

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

Others present: Caren Rossi, Scott Nemet, Mike Kelleher, Tim Scott, Huw Powell, Elizabeth Dollier, Arthur Dollier, Peter Mason, Carolyn Mason, John Roberts, Susy Roberts, Rena Staigers, Paul Berry, Barry Thompson, Lorraine Thompson, Randy Stevens, Kimball Thompson, Kathleen Ferrara, Al Berand, Marshall Roux, Martin Roux, Linda Reinhold, Erick Sawtelle, Bill Humm, Frank DeRocchi, Peter Hoyt, Paul Gasowski, Caren Rossi, Laurel Cox, Town Administrator Julie Glover, and Town Secretary Dawn Hayes.

1. Chairman LaCourse called the meeting to Order and opens the Public Hearing at 6:04 pm.
2. Mike Kelleher of E911 advises the public that data has been collected throughout the town and addresses have been identified as concerns for delayed emergency response. Tonight's meeting is the first step in resolving the areas of concern.

Deputy Emergency Management Director Caren Rossi states that the Fire Road N7 off of Stepping Stones Rd needs to be renamed and renumbered. Ms. Rossi advises the residents that letters will be sent to property owners regarding the changes, which are effective for E911 on July 1st and up to a year with the Post Office.

Resident Dale Rasmussen asks, who is responsible for the making address changes on legal documents and why can't the road remain named Fire Rd N7 or maintain the Stepping Stones address. Mike Kelleher advises that deeds will change upon sale of properties; if there are three or more addressable structures off of a shared driveway, that it should have its own road name.

Resident Peter Mason remarks about the number 16 suggested for his home, and states his driveway entrance is before the cul-de-sac. Ms. Rossi notes the matter. Selectman Cedarholm motions to rename Fire Road N7, Staigers Lane. Selectman Griswold, seconds. All agree.

A resident asks who will purchase road signs. Ms. Rossi states, on private roads the town will purchase the first sign and install them. Another resident inquires about numbering and who responsibility it will be to replace them. Frank DeRocchi responds, there have been discussions among the Fire Association Members regarding the reflective numbers at the end of driveways. Mr. DeRocchi suggests reusing the numbers, swapping them around, for those who need a new number it would have to be purchased; they are trying to make it have the least cost impact on residents.

Ms. Rossi discusses the names for the three parts of the N6 Fire Road, noting the historical significance of several road names. Marshall Roux requests the Board consider changing the name of the N6 Fire Road to Roux Rd. Selectman

Cedarholm motions to rename Fire Road N6, Sheppard Lane. Selectman Griswold, seconds. All agree.

Resident Kathy Ferrara presents research she has conducted regarding the battle of 1690 on Wheelwright Pond. Selectman Griswold motions to rename the following numbers on Calef Hwy (225, 227, 229, 231) and 7 Fernald Lane to Abenaki Trail. Selectman Cedarholm, seconds. All agree.

The renumbering of Allens Ave is discussed. Resident Kimball Thompson is opposed to the suggested renumbering, noting the cost to residents. Selectman Griswold understands Mr. Kimball's concerns, but inclined to follow the recommendation of Mr. Kelleher and Mr. Scott of E-9-1-1. Selectman Griswold motions to renumber Allens Ave as recommended by E-9-1-1. Selectman Cedarholm, seconds. All agree.

The renumbering of Clement Way is discussed. Selectman motions to renumber 7 and 11 Clement Way to 17 and 12 Clement Way. Selectman Cedarholm, seconds. All agree.

The Lee Hill Mobile Home Park is recommended to be renamed and renumbered. Selectman Griswold motions to renumber three residents in Lee Hill Mobile Home Park to 20, 18, and 16 Mast Road. Selectman Cedarholm, seconds. Selectman Cedarholm motions to name the road inside of the Lee Hill Mobile Home Park, Federal Hill Lane and to renumber it. Selectman Griswold, seconds. All agree.

Selectman Cedarholm motions to renumber 23 Layne Drive to 24 Clement Way. Selectman Griswold, seconds. All agree.

Ms. Rossi advises, Leeward Estates Mobile Home Park needs even numbers and to be renamed. Selectman Griswold motions to rename the Leeward Estates Mobile Home Park, Morgan Lane and renumber it 2, 4, 6, 8, 10. Selectman Cedarholm, seconds. All agree.

Selectman Cedarholm motions to name the road off of Federal Hill, in the Lee Hill Mobile Home Park, Eagle Lane. Selectman Griswold, seconds. All agree.

Ms. Rossi states some of Stepping Stones Road is numbered incorrectly. Based on a pending recommendation from Mr. Scott of E-9-1-1, Chairman LaCourse motions to table the matter. Selectman Griswold, seconds. All agree.

