

Board members present: Chairwoman Dennis, Selectman Bugbee and Selectman LaCourse

Others present: Caren Rossi, Larry Kindberg, Roger Rice, Paul and Annamarie Gasowski, Chuck Cox, Erick Sawtelle, Joe Hannon, Chief Dronsfield, Town Secretary Denise Duval and Town Administrator Julie Glover.

1. Selectwoman Dennis calls the meeting to order at **6:00 pm** and asks the Board members if it accepts the Agenda as presented. There is no opposition.
2. Chairwoman Dennis makes a motion to move into a Non-Public session in accordance with RSA 91-A: 3 II (a) at 6:00pm. Selectman Bugbee, seconds. All in favor. **Motion Carries.** The Board returns to Public session at 7:00 pm. The Select Board has voted to seal the minutes.
3. Chairwoman Dennis opens the meeting up to public comment and reminds everyone to address the Board, not the audience and to please limit their comments to 3 minutes. Anyone speaking out from the audience will be asked to leave.

Paul Gasowski, 426 Lamprey Lane, states that the agenda has a lot of substance to it and he is glad to see the draft of the Select Board Operational/Ethics Policy. He thinks it is a very good start and saw things that he thought could have been very useful in the last 16 months. Ultimately he thinks it will be good for the Town. Mr. Gasowski is not sure what the status is with the Town Center Committee, but hopes that the history associated with this project should be part of the charge for this Committee.

Chuck Cox, 36 Captain Smith Emerson Road, is happy to see a printed agenda available for people to pick up. He hopes that the Town Center Committee will include all the players from the Town, past committees, departments and commissions.

4. Representative Joe Hannon, 1 Thornton Lane, first gives out his cell phone 603-418-5531 for anyone to use if they have questions or concerns. Chairwoman Dennis states that the Board wants to hear more about the recent House vote on HB547 regarding utility pole taxation and the proposed State budget especially as it relates to revenue, grants and aid for municipalities.

Rep Hannon explains that this recent bill that passed in the House was the Bill prior to the Budget. It still needs to go through the Senate. The Committee gives a recommendation on whether a bill should pass or not. This bill was given by a good majority that this ought to pass. The Committee gives a Majority and Minority Report before the House votes. A prime sponsor of the bill thinks that it should be a studied issued instead of passed legislation. He would agree. The estimated impact to the Town should this bill pass would be approximately \$30,000 per year. He is going to meet with the Assessor before he goes back to the Senate. But despite what he finds out from our Assessor he believes that this needs to be studied.

Rep Hannon couldn't really give us any information regarding the proposed State budget. The information has changed so much since they looked at it. There is a discussion surrounding the reduction in adequacy funding to Lee.

Selectman Bugbee states that the State has responsibilities that they do not seem to be taking care of. For example, the gas tax was supposed to be designated for a particular purpose and now it's being redistributed to something else. This is not good. Selectman Bugbee asks Rep Hannon if in his opinion the State never had the intention to use the money as they said it was going to be used for or they are so desperate for revenue that they'll take it from anywhere just to make the budget balance. Rep Hannon says yes. They will take the money from wherever they can get it to do what they think needs to be done in the short term. They just had a 4 cent gas tax increase last year. The problem is cars are more efficient; people are driving less so the revenues have gone down.

The Town Administrator states that in 1967 when the State enacted the Meal and Rooms Tax, the Towns were supposed to get 40% of the revenue; but they have never received 40% of the revenue. The State never fulfills their promises after enacting a tax. The Gas Tax being another example. The proportionate share of such additional revenues was to be distributed to cities and towns as required by existing law. We only received the revenue from the gas tax for one year. Why should the municipalities believe the State in the future.

Rep Hannon states that they were led to believe certain point with regards to the pole tax that may or may not have been true.

The Board agrees to have Rep Hannon back before the Senate votes so that he can have the opportunity to discuss issues before they are decided upon rather than give a history lesson later on. He will coordinate with TA Glover.

5. TA Glover spoke on behalf of Nick Scuderi from ORYA who was going to be here tonight to ask that the goals be allowed to remain at the end of the multi-purpose field at LRP during the season. According to ORYA they do not leave anything in the middle of the field. The goals at the end of the field should not get in the way of any casual user at LRP. TA Glover points out that any use of the field other than casual use is being scheduled by OYRA. Larry Kindberg states that they have 4-6 goals set up during the whole season in the middle of the field. He does not think it would be a big deal to move them and he thinks they should have to clean up after themselves. TA Glover states that she specifically asked Mr. Scuderi about this very subject. She asks Mr. Kindberg if it would be acceptable if they only left the end goals in place. He was ok with that if they in fact only left the two. Selectman LaCourse does not have an issue with goals only left on each end of the field.

