

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

**Others present:** Roger Rice, Dorn Cox, Jeff Taylor, Dave Miner, Johanna Booth-Miner, Sarah Miner, Cade Miner, Cam Miner, Laurel Cox, Randy Stevens, Bill Humm, Bambi Miller, Clay Mitchell, Jon Spencer, Sharon Meeker, Chief Mike Blake, Henry Brackett Town Administrator; Diane Guimond, Town Secretary; Dawn Hayes.

1. Chairman LaCourse Called the meeting to Order at 6:02 pm.
2. Chairman LaCourse and Randy Stevens present part time plow truck driver, Dave Miner a certificate of appreciation for 20 years of service to the Town of Lee.
3. Randy Stevens presents two bids for tree work. Bids were received from Urban Tree Service and Ryan Tree Service. Mr. Stevens will review the bids and present a recommendation at the next Selectmen's meeting.
4. Dorn Cox and Jeffrey Taylor explain the details of the upcoming energy work that will be happening in Lee. Mr. Taylor states, he will be working with Steve Whitman (not present) on an energy policy audit. They will be using the master plan and use it as filter to look at regulatory documents in a community. They will be working with the Planning Board and the Energy Committee to draft an outline of an energy chapter for the Master Plan. Mr. Taylor further states they are partnering with Cool Air Clean Planet. They intend to open up dialog with all committees and commissions, with the hope of wrapping up the process by approximately Labor Day.
5. Clay Mitchell of SDS Group, is working on audits for buildings. They are dealing with the energy aspects as it relates to what the people of Lee can do. They will be looking at what has been developed State wide and integrate it with what the Energy Committee is doing in Lee. They will be working over the next ten months to develop a feasibility study for municipal buildings. Town Administrator; Diane Guimond requests, the Mr. Mitchell edit the contract, removing the statement "payment is contingent on appropriations". Mr. Mitchell agrees and initials the change.
6. Bill Humm reviews the Brady easement with the Board. Mr. Humm states, the language of the easement is quite restrictive. The Conservation Commission has been working with the owners to accomplish their objectives (building another shed for hay storage) while keeping in compliance with the restrictions of the easement. Mr. Humm will return at a later meeting after Attorney Tanguay (not present) has reviewed the matter.

Mr. Humm requests the Board consider supporting the use of revenue from timber harvested from town forests, to be put in a fund and be used for use on other conservation properties. Mr. Humm would like to ask the voters to authorize an expendable trust fund for monies gained from the harvest of timber on town owned land be used as stewardship purposes. Selectman Griswold would like to think about the idea and get back to Mr. Humm.

Chairman LaCourse asks if the Conservation Commission is interested in presenting a warrant at town meeting to appropriate funds to purchase 5 Mast Road. Mr. Humm states, the Conservation Commission is willing to participate in an appraisal of the property, but he would discuss the matter with the other members of the commission. Mr. Humm states, it would be a stretch to use the Land Acquisition Trust for this purchase.

7. Roger Rice presents two bids for a Skid Steer. Bids were received from Milton Cat for \$31,787 and from Bob Cat for \$29,724. Mr. Rice recommends staying with the Bob Cat brand. The Board agrees.

Mr. Rice informs the Board that he will be applying for another NH the Beautiful grant for \$5,000, for the baler.

Selectman Griswold asks about the letter from Doug Kemp (not present) and the inspection of the land fill. All agree, there are no major problems. Selectman Griswold requests Mr. Rice formalize a letter to Mr. Kemp and Cc the Board.

8. Chief Mike Blake requests to send the non-working fire vehicle, stored behind the Safety Complex, be sent to auction. Chairman Lacourse agrees, as long as there is another vehicle to be used as a command car.

Chairman LaCourse addresses the issue of the \$2,000 line item for fire alarm systems repair and maintenance. Chief Blake states that he has not used this line item this year but, it is for things such as fire alarm panels, also noting that the annual inspection of emergency lights and fire extinguishers came out of building maintenance.

Town Administrator; Diane Guimond states, last year building maintenance and the Fire Department split the cost of the annual inspection. It was Ms. Guimonds understanding that the following year it would all come out of the Fire Department's budget. Town Administrator advises the Board that there is no money in town building expenses for this. Chairman LaCourse states, there needs to be a line item created for this expense.

Selectman DeRocchi asks if we can get training and do our own annual inspections. Chief Blake does not have a problem with it, but the question of liability should be looked into with LGC. The Town Administrator will contact LGC regarding the liability issue. Chairman LaCourse states, the issue of this year's bill still needs to be addressed.

