

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

Others present: Patricia Jenkins, Larry Kindberg, Bill Humm, Andy Lelio, Randy Stevens, Laura Gund, Paul and Annie Gasowski, Dominic and Susan Mattioni, Katrinka Pellicchia, 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 mentions the proper meeting protocol regarding both the Board's conduct and the conduct of the audience during a meeting then he announces the Public Hearing for Ronald Kennard's Application for a Discretionary Preservation Easement for the Kennard Farm Barns.

Patricia Jenkins, the Heritage Commission Chair, states that the Commission has visited this barn and walked the property. Dave Miner, a local barn expert, has submitted a report and the Commission is in support of this easement. It encourages the owner's to take care of the old barns and they do get a small monetary amount to help with the up keep. The barn becomes an important piece of property and historically significant. The property is monitored by the Heritage Commission on a regular basis but this is loosely set. There are 9 barns in this program as of this date. Selectman Bugbee confirms that part of the plan is to stabilize the foundation, repair the roofs as needed and paint. The Commission monitors this work. Selectwoman Dennis asks what legal costs the Town would bear. The Town Administrator would recommend against paying any legal costs on a private property. Ms. Jenkins was unaware of this. Selectwoman Dennis asks why the barns are historically important to the local region. Ms. Jenkins states that they bring history forward, they are examples of what was in town at a particular time, they show how things were built and they help us to not lose our heritage. What makes David Miner an expert? Ms. Jenkins states that he has been building barns for a long time and is self-educated. He is also involved with the NH Farm Museum in Farmington, NH. Laurel Cox adds that the Town has covered the cost of having a lawyer review the easement for accuracy and legalities.

3. Chairman Cedarholm opens the meeting up to public comment while reminding everyone of the protocol.

Peter Macdonald begins by stating he would like to talk about 101 Stepping Stones Road. He received a letter from the Selectmen regarding his request to waive taxes. He believes that his property should be tax exempt because all veterans' charitable organizations are tax exempt. He says he will file another lawsuit if the Town does not give him this tax exemption. He says that 'you guys' are living the easy life while homeless veterans are living under bridges. Mr. Macdonald states that he wants to negotiate a settlement and end these lawsuits.

Andy Lelio wants to express some hope that the Select Board will marshal some resources and a plan to begin enforcement of Section 21-A of the Lee Racing Ordinance which is measurement of noise over at the speedway. There are citizens in Lee that would regroup again to move this forward if necessary to come up with some solutions so that we can begin enforcing the law.

4. Chairman Cedarholm introduces Dominic Mattioni from ORHS World Cultures Class.

Dom Mattioni is a freshman at ORHS and he is doing a World Cultures Class project called the Power of One. He is focusing on Autism Awareness and he aims to shed light on "Autism Speaks" and "The Faces of Autism". For his project he will be organizing a 3 on 3 basketball tournament at LRP on May 31st between 3-5pm and expect to have 18 participants. There is no cost. Adult to child ration is 1-6. Most parents will stay. Carry in, carry out. Town Administrator Glover points out that this is the first time anyone has requested to reserve the basketball court. Dom stated that he would obtain releases. TA Glover asks if the school is coordinating getting the releases signed. The concern is that the Town does not have a release prepared for this Saturday's event. Selectwoman Dennis suggests that the parents stay while their children play. Dom's mother indicates that the school does not require a release form. This is not a school sponsored event. Dom states that the Autism Speaks website has tools, material and resources for parents and kids to access. The Board does not have an issue with the lack of releases as long as all the parents are there. Chairman Cedarholm moves to approve the request by Dom Mattioni to use the basketball courts at LRP for his World Cultures Class project on May 31st from 3-5pm as long as all of the parents are present during the event. Selectwoman Dennis, seconds. All in favor. **Motion Carries.** TA Glover asks Dom or his mother to email her the name of the teacher or person who is overseeing this project.

