

**Board members present:** Chairman David Cedarholm, Selectwoman Carole Dennis and Selectman Scott Bugbee.

**Others present:** Caren Rossi, Pat Barbour, Todd Tufto, Jim Banks, Sharon Taylor, Paul and Annie Gasowski, Katrinka Pellecchia, Bruce Larson, Jim Warden, Amy Jones, Randy Stevens, James Brown, Gail Kindberg, Erick Sawtelle, Jim Golden, Lou Ann Griswold, Kimberly Haas, Stephanie Cottrell, Joe Hannon, Leslie Martin, Dana Partis, Kathy Ferrara, Chief Dronsfield, Chief Nemet, Peter Hoyt, Town Administrator Julie Glover and Town Secretary Denise Duval.

1. Chairman Cedarholm calls the meeting to order at **6:01 pm**.
2. Chairman Cedarholm first wants to say that he was remiss last week for not thanking Chairman LaCourse for his years of service not only on the Board of Selectmen but his 18 years plus on the Planning Board. Chairman Cedarholm says "John if you are hearing this, thank you for your years of service and it was an honor serving on the Board with you, Professor LaCourse."

Due to a very long agenda this evening, Chairman Cedarholm is limiting people's public comment to 3 minutes. There was no public comment.

3. James Banks states that they have 3 members of the Zoning Board that are up for re-appointment this year and he would propose renewing all three. Alice MacKinnon has also applied to be on the Board; however, she has been advising her sister Bonnie regarding an active issue with a zoning decision that may lead to a legal action. Mr. Banks suggests that once the Bannister building is occupied by a tenant and the dust has settled then that would be a good time to bring Ms. MacKinnon on the Board. There is also a Board Member that has not been attending meetings as they should and may need to be relinquished of his/her position. Mr. Banks also offered to resign if it was necessary to produce a vacancy on the Board. Chairman Cedarholm asks if there is a policy with regard to no shows. TA Glover indicates that the Board always has the ability to unappoint someone. Ms. Glover reads from the policy: "The Board of Selectmen may by majority vote remove any member of a committee who was appointed and or disband any committee at its discretion except where not permitted by law if it is deemed to be in the best interest in the Town to do so." Further in the policy it is written "any more than 3 unexcused absences within a period of 6 months or 6 meetings may be grounds for dismissal or removal". Caren Rossi states that this person was appointed to the Board in 2009 as an Alternate member which is historically how people start. Due to scheduling conflicts has only been able to attend 14 meetings. The last meeting this person attended was June 2012 according to Rossi. The person has a recreational activity the same night as the meetings are held. Chairman Cedarholm proposes that they remove this individual to make room for an Alternate seat and if there is a conflict with the new member than hopefully that person will recuse themselves until the conflict is resolved. Mr. Banks believes that it would be better if she came on when there is no conflict rather than having that person make that decision on her own. Selectman Bugbee asks if Ms. MacKinnon would legally have to recuse herself if she were to be appointed. Caren Rossi points out that the law specifically points out pecuniary interest and discretion. It does not specifically say family. Mr. Banks reiterates his desire to bring her on after the conflict has been resolved. Selectwoman Dennis agrees. Selectman Bugbee believes that they should notify this person of this discussion and the Board's desire to unappoint her and give her the opportunity to resign if she so wishes. Caron Rossi agrees to speak with her. Chairman Cedarholm moves to approve the appointment of Phil Sanborn, John Hutton and David Allen to the Zoning Board. Selectwoman Dennis, seconds. All in favor.

**Motion Carries.**

4. Chairman Cedarholm moves to approve the appointment of Mark Beliveau to a 3 year term on the Planning Board. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Chairman Cedarholm moves to approve the appointment of Charles Cox and David Miner to a 3 year term on the Agricultural Commission. Selectwoman Dennis, seconds. All in favor. **Motion Carries.**

Chairman Cedarholm moves to approve the appointment of Ann Tappan, Timothy Moody and David Meeker to a 3 year term on the Conservation Commission. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Chairman Cedarholm moves to approve the appointment of David Meeker, Laura Gund, Patricia Jenkins and David Miner to a 3 year term on the Heritage Commission. Selectwoman Dennis, seconds. All in favor. **Motion Carries.**

Chairman Cedarholm moves to approve the appointment of Catherine Fisher to a 3 year Alternate position on the Conservation Commission. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Chairman Cedarholm moves to approve the appointment of Steven Haendler to a 3 year Alternate position on the Agricultural Commission. Selectwoman Dennis, seconds. All in favor. **Motion Carries.**

