

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

Others present: Bill Humm, Brian Cisneros, Larry Kindberg, Toby Van Aken, John and Anne Tappan, Jim Banks, Caren Rossi, Randy Stevens, Chief Tom Dronsfield, Chief Scott Nemet, 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.

Brian Cisneros, Wadleigh Falls Road, wants to recommend Scott Bugbee to become a member on the Middle School project. This is a 2-3 year project and it needs more Lee representatives.

3. a) Bill Humm, Conservation Commission Chair, presents the Commission's accomplishments in the past year and plans for the coming year. A big event in the past year was the finalization of the acquisition by the Society for the Protection of NH Forests of the Powder Major Farm and Forest that lies in Durham, Madbury and Lee. With the approval of Lee voters, the Town was able to acquire a conservation easement on the 46 acres that lie within the Town of Lee. This gives Lee a place at the table in terms of the management of that land in the foreseeable and unforeseeable future. It is an important way of ensuring that the Town's interests in this property are brought forward and enacted as much as possible.

Another major set of activities over the last year, is monitor the conservation easements that are held by the Town. The Town holds 30 conservation easements on privately held property. There are also easements on town land that are held by other entities; the Forest Society being one and the Southeast Land Trust being another. There is another set of easements on private property that are not held by the Town but that are held by private entities or private non-profits. Starting in April and running through September, the conservation commission along with volunteers go out every Wednesday morning to check a property or two to ensure it is in compliance with the terms of the easement, that there aren't any encroachments on the boundary by abutters all while maintaining a good working relationship with the owner.

With regards to education and outreach, Catherine Fisher has held 3 Frog Walks in the Town Forest; Anne Tappan has held a woodcock viewing event and Amanda Gourgue has maintained a FB page for the Conservation Commission. There is a standing open invitation to all residents in the E-Crier to join them on monitoring walks that they do on Wednesday mornings.

The management of Town-owned lands applies to conservation lands owned by the Town such as the Town Forest, the Joe Ford Wildlife Preserve and Lee 5 Corners Reserve. In terms of management activities over the last year, they have hired an herbicide applicator to assist with the control of Oriental Bittersweet in the Town Forest and a relatively small patch behind the PSC. They have worked on Japanese Knot weed on the Joe Ford property and a small amount of work at the Rothwell Reserve on Japanese Knot weed and Norway Maple.

Ann Tappan worked with volunteers from UNH forestry program to improve the Woodcock habitat at LRP. Finally Randy Stevens and Peter Hoyt worked on clearing the old apple orchard behind the PSC. They did a terrific job bringing that back to almost a functional orchard.

Mr. Humm states that for the coming year they will be collaborating with the Forest Society to develop management plan and trails that are going to be used for recreational purposes in Powder Major Forest. They will continue the oversight of the Town's conservation easements and they will continue education and outreach activities. This Saturday there is an easement monitoring walk on the Town Forest. They hope to finalize maps of trails on Town-owned lands and posted on the town website. They encourage land owners with evasive plants to come forward for assistance.

Chairman Humm states that the Conservation Commission is not actively out soliciting land to purchase for conservation easements.

Chairman LaCourse asks to have the Conservation Commission's written update printed in the E-Crier.

b) Agricultural Commission did not appear this evening.

4. Jeff Salloway, NH State Representative, is not present at this time.
5. Randy Stevens, Highway Supervisor, met with GMI paving with regards to paving the PSC. After much discussion about seal coating vs. paving, GMI gave Mr. Stevens a quote to seal coat and fill in the cracks for \$7500. They would have to come twice to allow for drying. If GMI were to coming in and mill and grind the surface and then pave it would be an extra \$5-6000. Mr. Stevens shows an idea to mill part and seal coat in front of the doors. He indicates that if the paving is in good shape which it is then seal coating will last 3-5 years. The problem with paving is the building up of surface of the years. Seal Coating would prolong changing the grade and building the parking lot up. There will be an issue getting them back into the schedule to pave as well. Mr. Stevens states that the parking lot is starting to crack. Sun makes the asphalt brittle. The Board agrees to go with the seal coating. Chairman LaCourse moves to authorize GMI to hire a subcontractor to sealcoat the PSC Parking Lot at a cost of \$7500.00. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
6. Selectman Bugbee recently walked the new trails on Thompson Mill Road. The Heritage Commission has decided that they need one sign by the road and then one sign to interpret the site. The Heritage Commission is asking through the Board if Mr. Stevens would walk the site and give them some ideas on where to put the signs and his technical expertise on interpreting the site. The 250th Committee put up the flag pole at LRP and the Heritage Commission has taken on putting a plaque up on a stone to commemorate the pole. Selectman Bugbee asks the Board for permission to have Mr. Stevens move the stone from his house to LRP. Chairman LaCourse asks if Mr. Stevens has a problem with this. He does not. Chairman LaCourse says that as long as Mr. Stevens can fit it into his schedule then he can move the rock.
7. Toby Van Aken informs the Board of a few issues in and around the Swap Shop. One is the parking and the other is residents not paying for dropping off items that require payment. Mr. Van Aken has had a meeting with the volunteers to remind them of the procedures and get everyone on board with regards to the rules and regulations. He presents the Board with a preliminary layout of the new site where the swap shop should go if the Board decides to go