Chairman LaCourse closes the Public Hearing at 7:15 pm.

3. Road Agent Randy Stevens, advises the Board that the decals on the Highway trucks are 16 years old and he would like to order decals with the Town Seal on them. Chairman LaCourse agrees.

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Mr. Stevens updates the Board on the progress of High Road Bridge; the guardrail is expected to be up this week.

Mr. Stevens advises the Board of a request made by a resident on Campground Rd to post a boundary sign on the Epping town line. Mr. Stevens will get a price and see if there are any other signs needed.

Mr. Stevens presents the bids for Hot Top (picked up), Grader Painting and Crack Sealing. Mr. Stevens states there are only two vendors that are close enough and he would like to have both companies (Brox Industries and Pike Industries) as options. The Board agrees. Selectman Griswold motions to accept the bid of Arch Equipment, as recommended by the Road Agent for the grader painting. Selectman Cedarholm, seconds. All agree. Chairman LaCourse motions to allow accept the crack sealing bid from Henry Dow or Bedford Seal Coating, with the final decision to be made by the Road Agent, Randy Stevens. Selectman Griswold, seconds. All agree.

4. President of the Fire Association, Frank DeRocchi advises the Board that the current markers on the Fire Fighters Monument are plastic stick-on. The Association would like a more permanent way of marking the monument and has received a bid of \$2,500 to add granite 'wings' to the monument. The Association has agreed to pay for this and requests the Town's permission to proceed; should the Fireman's Association no longer exists, would the town continue to place names on the monument. Selectman Cedarholm motions to support Mr. DeRocchi's proposal to add the 'wings' to the monument. Selectman Griswold, seconds. Chairman LaCourse amends the motion to include the town's responsibility of adding future names, should the Association fail to exist.
5. Town Administrator Julie Glover discusses the matter of the subcommittee for the Noble Farm Project. Selectman Griswold states to redevelop the property will take dollars, a deal will need to be made with a developer; allowing the developer to get a return on their investment while the town interests are met as well. Selectman Griswold adds, a developer will still need to go through the Planning Board and he sees all of the items to be included in the charge of the subcommittee.

Selectman Cedarholm states the RFP was vague and is concerned that only one proposal was received. Selectman Cedarholm adds the property has been rezoned and we may receive multiple proposals if the RFP were to be put out again.

Selectman Griswold notes that several interested parties attended the site walk and choose not to bid.

Chairman LaCourse suggests putting out another RFP and the Board agrees. Chairman LaCourse recommends, Selectman Cedarholm work with the Town

Administrator, the Community Planning Coordinator and the Code Enforcement Office operating as an Ad Hoc Committee to revise the RFP.

6. Town Administrator Julie Glover presents the Surplus Vehicle Bids to the Board. Selectman Cedarholm motions to accept the high bid from Asian Auto (\$2, 005.32). Selectman Griswold, seconds. All agree.

7. Town Administrator Julie Glover requests direction from the Board regarding the format of the Personnel Policy. Chairman LaCourse states the format and style will be discussed at this time content of the policy will come later.

Chief Murch requests employees and department heads have input on the policy. Chairman LaCourse states everyone's voice will be heard, with the final decision being from the Board of Selectmen.

The Board agrees numeration and indexing will be added to the style of the document.

8. Town Administrator Julie Glover proposes implementing a Flexible Spending Account for employees at no cost to the town. Ms. Glover estimates the total cost an employee would pay is approximately \$6.25 per month.

Chairman LaCourse requests Ms. Glover address employees in a letter explaining such a program and see if there is any interest.

9. Town Administrator Julie Glover advises the Board on the status of the uniform proposal from UniFirst; total monthly cost being \$45.84 for all three departments utilizing the service. UniFirst requires a five year contract, it will include a non appropriation clause and have no greater increase than 3%. Selectman Griswold motions to accept the contract. Selectman Cedarholm, seconds. All agree.

10. Town Administrator Julie Glover present the results of the Town Crier Survey. In summary the results reflect the paper version of the Town Crier should only be mailed to those who request it.

Chairman LaCourse recommends having copies available at Town Buildings and mailing to those who request it. Selectman Cedarholm remarks on the format of the Town Crier and favors the format of the Lee Agricultural News. Selectman Cedarholm further states he prefers the Winter Town Crier include warrant article information and be mailed to every resident since its distribution would be close to the date of the Deliberative Session. Chairman LaCourse recommends a notice in the next Town Crier to sign up for the mailing and agrees that the Winter edition could be mailed to everyone.

