

**Board members present:** Chairman John R. LaCourse, Selectman Jim Griswold and Selectman Frank DeRocchi.

**Others present:** Interim Town Administrator Chet Murch, Town Secretary Dawn Hayes.

1. Chairman LaCourse called the meeting to Order at 6:00 pm.
2. Scott Marsh, Assessor from Municipal Resources Inc. reviews the town wide revaluation process. Mr. Marsh submits a memo and reports approximately 3% of property owners had requested hearings regarding their property values and all hearing have been completed. Mr. Marsh states the town's assessment has decreased by 18% as compared to the 2010 assessment (which was based on the 2006 revaluation). Mr. Marsh reviewed the equalization data, at this time the town's equalization rate is estimated to be 101%.

As requested by the Board, Mr. Marsh submits a memo of examples and explanations of how the tax rate compares to values. Selectman Griswold agrees to review the memo and put it in question and answer format for residents to review.

Mr. Marsh states the MS1 report has been completed, once values are accepted by the Board it should be signed and submitted to the DRA so that the tax rate can be set. Chairman LaCourse motions to accept the values as submitted. Selectmen DeRocchi, seconds. All agree. The Board signs the MS1 report.

3. Cemetery Trustee Jackie Neill submits three cemetery deeds for the Board's signature. Deeds were issued to: Ada Alves, Joseph Brown, and Don Anderson.
4. Sharon Meeker of the Lamprey River Local Advisory Committee invites all to the upcoming celebration of the Canoe Launch on Sunday, October 16<sup>th</sup>. Ms. Meeker states the Lamprey River is in the states rivers protection program. Ms. Meeker requests participation on the committee. Ms. Meeker presents a 3D map of the watershed and cultural resources, designed by Erika Washburn as part of her graduate thesis.
5. Town Secretary Dawn Hayes submits three invitations to bid for the 2011 Town Report. Chairman LaCourse motions to accept the lowest bid from Select Print Solutions of \$3,143. Selectman Griswold, seconds. All agree.
6. Resident Jere Beckman wants to volunteer the Local River Advisory Committee for the North River. Town Secretary Dawn Hayes, submits a survey to Mr. Beckman to be completed and sent to NH DES.

7. Phil Sanborn of the Recreation Commission updates the Board regarding a target date to present a detailed plan. Currently the Commission has a rough draft and hope to be finished by the end of November. Mr. Sanborn discusses an estimate for electricity at Little River Park to be approximately \$8,150. Mr. Sanborn states there is money in their budget for this and they are hoping to have electric there next spring. Mr. Sanborn states the Commission is researching the details of an all purpose field. The Commission will collect info about maintenance and cost and hold a public hearing to see if it is something the town's people want.

Chairman LaCourse requests the Interim Town Administrator review the past minutes regarding the official vote on picnic tables being placed along Lee Hill Rd at Little River Park. Mr. Sanborn believes it was discussed that benches for resting would be put there, instead of picnic tables.

Chairman LaCourse requests the Interim Town Administrator research the extent of the Commission's authority and the vested authority that the Board of Selectmen have over the Commission.

Selectman Griswold asks Mr. Sanborn if Little River Park is a three season park. Mr. Sanborn states that it is a four season park and it will be plowed for sledding and ski use, however the gate for access further into the park will be locked. Selectman Griswold asks Mr. Sanborn if the Commission will be waiting to put the artificial turf on the CIP until after their research. Mr. Sanborn states that they would consider a bond if the field could support the bond on its own without a burden to the taxpayers.

8. Dorn Cox of the Energy Committee requests the support of the Selectmen for the Committee to move forward with pursuing state funds for the Energy Capital Improvement Program. Mr. Cox states they just received data back from some of the reports that were contracted with the energy improvement plan. We have been made aware that some of the same funds that have funded this planning process have been turned back to the state, and may be available to help implement some of this capital improvement plan.

Mr. Cox submits handouts of data and refers to the very "low hanging fruit" that they propose to address as part of a November workshop. A lot of these things are things that can be done by homeowners themselves at low cost. They would be looking at raising \$7,000 to \$15,000, that looks like the range of the funds that have been turned back.

Mr. Cox submits a spreadsheet of the program and a narrative for the Board's review. Chairman LaCourse supports the Committees efforts. Selectman Griswold supports them as well, but want to be sure what the money is being spent on.

Laurel Cox states they had the idea to hold an energy weatherization workshop in November for residents (low cost energy saving ideas, residents can do themselves). Looked like a good little grant. The money has to be spent by the end of December.

We will be meeting next week with Caren Rossi and Bob Smith and Clay Mitchell to go over this in terms of the CIP. The difference between the Energy CIP and the regular one is the third page talks about savings to the tax rate.

9. Town Secretary Dawn Hayes submits a spreadsheet of Septic Bids. Interim Town Administrator notes the low bidder is Bodwell Septic at \$1,665, but he wants to be sure there are no additional charges for digging.

Selectman DeRocchi motions to have the Interim Town Administrator review the bids for total cost, make a selection and move forward. Chairman LaCourse, seconds. All agree.