5. Bill Humm is requesting the Board to allow the Lamprey River Advisory Committee to post a sign at the Wadleigh Falls Canoe Launch that identifies the launch, as well as providing cautionary information. The language will include:

Check equipment for invasive species before launching; Wear an approved personal flotation device; Respect wildlife and abutting landowners; Leave no trace of your visit; Caution: Dangerous water conditions exist approximately 1/8 mile downstream from this sign.

It will be a double posted sign made out of wood or metal, not sure yet. Chairman Cedarholm moves to approve the request to post the sign as presented by the Conservation Commission and LRAC at the Wadleigh Falls Public Canoe launch. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

6. Bronwyn Dronsfield gives a PowerPoint presentation on handicap accessible playground equipment. She also informs the Board that there will be a Radio Broadcast Show on June 4th from 1-1:30 pm by The Southeast ADA Center called "ADA Live!" The previously encumbered funds for playground equipment in the amount of approximately \$15k needs to be spent or under contract by June 30, 2014. Selectwoman Dennis points out that access to the equipment is a big piece to keep in mind. That needs to be a part of the conversation. In addition, not separating the handicap equipment from the other equipment is very important. The Recreation Commission is having a meeting next Tuesday where Randy and Mrs. Dronsfield will attend to discuss the equipment. Mrs. Dronsfield suggests connecting with Northeast Passage in Durham in order to get the word out regarding our new accessible park along with an opening ceremony. Selectwoman Dennis offers to get together with Mrs. Dronsfield when the time comes to brainstorm on how and where to notify the public regarding our playground.

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7. Randy Stevens recommends Industrial Traffic Lines for the line striping with Highway Safety Systems as a backup. The roads to be done are Wednesday Hill Road, Packers Falls Road, Garrity Road (partial), Snell Road, New Town Plains Road, High Road, Cartland Road, Tuttle Road, Campground Road and Fox Garrison Road (partial). Chairman Cedarholm moves to authorize the Highway Supervisor to enter into an agreement with Industrial Traffic Lines for the 2014 road striping work. Selectwoman Dennis, seconds. All in favor. **Motion Carries.**

Randy Stevens presents the paving bids. He received 5 out of 10 back and recommends using Continental Paving, Inc. for paving and use Pike Industries for material to be picked up. Chairman Cedarholm moves to authorize the Highway Supervisor to enter into a contract with Continental Paving, Inc. for the 2014 paving work. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Randy Stevens shows the Board the video of the Giant Vac. The engine is in good shape. It needs a few parts. A used impeller is \$350. Blower housing is \$500 and liner kit is \$250. They decide on replacing the impeller and holding off on the rest until next winter. Mr. Stevens will use funds from his repairs account.

Randy will be walking LRP with Larry Kindberg on Friday morning and discuss what to do with the center section and piles of material at the Recreation Commission meeting next week.

Hillside seeded and aerated the playground. The grass is coming up.

The signs have been ordered for the playground.

Chairman Cedarholm will not be able to go to Concord DOT to get the Alteration of Terrain plan. Selectwoman Dennis will pick them up on May 28th so Randy can bring the plan to the Friday morning LRP walk.

Randy informs the Board that the new Ford 450 should be arriving next week.

8. Larry Kindberg informs that Board that he received a call from Christy Rice who is on the ORPP regarding a donation that they are giving to the Town for trees for LRP. The donation is in the amount of \$500 and they would be able to give this to Pawtuckaway Nursery to be earmarked for a tree. Chairman Cedarholm moves that the Board accept the donation in the amount of \$500 from the Oyster River Parents Preschoolers for the purpose of planting a tree. Selectwoman Dennis, seconds. All in favor. **Motion Carries.**
9. Scott Bugbee had privately requested (via email) that he receive monthly revenue & expense reports and TA Glover asked that the request be made in a meeting. TA Glover explains that it is important that the entire Board is aware if another Board member requests something like this in case they want the same information. In addition, if this is not done through the Board then it could be considered a 91-A request. The Finance Officer provided an example of what she could easily provide that would not entail creating a special report. Selectwoman Dennis is curious as to why he asked for this. Selectman Bugbee states that it is just a summary of how things are going and he just wants to be aware of where things stand. Selectwoman Dennis asks what the Treasurer's duties are. Does he do this? Selectman Bugbee states no, he is not really

concerned about the budget. He is just concerned about cash flow. As an example, he states that the legal budget is over expended.