5. TA Glover states that in March of 2009, the Board of Selectman stopped appointing Select Board members to be liaisons to the various Boards, Committees and Commissions with the exception of the Planning Board which is required by Statute. Then last year the Board started to get away from appointing liaisons to departments. Chairman Cedarholm thinks that is useful to have Select Board members as reps on as many Boards and Committees as possible. It is a lot of work but enriching. It would be nice if there were five Select Board members. TA Glover points out that the reinstated Department Head meetings have been fantastic. The lines of communication have been better than they have ever been. Chairman Cedarholm states that the Town has some extremely capable department heads and believes they can continue on with the way things are going with regards to department head meetings. Selectman Bugbee asks about the ABC. Should we appoint a rep or continue with workshops? Chairman Cedarholm thought it was a good way to get information out. Department heads only had to present their information once. Selectwoman Dennis thought the information was great; however, she did not think it was the place she needed to be when it came to the advisory budget talking about their thoughts and where they wanted to go especially during deliberations. She suggested an amended version to last year's workshops. Selectman Bugbee suggests that the Board attend the presentations only. There was further discussion on the budget process. TA Glover suggested that the Department Heads attend the public hearings next year to answer questions regarding their budget. Chairman Cedarholm states that they will hold off on appointing a rep to the ABC in hopes of continuing with workshops next year. Chairman Cedarholm would like to stay on the Planning Board. The Zoning Board can be taken off the list since the Statute does not require that they have a rep. Selectwoman Dennis would like to stay on the Agricultural Commission. Chairman Cedarholm will take over the Recreation Commission. Selectwoman Dennis would like to stay on the Conservation Commission. Selectman Bugbee will take over the Energy Committee and the Heritage Commission. Selectman Dennis will stay on the Senior

Advisory Committee. Emergency Management can be taken off the list. Chairman Cedarholm suggests holding off on the Library Building Committee until later in the meeting.

6. Chairman Cedarholm asks Mr. Partis to hold his comments to 15 minutes and present the plan. Mr. Partis says he has tried to reach out 3 times and has gotten nowhere. The kids are getting blamed and there is now emotional damage to the kids. Mr. Partis says he has not seen the Board fix or address anything so far. Mr. Partis says he is not going to give a solution rather he is going to state what the system needs. The meeting was held on a night that was overbooked. He recommends the Town sets up the meetings in a professional way where there is no conflict. Reach out to them if there is a conflict. The Town needs to address an issue such as safety at that moment. He thinks that his pack does a great job at supervising. They never have complaints. He has an issue with the Board's complaints. He thinks they are 100% safe. Mr. Partis says that at the last meeting he was asked to give a solution. He says if "you guys want to give me a budget then I can hire some engineers to redesign the building". Chairman Cedarholm stops him from speaking to the audience and reminds him he should be talking to the Board and the Board is looking for a solution. Mr. Partis says he needs a policy to enforce with his pack. It has been 6 weeks now. Chairman Cedarholm corrects him on the timeline and indicates that the Board is working on an updated meeting room policy. Chairman Cedarholm recounts Mr. Partis' statement that the onus is on the Board to do everything and the Scouts are not mentioned as having to do anything. Mr. Partis basically agrees and adds that these are kids and they did great. Mr. Partis did not realize that they were getting a second chance. Chairman Cedarholm states that the Board is deliberating their appeal; therefore, they are getting a second chance. TA Glover brings up Mr. Partis' suggestion regarding the scheduling of the rooms. Is he suggesting that no other meetings be scheduled when the cub scouts are scheduled? Mr. Partis says that if there is a change in schedule to notify them especially if it is double booked. Chairman Cedarholm states that the building is always double booked; therefore, you need to conduct yourselves appropriately with regards to noise and safety. Chairman Cedarholm states that he viewed the surveillance tapes of the hallway and parking lot that indicates that there was running around; that is not going to happen in the future. Future discussion and review of the policy will be taking place. Mr. Partis suggests that if he knew there were other meetings nearby then he would have told his group to be quieter. Caren Rossi clarified that the Planning Board had to meet on an "off night" due to the weather and statutory time deadlines.
7. At the beginning of the meeting room policy discussion, Selectwoman Dennis reminds everyone that Bambi Miller and Karen Long weighed in on the comments and suggestions with Selectwoman Dennis during voting day. First issue is what do we want for a heading? Town Hall was removed because it is only used by Commissions. Selectman Bugbee suggests using Eligibility Criteria since that is what the paragraph is about. Chairman Cedarholm believes that the document needs a statement of purpose as an introduction. The Board decides to use the following "The Board of Selectmen establish the following requirements to direct and govern the use and care of the Lee Public Safety Complex by users from within and outside of the Town of Lee".

