

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

Others present: Roger Rice, Cary Brown, Paul Gasowski, Naida Kaen, Town Secretary Denise Duval and Town Administrator Julie Glover.

1. Chairwoman Dennis calls the meeting to order at 6:00 pm and asks if the Select Board accepts the Agenda as presented. It does.
2. Chairwoman Dennis opens the meeting up to public comment. There is none.
3. Roger Rice, Transfer Station Manager, has presented the Board with salary comparisons from other towns and states that it has been a struggle to hire part-time employees due to the low pay rate. He believes that a pay increase would help him be able to entice people to apply. He has one applicant right now that he hopes to hire as soon as possible. Mr. Rice is not suggesting a raise for the 2 hour a day operator because it is a lower level of operator. He states he has \$30,000 in his budget to cover the increase for the rest of the year. He is requesting an increase to \$15 or \$15.50 per hour for the part-time workers. The current 2 hour a day person did not pass the DES test; therefore, is in a training status and is considered a lower level of contribution and he believes \$12.32 is adequate for this position. Mr. Rice would ask that the on calls receive the pay raise because they have to go through all the same training as the regular part-timers. Mr. Rice believes that the caliber of the new hire is above the current part-timers and equal to the full-timer. Selectman LaCourse asks how he ended up with \$30,000 in his budget. Mr. Rice states that they haven't used it very much because they have been so short of people. The Board discusses the number of hours that Peter Hoyt spends working at the transfer station and reflecting that in the Transfer Station budget. Mr. Rice states that Mr. Hoyt is an important part of running the TS. What does this add to the cost of running the TS on a yearly basis? Someone estimates approximately \$6300 for the year. Dover was left out of the comparison because it is a union position and is much higher paid. The new lower tipping rates start in January 2017. Mr. Rice thought that the savings here would return to his budget, but this is not true. Selectman LaCourse clarifies that if it will cost less for tipping fees in 2017 then less will be budgeted for 2017. There will be no credit or overflow in this department for this cost.

Mr. Rice indicates that the TS has one full-time position. This person has been there for 4 ½ years, started at \$13.51/hr. and since then has averaged a 4 ½ % increase every year reaching the current rate of \$16.24. Mr. Rice feels that based on the responsibilities that he has he is lagging behind based on other comparable positions in surrounding towns. He would recommend moving from \$16.24 to \$18 per hour. He does not have calculations on how it would impact the budget. This cost would have to come from other line items. The Board would like to see comparisons from other towns and this item presented during the budget presentations. If he wants it sooner than that, he should bring comparisons and an explanation of where the money would come from. The Board would also like to see the hours that Mr. Hoyt has worked at the TS. Mr. Rice clarifies that when Mr. Hoyt works at the TS he only works on equipment. He does not work on the floor.

4. TA Glover presents the Board with the draft of the FY17 Master Budget Schedule. The Select Board accepts the schedule as presented, which includes two Public Hearing dates in January

SELECT BOARD MEETING MINUTES

September 28, 2015

PAGE 2

and the Deliberative Session on January 30th. Selectman Bugbee asks if before they set the tax rate they could set up a meeting with the School Administration to see if the town can use the amount of the money that is set aside for Lee. The TA thinks that the meeting that they had a few weeks ago was this meeting, but she will try. Selectman Bugbee wants to formally request that money that was singled out for Lee last year.

Selectman LaCourse will be out the week of November 2nd.

Chairwoman Dennis will be out the weeks of October 5th and October 26th.

5. Selectman LaCourse thinks that the Capital Improvement Plan (CIP) is very valuable. He would like to adhere to it but take the person out of the equation such as Randy in the Highway Department. There will come a day that we will not have people with this level of knowledge. Sometimes we hold on to machinery too long because we have good people who can keep things going. We should take into consideration that we may not have these types of people and we should buy things if need be. He would like to understand when we will be done with Little River Park. He would like to hear from the Town Center Committee. It has always been his aspiration that Town Hall would move into the 2nd floor of the Public Safety Complex. He would like to make a move during this budget year. The TCC should have a recommendation before December. Selectman LaCourse does not see a need for more conservation land purchases unless it is something spectacular. He definitely does not want to raise more money. He would like to keep the Operational Budget flat. Selectman LaCourse thinks it is time to discuss what they should do with the \$400,000 sitting in the Library Fund. His last item is to discuss why the police car is voted on separately and not in the operational budget or listed as a CIP item.