TA Glover points out that the Board has been made aware that the Town is over in legal expenses and has approved transfers from other accounts to cover those expenses. TA Glover states that most of the legal expenses are in connection with the ZBA and Planning Board expenses with the Veterans Resort Chapel. When someone brings an action against the Town, it is our duty to defend. The Board has absolute authority to transfer money.

Selectman Bugbee thinks that they are rushed when looking at the manifest. The Board agrees. When is the manifest available to review? TA Glover said possibly by Monday afternoon. The monthly revenue & expense report format presented by the Finance Officer is acceptable per the Board. Selectwoman Dennis wants to point out that the Select Board members are administrators and that is their task. The Board agrees to receive the revenue expense report via email. Selectman Bugbee asks for it to also be sent to all the ABC members.

10. Chief Nemet met with Julia Chase, Field Representative, NH Emergency Management on May 16th who informed him about grants that are available. The first one is updating our emergency operations plan which is a 50/50 grant. \$2500 will be reimbursed by the State. Jane Hubbard is running this grant. Our match would be work done by the Town, for example having meetings to review the plan. There are funds in the emergency management budget to cover the \$2500 before we get reimbursed. Chief Nemet will manage it with Caren Rossi's help. Chairman Cedarholm moves to approve the request from the Fire Chief to apply for a State of NH Emergency Management Performance Grant and to hire a contractor to assist with the development of an Emergency Operations Plan. Selectman Bugbee, seconds. All in favor.
Motion Carries.

11. a) Town facilities were placed on the agenda to keep the discussion going. Chairman Cedarholm states that we do not have a town planner. It would help to have an outside party to look at our needs and see our future growth while at the same time keeping our tax rate in check. We need to evaluate objectively and create a comprehensive list of departmental needs and the costs for the future. We need to look at the needs of all of our programs for over the next 10 years.

Selectwoman Dennis and Chairman Cedarholm discuss the tax rate and both agree that they would like to see the unassigned fund balance goes towards reducing the tax rate rather than spending it.

Selectman Bugbee asks if Chairman Cedarholm is suggesting that we hire a consultant. Chairman Cedarholm does not think that the Board has the time or the expertise to value objectively the Town facilities; town departments and what the future needs are of each town department. Selectwoman Dennis believes that the Library has already done their part with the Patience Jackson Report. They could agree to talk about proposing a warrant article to begin a building fund to address changes. There hasn't been preparation in this area. The Library should be part of this planning. Chairman Cedarholm suggests reaching out to the Strafford Regional Planning Commission. TA Glover can contact Cynthia Copeland if the Board wants to pursue this.

TA Glover informs the Board that the consensus from the department heads is that moving to the 2nd floor would be last on their list of preferences. Some felt an addition would work or a new building would be better. There was not 100% agreement. It doesn't make sense to take space from police and fire if they will need it in the future. Selectwoman Dennis wants to fully explore the 2nd floor option. She believes they owe it to the taxpayers. Selectman Bugbee wants to explore ALL the options. Chairman Cedarholm talks about an addition.

Selectman Bugbee suggests having a workshop then meet with department heads. Selectman Bugbee states that the Library has to be subservient to the Town buildings discussion. Selectwoman Dennis states that what she is hearing is that this is going to be a long term discussion and long range planning; therefore, this will impede the Library project. Chairman Cedarholm states that long range plans have to evolve and the world today is very different than it was 8 years ago. We need to fit the plan into where we are today. Chairman Cedarholm says that we need to figure out how to use limited funds for a new library, new town hall, continue with programs all without pushing the tax rate up. Selectwoman Dennis hopes that everyone will focus on the true needs of the town instead of focusing on personal wants. She suggests having the workshop first to get their priorities down then take the next step.

