

MINUTES OF THE BOARD OF SELECTMEN

Meeting

July 9, 2012

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

Others present: Bill Humm, Lenny Lord, Ted Kenclziola, Thomas Burd, Brian Storace, John Roberts, Susan Roberts, Deb Hoyt, Warren Hatch, Barbara Burleigh, Phil Sanborn, Dorothy Gilman, Terri Drown, M. Geoffrey Carlton, Andy Lelio, David Dembowitz, Michael Kelleher, Jean Howe, Toby Jensen, Randy Stevens, Caren Rossi, Dawn Genes, Peter Hoyt, Town Administrator Julie Glover and Town Secretary Dawn Hayes.

1. Chairman LaCourse calls the meeting to order and opens the Public Hearing for street name and numbering changes for Pine Knoll Village, Hills Acres, Packers Falls Village and Darby Field Commons at 6:01 pm.

Emergency Management Deputy Director Caren Rossi summarizes E911 standards and recommendations for street renaming and renumbering. Ms. Rossi reviews recommendations for Pine Knoll Village Mobile Home Park.

911 Field Representative Mike Kelleher recommends the standardized changes after recent mapping of the town; to assists emergency responders.

Resident Toby Jensen refers to the proposed map and suggests continuing one of the roads within Pine Knoll Village to make it contiguous to the next cross street.

Pine Knoll Village Owner Jean Howe recommends names that are conducive to the feeling of Pine Knoll, such as: Spruce, Cedar or Juniper etc.

Chairman LaCourse suspends the discussion regarding changes for Pine Knoll Village as residents meet in an adjoining room to discuss road names.

Ms. Rossi presents the proposed changes for Packer's Falls Mobile Home Park.

Resident Brian Storace questions the numbering within Packer's Falls Mobile Home Park.

Mike Kelleher advises: Packer's Falls Mobile Home Park has two separate roads and it is appropriate for two different road names and standard numbering on each.

Selectman Griswold motions to accept the names: Otis Lane and Roby Lane and the numbering as presented for the two roads in Packers Falls Village. Selectman Cedarholm, seconds. **Motion Carries.**

Ms. Rossi presents recommended changes for Hills Acres Mobile Home Park, stating the name can remain, but the numbering will need to change. Chairman LaCourse motions to accept the numbering as presented. Selectman Cedarholm, seconds. **Motion Carries.**

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Ms. Rossi presents the recommended changes for Darby Field Commons, stating the name can remain, but the building and apartment numbering needs to change. Selectman Griswold motions to accept the numbering changes as presented. Selectman Cedarholm, seconds. **Motion Carries.**

Ms. Rossi presents a sample letter that will go to all homeowners regarding their address change and includes instructions on displaying house numbering.

Toby Jensen and Jean Howe of Pine Knoll Village present road name recommendations: Pine Knoll Dr, Cedar Ln, Spruce Dr, Laurel Ln, Cypress Dr, Red Pine Dr, Holly Ln, Juniper Ln, and Balsam Ln. Chairman LaCourse motions to accept the names and the renumbering as presented. Selectman Griswold, seconds. **Motion Carries.**

Chairman LaCourse closes the Public hearing at 6:35 pm.

2. Selectman Griswold motions to accept the Minutes of June 25 and 28, 2012. Selectman Cedarholm, seconds. **Motion Carries.**
3. Chairman LaCourse opens the floor for Public Comment. There being none, Chairman LaCourse moves on.
4. Conservation Commission Chairman Bill Humm reminds the Board of the Town's 2011 signed agreement with US Fish and Wildlife for the Lee Five Corners Reserve. Mr. Humm states that phase 1 of work has been accomplished, including the cutting of mature Aspen, removal of invasive Autumn Olive, planting of Juniper bushes and berry bushes.

District Manager of Rockingham County Conservation District Dr. Leonard Lord speaks about the use of chemicals to remove invasive species on the property. Dr. Lord presents a map of the area and describes what species will be removed and by what process. Dr. Lord explains in detail the use of AquaMaster for weed control.

Chairman LaCourse opens the floor for public comment or questions. There are none.

Bill Humm notes the contractual agreement between US Fish and Wildlife Service and Rockingham County Conservation District is three years. Dr. Lord states they will look for optimal conditions for spraying; explains the difference between AquaMaster and Roundup.

