

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

Others present: Town Administrator; Diane L. Guimond, Town Secretary; Dawn Hayes and Caren Rossi.

1. Chairman LaCourse called the meeting to order at 6:00 p.m.
2. Caren Rossi requests direction from the Board regarding a gate at the Old Mill Road project and the number of parking spaces that are needed. Selectman Griswold suggests a gate made of "green" materials be put in place. Selectman Griswold suggests 10 to 15 parking spaces to accommodate visitors.
3. Chairman LaCourse recommends Department Heads follow up with the Board on departmental activity during the Budget Committee meetings. However, reporting of activity will have a separate time to report. A split agenda for budget items and department activity will be necessary.
4. Laurel Cox (not present) submitted her job description to be reviewed by the board. Chairman LaCourse recommends each Selectmen review the job description individually before discussion or recommendation.
5. Town Administrator, Diane Guimond presents the contract from MRI. The Board signs to retain temporary Assessing Services.
6. Town Administrator, Diane Guimond confirms that the first floor Town Hall offices will be reconfigured on Thursday September 3rd.
7. Chairman LaCourse requests the Town Secretary contact Craig Green of the Department of Transportation regarding the details of his presentation on Monday September 14th.
8. **Approval of Minutes:** Chairman LaCourse motions to accept the minutes of August 24, 2009, Selectman Griswold seconds.
9. **There being no further business, Chairman LaCourse motioned to adjourned at 8:05 p.m. Selectman Lombardo seconds.**

Minutes transcribed by:

Dawn Hayes, Town Secretary

Minutes accepted by:

John R. LaCourse, Chairman

Joseph P. Lombardo

W. James Griswold
Lee Board of Selectmen