

## MINUTES OF THE SELECT BOARD MEETING

December 23, 2013

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

Others present: Larry Kindberg, Caren Rossi, Sharon Taylor, Annie and Paul Gasowski, Katrinka Pellecchia, Roger Rice, Scott Nemet, Town Administrator Julie Glover and Town Secretary Denise Duval

1. Chairman LaCourse calls the meeting to order at 6:00 pm.
2. Chairman LaCourse opens the floor to public comment. There is no comment.
3. Caren Rossi requests that the Board approve a name for the street off of Calef Highway which is located on Jim Daley's property. Historically, previous property owner names have been used for street names. She presented two historical names: Footman and Colcord. Mr. Daley suggested Distribution Drive, Transportation Way, Blvd. or Lane; Warehouse Way and Daley Way. Randy Stevens suggested Buzzell Lane since we already have the street sign for this name. Buzzell once owned land down there. Selectman Cedarholm moves for Buzzell Lane. Chairman LaCourse seconds. All in favor. **Motion Carries.**
4. Final review of the revised Solid Waste Ordinance for 2014 Warrant Article. Chairman LaCourse has a few editorial changes. No significant or substantial changes. Selectman Cedarholm moves to accept and move to warrant article. Chairman LaCourse seconds. All in favor. **Motion Carries.**
5. Chairman LaCourse passes on this item until Roger Rice arrives.
6. Fire Department budget justification presentation by Captain Nemet. Telephone line item can be reduced by \$2500. Chief Hoyt offered to reduce the On-Call line item from \$47,000 to \$37,000; however, Captain Nemet asks the Board to keep it at \$47,000 due to his projected 2015 expected on-call expense. Selectman Cedarholm is in support of keeping the on-call wage line at \$47,000.

Library budget justification presentation by Katrinka Pellecchia. Following her presentation Selectwoman Dennis asks how this differs from the previous budget presentation. Katrinka states that the numbers do not change. Her narrative is a justification. The Library will, however, change the personnel policy over time to state that a library employee must work 40 hours to receive insurance benefits rather than 35 hours. Regarding the Affordable Care Act, TA Glover states that at this point the Town is not considered a large employer; therefore, many new policies will not apply to us, such as being mandated to offer an employee who works 32 hours health insurance. Sharon Taylor adds that the Library strongly wants to increase and offer more programs to the youth and the elderly. The Library is looking to increase the Youth Services hours from 25 to 28 and the Circulation Desk from 33 to 35 along with being open 1 hour longer on Thursday nights. Selectwoman Dennis supports the Library's work in the community but the Town is navigating many needs within a tight budget this year. She would suggest increasing the Circulation hours to 35 and then using training money to help with Youth Services delivering monthly day care visits. TA Glover states

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that it is a \$2,508 increase for the Children's Librarian; add \$1500 back in from that for training and there is only a difference of \$1000. Selectman Cedarholm does not think that the Town can afford this project this year. Chairman LaCourse likes the idea of opening the Library 1 hour longer on Thursday night and Carole's suggestions. He is leaning towards the plan at this time. TA Glover reminds the Board that the Board controls the budget and what the Trustees do with the funds that they receive from the Board is up to the Trustees. Selectman Dennis says her intention is to try to present different ideas and/or options for a solution. TA Glover points out that out of the \$5400 increase \$3540 goes to the NH Retirement System. Selectman Dennis decides that she wants to rescind the training funds idea and simply give the 2 extra hours to the Circulation position. Chairman LaCourse needs more time to think about this.

TA Glover reminds the Board that the Contingency Warrant Article needs to be addressed. If not spent, would go back into the general fund.

TA Glover reminds the Board that the Final Budget Public Hearing is 1/21/14.

There is some general discussion surrounding Pay in Lieu of Vacation to those that have been here longer than 10 years. At the last meeting there was a question as to whether we can put this in expendable trust fund. The Town budgets to what the maximum payout could be for any given year.

The 2% COLA payout for this year would be approximately \$30,000 per TA Glover.

7. TA Glover informs the Board that the PD has prepared a surplus cruiser to go out for bid, but the thought was to reserve it for the fire chief. For relatively small money, it could be outfitted to be a fire vehicle. Captain Nemet advises that the fire department budget has the money in the budget to convert this car. This car is the last Crown Victoria that the Town owns. Chairman LaCourse wants Captain Nemet to return with an estimate on converting the Crown Vic.

TA Glover reports that the water has been tested at all the town offices. None of the water is potable.

8. Chairman LaCourse wants to let the citizen know about the rumble stripes that are going in to reduce the amount of noise that is produced.
9. Chairman LaCourse moves to accept the Minutes from the December 2<sup>nd</sup> meeting;
10. Chairman LaCourse moves to accept the Minutes from December 9<sup>th</sup> both public and non-public;
11. Chairman LaCourse moves to accept the Minutes from December 16<sup>th</sup>. Selectwoman Dennis seconds. All in favor. **Motion Carries.**
5. Chairman LaCourse returns to agenda item #5 for Roger Rice's request. Roger needs to make a new recommendation for the purchase of loader tires because

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they have been unable to get the Michelin tires which were previously approved for purchase. Chairman LaCourse moves to allow the purchase of Bridgestone Tire from Sullivan Tire Co. in the amount of \$6120. Selectman Cedarholm seconds. All in favor. **Motion Carries.**

Chairman LaCourse returns to fire budget discussion and asks the Board if they are in agreement with moving the On-call wages back up to \$47,000. Selectwoman Dennis would go with Captain Nemet's recommendation.

Chairman LaCourse would not support the Library increase at this time on any proposed item. Selectman Cedarholm would not support increase either.

- 12. Chairman LaCourse moves to accept the Manifest #12 and Weeks Payroll ending December 22, 2013. Selectwoman Dennis seconds. All in favor. **Motion Carries.**
- 13. Chairman LaCourse asks for any miscellaneous or unfinished business. There is none.
- 14. Chairman LaCourse moves to enter Non-Public Session per RSA 91-A:3 II (a) personnel issues at 7:15 pm. Selectman Cedarholm seconds. All in favor. **Motion Carries.** TA Glover enters the non-public with the Board. Captain Nemet enters into Non-Public at 7:35 pm. The Board returns to public session at 7:50 pm.

There is general discussion amongst the Board members. Selectman Cedarholm believes that there was a good budget discussion this year and it was worthwhile to meet with the ABC. Chairman LaCourse not sure if he agrees completely regarding the meetings with the ABC. Selectman Cedarholm adds that there should be written guidelines provided for next year. Selectwoman Dennis agrees with guidelines for next year; however, everyone needs to stick to them.

There is further discussion on annual reviews of department heads and department heads doing annual reviews of employees. TA Glover says she will look into better way to do evaluations.

TA Glover adds that they need to revisit the personnel policy this year.


- 15. Chairman LaCourse motions to adjourn at 7:55 pm. Selectwoman Dennis seconds. All in favor. **Motion Carries.**

Minutes transcribed by:

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Denise Duval, Town Secretary

Minutes accepted by The Lee Select Board:

  
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John R LaCourse, Chairman

  
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Carole Dennis

  
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David Cedarholm

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