Mr. Humm states both the Town of Durham and Strafford Rivers Conservatory have given written approval to proceed. Selectman Griswold motions to authorize the implementation of land owner agreement with US Fish and Wildlife Service from November 14, 2011. Selectmen Cedarholm, seconds. **Motion Carries.**

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5. Resident John Roberts (abutter to Wheelwright Pond) advises the Board of increased boat traffic on the pond, including a motorized boat that put in at Durgin Preserve. Mr. Roberts is concerned about invasive plants coming into the pond and requests that the Town provide signage at Durgin Preserve regarding invasive plants; the town contact NHDES; and to require vehicle stickers to limit pond access to Lee residents only. Mr. Roberts invites the Board to a meeting regarding this matter on August 5 at Forrest Glen, 9:00 am.

Chairman LaCourse agrees that a sign is a good idea, as well as making information on invasive plants available to boaters. Chairman LaCourse requests the Town Administrator work with Mr. Roberts and the Road Agent regarding signage; to research the town's authority on restrictions for the pond. Conservation Commission Bill Humm agrees to assist in the matter.

Chairman LaCourse states the Board will revisit this matter at future meeting.

6. Road Agent Randy Stevens advises the Board about the quote for hot top for shimming and patching culverts. Two quotes were received, both the same price (71.45 per ton). Selectman Griswold motions to allow the purchase of \$10,000 worth of hot top for shimming. Selectman Cedarholm, seconds. **Motion Carries.**

Mr. Stevens requests the Board's approval to remove trees at Old Parrish Cemetery. (trees are old and should be removed prior to planned fence repairs) Mr. Stevens notes the Cemetery Trustees are in agreement and will share the cost. Selectman Cedarholm motions to allow the removal of the trees. Selectman Griswold, seconds. **Motion Carries.**

Mr. Stevens presents the 2012-2013 salt contract from International Salt of Portsmouth. Selectman Cedarholm motions to accept the salt contract as presented. Selectman Griswold, seconds. **Motion Carries.**

Mr. Stevens advises the Board of an erosion problem on the gravel section of Old Mill Rd. There was consideration to install a culvert in the area, but the easement would restrict that. Mr. Stevens will dig up the drywell and put new stone around it and put in another drywell, to try to alleviate the problem before paving in that area.

7. The Recreation Commission and the Board of Selectmen discuss the Board's draft letter of expectations.

Recreation Commission Member Dawn Genes states the directives from the Board are clear as to what the expectations are; expects that she will be able to meet the requested deadline for the Master Plan.

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Recreation Commission Chairman Phil Sanborn states he was stunned at the Draft Letter of Expectations. Mr. Sanborn reviews the Selectmen's meeting of June 11th, noting the request to contact Andrew Smith to prepare an unbiased survey regarding grass or artificial turf.

Mr. Sanborn references the letter - "these facilities are for Lee" and states Lee is in a co-op and if Durham and Madbury had these same thoughts our boys would not play baseball at Woodridge, Madbury or Tibbetts. To say that these facilities are for Lee, when for years Lee has done zero, sets a precedence that Mr. Sanborn is unhappy with. Mr. Sanborn's welcomes the appointment of Randy Stevens to the Recreation Commission, but requests clarity on Mr. Stevens availability. Mr. Sanborn asks how the Board came to the decisions stated in the letter of expectations.

Recreation Commission Member Geoff Carlton mentions RSA 35-B:1 pertaining to the Recreation Commission. Mr. Carlton states the Commission has voted 4-1 to move forward with funding above and beyond the cost of grass for artificial turf if it can be done in a 24 month period. Mr. Carlton references the vote in 2009 to purchase rock (with the intent to install artificial turf).

Mr. Carlton reiterates the recent vote of 4-1 to move forward. Ms. Genes disputes the number, stating there are only four members; the vote was 3-1.

Mr. Carlton speaks about his research regarding artificial turf, costs, playing time and comparison to grass fields.

Mr. Sanborn states he thinks it is wrong to make the decision before the people of the town have had an opportunity to be educated on the matter and to decide what they want.

Chairman LaCourse states the letter of expectations is in draft form at this point, the current Board does expect a grass field and the matter of Mr. Stevens being appointed to the Commission will be his own choice.

Ms. Genes states this discussion is a difference in vision and it is the authority of the Board of Selectmen to have a vision of how they want to proceed on town owned land in particular. Ms. Genes states if people decide artificial turf is the best thing, perhaps it could be at the High School. Ms. Genes further states having a grass field still allows Lee to participate in Oyster River Youth Association playing.

Chairman LaCourse states the intent of the expectation letter was not to exclude those in the tri-town area. Mr. Sanborn wants to make sure that it is made clear to Durham and Madbury that they would not be excluded.

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Selectman Griswold states if the field goes to artificial turf there will be no choice but to rent it out and accumulate hundreds of thousands of dollars in order to replace it; a grass field would rest, it wouldn't be used as much, it would not be something that everyone can use at all times. Selectman Griswold states he thinks the community wants a green field, for the community to share with Durham and Madbury and that's it. Selectman Griswold states he voted for the rock and was under no understanding that it was for artificial turf. Selectman Griswold advises the Recreation Commission that contracts need to be in place before any work is done at Little River Park.

