

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

Others present: Paul & Annamarie Gasowski, Andy Lelio, Larry Kindberg, Pat Barbour, Bill Callen Greg McKinney, Katrinka Pellecchia, Planning and Zoning Administrator Caren Rossi, Finance Officer Joanne Clancy, Town Administrator Julie Glover and Town Secretary Denise Duval.

1. Chairman Cedarholm calls the meeting to order at 6:03 pm.

Chairman Cedarholm requests to move agenda item #3 to follow agenda item #4. Selectwoman Dennis seconds. All in favor. **Motion Carries.**

2. Chairman Cedarholm opens up the meeting to public comment and reminds the audience of the guidelines. There is no public comment.
3. Bill Callen provides an introduction to the presentation. He summarizes the program as training for military, non-military, first responders, police and fire to learn absolute vehicle control. The school is Monday through Thursday during normal business hours with regular driving cars.

Greg McKinney gives a PowerPoint presentation on his company Absolute Vehicle Control. They train car control for practical environments i.e., wet, dry and dirty pavement, gravel, snow, and ice. They initially started working with the very elite military operators that go out in civilian vehicles. Their classes are small, usually 6-12, during daylight hours. They use normal, civilian, unmodified street vehicles. They will train local police and first responders at cost. They teach car control. The physics of driving a car well have been around for a hundred years. It just is not trained in the US like it should be. Accident rates have been reduced by up to 20% in countries that provide this type of training to individuals before they get their driver's license. They are not a racing school. Most of the training is done in 2<sup>nd</sup> gear under 50mph. The location at the speedway is perfect for their company.

Chairman Cedarholm agrees that the facility sounds perfect for this. The Board has the authority to allow this sort of activity. He asks Mr. McKinney if they have ever conducted sound monitoring. Mr. McKinney indicates they have never had to since they use street vehicles that do not have open mufflers or exhausts. Since the pavement is wet down, they barely even get tire squeals. Mr. McKinney is open to setting up a time to take the police force out as a test run and let them experience the training. Parts of the track, parking lot and out back would be utilized.

Selectwoman Dennis wishes to clarify that the Ordinance does allow the Select Board to make this decision verses going to the tax payers next year. The Town Administrator affirms and states that Section 17 of the Racetrack Ordinance states that "no use other than vehicular racing, race car education / safety testing and automotive related flea market shall be scheduled or sponsored in any vehicular race track within the Town of Lee without written approval of the Board of Selectmen of the Town of Lee." Historically it has gone to the voters, but the Board has the authority under the Ordinance.

Mr. McKinney indicates that he could put together classes for this fall if this were to be approved.

Chairman Cedarholm suggests a trial of two weeks that would involve notifying abutters and see if there are any issues. Mr. McKinney is amenable to this and could accomplish this with trial classes for local students and/or first responders.

It is decided to have the Ad Hoc Committee meet at the racetrack, along with Select Board members, next Tuesday at 6:00 pm to experience this training first hand. Following this have the Ad Hoc Committee meeting at 7:00 pm at the PSC.

4. Joanne Clancy, the Town Finance Officer, is present to answer questions that the Board has about the budget process. She indicates that she and the Town Administrator recently discussed the procedure that took place last year and agreed that it went well. TA Glover recommends that the department heads be required to participate in the public hearings. Last year there were a lot of questions that still came up during the budget public hearings that she could not answer and items were either delayed or decided upon without their input. Other than that she agrees with the Finance Officer that it worked well having everybody hear the same information at the same time. The first joint workshop was October 3<sup>rd</sup>, 2013. Chairman Cedarholm agreed that it worked well. His only comment would be that it is strange that the CIP effort happens completely separate from the budget development. This does not make sense to him. Finance Officer Clancy states that the operating budget doesn't include capital improvement projects, so typically it has been handled as a separate category. TA Glover states that it is a planning board tool. Chairman Cedarholm agrees that it is useful to have an independent group come up with what makes sense for CIP but then the BOS gets the recommendation so late that it does not have the time to really assess how they arrived at the submitted recommendation. TA Glover points out that there are numerous, separate meetings for the CIP process and so it really is a concurrent process between the CIP and the operating budget. She asks at what point does the Board see that the two should be merged.

Caren Rossi states the CIP Committee meets with the department heads for a kick-off meeting and then they meet with them again. She recommends instead of meeting with them at 7:00am they could meet with the BOS at 7:00pm.

Chairman Cedarholm states that Bob Smith has asked for direction from the Board in the past and he does not believe Mr. Smith has ever received it.

TA Glover suggests that the CIP, ABC and BOS all meet in the beginning and then go off in their separate directions and then meet again later in the process.

