

**Board members present:** Chairman John R. LaCourse and Selectman W. James Griswold.

**Others present:** Dwight Barney, Peg Dolan, Sharon Taylor, Jay Hilyard, Annie Gasowski, Paul Gasowski, Roger, Rice, Eric Jaeger, Erick Sawtelle, Peter Hoyt, Town Administrator Julie Glover, Town Secretary Dawn Hayes.

1. Chairman LaCourse opens the Public Hearing at 6:00 pm and invites the public to comment or ask questions.

Resident Dwight Barney asks if Foster's will be noting how few people have attended the Deliberative Session. Town Administrator Julie Glover clarifies, this is not the Deliberative Session, this is the Public Hearing for the Annual Budget. Selectman Griswold states the Deliberative Session will be held on February 4<sup>th</sup>.

Chairman LaCourse closes the Public hearing at 6:08 pm. However, advises the public the Board will recognize and answer questions as the meeting progresses.

2. Town Administrator Julie Glover reviews several budget items with the Board. Ms. Glover recommends: (due to two Patrolmen being promoted to Senior Patrolmen) Item 4210 – Increase Senior Patrolman wages to \$134,130 and reduce the Patrolman wages to \$41,163; (due to reduced hours of the Fire Lieutenant) 4220 – Reduce the salary line to \$34,728; 4909 – Other Capital Improvement Highway Old Mill Paving \$50,500 to strike from the Warrant Articles, as the Board of Selectmen have been previously named agents to expend.
3. Chairman LaCourse discusses the matter of the Community Planning Coordinator position and removing the line item, as we are moving away from obtaining land. Selectman Griswold questions whether the line could be reduced and agrees the Town will not need more land acquisition. The Board agrees to have further discussion at the next meeting when all Board members are present.

Resident Paul Gasowski comments about the preserve landscape shifting to a working landscape, and feels there is still a need for a liaison person to help navigate in terms of obtaining grants.

4. Resident Jay Hilyard questions the line item for Ambulance service is not on the default budget. Town Administrator Julie Glover, clarifies that it has been moved into the operating budget.
5. Chairman LaCourse explains that some of the typical warrant articles have been moved into the operating budget as to scale down on the number of warrant articles being voted on, they can always be taken out at the deliberative session. Chairman LaCourse reviews and reads twenty warrant articles for the public.

6. Resident Erick Sawtelle questions the wording of the warrant articles and notes that last year some of the Capital Reserve Funds were made expendable. Town Administrator Julie Glover, agrees some the Capital Reserve Funds have had agents to expend named, but not all. Such as in the Library Capital Reserve Fund, it will still need a warrant article.
7. Town Administrator Julie Glover advises the Board that they will need to vote on each warrant article regarding their recommendation and the tally vote will appear on the warrant. The Board agrees to take such a vote at the next meeting when all members present.
8. Resident Paul Gasowski states he is pleased to see the IT position is still being budgeted for. Mr. Gasowski comments on the Comcast Franchise Fee petition warrant article, revenues from the franchise fee should be used to support peg access and should not be put in the general fund. Mr. Gasowski is concerned if it passes a guide should be put in place.
9. Chairman LaCourse motions to enter into a Non Public Session per RSA 91-A:3, II (c) at 6:35 pm. Selectman Griswold, seconds. All agree. Present in Non Public: Chairman LaCourse, Selectman Griswold, Town Administrator Julie Glover, Roger Rice. At 6:59 pm Selectman Griswold motions to end Non Public. Chairman LaCourse, seconds. All agree. Selectman Griswold motions to seal the minutes. Chairman LaCourse, seconds. All agree.
10. Chairman LaCourse motions to enter into a Non Public Session per RSA 91-A:3, II (c) at 6:55 pm. Selectman Griswold, seconds. All agree. Present in Non Public: Chairman LaCourse, Selectman Griswold and Town Administrator Julie Glover. At 7:00 pm Selectman Griswold motions to end Non Public. Chairman LaCourse, seconds. All agree. Selectman Griswold motions to seal the minutes. Chairman LaCourse, seconds. All agree.
11. Town Administrator Julie Glover clarifies the wording on warrant articles. The word "raise" indicates the source of revenue, the word "appropriation" indicates how the money will be spent. "Appropriation" means to set apart from the public revenue and to authorize the expenditure of that sum for that purpose.
12. Town Administrator Julie Glover advise the Board that the Bond on the Transfer station may not be refinanced or paid off due to it being through the Municipal Bond Bank. The Board requests Ms. Glover look into paying down the bond on the Safety Complex and if a warrant article will be required.
13. Town Administrator Julie Glover has researched the matter of the backup Welfare Director position. Ms. Glover states that in most other towns the backup is done by the Town Administrator.
14. Town Administrator Julie Glover discusses a housekeeping item with the Board regarding her employment agreement. Ms. Glover notes that the Board has recently agreed on a 1.5% salary increase and that the language in the employment agreement does not support that. If the 1.5% is considered a

modification to wages, than she would be entitled to it. Selectman Griswold agrees Ms. Glover would not be entitled to the increase. Chairman LaCourse states he is indifferent regarding the matter. However, Selectman Griswold is firm with the decision not to grant the increase to Ms. Glover.

Town Administrator Julie Glover discusses the start date on her employment agreement being Jan 2<sup>nd</sup> (a holiday in which Ms. Glover did not work). Ms. Glover states she had the bookkeeper adjust her check as she did not feel entitled to the Holiday pay (her first working day being Jan 3<sup>rd</sup>). Selectman Griswold recommends the Town Administrator adjust the date on the working agreement to show the actual start date of Jan 3<sup>rd</sup>, initial it and present it to the Board to be initialed as well.

15. Town Administrator Julie Glover advises the Board that the Friends of the Lee Library will be selling food items at the Deliberative Session on February 4<sup>th</sup> at the Mast Way School. Ms. Glover notes she has received the 'ok' from Code Enforcement on the matter.
16. The Board reviews the Schedule of Assistance submitted by Welfare Director Dawn-Marie Jarrell (not present). Selectman Griswold motions to accept the document. Chairman LaCourse, seconds. All agree.
17. The Board and the Town Administrator discuss the matter of allowable items for the Town Crier, E-Crier and website. Selectman Griswold would like to allow all organizations, business's would be different – perhaps we need to sell advertising to offset costs. Chairman LaCourse requests the Town Administrator develop a draft policy of what items would be allowable and submit it to the Board for review.
18. Town Administrator Julie Glover reports that IT items are a work in progress. Posting the meeting videos to the web are being worked on.

Selectman Griswold would like to see seasonal photos rotating on the web and further states, he likes Durham's idea of 'Friday Updates'. Chairman LaCourse requests the Town Administrator look into how many hits we receive on the website. Selectman Griswold believe it is the Town Clerk/Tax Collector's page that gets the most use. Selectman Griswold states we will soon need a FaceBook page. Town Administrator Julie Glover advises, both policy and procedure will need to be in place before we can implement that.

19. Town Secretary Dawn Hayes submits an abatement recommendation for the Board's signature (Map 11 Lot 1-400).
20. Town Secretary Dawn Hayes submits Intent to Excavate requests for the Board's signature (Map 3 Lot 1, Map 3 Lot 2, Map 3 Lot 4, Map 3 Lot 7, Map 3 Lot 8).

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21. Town Secretary Dawn Hayes submits the Minutes of January 9, 2012 (both Public and Non Public). Selectman Griswold motions to accept the minutes. Chairman LaCourse, seconds. All agree.
22. There being no further business, meeting was adjourned at 7:30 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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Frank J. DeRocchi  
Lee Board of Selectmen