

**MINUTES OF THE SELECT BOARD & ADVISORY BUDGET
COMMITTEE BUDGET WORKSHOP**

October 26, 2017

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Board & Committee members present: Selectman Bugbee, Selectman Brown, Chairwoman MacKinnon, Pat Barbour, Brian Burke and Thomas Murdoch.

Members not present: Chairman LaCourse and Cord Blomquist

Others present: Town Administrator Julie Glover

1. Selectman Bugbee calls the meeting to order at 7:00 pm and turns the meeting over to Chairwoman MacKinnon. The Cemetery Trustees are not coming this evening. The Ag Commission has not arrived yet so they begin with the Energy Committee.
2. Sharon Meeker representing the Energy Committee passes out information. She begins by informing the Board and the ABC that the Energy Committee has not spent the money that was generously given to them last year and that is because it takes a pile of research to know how to spend it. Clay Mitchell recommended doing the lighting first. They have been researching how to switch to LED's. There is a sample of an LED light at the foot of the stairs at the PSC. One of the electricians said it would be easier to just take the ballasts out. The Committee has spoken to the NH Coop who has a pretty good deal offering 50% off what it would cost to install ourselves. The Committee just received a proposal from ReVision Energy about putting solar panels on the roof of the PSC. The Committee has been working with the Transfer Station with regards to the new swap shop and the bulky waste. The Energy Committee is committed to finding a heating solution for this new building set up and they are paying for the new lighting. They are also investigating saving energy in the transfer station office with regards to installing new insulation.

The Committee is looking into writing a warrant article to learn more about offshore wind energy. They are planning to hold programs to educate the public. They are going to focus on outreach activities for 2018. The Committee is asking for \$1500 in their budget this year.

3. Erick Sawtelle, Ag Commission Chair, states that the Ag Commission is asking for \$1000. They have \$4500 in the budget now and the Farmer's Market has about \$1700. They have discussed for years, since the last Master Plan, that they would like to have an information center or kiosk. They do not have costs yet. The Commission has been thinking about mobile refrigeration as well that they can use at the fair as well as lend to other groups. This past year Mr. Sawtelle and another gentleman purchased a unit to use but it's questionable how long it will last. The Farmer's Market which is under the auspices of the Ag Commission is going to have some expenses. They are changing up how they do things and putting a lot more into advertising and possibly getting some entertainment.

Selectman Bugbee states that he read that Durham is thinking about reducing or closing their Farmer's Market because of lack of attendance. Mr. Sawtelle states that this was their 10th year in Lee. There are about 122 across the State of NH. Weekday markets have suffered mainly because the newness has worn off. People have to make a special effort to get there. The weekend markets have become more of a destination. Tina Sawtelle was the market master this year and added craft people and baked goods. After meeting last week, they have decided to keep going since the Market was up this year for everybody. That is not true for all markets in

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NH. Mr. Sawtelle states that vendors move to bigger markets to make more money. Exeter holds theirs at the same time as Lee holds theirs. Vendors do get burned out. They are trying to get more young people involved. Selectman Brown thought there was a lot of variety this year and that it did very well compared to last year.

4. Fred Schultz is here to represent Ready Rides which is a non-profit organization providing transportation for people over 55 years old and the disabled to their medical appointments. This year they had 21 people in Lee who were registered with them; 17 people used their service this past FY; total of 95 rides were provided to those 17 people. There are 3 Lee residents who volunteer as drivers. Their sister agency COAST gave 50 rides to people in wheelchairs from Lee. They are looking for drivers.
5. Kristen Welch, Director for Advancement at Community Action, is requesting on behalf of Community Action \$2000 which is the same as FY18. Community Action is an anti-poverty agency that serves about 10,560 households a year in Strafford County. Last year they provided over \$10 million in goods and services to the community. In Lee they served 102 households and provided almost \$60,000 in services. They work with the homeless, hungry, and people in need of job training. They provide early childhood education through head start and fuel and electrical assistance. They also help people budget. Selectman Brown strongly agrees with teaching people how to manage their money. Funding from towns goes into their operating budgets to help leverage the federal funds that they get. Every dollar that they receive from the municipalities lets them leverage about \$11 from federal funding. Selectman Bugbee reminds the Board that the Superintendent stated that there are 6 homeless kids in the District. This is becoming a really busy time of year. Camping and tenting time of year is over. They have a homeless outreach coordinator who goes out into the woods and works with the police departments to try to find people who are unsheltered homeless and provide with help to survive. She hands out their Annual Reports.
6. TA Glover states that this is the first time that Meals on Wheels has made a donation request to the Town of Lee. Jamie Shay, Director of Meals on Wheels, confirms that this is the first time. She came on board in January after being in Rockingham Meals on Wheels for 29 years. This agency had been struggling and that is one reason why she is here. Last year they helped 23 Lee residents. They provided 3156 meals and support services which includes the daily safety check. This program helps people stay independent and remain at home. They based their request on what it cost them in Lee. This program was supposed to be raising local funds to match. The State and Federal funds pay for about 55% of the cost per meal up to a cap and then they are supposed to raise the other 35%. This program had not been doing that and this is why the program had slowly been diminishing. The administration office is in Somersworth. There are 3 main sites: Dover, Somersworth and Rochester. The meals are catered and delivered to these sites; they package them and drivers deliver them. Lee is covered by Dover. 80% of the people they serve are homebound. 64% of their clients make under \$1218 per month. If under 60, there are income limits. Selectman Brown asks where the food comes from. Ms. Shay states that it comes from a caterer in Manchester. On average they do 460 meals per day. Volume and meeting nutrition is very difficult. There is a lot of discussion about how to reach and help the elderly.