Selectman Bugbee agrees with Selectman LaCourse in that they should be looking at a flat budget. According to him, the CPI (Consumer Price Index) is next to nothing; therefore, he is not looking for any salary increases (COLAs) at this point. The CPI is used to spread things out and make them level, but he doesn't see it working correctly. He also agrees that they need to see what the TCC recommends before making any big decisions.

Chairwoman Dennis agrees that the CIP is valuable as well. It is a planning tool. She thinks that they have been very lucky to have several employees that can do work on the equipment but agrees that it is time to look at purchasing newer equipment. She thinks they should be wrapping it up at Little River Park, but does not believe that Randy has storage room for the materials that are still located at LRP. Selectman Bugbee reminds the Board that they need to finish before the permitting deadline or they will need to start that process all over again. Selectman Bugbee says if the town is not able to use the stone that is located there then maybe it can be sold. Chairwoman Dennis does not want to get into another situation like the Kennard property presented again, but if there is money in the budget and the Commission brings something forward then she would look at it. She agrees a flat budget would be great; however it may not be realistic. Chairwoman Dennis states that the police vehicles may just have to be part of the operational budget.

TA Glover asks if Selectman LaCourse (based on his budget comments) had thoughts on putting forward a change in the way the Land Use Change Tax is distributed. Selectman LaCourse states that would be his recommendation. Right now it is 50/50. In the future,

Selectman LaCourse was thinking that it would all go into the general fund. TA Glover asks if a COLA would be considered outside of the flat budgets or would it need to work within that budget. Selectman Bugbee states that he thinks there should be no COLA since there is no increase in the CPI. Selectman LaCourse agrees. TA Glover reminds the Board of the changes to the health insurance that are starting January 1 where the employees will be contributing more to their co-pays and premiums. Chairwoman Dennis states that the employees at the State just received a 2% COLA, but they did make substantial changes to the health care benefits. Selectman Bugbee reminds the Board that they discussed providing a card with some sort of credit on them to offset the increases. TA Glover points out that any money that the town or employees contribute toward something such as a FSA, HSA or HRA counts towards the Cadillac tax which goes into effect in 2018. Chairwoman Dennis suggests looking into a program offered by Anthem that offers 3 benefits that adds money to your card. It may be called Healthy Rewards.

6. a) TA Glover reminds the Board that an RFP went out for Statistical Revaluations and we received 5 responses. She has reviewed them, spoken with MRI, the Town's current Assessor, and has had communication with one other municipality and at this time she would recommend awarding the contract to the lowest bidder, which is Commerford, Nieder and Perkins. This firm did the Town's Revaluation in 2011 with no issues or problems with abatements and they are charging the same rate that they did in 2011. The DRA will need to review the contract before it can be finalized. At the present time, there is \$61,938 in the Revaluation Capital Reserve Fund. In addition to the \$49,000, the Town also pays about \$9000 to MRI to oversee the entire process. Chairwoman Dennis moves to authorize the Town Administrator to enter into a contractual agreement with Commerford, Nieder and Perkins, LLC to perform a Statistical Revaluation for all property in Lee in accordance with all State laws. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