Mr. Sanborn states he cannot handle the matter of contracts, but after a discussion with Mr. Stevens – Mr. Stevens was willing to take care of the contracts for work at Little River Park.

Dawn Genes states for the record, Sawyer Park in Kensington is a beautiful park – that she would like to see Lee's park look like when it's done. Further, Ms. Genes states the cost to maintain the 4 grass fields there was \$30,000 for the year.

Selectman Cedarholm is in agreement with Jim's opinion about the fact that you would need to rent the field on a very regular basis in order it to cover itself. The real downfall to that is the level of activity that would be at the park, on a very regular basis, and although his net is not cast that large, the folks that have come and talked to him are not too in favor of that. Selectman Cedarholm further states he hasn't had one person come to him that was in favor of an artificial turf field. Selectman Cedarholm continues: in difference to the other Board members, he wasn't nuts about this idea of directing the commission to do anything in particular, primarily because we don't know the real cost of going the other way. We've heard some pretty big numbers of \$40,000 a year to maintain a grass field, if that's a field of a certain quality, whether we need that certain quality or not, he's not exactly sure. But, before we go and direct you folks to do something, the town needs a real good handle on what the installation costs are and what the maintenance cost are, and how then how best can it be optimized. Selectman Cedarholm has never been comfortable with a single purpose field. One field is going to get beat up so bad, and in the mean time we've got this pristine baseball field that is very infrequently used. And then we are talking about building another baseball field that's a single purpose field. If we are going to go grass or any direction – we need multipurpose fields – not single purpose fields. So, rethinking about how the park is laid out and how best all the fields can be used so that – that level of activity is more possible. Selectman Cedarholm thinks it is really necessary and is anxious for Randy to get involved and help out with putting together the costs, obviously the maintenance of those fields are either going to be contracted out or dropped in Randy's lap, or we are going to be looking at another employee to maintain the whole park. We need real numbers for maintaining a whole park.

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Chairman LaCourse will consider what has been discussed, noting that Madbury and Durham are not being excluded.

Town Administrator Julie Glover asks the Recreation Commission, while the debate and the erosion continues at the park, would there be any consideration to plant grass so that it can at least be used.

Ms. Genes suggests selling the rock and it would pay for a grass field including irrigation, with no cost to the town. Selectman Griswold agrees with this idea.

Mr. Carlton states the Commission voted on June 4th to raise money above and beyond the cost of natural grass over a 24 month time period, if they are not able to do that, they would put the money toward grass.

Ms. Glover asks if it is the Commission's desire to let the park sit the way it is for 2 years while trying to raise the money, and if enough money can't be raised then it will become a grass field. Mr. Carlton agrees. Mr. Sanborn states if the grass is planted and the town decides to go with artificial, it will destroy the gravel underneath it. Selectman Griswold disagrees.

Chairman LaCourse opens the floor for public comment.

Resident Andy Lelio remarks that if the most recent warrant article regarding artificial turf was not gutted at the deliberative session, we may be further along in the process of knowing what people want. Chairman LaCourse explains the warrant article was gutted because it would have been a raid on the General Fund.

Resident and Coach David Dembowitz speaks about his research and experience; speaks in favor of an artificial turf field. Mr. Dembowitz requests the decision be put to the town's people.

Resident and Oyster River Youth Association Coordinator Tom Burd speaks about his experience and the need for fields; speaks in favor of artificial turf. Mr. Burd agrees the community should vote and decide which turf they want.

Resident Brian Storace speaks about his experience and the safety of children; speaks in favor of artificial turf fields. Mr. Storace states the public should be able to vote on the issue.

Geoff Carlton inquires about his request (from Friday, July 6) for a copy of the 2010 Town Meeting Video. Town Administrator Julie Glover states Back Bay Network has located the video (on a hard drive that was removed from a computer), the data will be converted to a dvd.

Selectman Cedarholm speaks about the need to make the fields multipurpose.

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8. Selectman Griswold motions to accept the Consent Agenda. Selectman Cedarholm seconds. **Motion Carries.**

Selectman Griswold motions to accept Manifest #52 and Payroll for week ending July 8, 2012. Selectman Cedarholm seconds. **Motion Carries.**

9. Town Administrator Julie Glover presents an Investment Policy and a Fund Balance Policy for the Board's review. Chairman LaCourse tables the matter until the next meeting.