Following the introduction will be the **Eligibility Criteria** section which will read:

Town of Lee Boards, Commissions, Committees, Town Departments, Lee Public Library and Non-profit Organizations which involve and/or benefit a significant number of Lee residents, are permitted to use the meeting rooms. Although these activities will typically be Lee-based, they may include regional or statewide groups, including State or Federal Government-related activities, as long as they have a tangible connection

with municipal government. All meetings and events must be scheduled through the Selectmen's Office. No group using the room may discriminate on the basis of race, creed, color, age, sexual orientation, disability, gender, religion, national origin or citizenship status. Meetings and programs must be free and membership to the organization must be open to the public. The rooms are not open to private functions; i.e. birthday parties, anniversary parties, baby showers or bridal showers.

**The Town of Lee assumes and bears no responsibility whatsoever for personal injury to any member, affiliated person, guest, invitee or licensee of the using organization.** Anyone entering and exiting the Public Safety Complex should be aware at all times that first responders and emergence vehicles may, at any time, be driving into or out of the driveway, bays and/or parking areas. Exercise extreme caution!

Selectman Bugbee asks if everyone should use the front only. There is some discussion regarding why different groups use the side doors. Chief Dronsfield wants to add his own issue with safety and that is after 4:00 pm there is an emergency call box out front which victims use to report assaults and various crimes. Another concern is that divorced couples frequently exchange their children in the parking lot and they have had domestic disturbances erupt right there in the parking lot. Sex offenders have to register at the PD as well and enter through the front door. The PD cannot control people coming into the parking lot looking for help. There are times when this building is not a safe building. Chairman Cedarholm suggests a parking plan to accompany the policy. TA Glover informs the Board that it was brought to her attention at the last Department Head meeting that there is not enough parking at the Safety Complex to accommodate the capacity that the building can handle. The suggestion was made by Randy Stevens that some or all of Stevens Field is made into parking. He also talked about providing parking along the access road to Old Bennett Road. Right now we have meetings that exceed our parking capacity. Chief Nemet and the Board have a discussion about parking and emergency vehicles exiting and entering.

The next section will be titled the **Public Safety Complex**. The first thing the department heads suggested is to take out the language referring to dividing the 1<sup>st</sup> floor room into two because it is not practical to conduct two meetings at the same time in those two spaces. The divider does not provide enough of a barrier. The section will read as follows:

The Public Safety Complex has a large training/conference area on the first floor. Use of the kitchen may be permitted, but any group wanting to so need to make the request in advance with specific information regarding the type of use (i.e. light refreshments or use of the stove). Alcoholic beverages/smoking are strictly prohibited. There is also a meeting room (now 2 rooms available) on the second floor that is used primarily for the Board of Selectmen; however, other uses may be permitted. The occupancy limits for each of the spaces is as follows:

First Floor Meeting Room – maximum capacity is 186 standing or 86 with seating  
Board Room – maximum capacity is 127 standing or 59 with seating  
New Room Space – 10-12 seated

Chairman Cedarholm adds that in the future the gym could be converted into another meeting room to increase the current available meeting space by 50%.

All attendees **MUST** be aware of all labeled parking areas and **MUST** obey all traffic patterns as marked.

Chairman Cedarholm suggests attaching a plan that shows the available parking areas and areas that are for emergency personnel only.

The next section will be **Reservation Responsibilities** and will read as follows:

One member of the group or organization (legal authority representing the group) shall be responsible for contacting the Selectmen's Office to request the use of any of the meeting rooms. If a key is needed to access the Public Safety Complex, the contract person from the group or organization shall also be responsible to make arrangements for pick up and signing for the building key from the Town Secretary no more than 24 hours in advance, unless the function is on a Sunday. This same member of the group or organization shall be responsible for returning and signing for the return of the key back to the Town Secretary within 24 hours of the end of the function unless the function is on a Friday or Saturday. The potential exists that the function shall need to be cancelled or abbreviated depending on emergency calls and situations. **The Town reserves the right to cancel use of the room or to change the room assignment at any time.**

TA Glover adds that at the Department Head meeting the Police Chief requested that the key now be obtained from the Selectmen's Office, more specifically the Town Secretary. It would be a good idea to install a drop box for people to return the key after hours. There has not been an issue with getting the key back. A deposit request would be a bookkeeping nightmare.