10. Chairman LaCourse motions to enter a Non Public Session @ 7:00 pm per RSA 91-A:3, II (e). Selectman Griswold, seconds. All agree. Present in Non Public: Chairman LaCourse, Selectman DeRocchi, Selectman Griswold, Interim Town Administrator Chet Murch, Code Enforcement Director Allan Dennis. Chairman LaCourse motions to seal the minutes, because it is determined that divulgence of this information would likely render a proposed action ineffective. Selectman DeRocchi, seconds. All agree. Selectman Griswold motions to end Non Public at 7:18 pm. Chairman LaCourse, seconds. All agree.

11. Chairman LaCourse motions to enter into a Non Public Session @ 7:19pm per RSA 91-A:3, II (e). Selectman DeRocchi, seconds. All agree. Present in Non public: Chairman LaCourse, Selectman DeRocchi, Selectman Griswold, Interim Town Administrator Chet Murch, Code Enforcement Director Allan Dennis, Fire Chief Peter Hoyt.

Allan Dennis updates the Board with a recent visit to the 'Haunt' at Demeritt Hill Farm with the Police and Fire Departments. The Police and Fire Departments are ok with it. In reviewing the easement, Code Enforcement can make a case either way regarding its compliance with agriculture. Mr. Dennis notes, the ordinance states if the land isn't being productive from agriculture you can't use it for agricutourism, without a special exception from the Zoning Board. Mr. Dennis states if they grow any further, they will be in violation of the shore land setbacks. Mr. Dennis states he has had no public complaints in his office, only that the State Fire Marshall requests it be looked at. Chairman LaCourse states, all are in agreement that it is ok the way it is now, however if things start to change/grow it will be watched to make sure there is no shore land or wetland violations. Selectman DeRocchi states it should be ok as long as there are no safety issues or violations of shore land protection.

Selectman Griswold motions to end Non Public at 7:40 pm. Chairman LaCourse, seconds. All agree. The minutes are not sealed.

12. Interim Town Administrator Chet Murch reviews the information he has gathered regarding policies of audio recorded minutes. Chief Murch states covered under RSA 33-A Municipal Records, recordings kept until written record of minutes are approved, tape maybe reused or disposed. Chief Murch requests the Board assemble a Municipal Records Committee. RSA 33-A:III states every municipality must have a Records Committee with a municipal officer on it.

Chairman LaCourse recommends moving forward with forming the committee, keeping the issue of Selectmen's Minutes separate. Chairman LaCourse motions to destroy audio recording of Selectmen's minutes once those minutes are approved. Selectman Griswold, seconds. All agree.

13. Interim Town Administrator submits a request for vacation pay in lieu of time off per the Personnel Policies and Procedures Manual for the Town of Lee. The Board agrees and signs request.
14. Interim Town Administrator Chet Murch addresses a recommendation submitted to the Board from the Welfare Director regarding limits on assistance. Chairman LaCourse motions to accept the recommendations submitted on
15. Town Secretary Dawn Hayes submits a vacation request for IT Director Chris Buslovich. The Board signs and approves. (Nov 3<sup>rd</sup> – Nov 7<sup>th</sup>)
16. Town Secretary Dawn Hayes submits the minutes of September 26, 2011 for the Board's approval and signature.
17. Town Secretary Dawn Hayes submits the nomination for Jere Beckman for the Local River Advisory Committee. The Board signs and approves.
18. Interim Town Administrator Chet Murch advises the Board that the Town Hall will be closed Thursday morning, October 13<sup>th</sup> from 8:00 am to 11:00 am for electrical work.
19. Selectman DeRocchi requests a hold on the SDES check. Chairman LaCourse requests the Interim Town Administrator provide justification on amount and charges.
20. Selectman DeRocchi advises the Board he is scheduling a meeting with the Chairs of the Planning and Zoning Boards to review the Noble Farm property. Selectman DeRocchi reviews objectives regarding the property: 1) Return the property to the tax rolls with a positive impact on the bottom line for the taxpayers of Lee. 2) Seek to recover some of the prior tax revenue that the taxpayers have had to cover by leasing or selling the property. 3) Support the development of the property within the guidelines of the Noble Farm study group. 4) Work with Zoning and Planning to identify possible issues to be resolved before project can be moved forward. 5) Fast track this project, get it to the voters before the March Meeting.

Selectman Griswold notes, the wheel should not be reinvented, specific ideas were put forward by the Noble Farm Committee.

The Board is in agreement with the objectives Selectman DeRocchi has stated.

21. Selectman Griswold submits a letter to the Board from IT Director Chris Buslovich. The information is to be reviewed with decisions made at the next meeting.
22. Chairman LaCourse requests re-establishing the Town Center Committee, the matter is tabled until the next meeting.
23. The Board discusses the date of the next meeting. Due to schedule conflicts the regular meeting on October 24, 2011 will be cancelled. The Board will meet next on Monday, October 31, 2011.
24. Selectman DeRocchi inquires about the date to set the Tax Rate. Interim Town Administrator Chet Murch states, the MS1 was signed tonight, the Bookkeeper has completed the MS4 and the MS5 will be complete on Friday, then the Department of Revenue can be contacted to set the date.
25. There being no further business, meeting was adjourned at 8:10 pm.

Minutes transcribed by:

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Dawn Hayes, Town Secretary

Minutes accepted by:

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Chairman, John R. LaCourse

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W. James Griswold

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MINUTES OF THE BOARD OF SELECTMEN'S MEETING

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Frank J. DeRocchi

Lee Board of Selectmen