

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

Others present: Dr. Jim Morse, Brian Cisneros, Chief Dronsfield, Paul and Annie Gasowski, John and Anne Tappan, Town Administrator Julie Glover and Town Secretary Denise Duval.

1. Chairman LaCourse calls the meeting to order at 6:29 pm.
2. Chairman LaCourse opens the meeting up to public comment. There is none.
3. Dr. Jim Morse, Superintendent, updates the Board on the ORCSD. Dr. Morse begins with the final tax rate increase for Lee which will be 53 cents instead of the original estimate of 66 cents.

Enrollment is growing. The Mast Way School is now larger than the Moharimet School. Mast Way has grown to 352 students compared to 320 last year. Mast Way is pushing the envelope in terms of capacity. Moharimet has 343 students compared to 373 last year. The Middle School has 660 students compared to 656 last year. Dr. Morse states that 5 years ago the predictions were that the Middle School was going to have around 500-520 students but it hasn't moved much from 660 range since he has been here. The High School has grown to 793 compared to 766 last year. He thinks that housing stock is turning over in Lee and when it does there seems to be children involved in the new homes. The birth rates in the district have not changed significantly. It is the migration of students that has been the difference according to Dr. Morse.

In the document that Dr. Morse handed out it reviews the School Board's goals for the past year and upcoming year. The District has formed a broad community-based Superintendent's Facilities Committee related directly to the Middle School. The committee is looking at every option under the sun. Dr. Morse states that this will be a planning year to get an understanding of what they can do and should do. When they get to the point that the Board hears the report of recommendation and there is a choice then they will spend the next 2 school years talking in the community about why it is the best choice for the schools. Ultimately 3 years from now, Dr. Morse states that the school would be putting a warrant out for a bond for whatever the decision is.

Dr. Morse indicates that they are now offering Chinese at the Middle School and High School. They also expanded French and Spanish into Grade 6. These expansions were at no cost to the tax payers.

The District implemented a later start time for the Middle School and High School students.

The District is still concerned over the mental health and wellness of their students.

The Middle School has implemented a competency based learning system. The student and teacher form a pact to reach the competency level. There is no moving on until this level is reached. The District still exceeds the State in Smarter Balanced testing scores. Math SAT's have improved dramatically over the last 3 years. The District conducted a system-wide reassessment of how they are doing math and when they are doing math. Five years ago they

were the 5th highest performing math program in the State at the high school level and for the last two years they have been the 2nd highest. Only Hanover has higher scores.

Dr. Morse reminds everyone about the Community Forum on Diversity on Wednesday October 25th. It will be a participatory forum taking place in the cafeteria instead of the auditorium. There will be multiple presenters on race, gender identification and sexuality.

Chairman LaCourse asks about the trouble getting bus drivers. Dr. Morse says that starting the school day early this year is not connected to the shortage in bus drivers. They are down to one problem area which is the Epping/Lee line. This run is still at 50 minutes. Their goal is to not have a bus ride for any student longer than 40 minutes. Most rides are 30-40 minutes long. They have been aggressively hiring. Dr. Morse indicates that they are negotiating with the bus drivers this year to make sure that Oyster River drivers are competitive if not ahead of the game in relation to salary and benefits. Oyster River is one of the few school systems left in the State that runs their own bus fleet. Dr. Morse states that they have capable drivers who really care about the kids and he thinks that is because the school system and the towns really care about the drivers.

Chairman LaCourse asks if there is a social media policy with regards to the mental health and wellness of the students. Dr. Morse states that this is his least favorite subject. Social media does not help them resolve issues. It magnifies things. He is not a fan.

Selectman Brown asks if there are programs for homeless children. Dr. Morse states that his Assistant Superintendent Todd Allen is in charge of their homeless student program. There may be at any given moment ½ dozen to less than ten homeless students in the district. The number of kids that live in poverty in our district is around 7%. Dr. Morse states that it's all about paying attention to that small number of kids. They know their names and should be customizing a program for them.

4. Chief Dronsfield introduces four grants that the department applied for and have received for motor vehicle activities; Distracted Driver, STEP, DWI Patrols and E-Ticket Grants. TA Glover would like to discuss the money going out and coming in. She asks the Chief to comment on how he wants to see the money go back into his department and then she will follow up with a conversation that she had with the Finance Officer. Chief Dronsfield would like to see the grant money when it comes in go back into the department's overtime line item. He states that this is so he does not "lose" regular overtime money. TA Glover states that the other piece of this is the ancillary personnel costs which do not get reimbursed at all in this scenario. Secondly, the Finance Officer is going to check with the Town's auditors to make sure they do not have an issue doing it this way. Third thing is the issue with crossing of fiscal years. TA Glover suggests maybe the easiest way to handle this is to recognize that some of the money that comes out of the Police Department's overtime account is being reimbursed to the Town and not directly to his department. Otherwise they could put a line in his budget for grant patrols. Then the Chief spends the money out of that line rather than his overtime line. Chief Dronsfield indicates that the grant money covers the ancillary personnel costs as well.