Selectwoman Dennis has a few items to address. First, she does not agree with naming names when discussing succession planning. She thinks clear boundaries should be set in terms of succession planning that should be general to all department heads. Second, she would suggest that the questions be limited to the budget process only. Third, she does not think that it is a select person's place to be present during the deliberations of the budget committee.

Selectman Bugbee thinks that it went well last year and it was a good process. He informs the Board that there is an ABC meeting on the 14<sup>th</sup> when they will also choose a new chairman and they still need at least one possibly two more ABC members.

The Board agrees that the first meeting will be a workshop between the BOS, CIP and ABC and further details will be decided at that time.

5. This item was discussed prior to item #3.
6. TA Glover confirms that the proposed driveway to the new Library is off of Route 155, not Lee Hook Road. Annie Gasowski confirms this and the corrections are made on the documents.

Annie Gasowski states that the Trustees would like to have a meeting with Michelle Momenee and Dan Bricker to discuss the driveway issue. They are proposing that a Trustee and a Select Person meet with them to discuss this issue. Ms. Gasowski asks Selectman Bugbee if he would attend this meeting. Selectman Bugbee says that if the Board is amenable then he is not adverse to it. The results of that meeting would come back to the Board for further action. Selectwoman Dennis indicates that she would like to attend. TA Glover points out that this would make it a meeting giving them the ability to vote. It was then decided that the whole meeting should just be held at the PSB. Paul Gasowski states that this is not what they had planned or asked for. There is further discussion.

Katrinka Pellechia states that the property before it was subdivided was allowed to have 3 entrances, 2 into the Bricker property and 1 into the parcel the Town purchased. DOT says that all the driveways have to be conforming. The one on Lee Hill does not have to be but the ones on George Bennett and on Route 155 have to be conforming. The letter does have to come from the Town stating that the driveway is either not in use or the entrance has been eliminated. The second option is a traffic study which is expensive.

The Board decides to have 1 Select Board member <sup>Selectman Bugbee</sup> attend this fact finding meeting along with Ms. Momenee, Mr. Bricker and a Trustee member.

7. Caren Rossi presents the Board with an update on the Planning and Zoning activities. There have been a record number of building permits this year – 222. Last year was 147, the year before that was 140, then 106, and then 65. The estimated cost of construction this year is \$4,687,835 which is more than double that of last year which was \$2,149,000. The Planning Board had 16 applications last year, 9 the year before, then 8, 6, 5 and 2. The Zoning Board had 26 applications last year, 14 the year before, then 15, 16, 9 and 16.

Jim Daley is building his first of nine buildings at Noble Farm. Dollar General is well underway. Dan Gabriel has been demolishing what is left of the old Voyager Building. Kelsey Road Subdivision has been approved for 13 houses. Walter Cheney completed 3 days of test pitting last week for his development in the old gravel pit. Doggie Day Care is still pending. Dollar Tree bought out Family Dollar.

Selectman Bugbee asks how much of the \$4.6 million is new construction. Ms. Rossi states that 8 new homes and 2 commercial make up the \$4.6 million.

Selectwoman Dennis asks how the Town can get the old Getty Station fixed. Ms. Rossi states that it would be a big cost to the Town to get the property deemed hazardous and condemned.

Selectwoman Dennis asks if the Town can lean on the owner to board it up and make it safer. Ms. Rossi states that the owner is very difficult to reach and does not respond. He also does not want to spend money on the property in order to help sell it.

Chairman Cedarholm asks if the Town can board it up.

8. Chairman Cedarholm states that he had been the Alternate Representative to the Southeast Watershed Alliance for the Town of Durham when he worked for the Town of Durham. He is interested in continuing on as a Representative for the Town of Lee. He emailed Robin Collins who is the current Representative. Mr. Collins is happy to give up his seat and allow Chairman Cedarholm to take over. The Southeast Watershed Alliance was formed in 2009 through RSA 485 as the Estuary Alliance for Sewage Treatment. Back in 1998 or 1999 there was a study done to look at a regional solution to sewage treatment. Following this, the Southeast Watershed Alliance was formed and included Rye and New Castle to come up with solutions to water quality issues in the Great Bay.

Selectwoman Dennis received a few questions from the public that she wants to address. One was “Why wasn’t the opportunity to represent the Town forwarded to the greater community? It should have been open up to the public or is the current membership only municipal members?” Chairman Cedarholm says that some have staff but most are community member volunteers. Chairman Cedarholm sought out Mr. Collins and asked him if he would be willing to give up position because he wants to stay involved. The company he works for would not benefit from his representing the Town of Lee on this committee. Mr. Collins has been the Representative since 2009 and has not attended meetings in a couple of years. Selectman Bugbee suggests putting the position in the E-Crier and then revisiting this at the next meeting on August 18<sup>th</sup>.

