

SELECT BOARD MEETING MINUTES

September 12, 2016

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

Others present: Caren Rossi, Pat Barbour, Ron Pitkin, Patricia Jenkins, Bill Humm, Tom Loureiro, Deborah Schanda, Carla Wilson, John and Anne Tappan, Randy Stevens, Paul and Annie Gasowski, Katrinka Pellicchia, Roger Rice, Laura Gund, Chief Dronsfield, Chief Nemet, Town Secretary Denise Duval and Cord Blomquist.

1. Chairman Bugbee calls the meeting to order at 6:30 pm.
2. Chairman Bugbee opens the meeting up to public comment.

Paul Gasowski, 46 Lamprey Lane, is speaking as an individual and specifically in reference to what happened at the August 15th Select Board meeting which has bearing on tonight's agenda. At that meeting, which Mr. Gasowski attended, following the approval of the Consent Agenda, the Select Board began to discuss the Library Listening Session and the desire on the part of the Board to build a new Town Hall on Stevens Field. Mr. Gasowski says that the Board acknowledges that the room is empty. Mr. Gasowski says that the room is empty because the Consent Agenda is used to discuss items that don't warrant discussion or have little interest to the public and can be put there to be handled unanimously by the Board. While the Board was signing these papers, the Board entered into a discussion where Mr. Gasowski thinks that the Board made a decision, advanced proposals and they mocked the public for not being present. He believes that the Chair or the Town Administrator should have stopped this discussion.

3. Chairman Bugbee states that the Board did have a discussion as Mr. Gasowski referenced. The Board felt strongly about moving forward on this matter. The Facilities Committee is still working and this is parallel work being done. There was a work session on the 26th with the people who would be affected by this particular move. These people are going to come back to the Board with proposals in terms of their space and what their needs are. He would like to hear from those here today regarding their thoughts and concerns.

Selectman LaCourse states that the goal here was to put a thought out there for discussion. The Town Hall was identified as in bad condition by the previous committee and the Charrette. The idea was to investigate can we do something at this time. He is looking for open discussion. This does not mean that the Library or other departments are not being considered in this particular thrust. Right now it is a point of discussion.

Annie Gasowski states that the Library is adamant about whatever plan comes forward needs to be a full plan not just piece meal and not just taking care of the town employees but taking care of the needs of the Town and what the community wants and needs.

Roger Rice thinks that the Town would be best serviced with a design build firm rather than an architect. His opinion is that a building on Steven's Field would be a very good idea.

Deborah Schanda, Facilities Committee Chair, states that the proposal from the Town Center Committee was weakly received because its directive was vague. This Board has charged the Facilities Committee with very specific deliverables which are to review and document the existing land and buildings; to review and document the requirements of each department to

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develop a set of proposals with cost and present those to the Select Board with a recommendation. She does not understand why this Board decided to go off on its own and start doing exactly what they have charged the Facilities Committee with doing. Ms. Schanda states not only is it basically an insult to the Committee, it also diminishes the credibility of the Committee. She thinks it is redundant, will cause time to be wasted and could result in conflicting proposals for which within the charge there is nothing specified as to how those would be resolved. She does not understand why the Facilities Committee was not invited to this August 26th meeting.

Chairman Bugbee was very frustrated with the Facilities Committee because it was his understanding that they had not met for months. Ms. Schanda states that the group has met on 8/8/16 and 8/22/16.

Selectman LaCourse states that they do not wish to disband but maybe this will bring more membership to the Committee. Ms. Schanda says that still doesn't address all her concerns that she has brought up thus far.

Selectman Brown states that during the August 15th meeting the Board discussed the fact that Mr. Kindberg was going to be away for an extended period of time which left 3 members. They discussed getting something started on the project. Selectman Brown spoke to Ms. Schanda at the JubiLee dinner and said that the Board has no desire to usurp the Committee. They want to work in parallel and the Board will come to the Committee when they come up with something on paper. They did say they wanted to start making progress on this matter. Chairman Bugbee adds that the agenda is only something for them to follow. Just because an item is not on the agenda does not mean they cannot discuss it. The agenda is for the Board's use and the Board had accepted the Consent Agenda as presented.

Selectman LaCourse states that the Board is trying to provide vision.

