

MINUTES OF THE SELECT BOARD
Meeting

August 19, 2013

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Board members present: Chairman LaCourse and Selectwoman Dennis.

Others present: Caren Rossi, Roger Rice, Larry Kindberg, Preston Samuel, Bill Humm, Randy Stevens, Laura Gund, Patricia Jenkins, Dennis Hambucken, Town Administrator Julie Glover and Town Secretary Denise Duval.

1. Chairman LaCourse calls the meeting to order at 6:00 pm; opens the floor for public comment.
2. No Public Comment.
3. Bill Humm, Conservation Commission Chairman and Larry Kindberg, Recreation Commission Chairman appear regarding trail construction and maintenance on Town-owned and/or managed land. Mr. Humm advises the Board that sometime last year it came to the attention of the Commission that someone had cut a short trail in the town forest. A similar incident a short time later stimulated conversation within the Conservation Committee as to who is responsible for the trails. It appeared that in certain instances this responsibility should fall to the Recreation Commission while in other instances (easements) the Conservation Committee was responsible. They present a Memorandum of Understanding for approval.

Chairman LaCourse indicates that the Memorandum of Understanding looks straightforward. Selectwoman Dennis does not see any issues with it. Chairman LaCourse asks Town Administrator Julie Glover if there are any legal issues that he should be aware of. She indicates there are none.

Mr. Humm clarifies that town owned properties not constrained by easements or Little River Park be reviewed and approved by both Conservation and Recreation. Mr. Kindberg adds that the Recreation Commission approved this.

Chairman LaCourse questions whether a vote is needed to approve a Memorandum of Understanding. Town Administrator Julie Glover affirms a vote is needed because it gives the MOU gives authority to the Recreation Commission that it doesn't currently have.

Chairman LaCourse moves to grant the authority of the RSA 35-B:3 VII & VIII to the Recreation Commission specifically for the purpose of trail construction or maintenance in Little River Park, in accordance with the Memorandum of Understanding executed between the Conservation Commission and the Recreation Commission. Board of Selectman must approve any trail construction prior to work being performed or funds expended. Selectwoman Dennis seconds.
Motion carries.

4. Larry Kindberg, Recreation Commission Chairman, met on August 5th with Kevin Flanagan from LGC Property Liability Trust to inspect the existing and new playground equipment at Little River Park. Kevin pointed out several items

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including the damaged big green slide. The Recreation Commission voted to remove the slide due to liability. They are requesting permission to remove it at this time. Selectwoman Dennis asked the date of purchase and cost. He did not have that information. Town Administrator Julie Glover provided the invoice date of 6/30/2011 with a purchase price of approximately \$3600. Selectwoman Dennis asked if it was installed under manufacturer specifications. Larry indicated that he did not have any documentation on the slide at all. Selectwoman Dennis expressed concern that \$3600 was spent just over 2 years ago and no communication has been made with the manufacturer. According to Kindberg, Randy Stevens has been following up on this issue. He believes that it is a manufacturing issue and not an installation issue.

Chairman LaCourse makes a motion to accept the recommendation of the LGC Property Liability Trust to remove the slide at Little River Park and to instruct Highway Supervisor to work with Recreation Commission on its removal. Selectwoman Dennis, seconds. Larry indicated that slide should be removed by the end of next week. **Motion Carries.**

5. Larry Kindberg, Recreation Commission requests funds for Little River Park playground. Kindberg states that based on Kevin Flanagan's (LGC-PLT) recommendations we need to install ground cover underneath the equipment and toys at Little River Park. Woodchips seem to be the acceptable product to use. Randy Stevens got a price of \$1728. He is requesting an additional \$500 for edging to confine the woodchips. Discussion regarding the amount of cover needed; initial install should be 12", which will compact to 9".

Chairman LaCourse makes a motion to approve the purchase of wood chip surface material and related items for installation under playground equipment at Little River Park at a cost not to exceed \$2228.00 and withdraw the funds from the encumbered Playground Equipment Phase III Warrant Article 18 FY 13, in accordance with the LGC-PLT recommendation and USCPSC Guidelines, Highway Supervisor to work with Recreation Commission on this project. Selectwoman Dennis, seconds. **Motion Carries.**

6. Randy Stevens, Highway Supervisor, discussed the State bids for road salt. The price has gone down this year from \$55.92 to \$48.37. He likes to use more than one provide; would like to use Granite State Minerals and International Salt Company for FY14.