The next section is **Rules and Regulations**. Per Selectwoman Dennis we should not substitute guidelines for rules and regulations as she had suggested previously. Guidelines imply things that should be done but not necessarily must be done. In the sentence below it states the Board of Selectmen has adopted these rules and regulations; therefore, it should remain as it is.

The language for this section should read as:

In order to provide the citizens of Lee with the opportunity to enjoy the use of facilities administered by the Town, while at the same time recognizing the primary responsibility for providing uninterrupted services to the citizens of Lee, the Board of Selectmen has adopted the following rules and regulations regarding the use of its meeting rooms:

1. It is suggested to move this paragraph to the first page and form a list of priority use.

Section 1 reads as follows:

Priority use of the meeting rooms shall be given to Town Boards, Committees, Commissions, Departments and the Lee Public Library. If a room previously scheduled for another group is needed by one of the aforementioned, reasonable accommodation will be made, if possible, for the displaced group(s).

The priorities will be listed in the following order: state/federal, lee based non-profit, non-profit and regional.

2. Section 2 reads as follows:

The meeting rooms are available on a first come, first served basis, within the priority uses described above. There will be no charge for regular use of the meeting rooms for groups directly affiliated with the Town of Lee. The Town reserves the right to charge fees for meetings that extend beyond regular hours or for extraordinary use of the rooms

that would place an extra burden of Town staff. No meeting may be scheduled on a Town Holiday.

3. Section 3 reads as follows:

Application for the first-time use of a meeting room must be done in writing using the form provided. First-time users must receive approval from the Board of Selectmen before scheduling a meeting room.

First-time users are urged to tour the facility to understand the emergency vehicle traffic pattern prior to the event. The Town, through the Town Administrator, reserves the right to deny use of a room for any reason, even if the group or organization had prior use of the room(s). Groups denied the use of a meeting room may appeal the decision to the Board of Selectmen in writing within 10 days from the date of denial of use. The Board will provide a written decision within thirty (30) days of the receipt of the written appeal. A group denied their appeal may be eligible to re-apply for use in a year.

There is a conversation in the audience. Chairman Cedarholm asks Mr. Partis to come to the podium if he has a question. Mr. Partis says "How about noise. If there is a call. I've never been here when there's been a call. So I'm not sure if it's loud. Something that just lets us know if there's kids, if there's adults, so we know and we don't go out and we kinda just stay in and take note of that." Chief Nemet says right now they do not have anything in the building that sets the tone off. He does not know what the cost is to install a system. Chief Dronsfield points out that all the emergency vehicles have lights on them. Chairman Cedarholm asks if there is a way to let people who are in the building know that emergency responders are on their way to the building. Chief Nemet does not know how to activate something to do this. Chief Dronsfield states that when there is an emergency the responders have enough on their minds to think about let alone remembering to somehow notify the building that they are coming into the lot. Chairman Cedarholm believes it is something we should think about.

Selectman Bugbee brings the discussion back to the denial process. He would like to work out the procedure on how people get notified regarding a decision. Selectwoman Dennis adds that she had brought up an appeal process at the last meeting, but after speaking to Attorney Paul Sanderson she now understands that the Town is not required by law to go through an appeals process. However, they may still add written notice language to the policy. Selectman Bugbee thinks that the legally responsible person should be contacted and notified of the decision. Selectman Dennis says that the Board should decide if the issue is rectifiable. Chairman Cedarholm completely agrees. (This is where Chairman Cedarholm discusses the language regarding a group being eligible to re-apply after one year.)

The Board agrees to use Nottingham's language regarding the responsible party being the one who signs the form.

4. Section 4 reads as follows:

An overhead projector and screen is available; however, groups must provide a laptop. Any damage done to the equipment shall be the responsibility of the user and shall be reported to the Selectmen's Office at the start of the following business day. Equipment malfunctions should also be reported.

5. Section 5 reads as follows:

Use of Town Meeting rooms does not constitute endorsement by the Town of a program or points of view expressed. No advertisement or announcement implying sponsorship, co-sponsorship, or approval by the Town may be used unless written permission to do so has been previously given by the Board of Selectmen. Any Board, Committee, Commission, Department of the Town or the Lee Public Library shall bear the following notice: "This activity is solely the responsibility of (name of the organization here) and not sponsored or endorsed or approved by the Town of Lee."

6. Section 6 reads as follows:

No products, services or memberships may be advertised, solicited or sold. An exception may be made for fundraising activities of the Town, a recognized Friends group, or the Fire and/or Police Association, or for the sale of materials related to a program sponsored by the Town, a recognized Friends group, or the Fire and/or Police Association.

