

**Board members present:** Chairman; John R. LaCourse, Selectman Frank J. DeRocchi.

**Others present:** Douglas Bencks, Jon Wraith, Mr. & Mrs. David Larson, Patricia Jenkins, Helen Clark, Richard Miller, Lisa Morin, Laura Gund, Mike Blake, Bill Humm, Bob Smith, Tom Loureiro, Tom Foxall, Allan Dennis, Tom Loureiro, Dorn Cox, Laurel Cox, Jackie Neill, Marianne Banks, Andy Lelio, Linda Kahn, Town Secretary; Dawn Hayes.

1. Chairman LaCourse Called the meeting to Order at 6:00 pm.
2. Marianne Banks presents a cemetery deed for the Board's signature. Six plots were sold to John Wetherbee. Ms. Banks advises the Board that the Trustee's are considering rate increases for plots. She expects to return to the Board in February or March with a recommendation. Chairman LaCourse requests the Trustee's provide the Board with an accurate count of the plots that remain available.
3. Chairman LaCourse motions to enter into a Non Public Session at 6:05 pm, with Chief Mike Blake regarding a personnel issue. Selectmen DeRocchi, seconds. Non Public ends at 6:15 pm, the minutes are sealed.
4. Douglas Bencks and Jon Wraith of UNH discuss the Burleigh-Demeritt House. Mr. Wraith advises the Board of future plans for the farm. He states a new barn was completed last November, he wants the farm to be a research and educational farm, currently there is an employee residing at the farm. Mr. Bencks notes that for several years they have tried to partnership with the Lee Heritage Commission, and they remain interested in working towards a partnership. Mr. Bencks further states that, about a year ago they hired an architect to obtain an analysis of the house to determine what work would need to be done in order to comply with grant restrictions and recommendations. Mr. Bencks advises that UNH would like to enter into a memorandum of understanding with the Lee Heritage Commission, however funding is limited and must be evaluated.

Laurel Cox states that a clear agreement is needed in order to apply for grants. A grant to consider would be a \$20,000 Moose Plate grant to cover siding for the house. She further states that the house must be registered with the State of Historic Places.

Pat Jenkins states the Heritage Commission has offered to seek funding, but they were turned down, as they are not the owners of the property. She reiterates that the property must be on the registry (for some grants) and that the Heritage Commission should have some say in how funds are used.

Mr. Wraith states, the University feels it is more feasible for the money to come through the Heritage Commission. They are also considering possibly organizing a "Friends Of Group".

Student, Helen Clark (has studied the history of the Burleigh-Demeritt House for the past year) asks the UHN representatives if there is any opposition to the house being place of the Registry of Historic Places.

Doug Bencks states that they only have one building on the National Registry: Thompson Hall. While they are not opposed, they have never put a building on the State Registry.

Chairman LaCourse offers appreciation for the update and states that the Town of Lee looks forward to participating in protecting the heritage of the farm.

5. Bob Smith presents a review of the CIP and requests guidance from the Board on several issues. He states that several departments have requested large amounts of capital in the same year. This has more than doubled the CIP for the coming year. Increases that are being requested; \$7k for Cisterns, \$80k for Completion of the 2<sup>nd</sup> floor of the Safety Complex, \$100k for Library Capital Building, and \$235k for Artificial Turf at Little River Park. (two decreases to note; \$5k for Highway Equipment, and \$10k for Bridge Replacement)

Mr. Smith recommends prioritizing capital dollars; 1) complete unfinished projects, 2) must haves, 3) needs, 4) wants OR 1) Life Safety Projects, 2) Infrastructure Projects, 3) All Other Projects.

Mr. Smith further states that consideration should be given to individual projects by year. The CIP Committee is recommending the following projects in this order/ over time: 1) Completion of 2<sup>nd</sup> Floor Safety Complex, 2) Present Building Improvements, 3) Little River Park Field, and 4) Library Capital Plan.

Chairman LaCourse states he understands the concerns and overall keeping the CIP as level as possible. Mr. Chairman asks if the cost is the same for artificial turf or grass at Little River Park. Mr. Smith does not have that information, but will inquire about it to assist the Board in making decisions.

Selectman DeRocchi is in agreement that the 2<sup>nd</sup> floor project at the Safety Complex should be a priority as, sheetrock costs are currently about 50% less than just a few years ago, along with the demand for meeting space.

Several residence (Lisa Morin, Linda Kahn and Rick Miller) ask questions of Mr. Smith, regarding some issues in the presentation. Chairman LaCourse states a plan will be laid out and presented to the voters. Chairman LaCourse advises Mr. Smith to use this same presentation for the Advisory Budget Committee, making the same recommendations.

6. Andy Lelio, Linda Kahn and Tom Loureiro request the Board advise the next step for the Race Track Ordinance Ad Hoc Committee. Chairman LaCourse states he is waiting for a recommendation on who they would like to see sit on the committee. Mr. Lelio states, he and Tom Loureiro would like to participate.

Selectman DeRocchi requests Mr. Lelio forward an email list of participants to the Town Secretary so that a meeting may be coordinated. Chairman LaCourse recommends the Town Secretary set up an evening meeting, possibly alternating Monday's. Chairman LaCourse reminds the group, the Race Track Public Hearing is scheduled for December 27<sup>th</sup>, noting that the Ad Hoc Committee and the Public Hearing are two separate issues.

