

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

Others present: Town Administrator; Diane L. Guimond, Linda Reinhold, Laurel Cox, Randy Stevens, Lisa Morin, Katrinka Pellechia, Peg Dolan, Town Secretary; Dawn Hayes.

1. Chairman LaCourse Called the meeting to Order at 6:00 pm.
2. Community Planning Coordinator; Laurel Cox reports to the Board that the Bradshaw House has two offers on it and she has applied to the State Registry regarding Historical recognition.

Ms. Cox is working on the Tecce grant. Ms. Cox states that the Palmer grant has been approved. Selectman Griswold motions to appoint Chairman LaCourse as the official signer to be submitted with the cooperative agreement for NRCS. Selectman DeRocchi, seconds. All agree.

Selectman DeRocchi motions to appoint Selectman Griswold as the official signer OEP energy grant. Selectman Griswold, seconds. All agree.

3. Town Clerk/Tax Collector updates the Board regarding staffing in the Tax Office. The Deputy Town Clerk/Tax Collector is Mary Blair, the Assistant Town Clerk/Tax Collector is Judy Gaudet.

Chairman LaCourse motions to enter into a Non Public Session regarding personnel. Selectman Griswold, seconds. All agree. Non public ends at 7:06 pm, the minutes are sealed.

4. Randy Stevens of the Highway Department presents three bids for garage doors. Selectman Griswold motions to accept the bid of LaPanne and Sons on the condition; a certificate of insurance is provided. Selectman DeRocchi, seconds. All agree.

Mr. Stevens presents two bids for the Tuttle Rd guard rail. Selectman Griswold motions to accept the bid from CWS of Belmont. (steel post bid) Selectman DeRocchi, seconds. All agree

Mr. Stevens submits a list of tools that are needed at the Highway Department. (snap ring pliers, cordless drill, drill press and a transmission jack) Funds will be encumbered for these, if approved.

Mr. Stevens request direction of the Board regarding the Tuttle Road engineering, Hazard Mitigation Study. Chairman LaCourse recommends contacting several engineers to propose the project and report to the Board via email.

Regarding the resetting of the monument stones at the Town Field; Mr. Bill Allen has offered to donate the masonry work. Randy has offered to donate the brick. The tentative location will be approximately 30ft left of where they were originally. However, the Historical Society will be consulted prior to placement.

For clarification purposes, Mr. Stevens states; on March 22, 2010 prior to paving he requested \$20,000 out of his surplus and apply it to the paving line item. Continental agreed to pave early and bill for the balance after July 1st. Only \$17,000 was paid when the bill came in. After July 1st, the final bill for \$90,000 is expected.

Mr. Stevens states; the Mirco-Blaster has been purchased for the Highway Department. Regarding the storage tank for magnesium that is being considered; Mr. Stevens would like to do some more research before making the purchase. Selectman Griswold recommends; \$4,000 in funds should be encumbered for the purchase should they decide on it later.

Request for quotes for the commercial mower (to be shared by the Recreation Department and the Highway Department) will go out to several vendors who could supply a 60 inch class, zero turn, commercial mower. Deadline for quotes is Monday, July 12, 2010. \$3,500 will need to be encumbered for the Highway Department's portion of the cost.

5. The Board discusses the newly formed Town Center Steering Committee. The following people will be requested to participate; Selectman Griswold, Allan Dennis, Bob Smith, Phil Sanborn Paul Gasowski, Mary Woodward, a Library representative and one member of the Heritage Committee and Historical Society combined. Selectman Griswold will send an email contacting all participants.
6. Town Administrator; Diane Guimond presents documents for the signature of the Board; Strafford Regional Appointment slip for Caren Rossi (not present), Wage, Benefit and Salary Study for LGC, notification to Department of Revenue regarding the discontinuation of form PA 28 (inventory forms) and a letter to Department Heads regarding reporting from the Joint Loss Management Committee.
7. Selectman Griswold motions to accept the building permit request submitted by Ricky Stevens (not present). (property has an easement on it, reviewed and approved by Caren Rossi (not present)) Selectman DeRocchi, seconds. All agree.
8. The Board discusses names for the fire roads off of Stepping Stone Road. Selectman Griswold recommends a Public Meeting regarding the name changes, to allow residents to have input.
9. Town Administrator; Diane Guimond submit vacation request for herself. Board approves and signs.

10. Selectman Griswold motions to approve Health Insurance coverage for the Husband of the Town Clerk/ Tax Collector. Chairman LaCourse, seconds. All agree.
11. Town Administrator; Diane Guimond notifies the Board that she has received a request from the Department of Transportation, Brenda Ordway (not present). They would like to do a presentation at the next Selectmen's meeting, regarding the reconstruction of route 125 and the expansion of the traffic circle. The Board anticipates a lot of input and questions from the public. They recommend the Department of Transportation hold a public hearing specifically for this matter.
12. Selectman DeRocchi would like to clarify if the Deputy Fire Chief is receiving deputy wages. The Town Administrator provides Selectman DeRocchi with wage documentation for his review.
13. Selectman Griswold recommends the Life & Accident Policy for the Fire Department be kept at the Town Hall, as it is Human Resource material. Selectman DeRocchi agrees and would like the policy to be reviewed.
14. Town Secretary; Dawn Hayes present two abatements for the Assessor (not present). One granted, one denied.
15. Chairman LaCourse requests the Town Administrator notify all Department Heads of the upcoming operational budget.

Chairman LaCourse requests the Town Administrator prepare notification to employees regarding available benefits. Material should be made available, employees will need to sign off when receiving the benefits folders.
16. Selectman Griswold recommends allowing the Transfer Station Manger to provide change for residents. \$80 cash will be made available, it should be kept secure, and counted each operating day be two employees.
17. Selectman DeRocchi reports the Finance Committee meetings are going well and the Town Administrator provided excellent supporting documentation for the MS reports. The committee would like the Board to make the committee permanent. The committee expects to make a full presentation to the Board in August. Chairman LaCourse recommends as the committee moves forward, that it is charged with documenting procedural functions.

Approval of Minutes: Chairman LaCourse motions to accept the minutes of June 8 and June 14, 2010. Selectman DeRocchi, seconds.

There being no further business, meeting was adjourned at 8:45 p.m.

Minutes transcribed by:

Dawn Hayes, Town Secretary

Minutes accepted by:

John R. LaCourse, Chairman

W. James Griswold

Frank J. DeRocchi

Lee Board of Selectmen