

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

Others present: Bill Humm, Jim Leitz, Paul and Annie Gasowski, Roger Rice, Randy Stevens, Michelle Bricker, Barbara McNamee, Caren Rossi, Katrinka Pellecchia, Tom and Peg Dolan, Town Secretary Denise Duval and Town Administrator Julie Glover.

1. Chairman Cedarholm calls the meeting to order at 6:00 pm.
2. Chairman Cedarholm moves public comment up from #3 to #2 and opens the meeting up to public comment. There is none.

Chairman Cedarholm asks Chief Nemet to come up and give a brief summary of what preparation his group has doing with regards to the Ebola crisis. Chief Nemet states that they are working together with McGregor Memorial EMS and Lee PD in training the members on what to do just in case. McGregor is running point but they are being as proactive as possible.

3. Chairman Cedarholm makes a motion to move into a Non-Public session in accordance with RSA 91-A: 3 II (a) and (d) at 6:10pm. Selectwoman Dennis, seconds. All in favor. **Motion Carries.** The Board returns to Public session at 7:34pm.
4. Katrinka Pellecchia is present to request funds (\$13,000) to hire Dennis Mires to provide a new design. Ms. Pellecchia explains that the Library Building Committee has reduced the square footage from 12,125 to 10,000 to about 8400 with the help of Dennis Mires and now they need professional help to go any further.

Selectwoman Dennis asks Ms. Pellecchia how close they are to the \$1.7 million budget that the Board charged the committee with. She states that they are down to about \$2.384 million total budget and the construction budget is down to \$1.9 million.

Selectman Bugbee thinks that this is too much money. They were charged with \$1.7 and they are at ½ million dollars more. He is not in favor of this proposal.

Chairman Cedarholm feels the same way. Mr. Mires letter expressing an overall budget of \$1.7 - \$2 million is not the charge. If someone has led him to think that the budget can go to \$2 million then something was miscommunicated. He is concerned that Mr. Mires has the wrong impression. Paul Gasowski states that one reaches a point design-wise where you can't make further cuts without affecting programs or jeopardizing a capital long term investment. In addition to a fiduciary responsibility, there is a program responsibility to build a capital structure that is appropriate for the town. Mr. Gasowski suggests that \$1.7 may be too ambitious. They may need to extend beyond fiduciary responsibilities. It may be time to let the voters decide.

Selectwoman Dennis asks Ms. Pellecchia if what they are saying is that they cannot build a library for \$1.7 million. Ms. Pellecchia says yes.

Ms. Pellecchia questions whether the Board meant the total cost as being \$1.7 or the total construction cost as being \$1.7. Selectman Bugbee states that in his mind the total budget was to be the \$1.7. Chairman Cedarholm agrees.

Mr. Gasowski states that no one misled Dennis Mires. Chairman Cedarholm clarifies that he said there may have been a miscommunication. Mr. Gasowski goes through his research of other town's library buildings, the square footage, and population and how much they spent. He closes with asking the Board to appropriate some money so they can bring this to a professional firm and let the voters decide this.

Chairman Cedarholm has an issue with the proposal being more than the charge they were given, along with spending more money from the capital reserve fund on further design, which is supposed to be used on building not designing. He would be more in favor of a warrant article to move forward with appropriating the funds for the full design of a facility which would cost \$150K and then we design it and then in 2016 we move forward with an article to construct it.

Selectman Bugbee states that he thinks the voters will support a \$1.7 million dollar library. In many other towns things like this get voted down year after year because it is too much.

Chairman Cedarholm would like the warrant article to indicate it is for a \$1.7 million project.

Selectwoman Dennis states that she never thought that \$1.7 million was enough to do this project. It disturbs her that this figure was thrown out there and agreed to without really looking at the overall cost of what a library would cost. It does not sound like the committee is close to the \$1.7 and it doesn't sound like the Board is going to change its mind about the \$1.7 so it seems as though we are at a stalemate. She asks the committee if they are certain that they cannot get it down on their own to less than what it is now.

