

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

October 2, 2018

PAGE 1

Board & Committee members present: Chairman Brown, Selectman Bugbee, Selectman LaCourse, Pat Barbour, Brian Burke, Chairman Thomas Murdoch, Rebecca Hawthorne and Alice MacKinnon.

Others present: Town Administrator Julie Glover, Chief Tom Dronsfield, Ruth Eifert, Annie Gasowski and Katrinka Pellecchia

1. Chairman Brown calls the meeting to order at 7:00 pm and turns the meeting over to Chairman Tom Murdoch who welcomes Chief Dronsfield to give his presentation.
2. Chief Dronsfield indicates that his main concern this year as it has been in past years is staffing. He doesn't want his officers working alone at night and the magic number in order to accomplish this is 11. He states that they have had a 280% increase in calls for service since he took over in 2014. During the FY16/17 they had 11,182 calls for service. In FY17/18 they had 17,293. He states that his officers are handling just under 50 calls for service per day. Currently they have 8 full-time and 1 part-time. He is asking to change a part-time officer to a full-time officer. He is going to forego asking for another full-time position at this time due to other town departments that need immediate attention. He will ask for this additional full-time position next year. Chief Dronsfield goes over his budget presentation in more detail.

Chairman Brown states that over the past few years there has been some staff turn over issues in the police department and he asks if the Chief feels stable with the staff he has now. Chief says he is; however, there is one officer who is disgruntled over a disciplinary action so the Chief knows he is trying to find another place to go. The Chief states that the majority of his officers are happy and get good training.

3. Library Director Ruth Eifert, Annie Gasowski, Chair of the Library Trustees and Katrinka Pellecchia introduce themselves from the Library. Ms. Eifert presents data about the Lee Library. Michelle Stevens provides a shut-in service for those who cannot make it into the Library. The Library has 2292 total patrons with 53 nonresidents as patrons. The full year nonresident fee is \$30. 215 patrons use the online service. The Library is asking for an additional \$1500 in order to increase municipal appropriation. The electricity bill is over budget again this year by \$1000. They would like to add \$500 to their print purchasing. They are asking for an increase in their Ancillary Payroll Expense line as well which is listed as PR in the budget.
4. Town Administrator Julie Glover hands out additional information for the Transfer Station and states that the TS Manager meant to include in his budget funding for an additional full-time person. He wants to move a part-time person into a full-time position. TA Glover worked up a spreadsheet to show those costs but has not changed the complete budget yet.
5. Chairman Murdoch moves to adjourn at 7:41pm. Selectman Bugbee, seconds.
6. Chairman Brown moves to enter into Non-Public Session per NH RSA 91-A: 3 II (b) at approximately 7:42pm. Selectman LaCourse, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.** The Board returns to public session at 7:49pm.
7. Chairman Brown moves to seal the non-public meeting minutes. Selectman LaCourse, seconds.

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

October 2, 2018

PAGE 2

Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.**

8. Selectman LaCourse talks about personnel increases in the budget. Selectman Bugbee is not in favor of increasing personnel in the police department. He thinks the focus should be on the Fire Department this year.

Selectman LaCourse says that the TS Manager has told him he just can't do the work that he wants to do. Things are just not getting done according to the TS Manager. He lost a permanent part-time worker and is having a hard time getting new people. Selectman LaCourse agrees with Selectman Bugbee with regards to the Police Department and the Fire Department has been getting beat up. Selectman Bugbee would like to see more details on the police calls. Chairman Brown states that the single man cars are risky and it's not easy to find people that want to do that. Selectman LaCourse thought that based on what he was told that the police overtime budget would be reduced tremendously with the additional full time officer that they put on last year. Selectman Bugbee reiterates his thought on focusing on the Fire Department and he is not sure about the Transfer Station. The Board is going to have to make some tough decisions because an 8% increase is not going to fly according to Selectman Bugbee.

9. Chairman Brown asks Selectman Bugbee when the Select Board gets a review by the TCVC. Selectman Bugbee says that the Board will get bi-weekly updates. Chairman Brown wants a dialogue and a chance to ask questions. Selectman Bugbee says that right now they have finished the Town Hall, but TA Glover has some things that need to be addressed. They will be reviewing the Library this Thursday and the Heritage Commission is being worked on now. When all of these are done they will pass them on to the Board per Selectman Bugbee. Chairman Brown states that he doesn't just want them "passed on". He wants to be in the position to ask questions. TA Glover states that the RFP called for 2 meetings with the Select Board not including the Bond Hearing or the Deliberative Session. She asks if those have been scheduled and they have not. Chairman Brown states that the Board needs to have a face-to-face with the committee and the architects to hear the status and what issues there are and have a dialogue. Selectman LaCourse would ask if the department heads like TA Glover is comfortable with what is being proposed. He wants to hear that first hand. Selectman Bugbee would assume that after they have all the programmatic requirements that the architects are going to design a couple of options for us and at that point it would be a good time for the Board to see what they are proposing and ask questions. He is thinking it will be the end of October. TA Glover adds that the thing that the Board would want to avoid is that it gets to a certain distance into the process which is time and money and it comes to the Select Board who doesn't like it and wants it done a different way. They need to figure out a time to come to the Board when it will not cost more time and money to re-direct. Selectman Bugbee states some things to confirm: the Town Hall is getting renovated; the Library is getting renovated and an addition put on; what is questionable is what do we do with the Historical Society and where do the committees and commissions go. The initial thought is that they go into Town Hall. In addition, what happens to the Annex. Does it get moved? Selectman LaCourse wants it gone. Selectman Bugbee says that they are talking about moving it somewhere else onsite along with the historical society building. They discuss moving it down to the LRP for storage. Selectman Bugbee states that after the options are presented by LBA, then the Select Board can meet with them.

MINUTES OF THE SELECT BOARD & ADVISORY BUDGET
COMMITTEE BUDGET WORKSHOP

October 2, 2018

PAGE 3

10. Selectman LaCourse makes a motion to adjourn at 8:09pm. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Minutes transcribed by:



Denise Duval, Town Secretary

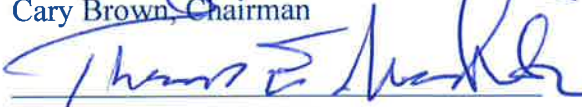
11/13/18

Date

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



Cary Brown, Chairman



Thomas Murdoch, Chairman