Katrinka Pellecchia attended the August 15th meeting to hear about what was going to be said about the Town's Facilities Committee. Mr. Kindberg got up and said that they had met once and had elected Deb Schanda as Chair. Ms. Pellecchia has been involved with this since 2006. She is concerned with what the Board is going to do and would like to know what procedure the Board is going to follow. Chairman Bugbee assures everyone that no decisions were made. He envisions this going forward in multiple phases. First, AG Architects should be brought in to engage the public. Selectman LaCourse agrees.

Bill Humm, Birch Hill Road, believes that the Board thinks they are operating from solid, benign beliefs in terms of thinking that the process they have outlined is going to be helpful and will move things forward expeditiously. From where he is sitting, the exact opposite is true. It feels totally bifurcated and the result at the end of the process seems that the Facilities Committee will have some plan of action, the Select Board will have some other, and the public is saying what the hell is going on.

Ron Pitkin, Wadleigh Falls Road, was on the Town Center Committee and he knows it is very frustrating. He thinks everyone is trying to do the right thing. The survey (Master Plan) at the end was devastating; no one wanted anything. As a tax payer and resident, he would like to see

this move forward and hopefully the Board and Committee and work together. He appreciates everyone's time.

Patricia Jenkins, Heritage Commission, states that she speaks on behalf of the future of all the other town buildings. She states that whatever is done needs to include what is happening with the Town Hall, the Hobo Shed and the Annex. If we move forward without a plan on what to do with our historic center then we are going to lose it. Selectman Brown states that there was never any question about that. Chairman Bugbee states that this issue has a sense of urgency. The Town Hall is deteriorating.

Chairman Bugbee shares the idea of using the undesignated fund balance which is money already paid by the tax payers. This is a way to avoid hitting the tax payer's pocket books again. Then the trust fund money that was set up for the Library could be repurposed for renovating the Library.

Selectman LaCourse suggests that at this point maybe the Board should step down at this particular time and allow the Facilities Committee to take control but take the Board's advice to hire AG Architects and work with them. He sees enthusiasm and if the Chair will take on this responsibility then he would be happy to go forward this way. Chairman Bugbee is worried about the amount of work involved for just 4 individuals. Selectman LaCourse is hoping this will create enthusiasm to find other members for this committee. Selectman Brown says it is probably a good idea. He wants to stay close to the progress that is being made or not being made. He reads from the charge: "The Committee will serve in an advisory capacity but because of the many entities involved it will work with all Boards, Commissions and Committees and well as Town Staff to develop a plan." Some of the information since the last committee has changed such as whether there is a ledge or vernal pool issue. A new member was approved tonight. Chairman Bugbee wants to see something ready for presentation for the public to comment on this fall.

4. Randy Stevens repaired and rebuilt parts of the walking bridge for the fair. Mr. Stevens predicts it will last for 3-4 more years.

Mr. Stevens passes out the diagram of the LRP parking lot with the two areas highlighted that could be extend the parking spaces. The cellar hole is shown at its corrected location which takes away some spaces allowed in the north end. This would only allow for about 10 new spaces in the upper area. The longer area could fit 16 spaces. Chairman Bugbee asks Mr. Stevens to contact Eversource to see if they would have a problem with us expanding over their underground conduit. Selectman LaCourse thinks that the Town should move forward with creating new spaces in the southern section. Selectman Brown viewed this cellar hole. It is not marked nor is there a posted warning of a considerable hole there. The Board would like the TA to ask the State if filling this hole would be acceptable at this time. Chairman Bugbee **moves** to grant the Road Agent permission to spend up to \$5000 to create extra parking spaces in the southern part of the LRP parking lot. Selectman Brown, seconds. All in favor. **Motion Carries.** Money to come from the contingency fund. Chairman Bugbee asks for an update on how much this is going to cost.

Mr. Stevens had the water at LRP retested and it is fine this time, absent of any bacteria. The Board would like the TA to provide a quote from an outside source as to how much it would cost to have someone else operate/manage the potable water. Mr. Stevens will find out how much water our water system uses at LRP first before any decision is made. He will also ask what the State needs for a design to accompany the permit and bring this information to the next meeting. All this new information to be brought to the next meeting on September 26th.