Tom Dolan has been on the building committee for 20 months or so. They can do it for \$1.7 but he compared this to buying a police car for our officers with 200,000 miles on it; it is deficient in its capacity to provide the service it is intended to provide. He states after laboring intently and conscientiously, a \$1.7 million library isn't going to cut it. It will be small, cramped and affect the programs. In the end we will spend \$1.7 million on a deficient facility. Mr. Dolan thinks that they are banging their heads against the wall as far as this \$1.7 goes. The committee has researched this thoroughly including visiting all the other libraries. The Board needs to trust and have faith in the people that have volunteered and have been chartered with doing this job or dictate the \$1.7 and get what you paid for.

Pat Dolan states that the committee is doing the best they can with the charge. She states that the Board must have known that the committee would have to reconfigure the plan and that is what they need to do now. This is why they need the \$13k. She does not understand why the Board would not have anticipated this, if they asked the committee to reduce the project. She adds that \$1.7 million will be a waste of money. It will be too small.

Ms. Pellecchia again asks for professional help to continue with reducing the project. Mr. Gasowski says what is the point of building something that is substandard. Selectman Bugbee

states that he does not see support out there for \$2.4 million. Chairman Cedarholm proposes that they move on to the next agenda item. Selectwoman Dennis does not agree.

Chairman Cedarholm moves to deny the Library Building Committee's request for \$13k for a redesign of the new library plan. There was no second. There is discussion over the total budget again. Selectwoman Dennis asks the Chairman to repeat the motion. He does. There is still no second. Selectman Bugbee states that he does not have a problem with the \$13k, he has a problem with the total budget amount being more than \$1.7 million. The Chair indicates that he would entertain a motion, but reiterates that he is not in favor of spending \$13k out of this particular trust fund for design. Selectman Bugbee suggests moving on to the next agenda item. Selectwoman Dennis thinks it is time to take a stand and that it is important for this Board to make an official consensus of what we are doing here. She agrees that the \$2.4 is still too high; however to arbitrarily throw out \$1.7 million was not the right way to go. She states that if the Selectmen had the back-up in front of them to show that the cost was going to be \$1.7 to meet the needs of the Town then she would be ok with that, but that was not done. It would not be the right thing to do to just skip over this agenda item.

Selectwoman Dennis moves to approve the LPLCC request of \$13k to redesign the new library for a maximum budget of \$1.7 million. Selectman Bugbee, seconds. Chairman Cedarholm states again that he is not in favor of spending any money out of this capital reserve fund because it was designated for building a brick and mortar library community center. Selectwoman Dennis believes that this topic was discussed with the town attorney. This was supposed to be a three-legged stool. \$850,000 was to be raised through private donations.

Selectman Bugbee asks Chairwoman Pellecchia if she believes the committee can fulfill this particular charge. She asks if the \$1.7 includes donations. Selectman Bugbee states that his proposal was \$1.7 plus whatever you raised minus whatever the expenses are. Chairman Cedarholm disagrees. He believes that the \$1.7 did include the \$850,000 in donations. He recalls this in addition to the \$500,000 saved, the rest could be funded without a bond. Selectman Bugbee states that this was not his intention. He was thinking that if someone gave them \$300,000 then their project would be \$2 million. Selectwoman Dennis was only thinking that the taxpayer cost would be \$1.7 million.

Chairman Cedarholm asks "all in favor of the motion." All in favor. **Motion Carries.**

Town Administrator Julie Glover reads back the motion as follows: Make a motion to approve \$13k to redesign the new library at a cost not to exceed \$1.7 million.

5. Katrinka Pellecchia reminds the Board that at the last meeting Jim Hewitt from NH DOT came to discuss what it would take to get the Bricker driveway approved. He asked the Board to write a letter saying that they had met with the Bricker's regarding closing one of the driveways and they were not in favor of doing this. It seemed during the meeting that this would be enough; however, the following day Mr. Hewitt sent an email to TA Glover saying that he would also need a safe site survey. Jeffrey Merritt, who was also there for that meeting, indicated that this would cost about \$2000. Chairman Cedarholm is concerned with the language in the description indicating that the existing driveway would require removing/moving the existing house. Ms. Pellecchia says this is one of the problems. In order to get the 400 foot clearance down Rt. 155, the house and fence would have to be moved.

