

**Board members present:** W. James Griswold and Frank J. DeRocchi

**Others present:** Town Administrator; Diane L. Guimond, Marianne Banks, Janice Neill, Dorn Cox, Phil Sanborn, Town Secretary; Dawn Hayes.

1. Selectman Griswold called the meeting to order at 5:57 p.m.
2. Marianne Banks presents a departmental update for the Cemetery Trustees. Ms. Banks reports that the transition from the former Chairperson Donna Eisenhard (not present) has gone well and is complete. She states that they have developed 'cheat sheets' for selling plots and financial reporting, in the event that someone would have to step in. The trustees have set up an email for direct contact, by working with the IT Director. Ms. Banks further reports that they have been in communication with Randy Stevens (not present) regarding ongoing maintenance in process at Lee Hill Cemetery and Old Parish Cemetery. The trustees have developed a list of work to be done at Hoitt, Durgin, Lee Hill, Chelsey, Bennett and Randall Cemeteries. The trustees expect to be posting meeting minutes on website shortly. The trustees meet next on October 7, 2010, they will be reviewing the fees associated with purchasing a lot and labor costs.
3. Dorn Cox of the Energy Committee reports on the recent Energy Plan Bids. The Board denies the bids received, as none have bid on each part of the plan separately (making them non-comparable). Selectman Griswold recommends a re-bid go out that is made with more clear with specifics, including a required form, noting all parts of the plan, to be completed by each bidder. Mr. Cox agrees to re-write the bid for the Boards review prior to publication.

Mr. Cox updates the Board on Energy Committee activities such as; tracking the Property Assessed Clean Energy program and make efficiency recommendations on municipal buildings. Selectman Griswold inquires about the committee's focus of the Noble Farm property. Mr. Cox states that it would be included in an Energy Master Plan. Mr. Cox further states the committee would like to be a resource for the Select Board when developing energy related policies, as well as helping to get the whole town operating more efficiently. Mr. Cox submits the results from the 2009 Citizens Energy Needs and Opinion Survey. Selectman Griswold recommends the committee work with the IT Director to post all collected data and helpful links for residents on the website.

4. Phil Sanborn of the Recreation Commission reports that the trailer on the Little River Park property is being used for lockable dry storage for equipment. Mr. Sanborn reports that Hartman is still removing some fill from the property, but has removed their box trailer last week. The Commission is considering installing a skating rink at the park. Mr. Sanborn states this can be done with a kit or be built by hand. Mr. Sanborn reports that last week the field was seeded, aerated, and fertilized. He further states that Geoff Carlton (not present) is currently working on a grant for artificial turf for an all purpose field. The Commission is interested in getting matching funds from the town.

Selectman DeRocchi recommends putting it on a Warrant for Town Meeting this year. Selectman Griswold notes that the cost would be a hard sell to townspeople and that currently the Town Center is working on fund raising for their project. Selectman Griswold recommends that the Commission get behind the Town Center Committee as not to compete with each other.

Mr. Sanborn inquires about funds from a past warrant article for trails. The Town Administrator states it is still available. Mr. Sanborn further inquires about a \$10,000 bond, of which \$6,900 has been used for a retention pond. The Town Administrator states the remainder is still available. Selectmen Griswold reminds Mr. Sanborn that any expenditure over \$1,000 should be brought before the Board.

5. Town Administrator; Diane Guimond presents the Board with the retirement enrollment form for new Police Officer Eric Millar.
6. Town Administrator; Diane Guimond presents a tax payment agreement for their signature.
7. Town Administrator; Diane Guimond presents the annual maintenance agreement on the elevator for the Boards signature.
8. Town Administrator; Diane Guimond advises the Board that Mike Campo/Auditor will be doing the final review in December.
9. Selectman DeRocchi reviews the matter of the researching the town meeting being held on Saturday. Due to the informal wording used on a prior warrant article, Selectman Griswold recommends a Saturday town meeting be put on a warrant article this year.
10. Selectman Griswold would like to discuss the naming of the fire roads at the upcoming meeting on October 19<sup>th</sup>.
11. Town Secretary; Dawn Hayes presents the bids for the town report. Selectman Griswold opens the bids; Minute Man Press \$6,267 (with a \$1,620.85 customer discount), Select Print Solutions \$2,893. Selectman Griswold motions to accept the bid from Select Print. Selectman DeRocchi, seconds.
12. Selectman Griswold motions to enter into a Non Public Session regarding personnel at 7:40 pm. Selectman DeRocchi, seconds. Non Public ends. The minutes are sealed.

**Approval of Minutes:** Selectman Griswold motions to accept the Minutes of September 21, 2010 and September 27, 2010. Selectman DeRocchi, seconds.

There being no further business, meeting was adjourned at 8:00 p.m.

Minutes transcribed by:

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Dawn Hayes, Town Secretary

Minutes accepted by:

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John R. LaCourse, Chairman

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W. James Griswold

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Frank J. DeRocchi

Lee Board of Selectmen