

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

Others present: John and Anne Tappan, Randy Stevens, Bill Humm, Larry Kindberg, Chief Scott Nemet, Chief Tom Dronsfield, Town Administrator Julie Glover and Town Secretary Denise Duval.

1. Chairman LaCourse calls the meeting to order at 6:30 pm.
2. Chairman LaCourse opens the meeting up to public comment. There is none.
3. Selectman Brown informs the Board that he has accepted a full-time position with a foreign company. He does not expect that it will interfere with his Selectman duties; however, if it does he will advise the Board and he will resign. He will be stationed here and going back and forth to Switzerland.
4. Larry Kindberg is requesting to encumber the balance of their budget to utilize it for the landscaping project at Little River Park to commence in the fall. He states that they do not have any contracts in place yet, but are hoping the Select Board can find a way to allow them to encumber the balance. He has a quote from Pawtuckaway for trees. Mr. Kindberg states that there is an irrigation issue. Chairman LaCourse states that State Statute dictates that they need contracts in place in order to encumber the funds. TA Glover states that if the Board has a purchase order, invoice or contract by June 30th then they can encumber the funds. There is a discussion regarding an irrigation system that will need to be in place before the trees are planted. Chairman LaCourse moves to allow the Recreation Commission to spend up to the available amount that is in the operating budget on the condition that a contract or purchase order is signed by June 30th that will allow the encumbrance of funds. Selectman Brown, seconds. Selectman Bugbee asks if this is in addition to the \$7k that becomes available July 1st. TA Glover confirms that the Rec Commission will need to acquire a contract or purchase order for \$4000 to a specific entity by June 30th. She suggests that there be some caveat to this in writing that this is dependent upon having an irrigation system put in. In other words, she does not want the Town to be held to a purchase of trees and shrubs if the irrigation system cannot be installed for some reason. Selectman Bugbee suggests that Mr. Kindberg and the TA work together on this to make sure the correct language is used. Motion is on the floor. All in favor.

Motion Carries.

Larry Kindberg updates the Board on Movie Night which is taking place on Saturday, June 24th. It will start at dusk, approximately 8:30pm. The movie is the Never Ending Story. The screen size is 16' by 16'. Popcorn will be free.

Model Rocket Day is on Saturday, July 22nd.

TA Glover asks if there needs to be further discussion regarding mosquito spraying. Mr. Kindberg states that it's going to be a ruckus over that and he doesn't have time to fight over it. TA states that at the very least the Select Board would have to approve of mosquito spraying and the Select Board would probably want the input of the Conservation Commission. There is also a permitting process with the State. She suspects that it would take more than 5 days to complete this even if the Board and the Conservation Commission approved it. Selectman Brown advises people to bring repellent.

5. Bill Humm, Conservation Commission Chair, stated that on June 8th he attended an event at the intersection of Lee, Madbury and Durham to celebrate the acquisition of the Powder Major Forest. At that event he was presented with an award to bring to the Select Board which reads “Town of Lee with great appreciation for your leadership and partnership in conserving the Powder Major’s Forest in Madbury, Lee and Durham. –Society for the Protection of New Hampshire Forests 2017”. Chairman LaCourse thanks Mr. Humm for of the hard work that he and the Conservation Commission does.
6. Randy Stevens briefly talks about the irrigation system (at LRP.) He states that the problem with a drip system is that the pump needs 70lbs of pressure to work. We would have to put in storage tanks so that the pump would turn on to fill the tanks and then the drip system would run off the storage tanks. He states that you can’t just hook up a drip system to the irrigation. There is a program in the irrigation control box that allows for a drip system. There needs to be plumbing and a couple of tanks.

Mr. Stevens requests to encumber the \$50,378.77 in the paving account and \$15k in the budget left for paving. There is also \$10k left in the Little River Park maintenance account mostly due to not paying for mowing and fertilizing yet to ORYA. He and the TA have tried on numerous occasions to get the bill for this from ORYA but have not received it. TA states that the Town does have a contract that says we will pay it so it can be encumbered. In other words, the contract automatically creates the encumbrance.

Chairman LaCourse moves to encumber \$65,000 from the 2016-17 Highway budget 01.43111 and assign the encumbered funds to the 2017 summer paving program to be performed by GMI Paving for which work the town has a signed contract. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

7. Selectman Bugbee states that Ann Driscoll isn’t available during the week to do training anymore. She would recommend someone else during the week or she could do it on the weekend in the fall. Chairman LaCourse thinks that summer is not a good time to do a workshop so moving it to the fall would be best. The Board will discuss with the department heads doing it on a weekend in the fall.
8. TA Glover asks the Board if they would like to adopt some kind of policy relative to spending money out of the Special Duty Revolving Fund. The situation that they are in now is that the fund currently has a negative balance of \$13,000. The Finance Officer wants to have a policy. In the meantime, she and the Treasurer are going to do transfers of money from the special duty fund every time we do a payroll. This will make a huge difference in knowing exactly how much is in that fund at any given time. In November there was \$42k in that account. In January the Board, during the budget process, authorized paying almost \$20k for the radar trailer and had a discussion about spending another \$30k out of it for the in-car cameras. Grants totaling just under \$14k will be received and can be applied to the in-car cameras. TA Glover points out that the night the in-car cameras were discussed this item was not on the agenda so going forward if the Board is going to instruct a department to do something that we make sure we craft a motion so it is crystal clear as to what we are doing. In January there may have been money in the account to cover the costs for the cameras, but the invoices did not come in until a few weeks ago. TA Glover suggests crafting a policy that will not allow the fund to get below a

certain level. Chairman LaCourse agrees with writing a simple policy. TA adds that the Police Chief also has \$7k left over in this fiscal year that we could apply to the cameras. There is a discussion surrounding how much they want to keep in this account. The Board agrees to have the TA write a draft policy aiming to keep \$10k in this account.