Chairman LaCourse moves to authorize the Highway Supervisory to execute a contract with Granite State Minerals and International Salt Company for the purchase of road salt for FY14. Selectwoman Dennis, seconds. **Motion Carries.**

7. Randy Stevens, Highway Supervisor, has been working on wetland permits related to culvert replacements on Birch Hill Rd. and Lee Hill Rd. Having difficulty with process, asked Marc Jacobs for proposal for wetland consulting services. Estimated cost provided by Jacobs is \$10,000. Stevens will compile more information and seek to meet with DES for further review.

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Chairman LaCourse moves to table for further review.

8. Roger Rice, Transfer Station Manager, continues the discussion on the 10 hr. per day work schedule. The schedule presented does not indicate when the employees work on days the Transfer Station is closed. Roger indicates it's great to be able to float and be flexible. Selectman LaCourse is uncomfortable with the uncertainty of this schedule. Roger says the choice of when the employee comes in is up to the individual employee. Selectwoman Dennis responds by questioning the reason for the flexibility. Is it weather-related or the employee's other work schedule? Selectman LaCourse questions whether we are working around the needs of the transfer station or the needs of the worker? Selectman LaCourse believes that 10-13 hours (per week) is too much time to be flexible. Suggested cutting that time in half and making Wednesday a more permanent day with a certain amount of hours.

Selectman LaCourse moves to table this for further discussion. Roger mentions that he has not spoken to the employee regarding this schedule change. LaCourse reminds Roger that he was given until September 15th to impose the 10 hour restriction. He is still held to that. Roger says he was kind of vaguely planning to start the week before.

9. Acceptance of August 5, 2013 Minutes – Tabled at this time.
10. Selectman LaCourse moves to approve the Consent Agenda as presented. Selectwoman Dennis, seconds. **Motion Carries.**
11. Town Administrator reminds the Board of the discussion from the August 5th meeting regarding a resident's complaint about speeding out of Rita Lane onto Clement Way, in addition to noise issues late at night. Glover received communication from the Chair of the Conservation Commission that they recommend that a stop sign be placed at the end of Rita Lane. The police chief does not have an issue with that. The gate is normally closed in the winter.

Chairman LaCourse moves that Highway Supervisor work with the Conservation Commission to erect a stop sign at the end of Rita Lane and that the gate to Rita Lane be kept closed November 1 to April 1 each year. Selectman Dennis, seconds. **Motion Carries.**
12. Town Administrator Julie Glover asks the Board to start thinking about whether we decide to use Seed vs. Sod at Little River Park. She will advise ORYA that this will be discussed at the next meeting.
13. Town Administrator Julie Glover informs the Board that the Library Building Committee invited the abutters to the proposed location for the new Library to attend a meeting on August 29th specifically to discuss the driveway entrance. Meeting will take place at the Safety Complex.

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14. Heritage Commission is present and ready to discuss proposal for erecting 8 historical signs throughout Lee and connecting it with the town website with descriptions of each historical site but they are not on the agenda. Board agrees to allow Preston Samuel to speak. Dick Wellington started this project to mark historical sites throughout Lee including fabricating all 8 signs. The sites chosen are Wadleigh Falls, Lee South Depot/Railroad Station, Farming District on Lee Hook Road, Town Center, Cartland Road, Luke Cemetery, Wheelwright Pond and New Town Plains. The website will describe what each location represents. The signs are made of aluminum and are about 2 feet in height. Chairman LaCourse directs them to work closely with the highway department before setting the signs. Photos on the website would be helpful. Selectwoman Dennis suggested they collaborate with the Library on this project.

Town Administrator Julie Glover points out that the Board needs to receive copies of the PowerPoint presentation, copies of what is going to be on the website along with photos of these signs before the Board can vote on this matter. The Heritage Commission will give the full presentation at the Sept. 3rd. meeting.

15. Chairman LaCourse motions to accept Manifest #3 and payroll ending August 18, 2013. Selectwoman Dennis, seconds. **Motion Carries.**
16. Chairman LaCourse asks if there is any miscellaneous/unfinished business. Selectwoman Dennis asks if the Board can prepare and send a letter to the manufacturer of the slide at Little River Park expressing displeasure at the tax payer's having paid \$3600 for a product that did not last 2 years and we would like to negotiate something. Town Administrator Julie Glover will draft a letter for the next meeting.
17. Chairman LaCourse moves to go into a non-public meeting per RSA 91-A:3 II(b) Chief Murch, personnel issue and a second one per RSA 91-A:3 II(d) Nobel Farm update. Selectwoman Dennis, seconds. **Motion Carries.**
18. Board returns to public session at 7:40 pm.
19. Chairman LaCourse motions to adjourn at 7:40 pm. Selectwoman Dennis, seconds. **Motion Carries.**

Minutes transcribed by:

Denise Duval, Town Secretary

Minutes accepted by The Lee Select Board:

John R. LaCourse, Chairman

Carole Dennis

David Cedarholm