

## SELECT BOARD MEETING MINUTES

April 11, 2016

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**Board members present:** Chairman Bugbee, Selectman LaCourse and Selectman Brown

**Others present:** Christine Watts, Xanthi Russell, Jen Serrano, Paul and Annie Gasowski, Mark and Kaycie Kustra, Larry Kindberg, Leslie and Lydia Adams, Caren Rossi, Ron Pitkin, Katrinka Pellecchia, Roger Rice, Randy Stevens, Linda Reinhold, Chief Dronsfield, Chief Nemet, Town Secretary Denise Duval and Town Administrator Julie Glover.

1. Chairman Bugbee calls the meeting to order at 6:00 pm.
2. Chairman Bugbee opens the meeting up to public comment.

Larry Kindberg reminds the Board that the Rec Commission is waiting to hear back on the Building Use Policy with regards to the Pavilion.

3. Christine Watts, 3 Cutts Road Durham, NH, is here representing a Girl Scout cadet troop of 8 girls who would like to do a pancake breakfast fund raiser at the PSC. Jen Serrano, from Durham and co-leader of troop, is certified in serve safe food and is the cook at the Dover Children's Home. The Town still needs to receive the correct Certificate of Insurance. Selectman LaCourse asks if either Chief has any issues or questions regarding this request. Chief Dronsfield states they need all the equipment cleaned and put back accordingly along with all signs to be taken down following the event. After the last Girl Scout event, signs were left out. Chief Nemet asks that the troop contact him about parking. Ms. Watts states that their goal is to sell 200 tickets. Chairman Bugbee **moves** to grant Girl Scout Troop 12041 permission to use the PSC downstairs meeting room including the kitchen to host a Pancake Breakfast Fundraiser on Saturday, May 14, 2016 from 7:00am – 12:00pm to raise funds from said Troop in addition the Girl Scout Troop is to provide an additional insured insurance certificate naming the Town of Lee as the insured. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
4. Paul Gasowski, 46 Lamprey Lane, is here to follow-up on forming the Sustainability Committee.

Note: There were some documents for the Facilities Committee that were inadvertently included with this item number.

Mr. Gasowski names the applicants for the committee thus far: Leslie Adams, Brian Giles and himself. Since the last meeting, he contacted the TA and asked her to contact the Municipal Association to clarify what if any leeway they have in the formation date deadline. The response she received was that since this is an advisory committee and the Board has jurisdiction over the committee that there may be some leeway. The language in the Warrant Article indicates that the committee is to be formed by April 30<sup>th</sup> with 5-9 members. The advertisement has been running in the E-Crier. Mr. Gasowski states that theoretically they could function with 3 members. Selectman LaCourse agrees that it would be a good idea to reach out to other committees and commissions to seek members. Selectman Bugbee suggests asking the existing applicants if they know anyone that may be interested. The Board gives permission for the three to start and for the committee to have more time past April 30<sup>th</sup> to officially form the committee.

5. Roger Rice is asking to be able to apply for a "Waste Oil Grant" from the NH Department of Environmental Services. The Board is ok with Mr. Rice applying for this grant.
6. Randy Stevens is requesting permission to pay for the cost to rebuild 500 feet of Pinkham Road out of the Highway Capital Reserve Fund. The Board is in agreement. Chairman Bugbee **moves** to grant the Highway Supervisor permission to pay for the cost to rebuild 500 feet of Pinkham Road at a cost not to exceed \$18,348.00 and said funds to be withdrawn from the Highway Department Road and Bridge Improvement Capital Reserve Fund. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

Mr. Stevens updates the Board on losing the engine on the oldest plow truck. They have researched several options. He passes around a picture of a new truck for \$200,000 and various pictures of the old truck. In the CIP this truck is not scheduled to be traded until 2024 or 25. Selectman Brown thinks that the drop-in engine is the best way to go for the Town if we are going to retain the truck. There is some discussion back and forth. Selectman LaCourse is leaning towards the drop-in engine as well. The highway department can handle the work putting in the drop-in engine. It will take a week to get the engine. The radiator and air compressor will need to be replaced as well. Funds can most likely come from the Highway Equipment CRF. Chairman Bugbee **moves** to instruct the Highway Supervisor to replace the engine with a drop-in engine from Liberty International. Selectman Brown, seconds. All in favor. **Motion Carries.** Chairman Bugbee moves to grant the Highway Supervisor permission to expend up to \$15,000 from the Highway Equipment Capital Reserve Fund. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