9. a) The Town Administrator presents the draft needs assessment proposal. Included with this document is the 2007 Proposed Warrant Article: Town Land Use Options Study which addressed a lot of what is being looked at again now. Selectman Bugbee points out on Page 5, Section 3, #9 the language restricts to just those 3 places. He would like to see other town properties considered as well. TA Glover states that for the sake of the consultant we need to narrow it down to some extent. Selectman Bugbee suggests a ½ mile radius from the Town Center including Bales Property (Stevens Field), Library and Bricker Property. TA Glover will change #14 c from Town Board to Select Board. Board agrees that this document is ok to finalize and send out.
- b) TA Glover reminds the Board that the deadline for submitting floor proposals is Friday, August 15<sup>th</sup>. The Board may also appoint a delegate to the NHMA Legislative Policy Conference and do one of two things: either appoint a delegate and leave it up to the delegate to vote on different recommendations; or have a discussion as a Board and tell the delegate how to vote. If a delegate is not appointed, someone can show up and assume the role.

Selectwoman Dennis points out that she saw Selectman Bugbee quoted in Town and City Magazine and would like to hear more about how he is representing the Board at the NHMA. Selectman Bugbee says he is not representing the Board. Selectman Bugbee states that being on a Board is not required. He was on the Finance and Administration Committee and they

discussed proposals from the NHMA. There were 22 people on the committee, mostly town administrators and 3 select people. After they vote on the proposal, it goes in front of the executive committee and they discuss it. In September there is a final vote. He states again he was not representing this Board. It started in May. Selectman Dennis thinks that it is important that the Board and the Town know what its Board members are doing and are involved in especially when they are representing the Town of Lee. Selectman Bugbee states that he mentioned it in a previous meeting during the miscellaneous section.

Selectman Bugbee states that some of the policies have significant implications. He would like to go the conference. Selectwoman Dennis would like to see the ones that concern Selectman Bugbee. Selectman Bugbee suggests putting this on the agenda for the next meeting and before that date he will send out his comments to the Board via email.

c) The Finance Officer is still working with the auditors to make sure that we have a clear picture as to where the unassigned fund balance will end up; the discussion on the fund balance has been continued to the next meeting on August 18<sup>th</sup>.

d) TA Glover reminds the Board that the Health Trust has returned surplus premium contributions to its members in the past and the Town accepted this as a Contribution Holiday. TA Glover is asking the Board to accept the most recent surplus amounts (2011 & 2012) as a premium holiday, which goes as a credit against the September 2014 health insurance invoice, as we budgeted for a \$20,000 credit against the health insurance budget line. Chairman Cedarholm moves to accept the Health Trust's Return of Surplus for 2011 and 2012 as a Premium Contribution Holiday, to be applied to the September 2014 invoice as a credit and to return a percentage to certain eligible employees and retirees. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

10. Chairman Cedarholm moves to approve the Consent Agenda as presented. Selectwoman Dennis, seconds. All in favor. **Motion Carries.**
11. Chairman Cedarholm moves to approve the BOS Public and Non-Public Meeting Minutes from July 21, 2014. Selectwoman Dennis, seconds. All in favor. **Motion Carries.**
12. Chairman Cedarholm moves to approve the Manifest #28 and Weeks Payroll ending August 3, 2014. Selectwoman Dennis, seconds. All in favor. **Motion Carries.**

Chairman Cedarholm announces the Fire and Police Departments Ice Cream Social from 6:30 - 8:30 pm at the Public Safety Complex.

Selectwoman Dennis attended the Fire and Police Association BBQ on July 31<sup>st</sup> and prior to the meal, Mike Lyscak was surprised with his own promotion ceremony to Sergeant.

Selectwoman Dennis was voted in as Vice-President to the NH Master Gardner Association.

Chairman Cedarholm will ask Tom Loureiro, Ad Hoc Racetrack Committee Chair, to send the Agenda for their next meeting on Tuesday which should include the 6:00pm pre-meeting at the Racetrack to the Town Secretary. The Town Secretary will prepare and post the Agenda.

13. No Miscellaneous/Unfinished Business

14. Chairman Cedarholm moves to go into Non-Public regarding RSA 91-A: 3 II (c) at 8:13 pm. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

The Board returns to Public session at 8:36 pm.

Chairman Cedarholm presents the approved Water Conservation Plan for the UNH/Durham Water System in Durham, NH. This plan was sent to surrounding communities and watershed. Chairman Cedarholm asks the Town Secretary to send to all the Board members so they may comment and send questions.

Chairman Cedarholm moves to adjourn at 8:44 pm. Selectwoman Dennis, seconds. All in favor. **Motion Carries.**

Minutes transcribed by:


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Denise Duval, Town Secretary

8/18/14

Minutes accepted by The Lee Select Board:

  
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David Cedarholm, Chairman

  
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Carole Dennis

  
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Scott Bugbee