

**MINUTES OF THE SELECT BOARD**  
**Meeting**

**April 29, 2013**

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**Board members present:** Chairman LaCourse, Selectman Cedarholm and Selectwoman Dennis.

**Others present:** Larry Kindberg, Sam Burch, Jackie Neill, Frank DeRocchi, Sharon Meeker, Shirley Walker, Sharon Taylor, Dawn Genes, Randy Stevens, Peter Hoyt, Town Administrator Julie Glover and Town Secretary Dawn Hayes.

1. Chairman LaCourse calls the meeting to order at 6:00 pm; opens the floor for public comment, there is none.
2. Senior Advisory Committee Member Jackie Neill gives a brief overview of committee activities and goals. Ms. Neill requests a small amount of funding for the printing of an informational booklet for seniors; advises the Board that many seniors are having trouble hearing the audio on the recorded Select Board meetings.

Town Administrator Julie Glover states there may be some funds in a printing line item that can be made available; the matter of sound quality at Board meetings is being addressed, as a new microphone is on order.

3. Recreation Commission Member Dawn Genes requests the use of the highway department labor to construct a permanent walking path from the parking lot at Little River Park to the Babe Ruth Field. Road Agent Randy Stevens estimates the work will take 1-2 days; stone dust will be needed for the surface; slightly cutting into the slope will be necessary.

Selectwoman Dennis advises that she has made contact with former Recreation Commission Member Geoff Carlton (not present) – all town recreation equipment currently housed in Mr. Carlton's trailer will be returned next weekend to the old fire station. Ms. Dennis requests a timeline from Ms. Genes on the installation of the playground equipment.

Ms. Genes states, they want to have it all taken care of by the end of June; they have met with the landscape designer, once the path is approved it can be added to the design. Ms. Genes requests the Board approve highway labor also to be used to install the elephant swing. The Town Administrator asks if the seven slides and the spring animals (already purchased) will be incorporated into the design. Ms. Genes states, once they figure out what they have, they will incorporate them as best as they can.

Chairman LaCourse motions to approve the installation of a walking path and install the elephant swing at Little River Park to be installed by the Highway Department under the direction of the Road Agent. Selectman Cedarholm, seconds. Motion Carries.

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4. Lamprey Rivers Advisory Committee Member Sharon Meeker gives a brief overview of the committee and submits a draft of the Rivers Management Plan. Ms. Meeker requests the Board review the document, make suggestions and comments and return those to Ms. Meeker (by June 15, 2013).

Ms. Meeker also describes the need for the signage warning of the falls on the Lamprey River; urges the Board to sign the agreement to allow the sign.

5. Road Agent Randy Stevens presents crack sealing quotes for: Jenkins Rd, Packers Falls Rd, Garrity Rd, Sacket Rd, Snell Rd. Mr. Stevens recommends Henry W. Dow as they were the low quote; suggests using Bedford Seal Coating as a backup.

Chairman LaCourse motions to award the bid for crack sealing to H.W. Dow as presented by the Road Agent and to use Bedford Seal Coating as a backup. Selectwoman Dennis, seconds. **Motion Carries.**

Road Agent Randy Stevens presents the paving bids, Continental is the low bidder (price is down slightly from last year). Mr. Stevens states, bid were also received for hot top mix pick up (with town trucks); Pike Industries was the low bidder.

Chairman LaCourse motions to approve the bid for paving to Continental Paving as presented by the Road Agent. Selectman Cedarholm, seconds. **Motion Carries.** Chairman LaCourse motions to approve the bid for hot top pick up at the plant to Pike Industries, with Brox as a backup. Selectman Cedarholm, seconds. **Motion Carries.**

6. Town Administrator Julie Glover advises the Board that she has received a request from Make a Difference Landscaping (located in Lee) to trade 1000 yards of loam for stone at Little River Park. (loam is needed for the grass field at LRP)

Mr. Stevens explains the town would do the hauling; that some of the stone may be needed but the town would never use it all; the loam will need to be stockpiled as the field isn't quite ready for it. Ms. Glover states there is currently 3,500 cubic yards of stone at Little River Park; she has contacted the town of Newmarket to see if they have interest in a similar trade.