7. Section 7 reads as follows:

Groups using the meeting room may not charge fees, nor may a collection be taken for the meeting or activity. Voluntary donations toward refreshments may be solicited through the use of a labeled container on the refreshment table. Groups that normally collect dues from members may do so, but dues payments cannot be a requirement for attending the meeting, nor are non-members to be approached or solicited for money at the meeting.

Selectman Bugbee asks if a religious group based in Lee use the building for non-religious services. Pastor Kindberg wants to bring to the Board's attention that they said earlier that no group using the facility can discriminate on a religious basis but no religious group can meet here. Selectwoman Dennis points out if we open it to one we will be opening up to all of them. TA Glover points out that the discussion would have to happen regarding weekend use. The two Chiefs have brought the increased heating and electric bills to the TA's attention as well. The idea was presented to get lock boxes for the thermostats. Chairman Cedarholm reads off examples of fees that other Town's charge for non-town use of a facility room. Selectwoman Dennis thinks we should get a legal opinion on whether or not the Board can restrict the use of the facility to religious groups. Chairman Cedarholm suggests striking #8 which states "These facilities may not be used for any religious worship or the support of any religious establishment" and asking if we can include it.

8. Smoking and alcoholic beverages are prohibited in all Town facilities.

9. Each group or organization shall be responsible for maintaining order and discipline at all times at their event, and the group shall designate a responsible adult in charge of maintaining order who shall remain present for the full duration of the event. Any and all activities of the group using the Public Safety Complex shall be restricted to the assigned meeting room. Rough housing and running inside of Town buildings and in and around parking areas is strictly forbidden. The Town does not assume liability for injuries or damage to personal property, which occur as a result of actions of the sponsors or participants. The Town shall not be responsible for personal articles left behind. All participants should be aware that there may be multiple meetings scheduled simultaneously and are asked to be respectful of other groups in the building including with respect to noise levels.

Selectman Bugbee suggests adding a line at the bottom of the application indicating that the Certificate of Liability Insurance has been received. TA Glover agrees and points out that there are some groups that will not be able to come up with a certificate of insurance. The Board needs to decide if this is going to be part of the requirement. The Board agrees that this is a necessary requirement and the TA should continue to request and require a certificate of insurance as part of eligibility.

10. The Town of Lee shall not provide insurance coverage to any outside groups or organizations meeting in the Public Safety Complex. Each group or organization shall provide proof of insurance when the room is requested and a valid Certificate of Insurance with the Town named as an additional insured prior to using the room.
11. Groups using the rooms are responsible for the following: setting up the room for the event, proper supervision, costs arising from any damage or loss to the room(s) during use: All doors and windows must be securely locked and all lights turned off before the group vacates the building. **This includes the front door.** The group is responsible for all repair costs of any damage to the facility caused by the group or its members and for the cleanliness of the facilities at the close of the meeting to the satisfaction of the Town. It is the group's responsibility to take their garbage with them. Groups are expected to leave the room in the same condition it was in before the activity began. This includes returning the heat setting to its original setting. Failure to do so shall result in cleaning fees, charges for damages and/or the cancellation of any further room reservations.

The Town and/or its employees are not responsible for any items left in the facility. A "Lost & Found" box is located in the first floor meeting room as a convenience. It is recommended that most items **not** be turned into the police, as the department will be required to hold them in evidence for a period up to (3) three days. Common sense should be used for items that are valuable.

12. Failure to abide by this policy, other misuse of a meeting room or the repeated failure to utilize a reserved room without first giving 24 hours prior cancellation notice to the Selectmen's Office, may result in a group being barred from use of the meeting room for one year.

TA Glover informs Selectman Bugbee that every first time user gets a copy of the Meeting Room Policy. TA reviews the additions to the Meeting Room Request Form which will include a box in the upper right hand corner that indicates a Certificate of Insurance was received, the date Board approved use of room, the legally responsible party, and who is designated to maintain order.

Most of Selectman's Bugbee's suggestions have been discussed. There is further discussion regarding if there is a fire alarm. There will be language added to say the children shall exit the building and meet out front under or near the sign.

The Board agrees to add the following suggestions as well. Children must be picked up and dropped off at the front or main entrance to the building and supervised by an adult at all times. Permission for use of the meeting space is not transferable by any individual or group.

The Board agrees to review the final draft at the next meeting in hopes that it will be ready to finalize at that time.



Jim Warden from the audience states that the Board should address a time frame for how long a group can sign up for or you will get people signing up for the next 10 years.