Mr. Lelio has requested a list of data on the Race Track that he would like to have before the Public Hearing. He will forward the request to the Chairman via email.

Tom Loureiro requests the Board reconsider accepting emails for the upcoming Public Hearing. Chairman LaCourse states that when the Town Administrator returns, she will contact legal counsel regarding the matter. The Chairman further states, that for this Public Hearing it will stand as is, (only written, signed letters will be accepted).

Linda Kahn requests to sit on the Ad Hoc Committee. Chairman LaCourse is concerned that the committee may get too big and that there is balance. He advises the group discuss it and it can be looked at. Mr. Lelio states that Ms. Kahn may be a representative as an abutter to the track.

7. Bill Humm of the Conservation Commission provides the Board with a Departmental Update. Mr. Humm informs the Board that all conservation easements owned by the town have had their monitoring complete. The have overseen the development of the Maud Jones Forest and the Town Forest Complex. Additionally, the Commission would like to recommend further exploration of the town purchasing the Banister property (5 Mast Road) and would be willing to share the cost of an appraisal to assists parties in coming to acceptable terms.

Selectman DeRocchi inquires about the cost of an appraisal. Mr. Humm states they range from \$1800 to \$2800. Chairman LaCourse states it will be taken under advisement.

8. Allan Dennis of Code Enforcement/Planning & Zoning presents a Departmental Update.

Zoning Board will meet on December 16<sup>th</sup> addressing the following matters: John Wetherbee to apply for a variance for a professional office building to be used by the school district for staff and drivers; Fred Schultz request for an ongoing variance for a professional office in the vacant store building; awaiting state action from the Wetlands Bureau on the old Newick property (Rt 155-A); Kevin Crawford has been allowed construction of Lee country Store and Tack (corner of Fox Garrison and Rt 125); Packy Campbell for Campbell Crossing to include Family Dollar received all variances; seeking an alternate to participate on the Board.

Planning Board issues: Packy Campbell has been given conditional approval awaiting State Permits regarding access; will be doing a site walk on December 15<sup>th</sup>; the subcommittee for the CIP has been working with Bob Smith to complete the update for next fiscal year; Noble Farm subcommittee work has been completed and recommendations have been passed on to the Board; Walter Cheney to do minor topographical adjustments gravel pit (tax map 03-09-0000) and has interest in development of the property; Zoning changes regarding small wind energy systems and agriculture have been approved and will be voted on at Town Meeting; the original design of the Old Mill Project has been completed with a sign to be installed spring 2011.

Mr. Dennis further states other items that are in the works: Working with a potential buyer for the St. Jean property regarding variances; Working with owner and realtor on the Getty/Come and Go on Rte 4 on wetlands issues/variances/special exceptions; Callioras burger stand temporary variance expires in May and will need further approval before the expiration date; Ed Banister has removed the top half of the building and has boarded it up for safety issues; 61 permits have been issued since July 1<sup>st</sup> for residential remodeling; permits for residential generators are up; Start Box LLC has completed construction of their indoor horse facility; several large remodels underway including Caverno Drive (\$600,000 project).

Mr. Dennis summarizes; the goal of his department is to keep serving the public, continue to make decisions in the best interest of the town, while continuing to work with boards and committees.

9. Dorn Cox of the Energy Committee presents a follow up to the organizational meeting of contractors. Contracts still need to be finalized and signed. Regarding payment schedules, TRC reimburses on 50% of work completed, this may create a cash flow problem. Mr. Cox has spoken with the Town Administrator about this, however it still needs to be addressed. Selectman DeRocchi recommends Mr. Cox include the Treasurer on the cash flow discussion. Mr. Cox agrees to scan the contracts to the Board and the Town Administrator for review and to coordinate having the contracts signed. Mr. Cox states an audit report of town planning and zoning will be presented on January 24<sup>th</sup> by Jeffrey Taylor & Associates.
10. Statistical Update Bids are opened by the Board. A total of seven bids were received from the following: Municipal Resources, KRT Appraisal, Cross Country Appraisal Group LLC, Cummerford/Nieder/Perkins LLC, Avitar Associates of New England, Granite Hill Municipal Services, and Certified New Hampshire Assessing Services LLC.

The bids will be organized in a matrix and presented to the Board, with a recommendation by the Town Administrator, at a later date.

11. Town Secretary; Dawn Hayes presents for Allan Dennis, a vacation request for the Board's signature.
12. Town Secretary; Dawn Hayes presents an agreement for tax payment (agreement made in a prior Non Public Session), for the Board's signature.
13. Town Secretary; Dawn Hayes presents for the Assessor: Abatement recommendation for a camp on 2 Jericho Road, Abatement Recommendation for 66 Pine Knoll Village (should not have been billed), Application for Current Use for 51 George Bennett Road, application for Conservation Restriction Assessment for Tax Map 5 Lot 10, Abatement recommendation for the same Map 5 Lot 10.
14. Selectman DeRocchi motions to enter into a Non Public Session at 8:20 pm. Chairman LaCourse, seconds. Non Public ends at 8:40 pm, the minutes are sealed.
15. Chairman LaCourse reviews the request for bid for a generator, submitted by Chief Murch. The bid is approved. The Board request notification of funding source.

**Approval of Minutes:** Chairman LaCourse motions to accept the minutes of November 22, 2010. Selectman Griswold, seconds.

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