11. Town Administrator Julie Glover requests the Board determine the date for the 2nd meeting in May, as it currently falls on Memorial Day. The Board agrees the next meeting will be May 14th, and the second meeting in May will be cancelled.

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12. Town Secretary Dawn Hayes presents the Minutes of April 9, 2012. Selectman Cedarholm requests the Minutes are amended to reflect his suggestion to allow Cocheco Valley Human Society an opportunity to bid on the stray animal agreement.
13. Town Secretary Dawn Hayes presents the Non Public Minutes of April 9, 2012. Selectman Griswold motions to accept the Minutes. Chairman LaCourse, seconds. All agree.
14. Selectman Cedarholm provides the Board with some information regarding the area near Market Basket where trash has been accumulating. Mr. Cedarholm states the land is owned by NHDOT and there is an endangered turtle in the wetlands.
15. Town Secretary Dawn Hayes presents an intent to cut application for 216 Lee Hook Rd, for the Board's signature.
16. Town Secretary Dawn Hayes presents an application for current use for Old Nottingham Road, as recommended by Assessor Scott Marsh (not present), for the Board's signature.
17. Town Secretary Dawn Hayes presents the Meeting Room Policy for the Board's signatures.
18. Town Secretary Dawn Hayes presents vacation requests for Allan Dennis for the Board's signature.
19. Town Secretary Dawn Hayes advises the Board of the Public Hearing scheduled for May 14th regarding the paving of the gravel section of Old Mill Rd.
20. Chairman LaCourse motions to enter into a Non Public Session at 8:25 pm, per RSA 91:A II 3(c). Selectman Cedarholm, seconds. All agree. Present in Non Public: Chairman LaCourse, Selectman Griswold, Selectman Cedarholm, Town Administrator Julie Glover, Resident Huw Powell. Selectman Griswold motions to end Non Public and seal the Minutes. Selectman Cedarholm, seconds. All agree.
21. Chairman LaCourse motions to enter into a Non Public Session at 8:45 pm, per RSA 91:A II 3(e). Selectman Cedarholm, seconds. All agree. Present in Non Public: Chairman LaCourse, Selectman Griswold, Selectman Cedarholm and Town Administrator Julie Glover. Selectman Cedarholm motions to end Non Public and seal the Minutes. Chairman LaCourse, seconds. All agree.
22. Chairman LaCourse motions to enter into a Non Public Session at 8:50 pm, per RSA 91:A II 3(e). Selectman Cedarholm, seconds. All agree. Present in Non Public: Chairman LaCourse, Selectman Griswold, Selectman Cedarholm and Town Administrator Julie Glover. Selectman Cedarholm motions to end Non Public and seal the Minutes. Selectman Griswold, seconds. All agree.

23. Chairman LaCourse motions to enter into a Non Public Session at 8:52 pm, per RSA 91:A II 3(c). Selectman Cedarholm, seconds. All agree. Present in Non Public: Chairman LaCourse, Selectman Griswold, Selectman Cedarholm and Town Administrator Julie Glover. Selectman Griswold motions to end Non Public and seal the Minutes. Selectman Cedarholm, seconds. All agree.
24. Chairman LaCourse motions to enter into a Non Public Session at 8:54 pm, per RSA 91:A II 3(c). Selectman Cedarholm, seconds. All agree. Present in Non Public: Chairman LaCourse, Selectman Griswold, Selectman Cedarholm and Town Administrator Julie Glover and Town Clerk Linda Reinhold. Chairman LaCourse motions to end Non Public and seal the Minutes. Selectman Cedarholm, seconds. All agree.
25. Conservation Commission Chairman Bill Humm advises the Board that the Commission has discussed the matter of clean up of abutters land along the bog. Mr. Humm notes his is concerned about safety of those who may do the clean up and that the land is not town owned. Mr. Humm states the Chief of Police is utilizing a crew from the Strafford County House of Corrections to do some road clean up and would have time to include this area as part of their clean up.
- Chairman LaCourse thinks it is a good idea to get it cleaned up but is concerned about who will oversee the project. Selectman Cedarholm is uncomfortable with the town coordinating a clean up on private property. Selectman Griswold request a written document indemnifying the town from any liability. Chairman LaCourse requests the Town Administrator work with Mr. Humm on obtaining such a document prior to moving forward.
26. Chairman LaCourse motions to **adjourn at** 9:28 pm. Selectman Cedarholm, seconds. All agree.

Minutes transcribed by:

Dawn Hayes, Town Secretary

Minutes accepted by:

Chairman, John R. LaCourse

W. James Griswold

David Cedarholm
Lee Board of Selectmen