5. The Police Department applied for a STEP Grant from the NH Highway Safety for 87 hours of Radar Speed Enforcement and was granted it. One of the requirements of the grant is that you try to do an average of at least 3 stops an hour. Out of the 37 towns that applied, Lee was in the top 10 for average stops per hour. Chairman Bugbee **moves** to accept the NH Highway Safety STEP Grant in an amount not to exceed \$8881.50 and to authorize up to \$2220.38 in Police Department in kind services and allowable expenses. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
6. a) Julie Glover updates the Board on the town-wide revaluation process. Commerford, Nieder and Perkins, the firm that is doing the revaluation, and MRI, our assessors that are overseeing their work, came to an agreement about the preliminary value list and this has been posted on the website. A letter went out to every taxpayer on 9/9/2016 and the dates for appointments will be Saturday, 9/17 9am – 1pm; Monday, 9/19 3pm - 7pm; Tuesday, 9/20 9am – 5pm. All appointments are in the 1st floor at the PSC. If anyone has questions or issues with their assessment they need to call Commerford, Nieder and Perkins. Their number is on the letter.

b) The Board tabled the discussion regarding the allocation of FY17 salary pool until the next meeting on September 26th.

c) NHMA Legislative Policy Recommendations. Chairman Bugbee states that the Board votes no to #10 which is Municipal Departments and MV Information; no to #25 which is Perambulation and no to Floor Proposals 1-7. Selectman Brown, seconds. All in favor. **Motion Carries.** The Board agrees that Chairman Bugbee will represent Lee as its official voting delegate at the 2017-2018 Legislative Policy Conference on Friday, September 23, 2016 at 9am.

d) TA Glover informs the Board that they are still working on the Internal Controls Questionnaire and will have it for the next meeting.

e) TA Glover informs the Board that one bid was received for the Town's 2005 Chevy Impala. Chairman Bugbee **moves** to accept the bid from Cheryl Geddis in the amount of \$750.00 for the 2005 Chevy Impala and transfer ownership upon payment in full. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

f) Walgreens would like to continue to partner with the Town of Lee to hold a Flu Clinic at the PSC. There would be no cost to Town of Lee employees. Chairman Bugbee **moves** to authorize the TA to enter into an agreement with Walgreens to conduct a community Flu Clinic at the PSC on September 27, 2016 from 1-2pm. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

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g) TA Glover informs the Board that Mr. Bill Stevens was able to get up into the attic of the Annex to investigate. She passes around a few photos of the items that are up there. TA proposes a group of them to clean it out on Monday, September 19th including Randy Stevens, Caren Rossi and Bill Stevens. The Board is ok with this plan. She will advise the Heritage Commission.

TA inquires about Advisory Budget Committee meetings. Chairman Bugbee states that the ABC is meeting on September 14th and it appears that Wednesdays are the best nights for the Select Board members to meet along with the ABC members. The TA has sent out the information packets to the social service agencies.

7. Chairman Bugbee **moves** to accept the Consent Agenda as presented. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
8. Chairman Bugbee **moves** to accept the Select Board Public and Non Public Meeting Minutes from August 29, 2016 and the Work Session Minutes from August 26, 2016. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
9. Chairman Bugbee **moves** to accept Manifest #5 and Weeks Payroll ending September 11, 2016. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
10. Chairman Bugbee informs everyone that Ann Driscoll is not available on October 5th for department head training. Chairman Bugbee asks the TA to reach out to the department heads regarding possible dates. He proposed lunch time on October 12th or 19th. They agreed on starting with Team Effectiveness then Process Improvement to Managing Change. The people included in this training would be Police and Fire Chiefs, TA, Planning and Zoning Administrator, Road Agent, Transfer Station Manager, Town Clerk, Library Director and Select Board.

Chairman Bugbee also would like to publicly thank all the people who volunteered and participated in the fair. It was an excellent event. Fireworks were excellent.

Selectman LaCourse states that the Planning Board did approve the Town of Lee Master Plan. Selectman Brown asks if the Planning Board reviewed the 10 year plan? Selectman LaCourse states that they are working on that now.

TA reminds the Board that tomorrow is the NH Primary Elections.

11. Chairman Bugbee **motions** to adjourn at 8:31pm. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

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Minutes transcribed by:




Denise Duval, Town Secretary

9/26/16

Date

Minutes accepted by The Lee Select Board:



Scott Bugbee, Chairman



John LaCourse



Cary Brown