Chairman LaCourse moves to accept the Defensive Driving Grant in the amount of \$2,280.13 and instruct the Finance Officer to apply the funds (when received) to the Special Duty Revolving Fund. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Chairman LaCourse move to accept the patrol grants as presented in the amount of \$5694.44 and to instruct the Finance Officer to apply the funds, once received, to the Special Duty Revolving Fund. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Chairman LaCourse moves to accept the DWI Patrols Grants in the amount of \$4418.10 and to instruct the Finance Officer to apply the funds, once received, to the Special Duty Revolving Fund. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Chairman LaCourse moves to accept the E-Ticket Grant for equipment in the amount of \$900.00 and to instruct the Finance Officer to apply the funds, once received, to the Police Department Equipment Budget. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

5. Randy Stevens, Highway Supervisor, shows the Select Board a larger view of the Tuttle Road culvert area. Mr. Stevens and TA Glover met with the engineer last week to discuss this project. She has applied for FEMA funding and has identified 3 different types of culverts. Mr. Steven's passes out pictures and reviews the 3 options with the Board and discusses the pros and cons of each option. The engineer has applied for a pre-disaster mitigation grant. There are also two Hazard Mitigation Grant Programs that the engineer is applying for.

There are endangered species that live in and around the culvert that will affect the costs and what type of bridge they should choose. If they choose a wood bridge DES will waive the need for a study that could cost at least \$4500. Chairman LaCourse thinks that if a wood bridge will provide 75 years and if it pleases DES then it sounds like the best way to go. Selectman Brown believes it is a matter of cost per year and he thinks the wooden bridge will give the better bang for the buck. Selectman Bugbee asks if Mr. Stevens and the engineer can move forward on the grants now since the Board seems to be moving towards the wooden bridge. Homeland Security is encouraging them to include the Tuttle Road embankment project with the culvert project. Mr. Stevens adds that the important thing is to get the road built up to reduce the potential for flooding.

6. Chief Nemet updates the Board on the condition of the Fire Department's command vehicle which is a 2010 Ford F-150. In September this vehicle did not pass inspection because the cab corners were rusted out and the rocker panels on the outside are rusting also. At that point the estimate was \$2000. Once they got further into the job, the inner rocker panels were rotted as well. Now the estimate is \$4900 to fix the truck. The Kelly Blue Book lists the truck's worth (if in Fair condition) anywhere between \$11k - \$14k depending on trade-in or private sale. The CIP has it being replaced in 2023. Chief Nemet is looking for guidance from the Board. The State bid list has a new one listed at \$31,197 for a 2017 Chevy Tahoe. The Chief states that his need is not a pick-up truck, but an SUV. Departments in the area use SUV's due to the better space and coverage from the elements. There is 96,000 miles on this truck. The funds might be able to come out of the Fire Equipment Trust Fund to pay for a command vehicle. John Tappan indicates that it can. There is \$153,367 in this fund according to Chief Nemet. The vehicle fully equipped would be approximately \$40k. At the moment, the Chief is using Utility One vehicle.

There is a possibility that Kustra's might purchase the truck in the condition that it is in now. The Chief did speak to the CIP Chair Bob Smith and it would be fine in the CIP if they bumped up the truck to 2019. The Board thinks that this would be the proper move. The TA indicates that the Select Board has broad latitude in getting rid of Town property. The Chief may ask Kustra's about purchasing the vehicle or investigate other options.

7. Selectman Bugbee reminds the Board that staff training is scheduled for October 31st 9-noon. He asks the Board their thoughts on spending \$39.95 to have Toby Van Aken go through the disc assessment so that he will be caught up with the rest of the group. The Board agrees that he needs to be brought up to speed. The Town Secretary will arrange the lunch.
8. a) TA Glover presents the preliminary 2017 tax rate from DRA which is \$30.80 per thousand. The current Town tax rate is \$5.44 and the preliminary Town rate is \$6.53. The rate for the school, state education and the county added .46 cents to the current rate. According to the MS-535 there is \$2,461,022 in the unassigned fund balance. The total appropriations are \$15,338,186. The current fund balance policy calls for retaining 10% of that which would be \$1,533,819. A 5 year average is \$175,000 of unpaid taxes from year to year. The auditor put \$50,000 from the unassigned fund balance towards unpaid taxes.

