

MINUTES OF THE BOARD OF SELECTMEN'S MEETING
JUNE 28, 2010

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

Others present: Town Administrator Diane Guimond; Jay Hilyard; Rick Miller; Andy Lelio; Belinda Gleason; Fire Chief Mike Blake; Police Chief Chet Murch; Robert Munger; Jill Nooney and Secretary Pro Tem Donna F. Eisenhard.

1. Chairman LaCourse called the meeting to order at 6:00 p.m.
2. The Board entered into Non-Public Session at 6:01 p.m. with Fire Chief Blake for personnel. TA Guimond excused herself. The Board exited Non-Public at 6:15 p.m.
3. The Board entered into Non-Public Session with Police Chief Murch for personnel & legal matters at 6:16 p.m. The Board exited Non-Public at 6:30 p.m.
4. Andy Lelio met with the Board to discuss noise levels at the Lee USA Speedway. Displaying a muffler he brought, Mr. Lelio asked if the town was taking noise measurements at the racetrack. Chief Murch said he is doing this periodically using California standards – 100 yards/97 decibels. Mr. Lelio said he wanted the Board to understand where we are with sound measurement. He asked if data was available. Chief Murch said not at this time until a specialist is on board to take readings. Further discussion followed in which Mr. Lelio commented on muffler technology especially output, specifically what comes out the hole on the muffler. He said we need to know the un-silenced noise level of the car engine as well as insertion loss of muffler because once we know that we can predict decibels. Discussion also followed on the Racetrack Ordinance and how it can be amended, especially in relation to Section 21-A as Mr. Lelio felt we should take measurements at the mufflers as 97 decibels measured at 100 feet is 190 out of the muffler hole. Chairman LaCourse said the Board tasked Chief Murch with taking measurements until a new Racetrack Ordinance comes out and he is doing as asked. Mr. Lelio felt, for the record, the town was setting themselves up for legal action by not enforcing Section 21.
5. Chief Murch met with the Board and presented three bids for completion of the work on the elevator at the Safety Complex. Bids were: Northeastern Elevator Company, \$6,000 – Pine State Elevator, \$4,800 and NH elevator, \$2,952. He said these costs do not include testing of smoke alarms. He said he was recommending NH Elevator. Discussion followed in which selectman Griswold asked if he was confident NH Elevator was creditable and Chief Murch said yes as he had contacted the Chief Elevator Inspector for vendors. Selectman Griswold motioned to use NH Elevator to complete the work on the elevator at the complex and Selectman DeRocchi seconded. Motion passes. Chief Murch said he was told the complex had a quality elevator even though the original installer defaulted.
6. Chief Murch said drugs taken in from arrests are a problem in regards to disposal. He said he has been using funeral home crematory furnaces but would like to have more control by purchasing a piece of equipment call Drug Terminator which would allow the police to burn their drugs on site, which would be done as soon as a case is over and he gets a motion to dispose. He said the Terminator could also be used to dispose of prescription drugs for people no longer needing them. The cost would be under \$5,000 for the machine and he presented three bids for the Board's review and stated he has money left in his budget for this. He

MINUTES OF THE BOARD OF SELECTMEN'S MEETING
JUNE 28, 2010

answered questions in regards to how it burns, ash disposal, where it would be stored and liability. Chairman LaCourse made a motion to grant permission for Chief Murch to purchase the Drug Terminator with two conditions, 1 – work on an acceptable procedure for the burn and 2 – work out a policy for public drugs to be brought in for disposal and bring both procedures to the Board. Selectman DeRocchi seconded. Motion passes.

