

SELECT BOARD MEETING MINUTES

November 6, 2017

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

Others present: Paul Gasowski, Toby Van Aken, Randy Stevens, John Tappan, Sam Raynor, Hannah Legard, Sarge Legard, Chief 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.
Chief Nemet wants the Board to know that Bill Cote from McGregor Ambulance is retiring January 1, 2018.
3. Paul Gasowski, Sustainability Committee Chair, is asking on behalf of the committee for approval to move forward on the Water Awareness Project that they have been working on and have presented to the Board. They have been working with NH DES for a number of months now to bring this project forward. Their goal is to increase awareness of domestic water use in the town and to help with getting more people to conserve water. The committee would like to offer this template to DES for their modification and use. Mr. Gasowski states that he and TA Glover can run through it a final time. Chairman LaCourse states that he read through it and they did a nice job. Mr. Gasowski states that this version is just targeting household wells. The only data that they will see is from those who wish to share it. Mr. Gasowski asks if the committee can get an email for the public to respond to or forward questions to. TA Glover states it will cost money, but she can have it created.
4. Randy Stevens, Highway Supervisor, updates the Board on the new truck. They have had a few problems with parts and power, but it should get painted this week.

Mr. Stevens refers to the documents that are related to the older trucks at the highway department. He states that they are proposing to get rid of the 1985 truck. It is in good shape. The Board has broad latitude in determining how to dispose of town owned property per the TA. Mr. Stevens also shows what they are proposing to do with the old dump body and sander that they have. They discuss what publications they should advertise in to sell the truck. Chairman LaCourse moves to authorize the Highway Supervisor to sell the 1985 International with Dump Body. Selectman Bugbee asks if he could say not to sell but to offer to sell. Chairman LaCourse adds "to offer" before to sell as a friendly amendment. Selectman Bugbee, seconds. All in favor. **Motion Carries.** Selectman Bugbee wants the record to reflect that the highway supervisor will come back to the Board with offer and/or bids.

5. a.) Chief Dronsfield is requesting to add shift differential pay for the midnight shift coverage. The vast majority of police departments do offer a shift differential ranging from 40 cents to \$2.00 per hour. Chief Dronsfield looked at \$1/hr which will cost about \$3600 which he can absorb in the overtime line item. This would be a nice incentive to try to retain people since it is a tough shift to work. Chairman LaCourse moves to accept the request for shift differential pay for midnight shift officers. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
 - b.) Chief Dronsfield has tried to speak to Flag Hill about the Volunteer Dinner but they have not gotten back to him so he reached out to the Brady's with regards to the Grange. The Grange

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is open on December 6th. The cost to rent is \$75. Goody Coles Smokehouse Catering would cost approximately \$1500. The Grange can hold 100 people. The Town does not pay the room and meals taxes so the Chief will make sure that is communicated. Chief Nemet states that the Fire Association will be conducting their on awards banquet event but association members may attend this event as well. The Board will need to discuss the Volunteer of the Year recipient.

6. a.) Toby Van Aken is making his own coupons to use at the Transfer Station instead of purchasing coupons for \$2000 plus.

The highway personnel and Mr. Van Aken will be pouring the concrete for the new Swap Shop on Wednesday.

Mr. Van Aken is looking into purchasing generators for the Transfer Station so that what happened down there during the 5 days' power outage does not happen again.

- b.) The Lamprey Regional Coop is looking at Epping as a host for the hauling and Northwood to take over the dispatching.
7. Chief Nemet presents the Board with a \$6000 EMS Warm Zone Equipment Grant. The Chief explains what is in the different medical bags. This is a huge step in planning for mass casualties whether it is in Lee or at UNH. He is working closely with Durham Fire on this project. Chairman LaCourse moves to accept a grant from the 2017 Homeland Security Grant Program Award – EMS for Warm Zone Equipment for \$6000 as presented by the Fire Chief. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Selectman Bugbee asks about the Fire Truck. Chief Nemet met with the CIP and it will be ok to move the truck up to the next fiscal year. Kustra's Auto Body does want to buy it. They said they would get a hard quote in writing. Chief Nemet checked with them at the end of last week after the storm and they did not have anything as of yet. The Chief reached out to Hilltop Chevrolet and they have one 2017 model. The 2018 list has just come out and it is a different company for the 2018's. The Chief is looking at a Chevy Tahoe.