Larry Kindberg questions why the Town is paying ORYA to take care of the field. TA Glover explains that the Town has ORYA manage the fields, the outside teams and the schedules so that the Town Administrator and the Highway Manager do not have to anymore. The Town reimburses them the costs to maintain the field (mowing, seeding, etc.), including hired subcontractors. Mr. Kindberg keeps referring to 'them' and 'they'. Chairwoman Dennis points out to Mr. Kindberg that the children of Lee are participants in the programs that use the fields at LRP. No one else has come forward to ask to use the multi-purpose field with the exception of the few programs that the Rec Commission sponsors.

6. Selectman LaCourse refers to the "Town Center Planning History Annotated Chronology" dated January 26, 2007 which embodies the things that he would like to use. He does not see

that Lee will ever have a walking Town Center. Everything is too spread out at this point. Selectman Bugbee agrees with Selectman LaCourse. He adds that this committee needs to have people on it that have nothing to do with the Town. They are residents but that's it. The Board needs to keep in mind that the plan needs to include what the Town is willing to spend to correct these building issues. Chairwoman Dennis is not willing to spend any money on the Town Center Committee. She proposes that the Town Administrator works as a facilitator for the Town Center Committee. She has the history component and the ability to keep everyone on track. Chairwoman Dennis was hoping that a preliminary report could be completed in 6 months. She did not want this to go on for a long time. Selectman LaCourse was thinking more along a year and he agrees with having outside players on the committee. He also agrees with having TA Glover as the facilitator. The needs have already been identified in previous reports.

Selectman LaCourse reads what he thinks the Charge should be: "Determine the status and use conditions of recreation, administrative and library facilities and develop a collaborative planning approach for existing and possible future town facilities to increase capacity and communication." The Board will revisit this at the next meeting and talk about how many members and about the diversification of the group itself.

7. Chairwoman Dennis continues the discussion relating to the public communicating with the Board via email and how to handle this. She does not want to ignore emails yet she understands that she cannot answer emails on her own. She reached out to the Oyster River School Board to see how they handle this situation. They use an automatic email response that is generated when an email is received by the Board. Chairwoman Dennis would like to do this if the Board is agreeable. She also wants to make sure that the public knows that they can always come to the meeting to speak about something at a later meeting date if they can't make it to the meeting that they see the topic introduced. Chairwoman Dennis will forward her crafted response for everyone to review.
8. a) TA Glover informs the Board that the Town is required to have a Municipal Records Committee according to RSA 33-A which also dictates who shall be on said committee. TA Glover reads 33-A:3 – "The municipal officers or their designees together with the clerk, treasurer, an assessor, and tax collector of each city or town shall constitute a committee to govern the disposition of municipal records pursuant to this chapter. Unless otherwise provided by a municipal ordinance, the committee shall designate the office responsible for the retention of each type of record created for the municipality." Others may be on the committee but these above-mentioned are statutorily required to be on the committee. TA Glover will produce a draft of who the Board might want to put on the committee and then they may appoint the committee. She will also write a draft policy. The committee should first identify what records may be destroyed and then access how much we have to store.

b) TA Glover presents the Board with a draft PSC Gym policy. Chairman Dennis asks the Board to consider either moving the gym to a smaller space or close the gym all together. Selectman LaCourse is in agreement and is moving towards closing it down. The space is much needed. Selectman Bugbee states that the Chiefs indicated that they use it when it is convenient for them and if it is a job requirement then he thinks the Town should make it easier for them. He would not be in favor of closing it but would be ok with moving to a smaller room. TA Glover adds that after you rule out everyone that under the new guidelines would no longer be

allowed to use the facility there might be 5 full-time employees that use the gym. Chairwoman Dennis says that she would be willing to move to a smaller space and then re-evaluate this at a later date. Selectman LaCourse moves to restrict the use of the gym to full-time employees and on-call firefighters and to move the gym to the “bunk room” within 30 days. Chairwoman Dennis, seconds. All in favor. **Motion Carries.**

c) TA Glover presents the draft E-Crier policy for the 3rd time for review. Selectman LaCourse needs more time to look it over. The Board will finalize it at the next meeting on April 27th.