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7. Paul Stoller is from Child and Family Services and they are a statewide agency with 13 offices across NH. They provide neo-natal care to elderly care. They fill in any gaps where they see them such as with the homeless youth program between the ages 13-18. This is a real at risk population. They just started a human trafficking project here in NH. They have had 34 cases this year already. They serve over 10,000 people of various ages across NH. 90% of their clients are under the poverty level which is about \$24,000 for a family of four. The 3 services that they have offered Lee are family counseling services, transitional living and homeless youth services and adoption services. They served 8 people from the Town of Lee last year which would estimate to be about \$3200 worth of serving. They have a youth outreach center in Manchester (which offers food, laundry, shower, GED training) and they run a van service in the seacoast. They are requesting the same as last year, \$1000. Pat Barbour asks how the kids know where to find them. Mr. Stoller said that it is mostly truly word of mouth. They don't advertise but they do conduct outreach. NH does not have a permanent homeless shelter for kids in the age group 13-18. After 6:00 pm the shelter in Manchester closes its doors and out the kids go. They serve about 5000 kids out of the youth center which includes temporary, van service and repeat children.

8. Matt Glode, Director for ORYA, states that this was his first full year as director and there were a lot of changes to the organization. A few highlights are they have a brand new website from the ground up which is more user and mobile friendly. They started a new communication platform that they send out to the community on a set schedule. They have moved ahead with a coach and volunteer communication tool called Team Snap. They have added a couple programs this past year. Field hockey was successful with 44 girls playing for the first time. There was an ultimate Frisbee program for the first time over the summer months which may not be the best time to hold this program with vacations and such. Fall is the high school ultimate Frisbee season. There was a huge increase in the basketball participation last season. There were 100 more kids than they have ever had. It was tricky scheduling all the gym usage. They had 2 Babe Ruth baseball teams this year. They developed a new MOU with the Town of Lee and UNH which added utilizing a new soccer and lacrosse-specific turf facility next to their football stadium. As part of that donation, the ORYA will have a guaranteed number of hours for usage on that turf for their programming. They had a dance program run by the UNH dance team for the first time which had about 30 kids. This season they are launching a new approach to hockey. The new program will only cost \$150, meets once a week for eight weeks using an equipment share system so that the kids can try out hockey before spending a lot of money. They have a small tennis program. Mr. Glode has been considering a golf program.

Selectman Bugbee says it looks like the participation went down about 5% but ORYA is asking for an almost 3% increase. Mr. Glode states that they switched to a new scheduling system which may not have captured everyone. They are looking at some additional expenses for this year. They just lost the Assistant Director in August and Mr. Glode has been on his own with an intern over the summer. TA Glover asks what ages participate in these programs. Mr. Glode says the vast majority is kindergarten through 8th grade. TA Glover asks: when ORYA reports that 578 kids participate from Lee; is that 578 unique individuals or one kid might have been in 3 programs so that counts as 3? Mr. Glode states that this number represents participation. So if Joe participates in soccer, baseball and hockey that would count as 3. He also has access to

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households that participate and households per sport. There are multiple ways to look at the numbers. This number is registrations not heads.

Chairwoman MacKinnon asks if there are sports that are not doing well. Mr. Glode states that most are consistent. Tennis was down overall; Lacrosse was up; Soccer and baseball were consistent; Hockey was down a little bit in terms of travel numbers; Yoga is no longer for this upcoming year; Dance overall was a little bit down; Football was up; Track did not go well due to inaccessibility of a track; Volleyball was done for the first time this year also.

TA Glover asks if they are looking for an Assistant Director. Mr. Glode has convinced his Board to hire 2 people. They finished interviews recently for Office Intern and Communication Coordinator and the other is Program Director. The team coaches are all volunteers. They have some skilled coaches that they hire at different times of the year for different reasons. They have not had too many problems getting coaches.

OYRA has been discussing giving money towards making the 'new' field at LRP a more playing surface. Mr. Glode says it is still in the discussion stages especially with the two new positions coming on board.

9. TA Glover states that the Town's current guidelines for funding social service agencies says that if an agency is new to the Town it goes on a separate warrant article. It would be up to the Board if they wish to do this with Meals on Wheels this year. Selectman Bugbee says that another rule is if they get county funding then Lee will not fund them. He says this would be considered double dipping. TA Glover does not remember seeing this in the guidelines. TA Glover states that she does not know who gets county funding at this point. She will look that up. They all provide financial statements to the TA. Brian Burke states that the guidelines can be changed by the Select Board and adds that it makes no sense to not fund them and then have to pay more money out of the Town budget to cover them by Town Welfare than what we would have had to pay to the agencies to cover them.
10. Thomas Murdoch makes **motion** to adjourn at **8:55pm**. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Minutes transcribed by:




Denise Duval, Town Secretary

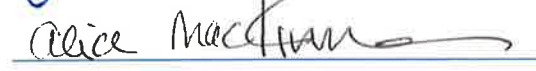
11/30/17

Date

Minutes accepted by The Lee Select Board and
the Advisory Budget Committee:



John LaCourse, Chairman



Alice MacKinnon, Chairwoman