7. Caren Rossi presents the Board with two Discharge of Mortgage documents for approval and signatures. Chairman Bugbee **moves** to approve the Discharge of Mortgages as presented by the Planning and Zoning Administrator. Selectman Brown, seconds. All in favor. **Motion Carries.**
8. Chief Dronsfield advises the Board that the 250<sup>th</sup> Committee will be planning this event.
9. Chairman Bugbee **moves** to approve the following appointments to full membership positions: Dave Shay to the Conservation Commission; Andy Lelio to the Ad Hoc Race Track Committee; Wayne Lehman to the Ad Hoc Race Track Committee; Cary Brown to the Ad Hoc Race Track Committee and David Cedarholm to the Ad Hoc Race Track Committee. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
10. a) TA Glover refers to the draft of the renewal Comcast Franchise Agreement. This document is currently with the Town Attorney for final review. TA Glover informs the Board of some updates and additional franchise fees that the new agreement could include should the Board agree. TA Glover is requesting tonight that the Board agree to schedule the Public Hearing for the next meeting so this process may keep moving forward. Chairman Bugbee **moves** to schedule a Public Hearing on April 25, 2016 at 6:00 pm to afford the public an opportunity to comment on the Renewal Cable Television Franchise Agreement with Comcast Maine/New Hampshire Inc. Selectman Brown, seconds. All in favor. **Motion Carries.**

b) ORCSD found out that they cannot safely move the old dug outs to LRP. TA has not received a schedule of the games that they want to play at LRP which Corey Parker was supposed to get to her in time for this meeting tonight. The Board should be approving this schedule before it is implemented.

c) Selectman Bugbee asks TA and Mr. Stevens if they can work out an agreement with Mr. Parker at ORCSD regarding the stone that is at LRP. They may want to purchase it for the field renovation project.

11. Chairman Bugbee **moves** to accept the Consent Agenda as presented. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
12. Chairman Bugbee **moves** to accept the Select Board Public and Non-Public Meeting Minutes from March 28, 2016. Selectman Brown, seconds. All in favor. **Motion Carries.** Non-Public Minutes are not available at this time. Selectman Brown makes friendly amendment to remove approval for non-public minutes. Chairman Bugbee moves to accept Public Minutes. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
13. Chairman Bugbee moves to accept Manifest #20 and Weeks Payroll ending April 10, 2016. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
14. a) Chairman Bugbee **moves** to enter into Non-Public Session per NH RSA 91-A: 3 II (a) at 7:00pm. Selectman LaCourse, seconds. All in favor. **Motion Carries.** The Board returns to public session at 10:10pm. Selectman LaCourse **moves** to seal the minutes. Chairman Bugbee, seconds. All in favor. **Motion Carries.**

Chairman Bugbee states that the Board has voted to allocate \$11,400 to full and part-time staff for bonuses and the list will be available at some point in the future.

15. Selectman LaCourse brings up what Mr. Kindberg mentioned during public comments regarding the policy using the pavilion. TA Glover suggests taking a wait and see approach. If it turns out that there are problems then we can address them then. The Board agrees that there should be a basic list of rules posted such as no drinking, smoking, camping, tenting overnight, open fires, etc. A sign will have to be constructed. The Board asks TA Glover to prepare a draft set of rules for review.

For future notice, the TA lets the Board know that there will be an individual coming before the Board to request permission to park his food truck at LRP on the weekends.

16. Selectman LaCourse **motions** to adjourn at 10:17 pm. Chairman Bugbee, seconds. All in favor. **Motion Carries.**

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Minutes transcribed by:

  
Denise Duval, Town Secretary

4/25/16  
Date

Minutes accepted by The Lee Select Board:

  
Scott Bugbee, Chairman

  
John LaCourse

  
Cary Brown