

SELECT BOARD MEETING MINUTES

August 15, 2016

PAGE 1

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

Others present: Caren Rossi, Bill Humm, John & Anne Tappan, Roger Rice, Katrinka Pellecchia, Peg Dolan, Randy Stevens, Paul Gasowski, Joanne Clancy Larry Kindberg, Chief Dronsfield and Town Secretary Denise Duval.

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

Caren Rossi announces that the existing Mobil station has received a permit under its new company because the Mobil station is no longer going to be there after September 15th. The permit is for the remodel of the existing building by Lee Circle Development. The business will be closed for at least 3 months for the remodel. There is a partner involved which is not public yet. The business is due to reopen December 15th. Ms. Rossi cannot release the name of the gas station yet.

3. Larry Kindberg, member of Facilities Committee, reports that this Committee met last Monday. There are four members: Himself, Deb Schanda, Paul Gasowski and David Meeker. Deb Schanda is going to Chair this Committee. The next meeting is on Monday, August 22nd at 6:30pm. Mr. Kindberg says that at this meeting they just organized and figured out where they were going to start. He will leave the rest up to Deb.

Selectman Brown points out that there are only 4 members. The charge calls for 9. Three of the four members are sworn in. David Meeker is the last to be sworn in per the Town Secretary.

4. Larry Kindberg is requesting that the Select Board direct the Highway Supervisor to do something with the dirt and gravel piles in Little River Park. He says that there is a permit that is expiring so something needs to be done.

Randy Stevens, the Highway Supervisor, presents for clarification the Department of Environmental Services document which indicates that the Alteration of Terrain Permit that Mr. Kindberg is referring to expires on April 14, 2020. He indicates that the piles can be moved or marked for a purpose. There is a discussion of the various things that the material was going to be used for. Mr. Stevens offers to do an inventory of the piles and bring it back to the Board at a later date. They talk about the knot weed in one of the piles and the possibility of expanding the parking lot. There are about 57 spaces right now. Mr. Stevens will investigate expanding the parking lot to the left. He also wants to spread out the knot weed pile to see if it sprouts this fall. He says they may need to put winter rye on it before the winter.

5. Caren Rossi is present to speak for Jim Banks who could not make it tonight. Mr. Banks is proposing a 2 phase electrical project at Little River Park. The first phase he would like to complete prior to the fair and would consist of a bigger receptacle on the panel over on the building that is away from the road and move the existing twelve kilowatt panel to the existing electrical building which would bring the power on the correct side of the road. Then add additional receptacles on that building to be used for events. This would cost \$750. The 2nd phase would be more receptacles (plugs) along the beams, and lights inside the pavilion. There is a deeper discussion about the lights.

They start to discuss where the money will come from to pay for this when Larry Kindberg comes forward and says that the Recreation Commission is not included at the table with a lot of these discussions which is an issue for the Rec Commission. He indicates that they are going to have extra money in their program budget at the end of this fiscal year. TA Glover points out that previous Boards have made it the mission of the Rec Commission to only be responsible for programs and not facilities and until that changes we are still operating under the previous mission. Mr. Kindberg wants to get on the agenda to discuss getting the RSA requirement reinstated with the Rec Commission so that they can be at the table for these negotiations. He says there are 4 members on the Rec Commission. Mr. Kindberg states that this is the feeling of the Rec Commission at this time. Chairman Bugbee suggests putting this on the next meeting. Mr. Kindberg will not be available until after September 20th. The Chairman suggests scheduling the conversation for the next meeting after that.

All resume talking about where the money is to come from. Chairman Bugbee suggests splitting it three ways between the Rec Commission, the Fair Committee and the Town. Larry Kindberg asks how they would get a vote from the Commission members to allow money to come out of their budget for this. Ms. Rossi states because the Selectman vote regarding how the money is spent out of the Rec Commission. Selectman LaCourse adds that the Rec Commission is advisory and the Board has full control. Ms. Rossi adds that the motion would have to be contingent upon the Fair Committee agreeing upon the expenditure. The Board agrees to go with splitting it 3 ways over 2 ways. Chairman Bugbee moves to expend up to \$750 to allow Jim Banks and Christopher Smith to make the changes to the electrical system at LRP as outlined and allocate the payment as follows: \$250 from the Rec Commission, \$250 from the Fair Committee and \$250 from the Building and Grounds Operating Budget. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

6. a) Roger Rice informs the Board that the skid steer bid came down to Bobcat or John Deere. Both machines were tested. The documents that Mr. Rice presents do not match up with the bid proposals that were submitted in August. There is confusion with regards to whether or not the backup camera is included in the Bobcat bid and what the warranty is. The TA clarifies that there was a bid package put out that was reviewed by Mr. Stevens and Mr. Rice which was based on this Bobcat machine with the A51 option package. Now after the bid results are in there are conversations and changes being made which is not how this is supposed to work. TA Glover offers to speak with the representative from Bobcat. Selectman Brown says that all we need to do is reconfirm the bid spec as it went out and what the offer is. Selectman LaCourse asks if this is a rush item. Mr. Rice doesn't say yes or no. Chairman Bugbee says it sounds a little messy. Selectman LaCourse agrees. The Board instructs the TA to have a conversation with the Bobcat representative to get something in writing that includes what they are offering and a price. Chairman Bugbee would also like to investigate selling the used Bobcat on our own vs. trading it in. The TA will make sure that the purchase price from Bobcat does not change if they do not include the trade in. The Board will revisit this at the next meeting on August 29th.