10. Town Administrator Julie Glover presents the Safety Policy that was discussed at the last meeting. Chairman LaCourse inquires about the members on the Joint Loss Safety Committee. Ms. Glover names the volunteer members: Warren Hatch, Caren Rossi, Michelle Stevens, Roger Rice and herself.

Chairman LaCourse motions to accept the Safety Policy as presented. Selectman Cedarholm seconds. **Motion Carries.**

11. Town Administrator Julie Glover inquires about the Board's review of the benefits comparison and personnel policy information.

Chairman LaCourse requests the two floating holidays be re-named as personal leave days (as they are not tied to holidays). Chairman LaCourse requests the Town Administrator submit timeline of changes in the personnel policy.

The Board agrees to schedule a Work Session on August 13, 2012 for discussion of the Personnel Policy.

12. Town Administrator Julie Glover discusses the matter of a town car for town hall use, as the former town car was put out to bid. Ms. Glover notes the Police Chief would like to continue use of their oldest vehicle (which would normally be rotated out of the fleet) for detail purposes, as it is currently generating revenue. Ms. Glover estimates mileage reimbursement (since no town car is currently available) is approximately \$1,000 per year.

Selectman Griswold asks if the revenue that is generated from the car, goes into the General Fund. Ms. Glover discusses the Special Duty Revolving Fund and the warrant article that established that fund.

Ms. Glover states in FY 2012 \$7,365 was invoiced for Police vehicle usage, while the estimated cost to the town was \$3,061.

The Board agrees a town car for town hall purposes is not needed at this time and that the vehicle will stay at the Police Department for as long as they wish to use it. The Board reviews the warrant article pertaining to Special Duty Revolving

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Fund and agrees the revenue generated from the vehicle used for details - would go into the Revolving Fund.

13. Town Administrator Julie Glover advises the Board of the research she has done on restricting use of the Town Seal. Ms. Glover presents a Copyright Policy.

Selectman Cedarholm motions to accept the Copyright Policy. Selectman Griswold seconds. **Motion Carries.**

14. Town Administrator Julie Glover updates the Board on the progress of the Town Hall roof project. Ms. Glover notes the final walk through will be scheduled soon; she will be preparing a formal report for the Board's review to include pictures and total cost.

Chairman LaCourse recommends contacting the Energy Committee regarding an updated energy audit for Town Hall (with the new roof).

Ms. Glover states the change order was for \$13,150 with an additional \$3,124, bringing the total roofing project to \$28,774 (however, these numbers have not been finalized).

15. Town Administrator Julie Glover refers to a discussion at a prior meeting regarding the new hours for the Selectmen's Office and the impact of Monday holidays.

Ms. Glover states employees who works 10 hr days, get paid 8 hrs holiday pay and the other 2 hrs may be made up by using vacation time or floating holiday time to get to 40 hrs. Additionally, if an employee who is scheduled to work a 10 hr day is sick or takes vacation time, they may use 10 hours of time if it has been accrued.

16. Town Administrator Julie Glover presents a copy of the MS2 and requests the Board's signature for the Department of Revenue Administration.

17. Town Secretary presents the Consent Agenda items for the Board's signatures.

18. The Board discusses the draft letter of expectations for the Recreation Commission.

Selectman Cedarholm remarks that the decision of a turf field should be put to the voter's through a warrant article. Chairman LaCourse is concerned that this field may require additional responsibilities on current employees or hiring a full time Recreation Director. Selectman Cedarholm remarks that the Recreation Commission's plan should have included public input: what the town's people want for a park. Chairman LaCourse would like to see a multiuse grass field

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installed, make it functional and have other options down the road (although he still does not support an artificial field).

Selectman Griswold agrees to modify the draft letter of expectations and invite the Recreation Commission back to the Board; would like to hire a fact finder to report the cost installing and maintaining of each type of field. Selectman Griswold agrees the town's people need to decide, but he would like to see playing going on now.

Resident Warren Hatch ask where funds would come from to put grass at the park; notes an engineer needs to be hired as the field is below sub-grade; comments you need a warrant article to pay for grass. Chairman LaCourse states a warrant article would not be needed to work with what is at the park, sell some gravel and get grass down and make it functional.

19. Resident Warren Hatch advises the Board that the Town Seal was painted by Dick Mills and that the artist may have some rights to the seal.

Town Administrator Julie Glover advises the Town Adopted the seal in 2008.

20. There being no further business, Chairman LaCourse motions to adjourn at 8:45 pm. Selectman Cedarholm, seconds. **Motion Carries.**

Minutes transcribed by:

Dawn Hayes, Town Secretary

Minutes accepted by:

Chairman, John R. LaCourse

W. James Griswold

David Cedarholm
Lee Board of Selectmen