The Board agrees to let people schedule out until the following April 1<sup>st</sup>. The Board agrees that a request for a meeting room should be 30 days in advance of the meeting.

Kimberly Haus from the Foster's asks where this leaves the Cub Scouts as far as being able to use the facilities. Chairman Cedarholm states that the Board is going to first finalize the policy. The scouts have appealed the prior decision from a month ago and once the Board approves the policy they will reconsider whether the Scouts can use the facility.

8. Katrinka Pellecchia (8:05pm) The Building Committee was formed in April 2013. The Committee worked with Dennis Mires and Milestone Construction to develop a budget, prepare plans and hold public information sessions. After presenting these plans to the Town at the Deliberative Session, the Bond was not included in the 2014 Ballot. The final phase of preparing support for the project has been extended another year. In the coming year the Building Committee is planning an ambitious schedule and will continue its work with more dialogue through information sessions, holding workshops with the public and giving a presentation at the 2015 Deliberative Session. Ms. Pellecchia points out that the deficiencies in the present building have been well documented throughout the years. There is not enough space to support the community. A recent report states that the more people are engaged in their public library the more they are connected to their community as a whole. Library users are also more likely to say they like their communities and that they would call their communities good or excellent places to live. By building a library community center we're building community, resources and value for the Town of Lee.

Paul Gasowski adds that they are looking for the Board's approval to keeping working as a Committee. The membership consists of Katrinka, Zach Smith, LouAnn Griswold, Chuck Cox, Tom Dolan, Sharon Taylor, Paul Gasowski and Carole Dennis is the Selectmen's Rep. There are vacancies that they would like to fill. Selectwoman Dennis attended the last meeting; therefore, she does not have any questions. Chairman Cedarholm read the notes from the last meeting and Selectwoman Dennis had recommended that the Committee make the need extremely clear. Chairman Cedarholm is still struggling with why a 12,000 square foot building is needed? Ms. Pellecchia indicates that the 2005 Space Needs Study Report indicates that a 10,000 square foot library building is recommended and the added is for community space. Mr. Gasowski adds that the two separate space studies done show a need for a 12,000 square foot space. The Town does not have a free public space to meet socially. It is not surprising to Mr. Gasowski how difficult it is to sell social and nature capital. This subject has enough history to bring to the people for a vote. There is further discussion regarding the size of the proposed building and other comparable libraries in the area. Mr. Gasowski states again that Lee is lacking in common space. Chairman Cedarholm says that he does not deny that at all. Mr. Gasowski says that they would like to opportunity to discuss the plan further. He adds that it is a good committee that takes good minutes and records their meetings for the public to see because they want the people to make an informed vote.

Selectman Bugbee heard what people are thinking during the voting process. He states that the voters say they need to do something to alleviate the issues at the library but when it came to the dollar amount they said "no way, not going to vote for it". He believes that the \$100,000 for the Library Building Committee passing by 8 votes is telling. The voters told Selectman Bugbee that \$3.7 is too rich for their blood. Another thing that was mentioned to Selectman

Bugbee was that the Town needs to look at all the facilities that the Town has and not just that one facility. He thinks that administration and code enforcement needs something done with them. He thinks that they should go back and use the same model that they used with the Safety Complex Facility and put together a Town Building Committee and look at all the spaces and decide what is on the top of the list and what can the voter afford. Selectman Bugbee is not supporting \$3.7 million dollars, maybe something less. He would like to see something done with the administration area and town clerk's office.

Mr. Gasowski says that there is a willingness on the part of the Town to move this forward. In the 2009 Town Center Study Phase I was to build a new library and Phase II was to move Town Hall to the old Library. They are proceeding with the plan that was agreed upon at that time. They welcome dialogue and would like to keep the project moving forward. The infrastructure is crumbling and needs to be addressed.

Chairman Cedarholm appreciates the hard work the committee has done but does not get the impression that the Library Building Committee is listening to what the Board is saying and to scale the project down. The agreement or goal was that a foundation would be formed and \$850,000 would be raised before construction began in 2016 and in the meantime the Town would gradually put \$500,000 into an account. Bonding would then be approximately \$1.5 million. Last December the Committee requested a \$3 million bond and then there were those that were upset when the Board did not place the warrant article. Following that there is no alteration in the plan at all. He is extremely concerned because the Town Hall is in serious condition; the wiring is atrocious causing computers to crash on a regular basis and the poor air quality is causing an unhealthy work space. He states that if the Library Building Committee continues on this path of an unsustainably large building we are never going to get to Phase II. Chairman Cedarholm thinks we need to address the town hall right away. He supports Scott's suggestion to move forward with a comprehensive assessment of the town facilities. Mr. Gasowski says it has been done already. Chairman Cedarholm says it is five years old and the town hall has degraded significantly and so has the library. He believes the town needs to do an assessment to indicate what the number one priority is. He further states that if our town office, clerk or administrator's office can't function because of issues there then he thinks that is more important than the issues at the library. If the plan is unattainable then Stage I may need to be switched to the Town Hall.