9. Chairman LaCourse moves to accept the Consent Agenda as presented. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
10. Chairman LaCourse moves to accept the Public and Non Public Meeting Minutes from June 5, 2017. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
11. Chairman LaCourse moves to accept the Manifest #25 and Weeks Payroll Ending June 18, 2017. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
12. Chairman LaCourse moves to enter into Non-Public Session per NH RSA 91-A: 3 II (a) Personnel x2, (c) and (l) at approximately 7:45pm. Selectman Bugbee, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.** The Board returns to public session at 8:11 pm.
13. Chairman LaCourse moves to seal one of the non public meeting minutes. Selectman Bugbee, seconds. All in favor. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.**
14. Selectman Bugbee updates the Board on the Facility Committee which recently met with the Library to discuss reducing their space needs. Their overall reduction so far has brought them down to \$3 million to do everything. They are working on recommended funding sources to present to the Board in August.

Chairman LaCourse updates the Board on the Planning Board items. There is a clinician from Newmarket interested in buying the property owned by UNH at the circle. The plan is to stay within the footprint of the existing building.

The Planning Board is allowing Bedrock Gardens to continue with its events with some restrictions such as they will need to have a detail for every event and noise needs to be kept down. Bedrock Gardens is talking about putting in a parking lot for 100 cars on Route 125 side.

Selectman Bugbee states that the Heritage Commission has looked into the Barn plaques. Someone from the State is going to do some research for them and get back to them. So far no one has issues with this as long as the public doesn't just walk onto their property.

The Heritage Commission is also looking into doing 3 signs for Jack Hall's project on Cartland Road.

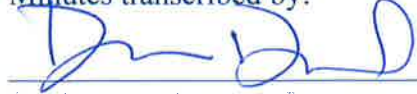
15. Chairman LaCourse moves to adjourn at **8:19 pm**. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

SELECT BOARD MEETING MINUTES

June 19, 2017

PAGE 4

Minutes transcribed by:



Denise Duval, Town Secretary

7/3/17

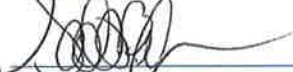
Date

Minutes accepted by The Lee Select Board:



John LaCourse, Chairman

Cary Brown



Scott Bugbee

SELECT BOARD NON-PUBLIC MEETING MINUTES
June 19, 2017

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

Others present: Chief Scott Nemet

1. Chairman LaCourse motions to enter into Non-Public Session at 7:12 pm per RSA 91-A: 3II (a) regarding the dismissal, promotion or compensation of any public employee or the disciplining of such employee or the investigation of any charges against him unless the employee affected (1) has a right to a meeting, and (2) requests that the meeting be open, in which case the request shall be granted. Selectman Bugbee, seconds. **Roll Call Vote to enter into nonpublic session. All Agree following Roll Call Vote.**
2. The Fire Chief presents the background on two individuals, Daniel Martin and Bryan Fenn, to the Board who he is going to hire for the 2 new part-time weekend positions. These positions are within the budget. Selectman Bugbee moves to approve hiring Martin and Fenn. Selectman Brown, seconds. All in favor. Motion Carries.
3. There will be no Motion made to seal the minutes back in public session.
4. Minutes recorded by Chairman LaCourse.

Minutes typed by:

Denise Duval, Town Secretary

Minutes accepted by the Select Board on 7/3/17.



Chairman John LaCourse



Selectman Cary Brown



Selectman Scott Bugbee

SELECT BOARD NON-PUBLIC MEETING MINUTES
June 19, 2017

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

Others present: Town Administrator Julie Glover

1. Chairman LaCourse motions to enter into Non-Public Session at 7:12 pm per RSA 91-A: 3II (c). Selectman Bugbee, seconds. To discuss matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant. **Roll Call Vote to enter into nonpublic session. All Agree following Roll Call Vote.**
2. The Board reviews the applications for the Transfer Station manager position. The Board wishes to interview Tobey Van Aken, Gary Boucher and Hugo Torrezan. The Board asks the TA to set up times for the afternoon of June 26th starting at 3:00pm.
3. There will be no Motion made to seal the minutes back in public session.
4. Chairman LaCourse moves to leave nonpublic session and return to public session. Selectman Bugbee, seconds. All in favor. **Motion Carries.** The Board reconvenes to public session at 7:50pm.
5. Minutes recorded by Chairman LaCourse.

Minutes typed by:

Denise Duval, Town Secretary

Minutes accepted by Lee Select Board on 7/3/17.



Chairman John LaCourse

Selectman Cary Brown



Selectman Scott Bugbee