Randy offers some examples off the internet of what used Bobcats are going for. The Board wants to investigate getting more money for selling it outright.

- b) Roger Rice and Scott Bugbee attended the Lamprey Regional Cooperative meeting on August 9th. There are some conflicts happening between Northwood and Rollinsford and the

Lamprey Regional driver. These two towns are threatening to leave the Coop. This would affect costs. On August 11th the Town Administrator and one Northwood Selectman came to the Transfer Station for a visit and tour. There is going to be further discussion surrounding this matter on August 23rd. Chairman Bugbee adds that our facility is much admired by other towns.

7. Chairman Bugbee, on behalf of the 250th Committee, informs the Board that the Committee needs to restock their inventory and are looking for approximately \$800 to expend; therefore, they need to ask for permission since it is over \$500. Next they would like to contribute \$5000 towards the fireworks that are being proposed by the Fair Committee. Finally, the Committee is requesting \$590 to pay the Freese Brothers Big Band. Chairman Bugbee moves to allow the 250th Committee to expend \$590 for the Freese Brothers Big Band to play at the Settlers JubiLee on August 25th and for up to \$800 to purchase commemorative souvenirs to sell at the Lee Fair on September 10, 2016 and at other venues. Selectman Brown, seconds. All in favor. **Motion Carries.**

8. a) TA Glover opens up the discussion as to whether the Board wishes to move forward with investigating the possibility of having potable water at LRP. There are certain hoops the town must jump through to accomplish this. The first step is to have the water tested to give us an indication of what we would have to do to treat the water. There are different levels with regards to certifications. Hopefully we would fall in the middle. Mr. Stevens has volunteered to test the water. The Board agrees to have Randy test the water. Money to come out of the Capital Reserve Fund.

b) Vachon, Clukay questioned our Veterans Memorial Fund and suggested moving those funds into the General Fund. As best as the TA and the Finance Officer can determine, this fund was created prior to 1999 and they are not exactly sure for what. It has had one withdrawal for \$250 in 2001 which was donated to the VFW Post for work done on the memorial at the PSC. TA Glover relays a conversation she had with Marianne Banks regarding the maintenance of the memorial. Chairman Bugbee moves to transfer the balance of \$269.00 from the Veterans Memorial Fund to the Town's General Fund and then to close said Veterans Memorial Fund. Selectman Brown, seconds. All in favor. **Motion Carries.**

d) TA Glover informs the Board that there have been some discussions about electronic message boards. Chairman Bugbee heard people say that they throw junk mail out such as the mailers that went out for the 250th. He is looking for way to get messages out to those people. This is why he thinks ~~about~~ putting something inside the Transfer Station. Everyone goes there.

Chief Dronsfield adds that he is looking at replacing his radar / speed trailer with one that does traffic counts and acts as a message board. He suggests the town sharing this one. His plan is to do a warrant article. Ms. Rossi adds that the EOC is looking into finding a used one. Chairman Bugbee was also thinking about asking BackBay Networks about putting a large TV monitor in the Transfer Station scrolling a PowerPoint presentation. The Board would like to continue this conversation at the September meeting.

e) TA Glover forwarded the proposed contract changes from the attorney at Primex to RS Fireworks. She is still waiting for a response. The TA asks the Board how they will want to proceed if RS does not want to make changes to the contract. Chairman Bugbee moves to

conditionally approve the contract from RS Fireworks for a display at 8pm on 9/10/2016 with a rain date of 8pm on 9/11/2016. The contract price is not to exceed \$8000 and is to be funded as follows: \$500 from the Lee Fair Fund trust account; \$2500 from Recreation account #01.455201.000.03 and \$5000 from the 250th Committee upon satisfactory acceptance of the contract terms. Selectman LaCourse, seconds. All in favor. **Motion Carries.** Bill Humm heard rain date of 7/11/2016. Friendly amendment made by Chairman Bugbee to indicate rain date of 9/11/2016 at 8pm. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

f) TA Glover reminds the Board that the leash law decision still needs to be finalized. The Conservation Commission as a whole is not in favor of a leash law. Cemetery Trustees are ok with whatever the Board decides. There is no rule against dogs going into cemeteries at this time. The rules that the Board adopted recently relative to LRP do require that dogs be on leash. Selectman LaCourse and Chairman Bugbee are ok with the way things stand. Selectman Brown thinks it should apply to town property (i.e. adjacent to town offices), but the other two selectmen do not wish to extend restricts elsewhere. There has been no feedback relating to the doggie waste stations.

c) TA Glover states that further conversations with the Fire Chief and Fire Marshall it appears that the Town does not have enough to go after the owner of the Come & Go at this time.

g) There is no miscellaneous.