Chairman Cedarholm says: so basically it will cost \$2000 for us to get documentation to explain to DOT that we're not going to move a private house. Chairman Cedarholm reads Mr. Hewitt's email into the record: "To follow-up from last night, below are the next steps Lee needs to take for the Library NHDOT Driveway application: 1) In a letter from the Selectmen to NHDOT, describe what efforts have been made to date to have the Bricker/Momenec either close or modify their driveway on Lee Hook Road to make it comply with the NHDOT Driveway Policy. 2) In the same letter, describe the unique features of this driveway that you believe make it unreasonable to comply with the 400 ft. sight distance requirement (i.e., AASHTO sight distance requirements for similar area and speeds, number and location of stop signs near driveway, inability to remove house/vegetation to achieve 400 sight line, etc.) 3) Have Keach-Norstrom submit a driveway application and supporting plans at the Library Driveway along with letter above." Chairman Cedarholm states this is ridiculous, but he moves to expend \$2000 from the Lee Library Community Capital Reserve Fund to pay for an engineering study to be completed on the existing driveway aka Bricker driveway. Selectman Bugbee, seconds. Selectwoman Dennis states that the Board is moving forward for the Bricker property to be voted on for purchase in which case can this be put off until after that possibly happens. There is no reason to spend the \$2000 at this point. Chairman Cedarholm agrees. This can be decided in April. The Chair asks if there is any further discussion. There is none. He calls for a vote and there are three nays.

Chairman Cedarholm calls for a short break.

6. Chairman Cedarholm calls the meeting back to order, resume with Agenda number 6 - Department heads and Personnel Policy. Chief of Police Tom Dronsfield has been nominated to speak on behalf of all the department heads. There are 3 items that they have on their list regarding the proposed policy: 1) they would like to include in-laws into the sick time usage rather than having to use vacation time. General thought on this is they want to be able to support their spouse should something happen to his or her parents; 2) they would like to see a 30 day notice to retire rather than a 6 month notice which is what is in the policy now, the State requires a 30 day notice; 3) the Police would like to receive one check for all paid holidays in November rather than getting paid as the holiday comes up. This would only apply to sworn officers; 4) TA Glover reminds the Board the department heads were also looking to keep the pay in lieu of vacation provision. The Chief adds that there were no issues with the new tobacco policy. The Board can either take all of these requests under advisement or discuss them now. The TA reviews the 4 items for the Board. TA Glover will look into how this (the holiday pay) would affect accounting and present more precise language. Chairman Cedarholm proposes that this item be continued to the next meeting for further discussion and hopefully finalize the policy at that time.
7. Roger Rice is requesting to purchase a 33 yard Open Top Container in the amount of \$5195.00. This would replace an old container and we could scrap the old container. This item was listed in the 2015 CIP Budget. Mr. Rice needs the Board's approval to expend out of the Transfer Station Equipment Reserve Fund. Chairman Cedarholm moves to approve the amount of \$5195.00 for the purchase of a 33 cubic yard open top roll off container and the funds to be taken from the Transfer Station Equipment Capital Reserve Fund. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Roger Rice inquires about a personnel matter. TA Glover indicates that they did not discuss in the earlier non-public session due to time constraints. Chairman Cedarholm moves to go back into Non-Public Session under RSA 91-A: 3 II (a) at 8:55 pm. Selectwoman Dennis, seconds. All in favor. **Motion Carries.**

The Board returns from Non-Public at 9:09 pm.

8. a) General discussion regarding Board coverage on elections. The schedule for the November 4th Election coverage at the PSC is as follows: Cedarholm 7:00 – 11:00 am; Bugbee 11:00 am – 3:00 pm; Dennis 3:00 – 7:00 pm.