with a new Swap Shop. Mr. Van Aken hands out some materials for the Board to review such as the last procedural policy he could find with regards to the TS from 2012 and a list of issues that the volunteers had with the Swap Shop from June 11, 2017. Selectman Bugbee asks about what type of things are getting dropped off without being paid for. Mr. Van Aken says air conditioners and tvs. He states that since the meeting things are getting better. Selectman Brown mentions that the Energy Committee has been discussing many energy options at the TS. He will ask them to come to the next meeting to present what they have so far.

4. Jeff Salloway, NH State Rep, states that he is aware that their (he and the other State Rep) abilities to enact legislation that will affect the people of Lee is apparently rather limited; they note that the Select Board is very much in touch with the people of Lee and has a great deal of agility and flexibility in dealing with issues that arise on a local level. They would like to know more about what the citizenry in Lee would like to see from them as elected representatives. They would like to propose a Lee Listens evening in which the State Representatives and the Select Board hold an open town meeting or open forum inviting the State Senator and the congregational delegation. The Board likes it and asks him to work out the date and time with the Town Administrator. Amanda Gourgue would be the contact person.

8. a) Caren Rossi, Planning Administrator, informs the Board that there are some local musicians who would like to play music at the fair; therefore, she would like to get permission to waive the insurance requirement for the local musicians and also she wanted to ask what insurance requirements were going to be needed for dancers. TA Glover states that local kids playing music shouldn't be requirement to produce insurance; however, if there is a dance school or a karate school that wants to come and give a presentation, she would assume they would have insurance coverage. In this case we should at least get their proof of insurance. Also, confirming no public participation is key because that is where the liability would become greater.

Chairman LaCourse states that the Board will waive the insurance requirement for the 5 listed and in addition, musical, dance or athletic performers or demonstrations are not required to provide liability insurance coverage for the Fair, provided that there is not public participation, but are still required to complete this form. However, if any such performers carry liability insurance through their normal course of business then proof of such coverage must be provided. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

b) Ms. Rossi and Chief Nemet are proposing new permit & inspection fees, but Ms. Rossi needs to notice this as a Public Hearing; therefore, this will be continued to August 14th. The Fire Chief estimates an increase of \$5000 in profits after a year of implementation. Ms. Rossi estimates about \$4000. Both Mr. Rossi and Chief Nemet indicate that the increases are consistent with surrounding towns.

9. The Board wishes to continue giving out directives to department heads with regards to the FY19 budget until another day.

Selectman Brown brings up the costs inside the Master Plan that he has yet to see. Ms. Rossi states that she is getting a list together for the next Planning Board meeting which is 8/24 with regards to what they need to talk about. Mr. Smith called from his vacation about getting the capital items early this year and Ms. Rossi said that she told him the Board said it was ok to start that next year.

Ms. Rossi notifies the Board that her legal line item went over budget by \$12,000 which meant that her overall budget went over by \$9900. This does not include the overage for Mr. Booth's hours as well.

10. a) TA Glover brings to the Board's attention that the School Board is looking for Select Board representative and 2 community representatives to be on the ORCSD Middle School Committee. The School Board will be selecting the community representatives. Brian Cisneros states that the School Board asked the board members to submit names. Selectman Bugbee suggests placing an article in the E-Crier. Interested persons should contact Dr. Morse directly. The Board has no objection to Selectman Bugbee serving on this Middle School Committee as the Board's representative. The Select Board appoints Selectman Bugbee who will keep the Board updated as meetings take place. Mr. Cisneros states that they are looking to form this committee in the next couple weeks.

b) TA Glover states that the Racetrack periodically requests permission from the State liquor commission to expand the area where they serve alcohol as they did this past weekend with the rodeo event. The liquor commission requires a few things including a Town Official to sign off on this. The staff is looking to the Board to having the Planning & Zoning Administrator, the Fire Chief and the Police Chief review the pertinent facts and provide the official response to such a request or would the Board prefer being the Town Official giving the approval in which case there would need to be a longer lead time in order to get the approval. Chairman LaCourse does not have an issue with having the 3 staff Town Officials mentioned making that formal decision, he would just ask that they inform the Board that it is happening. Selectman Brown agrees. Selectman Bugbee asks to add that they all 3 need to agree. Chairman LaCourse asks the TA to write up a formal policy.