- Town Administrator; Diane Guimond notes the issue of the safety lights still needs to be addressed. Ms. Guimond was advised by the joint Loss Committee that if they are broken they need to be removed or if they are going to stay up, they need to be serviced. Chief Blake states, that is an interpretation of the code. He has spoken to Bill Clark, of the Fire Marshall's office, (not present) about this matter (the generator eliminates the need for these lights). Chief Blake will request a written statement from Mr. Clark for his recommendation.
9. Henry Brackett speaks as a private citizen regarding the Oyster River School District. Mr. Brackett states, quite a bit has been accomplished since he became Chairman of the School Board last June. The School Board has taken control of the Audit Committee and formed an Advisory Budget Committee. Mr. Brackett reviews the small changes on the MS26, the default budget and the 2011 School Warrant with the Board. Mr. Brackett notes, even though the budget is being reduced, there is a revenue shortfall and it looks like Lee would have an estimated tax increase of .64 cents per thousand. Mr. Brackett states that it is a good Board and they are doing a good job.
- Selectman DeRocchi thanks Mr. Brackett for a great job.
10. Roger Rice; Transfer Station Manager, advises the Board that 6 people were interviewed (30 applicants) by a committee of three, for the position at the transfer station. All were excellent candidates and 2 volunteered to job shadow for a day. Mr. Rice recommends Chipman Belyer for the position, all agree.
11. Town Administrator; Diane Guimond advises the Board that the Vault in the Hobo shed may be in need of a dehumidifier. Ms. Guimond reviews other items in the Building Maintenance line item and states, additional funds will be needed if the Board approves all the vault work, the generator, the over spending for the elevator and the funds promised to the Energy Committee. Chairman LaCourse states, it looks like the Fire Extinguisher inspection will have to come out of the trust fund for this year, but will be put into the Fire Department's budget for future, as well as the training to take care of this.
12. Town Administrator; Diane Guimond reviews the agreement from Clay Mitchell with the Board. Ms. Guimond states, no appropriation has been made at town meeting to expend any funds. She further notes, grant money will reimburse the town, but usually a warrant article would come first. Selectman Griswold recommends getting this on the warrant for this March.
13. Town Administrator; Diane Guimond submits vacation requests for Chet Murch (not present), Randy Stevens (not present) and herself.
14. Selectman DeRocchi requests the Town Administrator put all information regarding health care together for an accurate comparison.

15. Town Administrator; Diane Guimond advises the Board that on May 17<sup>th</sup> she had requested reimbursement from the trust fund for the baler (\$19,000). Ms. Guimond states, she has not received it. Ms. Guimond requests the Boards signature on another letter making a second request.
16. Town Administrator; Diane Guimond advises the Board, on Friday the Vice President of Government Banking of Peoples United Bank will meet with the Treasurer to start a CD, giving the town 1% interest. The town will be able to withdraw monthly from this with no penalty. Ms. Guimond requests a formal vote of the board to allow the meeting. Selectman DeRocchi motions to allow the Treasurer negotiate with Peoples United Bank to establish a CD. Selectman Griswold, seconds. All agree.
17. Selectman Griswold submits the Town Center Steering Committee Report to the Board. It includes the Select Board's charges to the committee and goes through how they've been addressed. The committee will establish a 501c3 that will help strategically raise funds. They have set a healthy goal of \$850,000 to be raised in the next five years. Other funding opportunities are under discussion as well. The committee requests the support of the Board to do a warrant, starting this year, for \$100,000, with the idea that this will be money that will be saved. They will be looking at what in-kind services can be had. Selectman Griswold notes an example of in-kind service could be the use of trees from the Maud Jones Town Forest, for a post and beam design of the Library/Community Center. Selectman Griswold explains, there will also be naming opportunities for rooms and bricks.
18. Selectman Griswold requests all warrant articles be reviewed by LGC and proofed by someone other than the Town Administrator and Town Secretary.
19. Chairman LaCourse motions to enter into a Non Public session at 8:30 pm, for personnel. Selectman Griswold, seconds. All agree. Non Public ends. The minutes are sealed.
20. Town Secretary; Dawn Hayes presents a current use recording recommendation, a BTLA settlement for 46 Sheep Road, and an abatement for a property that was inadvertently not transferred after the second tax bill, for the Assessor (not present).
21. Town Secretary; Dawn Hayes presents two letters from Andy Lelio for part of the permanent record. (letters were previously read by the Board)
22. Town Secretary; Dawn Hayes reads a correction to prior minutes, item #7, 1<sup>st</sup> paragraph, Bill Humm: "They have overseen the development of management plans for the Maud Jones Forest and the Town Forest Complex."

23. Town Secretary; Dawn Hayes presents an appointment slip on behalf of the Heritage Commission for Preston Samuel to sit on the committee.

24. Town Secretary; Dawn Hayes presents the draft of the Town Report.

25. Town Administrator; Diane Guimond submits a letter to the Trustees of the Trust Funds regarding funds that need to be returned to the respective trust funds, for the Board's signature.

26. Town Administrator; Diane Guimond advises the Board, a per diem secretary has been hired. Elizabeth Hellard, will fill in during vacation and training times.

Approval of Minutes: Chairman LaCourse motions to accept the minutes of January 10, 2011. Selectman Griswold, seconds.

There being no further business, meeting was adjourned at 9:40 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