b) TA Glover presents the Board with a draft PILOT Agreement. This document has been sent to the Town's attorney for review. These changes will be incorporated into the document before the October 12th Public Hearing and Meeting. Chairwoman Dennis would prefer using the tax rate for every year instead of a set rate. She does not want to be locked in at the \$5.19. She also would like to give Selectman Bugbee an opportunity to discuss why he was not in agreement with going forward with the PILOT and public hearing. Selectman Bugbee clarifies that he is not against the public hearing; however, he is against the agreement itself. He does not see any substantial value to the tax payer of the Town of Lee. In terms of the rate, he thinks it should be treated like everybody else. With their depreciation model, in the year 20 the Town will be getting \$400. If there is a call out there for police or fire, the Town will be losing money. He would be more in favor if that goes for 5 or 6 years and then it just terminates if they buy it. Selectman LaCourse agrees with Selectman Bugbee. Another thing to keep in mind is that there are other entities coming forward with similar proposals; therefore, the Town will need to treat everyone the same with similar terms. Selectman LaCourse would like to see several options at the Public Hearing not just one choice for the public to consider. Selectman Bugbee reiterates that Durham's credibility was damaged when they first came to the Board saying they could not afford to offer Lee more than \$1. Then suddenly they could. The Board acknowledges that this would be an excellent use for the land.

SELECT BOARD MEETING MINUTES

September 28, 2015

PAGE 4

- c) TA Glover explains that there is a post at the nearest corner of the Pavilion where there is a 220 electrical connection. TA informs the Board that there is enough money in the operating budget to change that out to be four regular 120 receptacles. There is currently no potable water at LRP. TA Glover would suggest exploring this idea further.
- d) Tabled indefinitely.
- e) TA Glover states that the Annex roof is in the CIP to be replaced this year. Estimated cost \$5,000. According to Caren Rossi the roof leaks but not over them in their offices. One of the recommendations that the Town Center Committee has been discussing involves taking down the Annex so should this be postponed. Chairwoman Dennis is concerned with mildew and mold. She asks if there has been an air quality test done and if not how much would that cost. Selectman LaCourse suggests patching or fixing the area that is leaking. It is unknown as to exactly where it is leaking. The Board agrees to try to fix and make it through this winter.
7. Chairwoman Dennis moves to accept the Consent Agenda as presented. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
8. Chairwoman Dennis moves to the Select Board Public Meeting Minutes from September 14th. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
9. Chairwoman Dennis moves to accept Manifest #6 and Weeks Payroll Ending September 27, 2015. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
10. Selectman LaCourse asks to discuss the budget further more specifically the Library accounts. TA Glover states that there is about \$500,000 total in the Library accounts. He has always been a supporter of the Library; however, this is a large amount of money to just be sitting there. If the recommendation is to renovate the Library or add on, then he would like to be able to use this money. He is not enthusiastic about repairing the existing Town Hall so that means some sort of addition or building has to occur and that will be a substantial piece of money. TA Glover states that there are two ways to use that money: 1) use a Warrant Article to Repurpose a Capital Reserve Fund which requires a 2/3 vote; or 2) Use 2 separate Warrant Articles. One to discontinue the CRF and the money lapses back into the unassigned fund balance. Then the second Warrant Article would create a new fund to build and to use funds from the unassigned fund balance to do it. Each one of these requires a simple majority. Selectman LaCourse would like to use the first one, but that is a hard sell at 2/3. TA Glover states that the advantage she sees with the 2nd option is that it requires a simple majority and it gives a better idea of what the voters really want to do. The question has come up several times that it is hard to know exactly what the voters did not like about the Library Warrant Article. There were a lot of components to that WA; the cost, the bond, the location, the \$800,000 left to fund.

Selectman Bugbee agrees with Selectman LaCourse with regards to reducing land conservation purchases. The Board needs to find out about the \$275,000 that Lee could be hit with due to the Dover School law suit. TA Glover to check into how to go about changing the Land Use Change Tax from 50/50 to 100% going into the general fund.

SELECT BOARD MEETING MINUTES

September 28, 2015

PAGE 5

11. Chairwoman Dennis motions to adjourn at 7:30 pm. Selectman Bugbee, seconds. All in favor.
Motion Carries.

Minutes transcribed by:



Denise Duval, Town Secretary

10/12/15

Date

Minutes accepted by The Lee Select Board:



Carole Dennis, Chairwoman



Scott Bugbee



John LaCourse