9. Chairman Bugbee moves to accept the Consent Agenda as presented. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

While signing documents, there is a discussion surrounding the lack of new participation on the Facilities Committee and the lack of attendance at the Library Listening Session. Selectman Brown thinks that the Board should intervene. Selectman LaCourse informs the Board that on August 18th the Planning Board will adopt the Master Plan and then they will be reporting to the Select Board. Chairman Bugbee states that they need to do something about the Town Hall. He is frustrated with the Facilities Committee in terms of how much progress they have made. Mr. Guadano needs to be involved sooner than later so that they can engage the public. Selectman Brown states that before the public is brought in we need to know what this and that are going to be and we don't even have that yet. Selectman LaCourse points out that in the past the Board has had a representative on these types of committees to keep them moving and on point. Chairman Bugbee suggests doing that again because they are not moving fast enough. Selectman Brown is game to get involved. There is a healthy report from the last committee that should be utilized and the energy report that is presently being done. Selectman LaCourse thinks that the vision and direction should come from the Board. Selectman Brown points out that there are funds that already exist that the Town can use to build a building. Moving everyone into the Public Safety Complex should be looked at hard and decided upon. Chairman Bugbee is waiting for the auditors to inform him of what the fund balance is because he would like to use \$500,000 to build a new building on Stevens Field and move everyone into that. He is not in favor of moving anyone into the PSC. He would move the Town offices, Planning, and Clerk's office. Ultimately, Chairman Bugbee would like to see the Town Hall renovated and used as community space and connected to the library. His fear is that this process could take a year or two. Selectman Brown states that we don't have to do everything by committee. The

SELECT BOARD MEETING MINUTES

August 15, 2016

PAGE 5

Board can make some decisions such as looking into what it would take to build a building there and how much it would cost. The Town has expended an inordinate amount of money on studying what to do about this situation. Selectman Brown states again that it is within their purview to make a decision. He wants to see a decision before next year. TA Glover says if the Board is thinking of putting together a warrant article then they should get moving on it. Chairman Bugbee is up for moving forward. The Board agrees to do this as a group which will include themselves, the TA, Town Secretary, Finance Officer, Planning and Zoning Administrator and the Town Clerk. They schedule a lunch work session for August 26th starting at 11:00am.

TA Glover discusses with the Board a call she received today from the new Oyster River Youth Association Director to talk about scheduling games on Stevens Field. TA reminds the Board that there was a hold put on playing on Stevens Field. TA spoke with Mr. Stevens today about the condition of the field and due to the recent lack of rain it is not in good condition. She asks the Board if they want to continue the ban on playing on the field. The Board agrees to leave it offline for the time being.

10. Chairman Bugbee **moves** to accept the Select Board Public and Non Public Meeting Minutes from July 18, 2016, August 1, 2016 and July 27, 2016. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
11. Chairman Bugbee **moves** to accept Manifest #3 and Weeks Payroll ending August 14, 2016. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
12. Chairman Bugbee **moves** to enter into Non-Public Session per NH RSA 91-A: 3 II (c) at 7:56pm. Selectman LaCourse, seconds.
Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.**
The Board returns to public session at 8:20 pm.
13. Chairman Bugbee indicates that the Board is not sealing the minutes from the non-public.
14. Chairman Bugbee gives an update on the JubiLEE festivities scheduled for August 25th. (ed. See the Lee E-Crier for a complete schedule of events.)
15. Chairman Bugbee **motions** to adjourn at 8:30 pm. Selectman LaCourse, seconds. All in favor.

Motion Carries.

Minutes transcribed by:

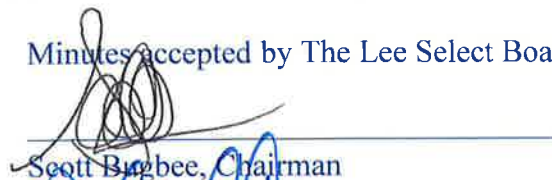


Denise Duval, Town Secretary

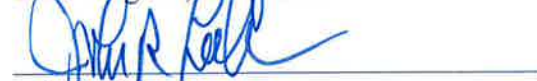
8/29/16

Date

Minutes accepted by The Lee Select Board:



Scott Bugbee, Chairman



John LaCourse



Cary Brown