Ms. Pellecchia states that the first Town Center Committee formed in 2006 listed Town Hall as the number one priority. But then after land studies it became clear that the town hall could not be renovated and someone was going to have to move. It was suggested that the Library move to a new building on the former Bricker property. Chairman Cedarholm states that there has been a recent development regarding the Bricker property. The Bricker's are looking to sell their home in 2015 and the Town of Lee has the rights of first refusal. The Bricker's are willing to take 10% off an average of 3 appraisals. This would be an opportunity that the Board needs to discuss this year and put on as a warrant article for next year. Chairman Cedarholm does not believe that the Town can wait 3-4 years to deal with Town Hall.

Ms. Pellecchia states that regarding the budget estimate for the new library this is the first concrete word she has had that the amount of the building is too much. She says it would have been nice to have had this conversation 2 months ago. Chairman Cedarholm suggested that she go back and review the meeting minutes because there have been numerous occasions that he has commented on the cost. He further states that for the Committee to move a plan two years ahead and almost doubling the size of the bond is irresponsible. The Board's responsibility is

fiduciary. There is some discussion about tax rates. Mr. Gasowski asks what the other Board members think about this. Selectman Bugbee said he already made his comments and reiterated a few such as the price is too big. He thinks that they need to take a step back and it is unfortunate that it did not go forward for a vote, as that would have been a true test. Selectwoman Dennis agrees with Selectman Bugbee regarding putting it to the voters and did say that Dave was very clear that he was unhappy with the price all along. She added that the last time she had spoken with the Committee she voiced a concern about the overall cost. Selectwoman Dennis says she doesn't know enough about the Bricker property issue to comment on it. Chairman Cedarholm supports something.

Paul Gasowski hopes they can proceed forward on both fronts. They are hearing the Board's message tonight that it is too huge and too costly. Both sides are emotional and he hopes there is a creative solution rather than scuttle this plan.

Todd Tufto asks to comment. He states that he and his family moved here from 2000 miles away fully recognizing that the taxes were high. They moved here for the schools. The Board has to invest its money into projects that will attract people to move here. He would pick the functioning of the Town Hall as a priority. Libraries are nice but not a necessity. Education and infrastructure would be more important to him.

Selectwoman Dennis asks Chairman Cedarholm if he was thinking about putting a committee together to looking at the project as a whole. He indicates that he was and that committee could very well include library building committee members. All scenarios should be reviewed.

Selectwoman Dennis asks if the Library Building Committee is not set on this design and would consider a less expensive design. Mr. Gasowski says that they haven't had time to talk about this. They have been preparing for tonight's meeting. He thinks that it would be shortsighted to not permit them to continue with some effort to frame this into something that is acceptable to this Board and this community. Chairman Cedarholm points out that there is nothing stopping them from continuing with their mission.

Annie Gasowski agrees that both the Library Building Committee and the Town Building Committee could proceed at the same time. She does not think it would be a good idea to discontinue the Library Building Committee.

Selectwoman Dennis reminds them that someone at one of their meetings talked about why they wanted to continue vs. going under the (Library) Foundation. Ms. Pellecchia states that they could continue on under the Foundation, but being a Committee under the Town would help them with their transparency by being in the public eye and would give them more public access by being able to use the town website and e-crier.

Ms. Pellecchia points out that the same price building was presented in 2009 and showed Chairman Cedarholm a document. Chairman Cedarholm says he is less impressed with Dennis Mires at this moment. He blames Dennis Mire for leading us down this path on a building that is out of scale with this time and our financial means. Selectwoman Dennis disagrees with holding the architect responsible for that. Chairman Cedarholm moves to table this until the Board and the Committee can conduct a workshop on this matter. The Board will go through the TA to schedule some dates. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Erick Sawtelle suggests that someone partake in the webinar on grant writing that is taking place in the next few days. Chairman Cedarholm will do the webinar at 3pm on April 2<sup>nd</sup>.

