

SELECT BOARD MEETING MINUTES

October 11, 2016

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

Others present: Larry Kindberg, Pat Barbour, Roger Rice, Art Guadano, Randy Stevens, Paul and Annie Gasowski, Deb Schanda, Katrinka Pellecchia, Chief Dronsfield and Town Secretary Denise Duval.

1. Chairman Bugbee calls the meeting to order at 6:30 pm.
2. Chairman Bugbee opens the meeting up to public comment. There is none.
3. Chief Tom Dronsfield reminds the Board that part of the process to purchase in-cruiser video cameras was to apply for a \$10,000 grant from NH Highway Safety which they did and have received. Today is the Public Hearing to accept this grant money. Chairman Bugbee opens the public hearing and asks for comments. There are none. The Chief hands out an example camera for the Board to see. According to the Chief, it will cost an additional \$17,000 to install the cameras. This was going to come out of his budget, but unfortunately in the past 3 weeks he has had to replace 2 engines in the two older cruisers. He will need to hold back until the end of the fiscal year to see how that phases out. There is a cradle that the device goes into and it automatically downloads it to the server and charges the camera back up. Bill 617 that goes into effect in January will preclude these videos from 91-A requests unless it is a shooting or excessive use of force. The camera will record up to 9 ½ hrs. Chairman Bugbee closes the public hearing and moves to accept the NH Highway Safety Lee In-Cruiser Video Grant in an amount not to exceed \$10,000.00 and to authorize up to \$10,000.00 in Police Department in kind services and allowable expenses, to come from the Police Operating Budget. Selectman Brown, seconds. All in favor. **Motion Carries.**
4. Chief Scott Nemet reminds the Board that Lieutenant Dan Brothwell and Maxwell Brown left Lee to work in new departments. Emery Eaton has moved into the full-time Lieutenant position. He has currently taken on the Apparatus and Equipment Coordinator and Communications Coordinator. Quinn Duffy took over the 34 hour part-time position. His other duties include EMS Coordinator. Devon Skerry took over Emery's 24 hr a week position. His other duties include Personnel Protective Clothing and SCBA Coordinator.

Chairman Bugbee allows Selectman Brown to add a Racetrack Committee update at this time. Selectman Brown states that the Committee was able to agree where they would place a permanent microphone within the racetrack property. A pole has been put into place and the equipment has been mounted. The race for this past weekend was rescheduled to the 23rd due to the rain. The racetrack has done several things to help get the noise levels down including putting panels up and redirecting the speakers. They have also been on the racers to make modifications to their mufflers if necessary. The Committee is working on drafting a new ordinance to present to the Board.

5. Chairman Bugbee reminds everyone that Mr. Art Guadano presented to the Board 2 years ago and the Board chose his group AG Architects to work with the Town of Lee to perform a Municipal Facility Needs and Site Alternatives Analysis. Then the project was put on hold. Since then the last Town Center Committee produced its own report that the TA will send to Mr. Guadano. Chairman Bugbee states that at this time they would like Mr. Guadano to help

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the Board by engaging the community and finding out what they would like to see happen. Chairman Bugbee informs Mr. Guadano that there is a newly formed Facilities Committee. Selectman LaCourse states that the Town Hall is problematic but at the same time the Library has been a major push as well. All the buildings have to have a needs assessment but there is a focus on the Town Hall and the Library in his mind. Mr. Guadano asks if there is still an interest on the town's part to eventually do a Library. Selectman LaCourse said that the Master Plan indicated that modifying or building a new library was low on the list; however, he still thinks that there is a need out there and it should be considered. The Library Trustees should be consulted. Selectman LaCourse says that nothing is off the table. Mr. Guadano suggests sitting down with the Board and Committee and do a little goal setting. Mr. Guadano is available to attend the meeting on October 18th. Chairman Bugbee would like to see something ready for the Deliberative Session. The Town Warrant has to be posted by the last Monday in January. Chairman Bugbee would also like to have costs associated with each scenario. Mr. Guadano thinks that his initial proposal would be a good starting point. Selectman LaCourse agrees. Chairman Bugbee points out that the structural issues with the Town Hall is an important piece that is apparently not widely known. This information needs to get out to the public and subsequently engaging them in the process. Selectman LaCourse asks the TA to get a copy of the Master Plan to Mr. Guadano. Chairman Bugbee lets Mr. Guadano know about the TV going in at the Transfer Station to help with notifications.

6. Caren Rossi informs the Board that an agreement has been reached for the last UNH building that was for sale. The company currently is in Miami Florida. They are a drug and alcohol counseling and treatment center. This would be a lease to own situation.

Ms. Rossi reminds the Board that there was a rain garden made between Mast Way School and the Church. The Church is going in front of the Planning Board this Thursday to ask for a lot line adjustment. They want to give the land to the school due to liability reasons. If they stop doing the rain garden the land will revert back to the church.

7. Larry Kindberg states that the Board had asked the Rec Commission to assess the potable water needs for LRP. The Rec Commission is questioning the reason and/or need for potable water at LRP. He states that there have been numerous problems at other recreational facilities around us with potable water. The Rec Commission is not excited about having potable water there. If it has to be there they would suggest building a structure around the well and using a spring loaded valve on the water and a changeable head. He reminds the Select Board that as far as their CIP and Trust Fund they have phase II of the landscaping coming up for \$7000. Mr. Kindberg says that the fall is not the time to plant a tree. They will wait until spring. The Commission wants to put in a warrant article asking to use the \$7000. Mr. Kindberg states that the Commission also has \$20,000 in the CIP to refurbish the tennis court and fencing. Selectman Brown asks when they will get the estimate for the tennis court. He says he does not have a timeline yet. Selectman Brown would like to know what they would be facing. Mr. Kindberg has no idea how much it will be but once he gets it he will bring it back to the Board.