c) TA Glover informs the Board that the Racetrack is also looking into having a demolition derby. She has reviewed the ordinance and thinks it should be planned for and part of the licensing, public hearing discussion and decision making. She thinks it may require a change in the ordinance. Caren Rossi states that the Racetrack went to the Zoning, Planning and Select Boards in 2012 to get permission to hold outdoor sporting events which is what the rodeo falls under. Ms. Rossi thinks this would be an automobile event which would require all Board approvals and it would not happen by September. Chairman LaCourse thinks it needs to be reviewed and go before the people for a vote. Chief Dronsfield says they are advertising for this event now as one of the 23 events that they are allowed. Selectman Brown says that the Racetrack manager should come in to talk to the Board. Ms. Rossi states that she always suggests that they come to the Board first before going before the Zoning Board. Selectman Bugbee is saying no for this year because it does not qualify as a sporting event. Chairman LaCourse wants to put the Racetrack on notice that they cannot move forward and grant permission for the demolition derby until they have presented this to the Board for discussion. He asks the TA contact the manager of the track to inform him of this.

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

12. Chairman LaCourse moves to accept the Public Meeting Minutes from July 17, 2017. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

- 13. Chairman LaCourse moves to accept the Manifest #2 and Weeks Payroll Ending July 30, 2017. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
- 14. Chairman LaCourse moves to enter into Non-Public Session per NH RSA 91-A: 3 II (a) Personnel and (e) at approximately 7:53pm. Selectman Bugbee, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.** The Board returns to public session at 9:00 pm.
- 15. Chairman LaCourse indicates that non-public minutes are not to be sealed. (The Board discussed health benefits for part-time employees and the VRC on-going court case.)
- 16. Selectman Bugbee asks about the letter that they want the town attorney to write with regards to VCR. TA Glover states that the town attorney suggest waiting until the appeals period has passed.

Selectman Bugbee states that the Facilities Committee has accepted the August 28th date to do the presentation. They will give a brief history of the process, description of the 3 options, operating expenses for the proposed new spaces, possible revenue to use and then time for questions. It will last 15-20 minutes.

TA Glover informs the Board that she found out today that the buildings at town center have lead paint on the outside. Bill Stevens conducted lead paints tests on all the buildings. The only building that is not definitive is the Annex. TA Glover will bring in a painter to find out what if needs to get done.

- 17. Chairman LaCourse moves to adjourn at 9:03 pm. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Minutes transcribed by:



 Denise Duval, Town Secretary

8/14/17

 Date

Minutes accepted by The Lee Select Board:



 John LaCourse, Chairman



 Cary Brown



 Scott Bugbee

SELECT BOARD NON-PUBLIC MEETING MINUTES
July 31, 2017

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

Not present:

Others present: Town Administrator Julie Glover and Planning & Zoning Administrator Caren Rossi

1. Chairman LaCourse motions to enter into Non-Public Session at 7:53 pm per RSA 91-A: 3II (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled. Selectman Bugbee, seconds. **Roll Call Vote to enter into nonpublic session. All Agree following Roll Call Vote.**
2. The Board had a discussion re: the ongoing court issue with the VRC. The Board is not interested in making a settlement with the VRC.
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 9:00pm.
5. Minutes recorded by Chairman LaCourse.

Minutes typed by:

Denise Duval, Town Secretary

Minutes accepted by Lee Select Board on 8/14/17.



Chairman John LaCourse



Selectman Cary Brown



Selectman Scott Bugbee

SELECT BOARD NON-PUBLIC MEETING MINUTES
July 31, 2017

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

Not present:

Others present: Town Administrator Julie Glover and Planning & Zoning Administrator Caren Rossi

1. Chairman LaCourse motions to enter into Non-Public Session at 7:53 pm per RSA 91-A: 3II (a) The dismissal, promotion, or compensation of any public employee or the discipline of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public 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 Board voted to change the personnel policy to offer medical benefits at 50% paid to part-time employees who work regularly scheduled hours between 32-39 hours per week. Part-time employees will be responsible for the remaining 50%. Chairman LaCourse moves. Selectman Bugbee seconds. All in favor. Motion Carries. Benefit to be effective September 1, 2017.
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 Lee Select Board on 8/14/17



Chairman John LaCourse



Selectman Cary Brown



Selectman Scott Bugbee