9. Randy Stevens discusses things that are unfinished at Little River Park. He plans on getting the dirt work done in the next year. The pond needs a proper outlet. Chairman Cedarholm states that there is money left over from the multi-purpose field budget that Randy can use for some of these projects. Randy and TA Glover indicate that it's approximately \$17,000. Selectman Bugbee asks if Randy would take him on a site visit. Selectwoman Dennis has already gone. Chairman Cedarholm will attend as well. TA Glover asks for them to inform her when they plan to do this so she can post it as a meeting.

Randy points out that the Board might want to look at the purchasing policy. It is a tad confusing. He reviews the quotes for \$2200 of carbide plow cutting edge and recommends purchasing from Atlantic Plow Blade with Jordan Equipment as the 2<sup>nd</sup> choice. Randy says that the price of steel is only going up so that is why they are looking at this now. Chairman Cedarholm asks if he has money in the budget to purchase this and since he does so there is no need for a motion.

Chairman Cedarholm calls for a break.

Chairman Cedarholm calls the meeting back to order.

10. Chairman Cedarholm moves to postpone Agenda item #10 to the next meeting.
11. TA Glover asks the Board if they would like business cards as Selectmen Bugbee has requested cards. Chairman Cedarholm and Selectwoman Dennis decline the offer for business cards.

TA Glover would like to be able to concentrate of other issues such as the personnel policy and purchasing policy and now that the Town has the MOU with the OYRA and they have taken over the scheduling of the playing fields she would respectfully request that the Board assign someone else to be the liaison with the Rec Commission. Chairman Cedarholm will take over as liaison since he is the Rep to the Rec Commission already.

The LRP usage policy is tabled until the next meeting.

TA Glover is looking for direction from the Board as to what they would like to see go into or not go into the E-Crier, Channel 13 and the Public Safety Complex Outdoor Sign. The Lee Church has requested to put things on the outdoor sign which has not happened in the past. The Board decides to keep the sign to town events at the complex. There is a discussion regarding the E-Crier. The Board supports the deadline that the Selectmen's Office proposes for the E-Crier. Pastor Kindberg says that she would encourage the Board to open the E-Crier up to everyone in the town. Chairman Cedarholm asks the Town Secretary if it would help if organizations send their information already in the correct format. The Town Secretary states that that isn't an issue. Copying and formatting is quick and easy. TA Glover points out that if the Board decides to accept everything than the Town will not be able to pick and choose because it would become a first amendment issue. There is a timing issue with information submittals. Most submittals are for events in the near future. There was discussion about first time requests. Until recently there has never been an issue regarding what is or is not allowed to be written in the E-Crier. Most towns do not have a written policy on their town newsletters. The Board decides to leave the E-Crier as it is. Chairman Cedarholm says that he thinks they are quickly going down the path of a Rec Director.

Chief Dronsfield needs to replace important equipment. The Chief informs the Board that 5 out of their 7 Second Chance Bullet Proof Vests are expired. The vests are \$800 apiece. They need a light bar, siren and controller package which is on sale right now. Two radios are currently down. There is a radar unit that is also down. 3 out of the 4 cruiser laptops are down. The Chief presents a list of replacement prices. Currently there is \$24,130 in the Special Duty Revolving Fund. The cost of the equipment is approximately \$20,000. Chairman Cedarholm asks if these things were missed last year when the previous Chief was putting the budget together. Chief Dronsfield says that these are things that cannot be predicted. The Chief says that the life of the laptops exceeded expectations. Selectman Bugbee asks why these things were not listed in the CIP. Chief Dronsfield could not answer for what was done in the past. There is discussion surrounding the legal authority and the legal opinion. Chairman Cedarholm moves to expend up to \$20,000 from the Special Duty Revolving Fund to purchase 5 items as provided by Chief Dronsfield. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

- 12. (Agenda item #12 moved to #13) Chairman Cedarholm moves to enter into Non-Public RSA 91-A: 3 II (c) and (a) at approximately 9:30pm.

The Board re-enters public session at 10:32pm.

- 13. Acceptance of Minutes tabled to next meeting. Chairman Cedarholm moves to accept the Consent Agenda as presented. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

- 14. Chairman Cedarholm moves to approve the Manifest #19 and Weeks Payroll Ending March 30, 2014. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

15. No Miscellaneous

16. Non-Public moved up to #12.

- 17. Chairman Cedarholm motions to adjourn at 10:45 pm. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Minutes transcribed by:

Denise Duval, Town Secretary

Minutes accepted by The Lee Select Board:

David Cedarholm, Chairman

Carole Dennis

Scott Bugbee