Chairman Cedarholm states that most of the needs of the police and fire departments are met. Transfer station is in great shape. There are significant deficiencies in the Library and Town Hall. There is talk about a part-time rec director at some point in the not too distant future. Maybe a town planner. Selectwoman Dennis states that the department heads as a whole are very careful about their budget and she is so pleased with them and they do not always get recognition.

The LBC is meeting with the Board on Thursday 6/5/14 to discuss the remaining agenda items:

- Combined cost of Town Hall and Library projects and the impact of both projects
- Discuss how the current size of the Library Building Plan aligns with the 2010 town center recommendations and present the reports that support the square footage calculations
- Answer whether the Patience Jackson report allows for more than one option to determine the square footage for the building plan

The Board schedules a workshop to develop a work plan for Monday, June 16th at 6-8pm. The Board agrees all workshops should be 6-8pm.

b) A discussion on Personnel and Financial Policies is tabled.

c) TA Glover reminds the Board that there was a plan to rekey the Town buildings. Chief Dronsfield took care of having this completed last week. Keys to the Public Safety Complex have only been handed out to a select few and only open the front door. Chief Dronsfield is looking into getting the key fobs for the fire department. Those who have received these keys are the TA, Town Secretary, Maintenance, Finance Officer, Sharon Taylor and Caron Rossi. Selectwoman Dennis does not need keys. Selectman Bugbee would like a key to the PSC and the Town Hall. Chairman Cedarholm would like a key to the PSC. The Board agrees that people who use the gym do not need a key to the PSC.

TA Glover requests that the Board approve the MRI contract for this year and address the possibility of looking into other companies next year. Chairman Cedarholm and Selectwoman Dennis agree. TA Glover will have the contract modified for the next meeting.

Regarding the Kennard application, TA Glover questions why the Town would pay legal costs. Selectman Bugbee says that Laurel Cox told him that the town lawyer has traditionally reviewed the language of the easement. There probably is a recording fee as well. TA Glover will look at legal piece and bring back to next meeting.

There is a brief discussion regarding the Veteran's Resort Chapel and whether it is a church or single family dwelling. TA Glover has not received the letter back from the attorney yet, but will bring it to the next meeting.

d) Chairman Cedarholm moves to approve the consent agenda as presented. Selectwoman Dennis, seconds. All in favor. **Motion Carries.**

Selectwoman Dennis does not want the renewal process for commissions or committees to be cumbersome. Selectman Bugbee states that for new Board members it helps to get to know the new commission or committee members if they have to submit paperwork and appear.

12. Chairman Cedarholm moves to accept public and non-public meeting minutes dated April 28, 2014. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
13. Chairman Cedarholm moves to accept the Manifest #23 and Week's Payroll ending May 25, 2014. Selectwoman Dennis, seconds. All in favor. **Motion Carries.**
14. Selectman Bugbee wants to have a list of things on the agenda to check off. Some sort of confirmation that things are done after the Board asks for certain things to be done. Selectwoman Dennis says that feels like micromanaging department heads. She does not want to do this. Selectman Bugbee doesn't want to lose sight of things. TA Glover maintains a list and brings things back if they need further action by the Board. Selectwoman Dennis feels that TA Glover already does this. She does not feel that this belongs on the agenda. TA Glover states that she and the department heads have a lot going on so if the Board has something that is a priority they should bring that to her attention. Selectman Bugbee wants to hear results from the things that are done. Selectwoman Dennis suggests that if follow-up is required then it should be requested.
15. Chairman Cedarholm moves to go into Non Public regarding RSA 91-A: 3 II (a) at 9:05 pm. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
16. The Board re-enters public session at 9:40 pm. Chairman Cedarholm motions to adjourn at 9:40 pm. Selectwoman Dennis, seconds. All in favor. **Motion Carries.**

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Minutes transcribed by:


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6/23/14

Minutes accepted by The Lee Select Board:



David Cedarholm, Chairman



Carol Dennis



Scott Bugbee