Chairman LaCourse suggests putting \$500,000 towards the tax rate. There is a short discussion among the Board members. Selectman Bugbee would like to propose putting \$300,000 against the tax rate. That would make an overall tax rate of 3% increase. Selectman Brown suggests meeting in the middle at \$400,000. TA Glover reminds the Board that they will need to assign a figure to the overlay. In recent years, \$20,000 has been assigned. The Board wants to stay at that amount for the overlay. Chairman LaCourse moves to authorize the Town Administrator to forward to the Department of Revenue the Town of Lee 2017 Tax Rate reflecting an Overlay of \$20,000 and applying \$400,000 from the Unassigned Fund Balance in order to reduce the Tax Rate to approximately \$29.90/thousand. Selectman Brown, seconds. All in favor. **Motion Carries.**

Chairman LaCourse will be looking forward to discussing using money from the Unassigned Fund Balance to fund the capital reserve funds. Selectman Bugbee reminds everyone that in preparation for when or if the Town needs to secure a Bond down the line for the Town Center, it will look more favorable to have more money in there and the Town will get a better rate.

b) TA Glover reached out to the people on the Town Center committee list and three have indicated that they are interested in serving: Ben Genes, Pat Jenkins, and Dave Cedarholm. TA Glover asks what plan they will be giving this committee to put out to the public. The Board agrees that Selectman Bugbee should be the Board's representative on this committee. Chairman LaCourse moves to nominate Selectman Bugbee to be the representative to the new Town Center Vision Committee. Selectman Brown, seconds. All in favor. **Motion Carries.**

The Board agrees to put the TCVC charge into the E-Crier.

Chairman LaCourse suggests that the Board have a work session with regards to the plan. They need to decide on what parts of the Facilities Committee plans they are going to pass on to the new Committee. They agree on Monday, October 30th at 6:30pm.

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c) TA Glover updates the Board on the 2020 Census that is beginning and asks permission to provide the Federal Government with the requested information to complete the LUCA operations which is the 1st step in the 2020 Census. Chairman LaCourse moves to grant the Town Administrator permission to release requested information to the Federal Government in order for the Census Bureau to complete the 2020 Census with accuracy. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

d) Chief Dronsfield states that the Public Safety Complex keeps having ice dams on the back side of the sally port which has ruined the roof and the walls in the sally port. This proposal is an inexpensive fix. Selectman Bugbee suggests talking to Mr. Holt about the problem on the Fire Department side of the building and to bring a proposal in for that issue as well. Chairman LaCourse moves to grant the Town Administrator permission to enter into a contract with Harold Holt in the amount not to exceed \$2200.00 to complete repair work needed on the PSC roof; funds to come from the Town Building Capital Reserve Fund. Selectman Bugbee, seconds. All in Favor. **Motion Carries.**

e) TA Glover has tentatively scheduled another annual Free Flu Clinic hosted by Walgreens for November 2nd from 9am – Noon. This year there has been some difficulty acquiring a certificate of insurance. The TA will continue to work on this and hopefully work this out by this date. Chairman LaCourse moves to allow Walgreens to hold a “Flu Clinic” at the Lee Public Safety Complex on November 2, 2017 from 9-12 pm that is open to the public. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

9. Chairman LaCourse moves to accept the Consent Agenda as presented. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
10. Chairman LaCourse moves to enter into Non-Public Session per NH RSA 91-A: 3 II (a) Personnel at approximately 8:06pm. Selectman Bugbee, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.** The Board returns to public session at 8:23pm.
11. 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.**
12. The Board decides to move the work session to Tuesday, October 31st at 6:00pm. Town Secretary to email and call Chairman LaCourse and Selectman Brown reminders.

Selectman Bugbee states that the Church members will be voting on the property sale proposal on November 12th.

Chairman LaCourse will not be in attendance at the Budget Workshop on Thursday, October 26th.

The Energy Committee and Ag Commission will be presenting their budgets on Thursday, October 26th. The Town Clerk cannot make it on this day.

13. Chairman LaCourse moves to adjourn at 8:30pm. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

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Minutes transcribed by:



Denise Duval, Town Secretary


11/6/17

Date

Minutes accepted by The Lee Select Board:



John LaCourse, Chairman



Cary Brown



Scott Bugbee

SELECT BOARD NON-PUBLIC MEETING MINUTES
October 23, 2017

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

Others present: Police Chief Tom Dronsfield

1. Chairman LaCourse motions to enter into Non-Public Session at 8:08 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 Police Chief discusses the resignation of Lee Police Officer Eric Millar.
3. A Motion will not be 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 11/6/17.


Chairman John LaCourse


Selectman Cary Brown


Selectman Scott Bugbee