Appraisals for Bricker Property will be due by December 15th.

b) TA Glover spoke with Bill Stevens regarding what the 2nd floor kitchen at the PSC would need to have completed in order for it to be an acceptable records room. TA Glover sent an email to the department heads and all the committees and commissions letting them know that this room was being looked at for a records storage room and asked them how much space each of them would need. The Highway Department says that what they have would fit in a file drawer, the Planning and Zoning Administrator indicates that she needs everything in her building (TA will leave that to the Board to decide), Town Hall has some that can go, Roger Rice did not answer, the Conservation Commission indicates that they need to keep their records on the 2nd floor of Town Hall and she has not heard from anybody else. Chairman Cedarholm asks if the CC still meet on the 2nd floor of Town Hall. All the Commissions still meet there and still use the outdoor stairs even after being asked not to. TA Glover can come up with a rough estimate for finishing off the room and continue to reach out to everyone. The statute indicates that fire proof cabinets are preferred but not required. The vault can be used elsewhere in the Town such as at Little River Park or it could be sold. The dehumidifier on the Heritage Commission side works and the dehumidifier on the Town Clerk Tax Collector's side was not working, but is now. Chairman Cedarholm calculated 269 square feet in the 2nd floor kitchen at the PSC. The Board would like to ask local contractors to give us quotes.

c) The TA and Town Secretary will be attending the NHMA Conference on November 12 -13 and the TA has a Primex event on November 14th.

d) TA Glover informs the Board that the ORCSD is looking for one of our Selectmen to be appointed to their Committee to review options for the current middle school. This committee will meet approximately 6 times a year from 1- 1 ½ hours each time during the school year for 3 years. Board asked what the schedule will be and Chairman Cedarholm asked if the Board of Selectmen could appoint a citizen to represent the Town on this committee. TA Glover thinks that this would be another question for Dr. Morse since the letter specifically says 'appoint a Selectman'. TA Glover will find out more and report back.

e) TA Glover advises the Board that she handed out the responses received for the RFP for the Phase I & II ESA Proposal and a summary of those responses. Given the late hour the Board will review them later and discuss at the next meeting.

- 9. Chairman Cedarholm moves to approve the Consent Agenda as presented. Selectwoman Dennis, seconds. All in favor. **Motion Carries.**
- 10. Chairman Cedarholm moves to approve the BOS Non-Public and Public Meeting Minutes from October 13, 2014. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
- 11. Chairman Cedarholm moves to accept the Manifest #8 and Weeks Payroll ending October 26, 2014. Selectman Dennis, seconds. All in favor. **Motion Carries.**
- 12. Selectman Bugbee says that the Heritage Commission asked for an email address and was told that they couldn't have one. He received this information third hand. He was told that they were told that they couldn't have one and the compromise was that emails could be sent to the Town Secretary and she would forward them. Neither the TA nor Ms. Duval could recall any such conversation, as there is no reason that anyone would tell the Heritage Commission that they couldn't have an email and the Town Secretary has enough to do then to filter emails for the Heritage Commission. Therefore, the Town Secretary is more than happy to ask the IT provider to create an email for them and forward it to Pat Jenkins the Chairwoman. Selectman Bugbee asks for heritage@leenh.org.

Selectman Bugbee informs the Board that the Heritage Commission met to discuss the Burleigh Demerit house. UNH is supposed to be maintaining this house but they are not. Last fall during a meeting they were assured by Paul Chamberlain and Doug Banks that UNH would start doing something. The Heritage Commission has written a letter to UNH addressing this matter, to go out sometime this week copying the Board. Selectman Bugbee was part of a tour and the house is in terrible shape. There are animals living inside.

Selectwoman Dennis wanted to let everyone know that the 17th Annual NH Children's Summit is coming up. TA Glover forwarded an email with the details.

- 13. Chairman Cedarholm motions to adjourn at 9:40 pm. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Minutes transcribed by:

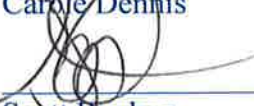
Denise Duval, Town Secretary

11/10/14
Date

Minutes accepted by The Lee Select Board:


David Cedarholm, Chairman


Carole Dennis


Scott Bugbee