Chairman LaCourse motions to approve the trade of stone for loam, with the Road Agent overseeing the process. Selectman Cedarholm, seconds. **Motion Carries.**

7. Chairman LaCourse motions to accept the public and nonpublic minutes of April 15, 2013. Selectwoman Dennis, seconds. **Motion Carries.**

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8. Chairman LaCourse motions to accept the consent agenda. Selectman Cedarholm, seconds. **Motion Carries.**
9. Town Secretary advises the Board of a correction to the April 1, 2013 minutes: section 4, paragraph 3, Mr. James Banks was noted as the Planning Board Chair – he is in fact the Zoning Board Chair.
10. Town Administrator Julie Glover presents the FY 2014 Select Board meeting dates for the Board's review. Chairman LaCourse motions to approve the FY2014 meeting schedule as presented by the Town Administrator. Selectwoman Dennis, seconds. **Motion Carries.**
11. Town Administrator Julie Glover requests approval to install a telephone in the nonpublic meeting room (to be used for contacting legal counsel or a Selectman that may not be present; to have a telephone for emergency purposes located on the second floor).

Chairman LaCourse motions to approve the installation of a telephone and wiring for the 2<sup>nd</sup> floor nonpublic meeting room as presented by the Town Administrator. Selectman Cedarholm, seconds. **Motion Carries.**

12. Town Administrator Julie Glover requests the Board's approval to remove the toilet from the Town Hall kitchen. Ms. Glover notes the work will be done by town staff; cabinets that were previously donated for the Safety Complex are available for use; some of the kitchen items currently in the Town Hall hallway will be moved into the kitchen.

Chairman LaCourse motions to approve the removal of the toilet from the Town Hall kitchen as presented by the Town Administrator. All Board members unanimously agree! **Motion Carries.**

13. Town Administrator Julie Glover advises the Board, she attended a recent meeting with DOT regarding the Lee Park and Ride. Ms. Glover states UNH is very interested in moving the project forward, however the land is not yet under agreement; the project is still in the early planning stage.

14. Town Administrator Julie Glover advises Police Chief Murch (not present) has submitted a request to accept the Buckle Up in Your Truck grant for \$1,852.50. The goal is to increase seat belt usage in pickup trucks.

Chairman LaCourse motions to approve receipt of the grants funds. Selectman Cedarholm, seconds. **Motion Carries.**

15. Chairman LaCourse motions to accept manifest #22 and the payroll expense for pay date May 3, 2013. Selectman Cedarholm, seconds. **Motion Carries.**

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16. Selectwoman Dennis advises the Board that she has had inquiries regarding the grass field at Little River Park; there are concerns about moving the project along. Additionally, Ms. Dennis requests the bill submitted by Mr. Carlton be discussed.

Selectman Cedarholm advises he will be meeting with Resource Management Inc. (manufacturer of top soil made from bio-solids and paper mill residuals) to discuss top soil for the field at Little River Park. Selectman Cedarholm notes, this type of top soil is commonly used on ball fields and gravel pit restoration projects.

17. Town Administrator Julie Glover advises the Board, she has met with Mike Gamache of Oyster River Youth Association and Road Agent Randy Stevens and discussed the layout of the fields. It was determined that there is ledge that would be costly to remove to accommodate the size field that ORYA would like; moving forward the best field would be the original multipurpose field; this would also accommodate extra parking.

Selectman Cedarholm suggests having an engineered plan to develop contours, as it may affect the decisions that are made about the field going in this year. Ms. Glover suggests organizing a site walk at Little River Park to include ORYA and the Recreation Commission. The Board agrees.

18. Chairman LaCourse motions to enter into a Non Public Session at 7:16 pm per RSA 91-A:3 II (c) for the deeding of properties and a current use tax appeal and per RSA 91-A:3 II (a) for a salary discussion and a Transfer Station matter. Selectman Cedarholm, seconds. **Motion Carries.** Present: Chairman LaCourse, Selectman Cedarholm, Selectwoman Dennis and Julie Glover. Roger Rice joins Non Public at 7:55 pm. Roger Rice departs Non Public at 8:15 pm. Non Public ends at 8:31 pm.

19. Selectwoman Dennis reminds the Board to discuss the matter of Mr. Carlton's request for payment. Ms. Glover advises there was no agreement with the town; the Board agrees. Selectman Cedarholm notes, the Board learned through the recorded minutes of the Recreation Commission that Mr. Carlton would be working with the Road Agent to transfer the equipment from the trailer to the highway garage (before the trailer was removed from Little River Park.)

Chairman LaCourse motions to *not* pay the bill that was submitted from Mr. Geoff Carlton for storage of equipment. Selectman Cedarholm, seconds. **Motion Carries.**

20. Selectman Cedarholm suggests reformulating the Town Center Committee; agrees to put a charge together. Selectwoman Dennis recommends discussing the process for applying to Boards, Committees and Commission (at the next meeting).

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21. Chairman LaCourse motions to adjourn at 8:35 pm. Selectman Cedarholm, seconds. **Motion Carries.**

Minutes transcribed by:

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Dawn Hayes, Town Secretary

Minutes accepted by:

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John R LaCourse, Chairman

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Carole Dennis

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David Cedarholm

LEE SELECT BOARD