

Board members present: Chairman John R. LaCourse, Selectman W. James Griswold, Selectman David Cedarholm

Others present: Joan Henry, Lou Ann Griswold, Erick Sawtelle, John Tauscher, Randy Stevens, Peter Hoyt, Town Administrator Julie Glover and Town Secretary Dawn Hayes.

1. Chairman John R. LaCourse calls the meeting to order at 6:00 pm.
2. Resident Joan Henry addresses the Board about the traffic and speed on Snell Road. Ms. Henry has spoken to the Police Department and they have monitored it in the past. Ms. Henry states in the last four years it has become unbearable, there have been many accidents, including two deaths last year. Ms. Henry further states, she appreciates the monitoring of Police, but she feels more needs to be done.

Chairman LaCourse addresses the Road Agent regarding the matter. Mr. Stevens states, in order to lower the speed limit an engineering/traffic study would have to prove there is a need to lower it. Mr. Stevens further states, there are warning signs around the corners that post 25mph.

Selectman Griswold states he would like to get a copy of the traffic study that was done several years ago. Chairman LaCourse recommends Ms. Henry gather a petition from her neighborhood regarding the traffic and the speed issue. Chairman LaCourse adds, the Board will look into the study, review the petition and have discussion with the Police Department.

Selectman Griswold states, there is not a lot that can be done other than putting a cruiser out there and adds there are limitations to what can be done.

Selectman Cedarholm asks if the town's equipment could be used to do a speed study. Selectman Griswold states, they could speak to the Chief of Police about it.

Ms. Henry agrees to gather a petition and return to the Board.

3. Road Agent, Randy Stevens advises the Board of some research he has been doing at the State Library. Mr. Stevens briefly reviews the data he has found pertaining to Lee in 1777 and 1880.

Mr. Stevens submits a spreadsheet of bids and his recommendations for Catch Basin Cleaning, Center Line Striping and Plow Edges. Selectman Griswold motions to accept the recommendations of the Road Agent on the following: Jordan Equipment for Plow Edges, Seal Tec for Centerline Striping and Hartigan for Catch Basin Cleaning. Selectman Cedarholm, seconds. All agree.

Mr. Stevens discusses the paving of Old Mill Rd and if it should be included in the bid request. Mr. Stevens recommends a public hearing prior to the paving of Old Mill Rd, Chairman LaCourse agrees. Mr. Stevens states, he will include the paving of Old Mill Rd as an option in the bid request.

Mr. Stevens advises the Board on the condition of the Grader and submits pictures of the rusted surface areas in need of painting. Mr. Stevens is expecting the cost to be between \$5,000 - \$8,000. The Board agrees to put the work out to bid.

Mr. Stevens advises the Board, due to the light winter there has been a savings of about \$14,000 in salt, and he expects a total savings (including fuel and overtime) to be approximately \$30,000.

4. Town Administrator Julie Glover submits a draft of the Meeting Room Policy for the Board's review. Ms. Glover notes, more language has been added regarding the use and the capacity of the rooms, as well as a form for groups to fill out if they are requesting use of the space.

Selectman Cedarholm asks why wouldn't we allow use of the space for instructors being paid to teach a class. Chairman LaCourse responds, that he did not want to see the facility used for profit. Selectman Griswold agrees, the matter is a slippery slope.

The Board agrees to review the draft and have further discussion at the next meeting.

5. Town Administrator Julie Glover advises the Board of the survey regarding the Town Crier will be published in the Spring Town Crier, and are also available at the Transfer Station and the Library. Ms. Glover states, the survey was built with the use of Survey Monkey and is also available on the website. Ms. Glover shares the current results of the survey and will update the Board as more data becomes available.
6. Town Administrator Julie Glover advises the Board of the recent Invitation to Bid for the Surplus Town Vehicle. The detailed bid proposal appears on the website and the invitation to bid has been posted in Foster's Daily Democrat.
7. Town Administrator Julie Glover discusses the draft of the Roof Bid. Ms. Glover asks the Board if they prefer to add a Maintenance Bond to the bid document, this would ensure repairs to the roof, should something go wrong.

After a discussion regarding the details to be included in the bid document, all agree to keep the 2 Year Maintenance Bond in the document.