The programs for 2017 are the Easter Egg Hunt, Fishing Derby and Model Rocket Day. They would like to add a movie night in the early summer for kids and one in the fall for adults. They are looking at doing a bonfire in the fall at LRP. Selectman Brown asks where they stand on a part-time person to help with more programming. Mr. Kindberg said it was taken out of their

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budget. They are going to ask for it again this year. He says it would be helpful to have someone available to develop programs.

Selectman LaCourse asks if the plan he has in front of him is the landscape plan for LRP. It is. Chairman Bugbee says that he has spoken to the Conservation Commission regarding the soils issue and he was told that there is a way that they can water the tree with a device called a bladder. Mr. Kindberg says that they will engage the CC for help on this because they are certainly not experts. Chairman Bugbee tells Mr. Kindberg that Mr. Stevens cleared out a few areas under the trees when he was expanding the parking area in addition to clearing along the side of the general purpose fields. These areas would be good for putting down chips and adding picnic tables. Mr. Kindberg said that's a possibility but getting shade around the pavilion and building landscaping there would be beneficial. Selectman LaCourse says he thinks we should move forward on this.

Mr. Kindberg asks whether the Board has gotten anywhere with the authority of the Rec Commission that was taken under advisement at the last meeting. Chairman Bugbee and Selectman LaCourse say that they haven't discussed it yet.

8. a) TA Glover informs the Board that the Chief has concerns about the water at the PSC as it was causing damage to the cruisers. Chief Dronsfield states that the hardness of the water was staining the glass and the paint on the cars. Selectman LaCourse moves to install a water softener at the PSC and have the TA, Police and Fire Chiefs work together to get a system to alleviate the issue that is associated with the cruisers and fire equipment. TA says they will return to the Board for a motion to confirm the cost and where the money is coming from. Chairman Bugbee, seconds. All in favor. **Motion Carries.**

b) TA Glover informs the Board that the Annex attic is cleaned out and does not appear to be leaking. It also appears that the substructure is sound. Chairman Bugbee would like to hold off on a new roof until they decide what is going to happen to the buildings. Even without doing the sheathing it would cost \$10k. Selectman LaCourse agrees that they should hold off.

c) TA Glover reminds the Board that the tentative department head training was scheduled for November 2nd, but Selectman Brown expressed an interest in revisiting this topic. Selectman Brown personally thought that the cost was high and it was longer than he had expected as well. Chairman Bugbee would like to go ahead with it. He thinks it would be beneficial. The training is 9-12 and lunch 12-1. The Board agrees to do it.

Caren Rossi asks how much does it cost. The trainer's fee is \$1400 and there is a fee for each assessment.

d) TA Glover states that a previous Board had adopted a policy for Town employees for the use of the gym in the PSC, but the Fire and Police Chiefs are looking to adopt different policies for their departments that would allow employees to work out while on shift. The police chief has during the first and last half hour of the shift and the fire chief has it during the shifts. Right now the policy does not allow Town employees to work out at the gym during work hours. So the request is to change the policy to carve out what the police and fire departments want. Chairman Bugbee moves to grant the Police and Fire Departments permission to utilize the Town Gym during work hours per written guidelines provided by each department and; move

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to grant the TA authority to revise the existing gym policy to represent the above mentioned changes and bring said policy to the Board for final approval. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

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

e) TA Glover has one more item. Late today they received the MS-535 from the Auditors for the Select Board to sign. Once it is sent to the DRA then the Town will be in the queue for setting the tax rate.

10. Chairman Bugbee moves to accept the Public and Non Public Meeting Minutes from September 26, 2016. Selectman Brown, seconds. All in favor. **Motion Carries.**

11. Chairman Bugbee moves to accept Manifest #7 and Weeks Payroll Ending October 9, 2016. Selectman Brown, seconds. All in favor. **Motion Carries.**

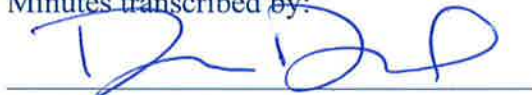
12. Chairman Bugbee **moves** to enter into Non-Public Session per NH RSA 91-A: 3 II (a) personnel at 7:38pm. Selectman LaCourse, seconds.
Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.**
The Board returns to public session at 8:32 pm.

13. Chairman Bugbee **moves** to seal the non-public meeting. Selectman LaCourse, seconds.
Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.**

14. Chairman Bugbee asks how the audit is coming along. TA Glover says that he seems to have all the information that he needs. It is now up to them to finish up.
TA Glover is working on a health insurance savings comparison for the Board and the ABC.

15. Chairman Bugbee will entertain a **motion** to adjourn at 8:36pm. Selectman LaCourse so moves. Selectman Brown, seconds. All in favor. **Motion Carries.**

Minutes transcribed by:



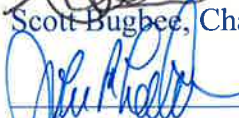
Denise Duval, Town Secretary

10/29/16
Date

Minutes accepted by The Lee Select Board:



Scott Bugbee, Chairman



John LaCourse



Cary Brown