d) TA Glover presents the draft Select Board Operational/Ethics policy for the 2nd time for review. Selectman Bugbee needs more time to review this. The Board will discuss at the next meeting on April 27th.

e) TA Glover presents the final Meeting Room Policy for approval. She informs the Board that the VFW might be at the next meeting to ask for permission to use the PSC without insurance. Selectman Bugbee asks if the Board is going to discuss the issue of letting certain groups use the facility that cannot fulfill the insurance requirement. There is a discussion regarding liability. If there was going to be a waiving of this requirement the question remains as to what the criteria will be for doing this. Selectman LaCourse states that the Board has the capability to waive. He thinks that it should in this case. Selectman Bugbee would like to see exceptions made. The TA thinks that the Board needs to decide how it structures its decision as to whom it makes exceptions for and who it does not make exceptions for. Selectman LaCourse asks if Primex could come up with a list of low, medium and high risk groups to help the Board make their decisions. Chairwoman Dennis is thinking it should be all or none. Selectman Bugbee asks if Primex could provide us with a waiver to use for this particular situation. TA Glover points out that the existing request form already has waiver language on it. Chairwoman moves to approve the revised Meeting Room Policy as presented. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

f) TA Glover presents the Board with last year’s goal setting list for the Board. It consisted of Little River Park (still working on it), Racetrack Ad Hoc Committee and Charge (created), Employee Personnel Policy (finalized), LBC Charge (done), Ordinances (nothing done), Audit (instituting policy re: switching between auditors not to be put into place until after one audit with the current company while working with the new software). Selectman Bugbee would like the Board to discuss compensating the Finance Officer for all the work she has done on transferring over to this new financial software. TA Glover continues with last year’s goal setting list: Fund Balance (will be determined in October when the tax rate is set), Staff Evaluations (completed), Facilities/Town Buildings (on-going), 250th Anniversary (on-going), Budget Process (new software should dictate changes or not). Selectman LaCourse would like to discuss the purpose of the Advisory Budget Committee. TA Glover reminds the Board that they exist by virtue of the fact that the legislative body voted them into existence. Selectman LaCourse asks if it is realistic to maintain an ABC? Selectman Bugbee believes it is because they give a different perspective and the voters wanted it. At this point they are advisory and they are not a municipal budget committee with real powers. Chairwoman Dennis had concerns last year since she had to request several times the minutes from their meetings so that they could be posted. She believes that, with the exception of a few members, there is not a lot of

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professionalism there. Selectman Bugbee reminds the Board that they were created by the legislative body so they would have to go to vote to not have that committee.

Selectman LaCourse asks if the Cemetery Trustees pay the Town back for the maintenance of the cemetery grounds. TA Glover states that the last time the Cemetery Trustees paid the Town was in January 2013 for work done in 2012. The Town may only get paid out of the interest from the Cemetery Trustee Trust Fund, which is approximately \$5,500 (the operating budget is approx.. \$11-12,000/yr.) Selectman Bugbee is not aware of any legislative changes that would preclude the Town from getting reimbursed.

TA continues with the goal setting list: Salary Study, Succession Planning, Tax Collection/Tax Rate/Goal (done), Tax Liens (done), Bricker House (done).

The Board will put together a Goal Setting List for 2015 at the 1st meeting in May.

g) TA Glover presents a request from the Police Chief for Pay in Lieu of Vacation. The Board agrees to approve this request.

- 9. Chairwoman Dennis moves to adopt the Consent Agenda as presented. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
- 10. Chairwoman Dennis moves to accept the BOS Public and Non Public Meeting Minutes from March 30, 2015. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
- 11. Chairwoman Dennis moves to accept Manifest #20 and Weeks Payroll ending April 12, 2015. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
- 12. Selectman LaCourse would like the broken chairs in the meeting room downstairs replaced. TA Glover will get prices to replace the broken chairs.

Chairwoman Dennis shares that the architect came to the Oyster Middle School Building Study Committee and presented his findings last week. They will be presenting to the School Board. They found the building was obsolete which was no surprise.

- 13. Chairwoman Dennis motions to adjourn at 8:47 pm. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Minutes transcribed by:

Denise Duval, Town Secretary

Date

4/27/15

Minutes accepted by The Lee Select Board:

Carole Dennis, Chairwoman

Scott Bugbee

John LaCourse