7. Chief Murch said there was an issue this week with the generator at the Complex. It shut down a few times and Peter Hoyt and Jim Banks felt the generator was maxed out for the building. Mr. Banks offered to do some estimates on what size generator is really needed and Chief Murch said he has money in his budget to pay for a new one. He said the old one could be converted to a one-phase to run the Library, Town Hall and Town Hall Annex during a power failure so it wouldn't be wasted. It was suggested the Energy Committee be consulted. Chief Murch said Mr. Banks would do the maximum load estimate for free and he was asking permission for him to do this. Again Chief Murch said he has money left to cover the cost. Rick Miller said a new 3-phase generator could cost \$40,000. Chairman LaCourse said funds could be encumbered.
8. The Board entered into Non-Public Session at 7:12 p.m. with Belinda Gleason to discuss a legal matter. The Board exited Non-Public at 7:27 p.m.
9. Jay Hilyard asked if the town is currently working on amending the Racetrack Ordinance and how do you add to or change it. Town Administrator Guimond said he could do a Petition Warrant Article and explained how. Selectman Griswold said the Board was considering hiring a professions non-partisan expert to draft a new ordinance.
10. The Board entered into Non-Public Session at 7:32 p.m. with Robert Munger & Jill Nooney re: legal matters. The Board exited Non-Public at 8:00 p.m.
11. Town Administrator Guimond informed the Board the School Assessment came in at \$853,000.
12. Town Administrator Guimond said when IT Director Buslovich re-did his job description, he went from a Grade 8 to a Grade 10 which included a \$242.00 pay increase but it was never included and caused a budget difference. She said his salary of \$50,315 is correct but the difference of \$242 is not shown. After discussion the Board agreed to leave the budget without the \$242 added as there is too much paperwork to correct this.
13. Town Administrator Guimond said, for the Board's information, on July 21st at 7:00 p.m. Brenda Ordway is coming to discuss the plans for Route 4 and 125. The town is providing the facility so the public can see what the plans are.
14. Town Administrator Guimond said the Complex meeting room is a problem and is full all of the time although Fridays can usually be found free sometimes. Discussion followed on what could be done such as finishing a meeting room upstairs in the Complex. The Board agreed to direct Code Enforcement Officer Dennis to construct a list of what would be needed to accomplish this, letting both Chief Murch & Chief Blake know.
15. Town Administrator Guimond said the official name is Stepping Stones Road for that town road.
16. Town Administrator Guimond said Dick Wellington is coming up with a history of road names for the fire roads. Selectman DeRocchi said the post office wants mail addresses left as is – only the road names will change.

MINUTES OF THE BOARD OF SELECTMEN'S MEETING
JUNE 28, 2010

17. Town Administrator Guimond presented the Quantum Contract for Chairman LaCourse's signature.
18. Town Administrator Guimond said the town hall does not have doors for its offices in the Selectmen's section and people tend to wander into offices at will. She said all persons need to realize office space should be treated as if we had doors and to respect it. She said people should not go into file drawer unauthorized as well without permission. She said she was asking the Board to sign a letter she drafted to this effect which will be sent to all Department Heads when she returns from vacation.
19. Town Administrator Guimond said when she was doing benefits for all employees she discovered some did not take advantage of pre-tax dollars and flexible spending portions. Then she discovered the town doesn't have it because they never took advantage of this but they can implement it. She said it cost \$3.00 per person to implement flexible spending to a max of \$300 per person. Chairman LaCourse suggested determining interest of employees before implementing and selectman DeRocchi clarified "flexible spending" for those present. After further discussion, the Board agreed to offer pre-tax dollars but NOT flexible spending for employees.
20. The Board reviewed encumbrances.
21. The Board agreed to NOT meet Tuesday, July 6th.
22. Town Secretary - The Board approved a vacation request for the Code Enforcement Officer.
23. Town secretary - The Board granted the request from Lee USA Speedway asking for an extension of 2 hours for racing.
24. Chairman LaCourse made a motion to accept the June 22, 2010 minutes as presented. Selectman DeRocchi seconds. Motion passes.
25. Town Secretary - A request from Fire Chief Blake asking to encumber \$1,250 for a new Ford 550 was approved.
26. The Board signed easement documents for the Palmer Farm.
27. Selectman DeRocchi reported he and Fire Chief Blake reviewed the FEMA agreement and the town has already received \$12,000 in reimbursement funds. There is one more item needing addressing and that is to chip all brush at the Transfer Station to complete the agreement. He said we also have to decide about how to dispose of brush in the future in a timely manner as burning has been discontinued by the town. It was noted that nothing is to be stacked on the abandoned landfill area, however, all the brush sits there at the present time. Selectman Griswold said this is allowed as long as you do not disturb the cap of the landfill. Discussion followed after which the Board agreed to contact Transfer Station Manager Rice and have him secure an agreement with the chipper to come every 6 months & have the town pay the fee if there is an insufficient amount to fill truck in order to preclude brush sitting around for long periods.
28. Selectman DeRocchi had a software company come in and their software was very impressive. Some towns are already using this software for accounting. He said it costs between \$1,500 and \$3,000 for setup and then \$600 per year per module. You don't have to purchase everything on the list and data could be available immediately to Department Heads as read only. After

MINUTES OF THE BOARD OF SELECTMEN'S MEETING
JUNE 28, 2010

further discussion, Selectman Griswold noted the cost would be \$15,000. Selectman DeRocchi said yes, but he felt it would be a good investment and this software company has been in business for 27 years. Town Administrator Guimond said this company is also willing to give great service and to train which is a huge plus.

29. There being no further business, meeting adjourned at 9:00 p.m.

Respectfully submitted,

Donna F. Eisenhard, Secretary Pro Tem

Minutes accepted by:

John R. LaCourse

W. James Griswold

Frank J. DeRocchi

Board of Selectmen – Town of Lee