private trust cemeteries under the care of the town but the VFW usually does the others, which number about 70-plus scattered all over town. Selectman Reinhold said they were a bit negligent in that area. Mrs. Eisenhard said the VFW members are all quite old and she did not like the idea of them doing this as many graves were deep in the woods and in hard to reach places. She said what if someone falls and breaks a leg or gets into difficulty trying to place flags and how do they get help. She said this was a major concern for the Trustees. Mrs. Neill agreed. Mrs. Eisenhard suggested that possibly an area in the back of Lee Hill Cemetery could be dedicated to these veterans with a memorial stone or something. Selectman Reinhold said perhaps a memorial stones at the Town Field. He also said a list of graves and locations should be maintained for these veterans. Mrs. Eisenhard said such a list is already maintained in their records here in a fireproof file at the Town Office. He also wondered if an Ordinance should be written prohibiting people being buried on their own property. The Board thanked them for coming.

8. **Non-Public Session:** Selectman Reinhold made a motion to enter into Non-Public Session for legal matters. Selectman Griswold seconded. Chairman LaCourse polled for a vote: Reinhold-aye: Griswold-aye. LaCourse-aye. Motion passes. The Board entered

into Non-Public Session at 6:40 p.m. The Board exited Non-Public Session at 7:10 p.m. and re-entered Work Session.

9. Town Administrator:

The Board approved a vacation request for the Information Technology Director.

Town Administrator Guimond informed the Board she scheduled a Benefits Health Fair for town employees on June 4th from 8:30 a.m. until 12:30 p.m. at the safety Complex. She said this will be a good opportunity for employees to learn what benefits they have especially gym access. She gave a brief overview of who would be speaking at the event such as AFLAC, the Local Government Center, Misty Meadows and others. she asked about getting Town of Lee duffel bags to give as gifts and noted possible costs. Selectman Reinhold suggested the cost be taken from the Employee Bonus Line Item. Ms. Guimond said she is meeting with Selectman Griswold on June 13th regarding the budget.

Ms. Guimond said she received two estimates for work needing to be done on town buildings. She said one was for \$4,500 to replace the sink and toilet at the Highway Annex and install the doors and the library bulkhead but not the floor tiles or the ceiling. he other estimate was from Frank DeRocchi & Sons and included the tiles and ceiling. She also said Edin Electric quoted \$950 for the generator plugs. The Board agreed to get the work done.

10. Selectman Reinhold said Recreation Commission member Geoff Carlton mentioned a dip that needs filling at Little River Park and where was the fill coming from. He said 25,000 yards of material is going over there from Old Mill Road so there should be plenty of fill. Chairman LaCourse also said the Commission was wondering how much they can depend on Highway Supervisor Stevens to get some of the work needed accomplished.

11. Chairman LaCourse said he viewed the website and it badly needed updating. He said the Solid Waste Committee is still listed but does not exist as the Board abolished them a year ago. Mrs. Eisenhard said she used to update the site when she was Town secretary but had not done so since she retired. She said she would look at the site and update it. chairman LaCourse said he was most anxious this be done.

12. The Board discussed Information Technology Director Chris Buslovich moving his office to the Safety Complex and how this might be accomplished. Town Administrator Guimond said there might be some encumbered funds available for this purpose. Further discussion ensued ad this matter will be investigated further.

13. Seth Peters, who arrived late, met with the Board regarding his project. He said he has done nothing as he was waiting for a call from Highway Supervisor Stevens. He said the dividing line needs to be drawn. Selectman Reinhold said the line will be drawn this week, hopefully within the next ten days, as the Old Mill Road project should include Mr.

Peters section and then material removal can proceed. He said they would like to move Mr. Peters first before the larger project begins.

9. There being no further business, the meeting was adjourned at 7:32 p.m.

Minutes recorded by:

Donna F. Eisenhard, Recording Secretary

Minutes accepted by:

John R. Lacourse, Chairman

W. James Griswold

Frank W. Reinhold, Jr.
Lee Board of Selectmen