- Selectman Cedarholm suggests including an add alternate for the Maintenance Bond, to see the actual cost of the Bond. All agree. Selectman Cedarholm further recommends, the contractor be given a deposit for materials and final payment upon completion, in place of a Performance Bond. All agree to put it out to bid and to include a completion schedule. Ms. Glover will make the recommended revisions to the document and put it out to bid.
8. Town Administrator Julie Glover advises the Board of a recent request from the Oyster River High School to hold a fundraising carwash at the town's highway garage. Mr. Glover has confirmed with the Road Agent, there is no suitable outdoor water source for such an event. The matter has been resolved, as students may hold the event at the Mast Way School instead.
 9. Town Administrator Julie Glover advises the Board of a matter the Town Bookkeeper has brought to her attention. Since July 1, 2011 employees have not been charged the appropriate deduction for their portion of health insurance costs. Ms. Glover states the total amount that was not withheld is \$283.92. Chairman LaCourse recommends advising the employees of the matter, start the appropriate deduction on the next payroll, and fund the error from the health insurance line item. Selectman Griswold motions to fund \$283.92 for the health insurance discrepancy, with the proviso that future health insurance deductions be taken at the proper rates. Selectman Cedarholm, seconds. All agree.
 10. Town Administrator Julie Glover asks the Board if they need keys to the Public Safety Complex. Selectman Griswold and Selectman Cedarholm state, they do not need a key. Chairman LaCourse states, he has a key and will retain it.
 11. Resident John Tauscher abutter of Evergreen Terrace Mobile Home Park and town owed land. Mr. Tauscher states the residents of Evergreen Terrace have been dumping electronics in the corner of his property where there are extensive wetlands, additionally there are old tires there. Mr. Tauscher requests the items be removed and would be willing to help but cannot contact the park owner. Town Administrator Julie Glover states the Police and the Code Enforcement Officer have been made aware of the matter. Ms. Glover will follow up with them to see what action will be taken.
 12. Resident Erick Sawtelle speaks to the Board regarding the new Light Commercial Zone. Mr. Sawtelle states he has had inquiries about what the plans are for the zone. Mr. Sawtelle asks how the Board is planning to proceed. Chairman LaCourse states, he will be making a requests to the Chairman of the Planning Board to come to the Select Board with an update regarding interest in development of the land. Chairman LaCourse further states the board will be taking input from the public, Boards, Committees and Commissions regarding the direction of the development.

13. Town Secretary Dawn Hayes presents the Manifest for Selectman Griswold's signature. Town Administrator Julie Glover requests the Board consider making the NH Retirement payment via an electronic fund transfer, as this will help with the timing of the manifest. Chairman LaCourse agrees this should not be a problem.
14. Chairman LaCourse advises the Town Administrator that he has pulled a check from the manifest as it requires further approval. (a Department Head signing off on a check for a Department Head) Ms. Glover will look into the matter.
15. Town Secretary Dawn Hayes presents the Minutes of March 12, 2012. Selectman Griswold motions to accept the Minutes of March 12, 2012. Chairman LaCourse, seconds. The motions passes.
16. Town Secretary Dawn Hayes presents Non Public Minutes of March 12, 2012. Selectman Griswold motions to accept the Non Public Minutes of March 12, 2012. Chairman LaCourse, seconds. The motions passes.
17. Town Secretary Dawn Hayes presents an appointment for Frank DeRocchi to the Senior Advisory Committee for the Board's signature. Selectman Cedarholm motions to appoint Mr. DeRocchi to the Senior Advisory Committee. Selectman Griswold, seconds. All agree.
18. Town Secretary Dawn Hayes request a vote on two appointments to the Planning Board. Selectman Griswold motions to appoint Kevin Crawford and Ed Bannister to the Planning Board. Selectman Cedarholm, seconds. All agree.
19. Town Secretary Dawn Hayes presents two vacation requests for Department Heads, for the Board's signature. (Welfare Director, 2 weeks in June and Transfer Station Manager, 1 day in April)
20. Town Secretary Dawn Hayes requests the Board's signature on the amended Race Track Ordinance. The ordinance reflects the additional language of section 21A.
21. Town Secretary Dawn Hayes requests the Chairman's signature on a Pole Location Plan from NH Coop, regarding replacement of three poles on West Mill Pond Rd.
22. Town Secretary Dawn Hayes requests the Board's signature on a Warrant to collect Gravel Tax in the amount of \$370.

23. Town Secretary Dawn Hayes requests the Board's signature on two Intent to Excavate. The applications have been reviewed and recommended by the Assessor.
24. Town Secretary Dawn Hayes requests the Board's signature on previously approved and unsealed Non Public Minutes from a prior meeting.
25. Town Secretary Dawn Hayes requests the Board review the Committee and Commission Select Board representatives and assign Selectman to the various groups.

After review and discussion the Board agrees on the following: Selectman Cedarholm/Planning Board, Chairman LaCourse, Selectman Griswold & Selectman Cedarholm/Recreation Commission, Chairman LaCourse/Heritage Commission, Selectman Griswold/Agricultural Commission, Selectman Griswold/Conservation Commission, Selectman Cedarholm/Advisory Budget Committee, Selectman Griswold/Energy Committee, Chairman LaCourse/Joint Loss Safety Management, Selectman Griswold/Police Department, Selectman Griswold/Fire Department, Selectman Cedarholm/Highway Department, Selectman Griswold/Emergency Management, Chairman LaCourse/Transfer Station.

26. Selectman Griswold motions to appoint John LaCourse to continue as Chairman of the Select board. Selectman Cedarholm, seconds. All agree.
27. Selectman Griswold discusses the matter of revitalizing the Town Center Committee and recommends Selectman Cedarholm be the Selectman's representative and chair the committee. Selectman Griswold recommends discussion among the Board at a future meeting: a new charge, members and the direction of the Committee regarding outreach and fundraising.

Chairman LaCourse recommends Selectman Cedarholm review all of the history of the former Town Center Committee meetings. Selectman Cedarholm accepts the position of Chair of the Town Center Committee, stipulating once the charge is formed and the committee gets going it may be better to have someone from the public leading the charge. All agree.

28. There being no further business, meeting was adjourned at 7:25 pm.

Dawn Hayes, Town Secretary

Minutes accepted by:

John R. LaCourse

W. James Griswold

David Cedarholm

Lee Board of Selectmen