8. a.) TA Glover and the Finance Officer had an extensive conversation with the auditor (with Selectman Bugbee present) with regards to not going through the Revolving Funds for a variety of reasons. It is not in accordance with GAAP to put revenue against an operating budget line. They are therefore proposing to create a separate line in each on their budgets for grant funding. You will then see the expense coming out of their account, but you will not see the revenue going back in, but it will be clearly identified that that was an off budget appropriation funded by a grant.
- b.) TA presents a proposal from Harold Holt to repair the roof on the Fire Department side of the Public Safety Complex. Chairman LaCourse moves to grant the Town Administrator permission to enter into a contract agreement with Harold Holt in the amount not to exceed \$875.00 to complete repair work needed on the PSC (Fire Department Side) roof; funds to come from the Town Building Capital Reserve Fund. Selectman Bugbee, seconds. All in favor. Motion Carries.

c.) TA Glover checking with Board on advertising in the E-Crier with regards to the Facilities plan. John Tappan states that too many sidewalks were discussed at the plan meeting; therefore, he created 2 new drawings with fewer sidewalks. Mr. Tappan describes his drawings.

The Board decides to hold off on submitting any information into the E-Crier until after the new Town Center Vision Committee meets.

Selectman Bugbee hands out information from Mr. Guadano with regards to a warrant article. The information includes a time line and how much the warrant article should be to do the plans, model / 1st level of design.

The new committee will meet as soon as everyone is sworn in.

TA Glover reminds the Board that the Transfer Station will be closed on Saturday, November 11th for Veterans Day. Town Secretary has put a notice on the Transfer Station TV and a banner on the website.

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 (e) Legal at approximately 7:48pm. Selectman Bugbee, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.** The Board returns to public session at 7:54pm.
11. There is no motion to seal the non public meeting minutes.
12. TA Glover asks the Board to clarify what groups to include on the invite list to the Volunteer Dinner on December 6th. The Board agrees on the following groups to be on the invite list: all Committees and Commissions, all Elected Officials, Historical Society, Friends of the Lee Library and Associations. At this time do not invite town employees. If there is room later on then we can open it up to town employees. List will be compiled on a 1st come 1st serve basis.

The Board would like to seek nominations for Volunteer of the Year Award. Certificates and trophy will be given out.

Selectman Bugbee says that the employee training is still in limbo.

Selectman Bugbee attended the Middle School Committee meeting. They have come up with options A-M on how to deal with the Middle School issue. The next meeting is December 7th.

The next Board and ABC meeting is November 16th.

13. Chairman LaCourse moves to adjourn at **8:09pm**. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

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Minutes transcribed by:

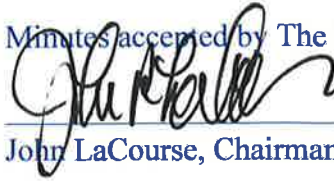


Denise Duval, Town Secretary

11/20/17

Date

Minutes accepted by The Lee Select Board:



John LaCourse, Chairman



Cary Brown



Scott Bugbee

SELECT BOARD NON-PUBLIC MEETING MINUTES
November 6, 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 7:47 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. Selectman Bugbee moves to abate Freedom Ring's tax bill of \$145, plus penalties and interest. Selectman Brown, seconds. All in favor. **Motion Carries.**
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 7:55pm.
5. Minutes recorded by Chairman LaCourse.

Minutes typed by:

Denise Duval, Town Secretary

Minutes accepted by the Select Board on 1/20/17.



Chairman John LaCourse



Selectman Cary Brown



Selectman Scott Bugbee