

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

Others present: Randy Stevens, John and Anne Tappan, Sharon Mecker, Lou Grondin, 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. a) Selectman Bugbee nominates Selectman Brown as the next Chair. Chairman LaCourse, seconds. All in favor. **Nomination Carries.** Chairman Brown will take over at the next meeting. Selectman LaCourse will finish with this meeting.

b) Liaison assignments are as follows: Selectman Bugbee is the liaison on the Conservation Commission, Heritage Commission, Lamprey Regional Solid Waste and Town Center Vision Committee. Selectman Brown is the liaison on the Ag Commission and the Energy Commission. Selectman LaCourse is the Planning Board Representative and the liaison on the Recreation Commission. The Racetrack Committee has been sunsetted.

c) Selectman LaCourse continues to be on the Academic Senate at the University so he asks that the meetings still begin at 6:30pm. The Board is ok with that. The schedule will remain at every other Monday except holidays; the meeting will then typically be held on the following Tuesday.

d) The Board reviews the goals and objectives from last year. All of the items were accomplished except the completion of Little River Park. The AOT permit still has 1 ½ years to go to complete. There are some minor things left to take care of according to Randy Stevens. He suggests leaving this open. He will send the expiration date to the TA.

The Town Center Vision Committee and the continued energy efficiency efforts should be an ongoing goal and objective. The Board would like to discuss goals further at the next meeting.
4. Randy Stevens, Highway Supervisor, presents the Board with the wetland permitting quotes for the culvert replacements on Thompson Mill Road. They range from \$2100 - \$11,000. Mr. Stevens spoke to the lowest bidder, Luke Powell, and he feels confident that he can do this for that price. He does not believe that we need surveying and engineering. If he needs the engineering it would be \$1000 more and that would still put him way below the others. Mr. Powell is a retired Asst. Director of Public Works in Laconia. Chairman Brown moves to authorize the Highway Supervisor and the Town Administrator to enter into an agreement with Powell Asset Mapping LLC contingent on proof that their quote includes all facets of information required by DES for permitting of the replacement of two culverts on Thompson Mill Road. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
5. a) Lou Grondin, Energy Committee member, states that they have 3 projects in the works. The Warrant Article for the Solar Project was approved. They are waiting for a new PPA from ReVision Energy. The 2nd is converting the Public Safety Complex and the Transfer Station lighting to LED lighting. They have 2 bids on the PSC and 3 bids on the TS. They need more

information from the contractors to be able to make a solid recommendation. TA Glover suggests to the Board that she works with the Energy Committee to put together a set of specifications because they do not have this right now so firms are submitting different proposals based on different kilowatt hours and rates. This bid should be more standardized so they have more of an apple to apples comparison. The Board agrees.

The final project is the insulating of the Transfer Station office. They started looking at this last spring to insulate the trash compactors, but it would too much for them to do both so they just concentrated on the ceiling of the office. The first bid from Yankee Thermal was \$7k. Their budget was \$4500. The next bid was from Resilient Buildings Group at \$10k. Mr. Grondin says after rebate the Yankee Thermal cost will be \$3998. TA Glover would like to ask the Transfer Station Manager to attend the next meeting to offer his opinion on this project and whether or not this is going to work. The Board agrees. Selectman Bugbee asks how much it would cost to insulate the containers for the hydraulic fluid for the trash compactors. He does not know. Selectman Bugbee asks if someone could pursue finding this out.

Sharon Meeker, Energy Committee Chair, informed the Board that John Tappan met with the Energy Committee today because they are struggling looking at these different proposals. She says it is difficult comparing apples to oranges. Ms. Meeker reminds the Board that they have 4 voting members and two non-voting members, Jana and Laurel Cox. They have a regular meeting the 1st Tuesday of the month and sometimes they change that meeting.

With regards to the LED lighting, they all qualify for 50% rebates. TA Glover has been assisting the Energy Committee with moving forward with this project as a Capital Expense.

Sharon discusses where the solar panels might be placed. The Board states that they do not want to see a proposal with the panels going on the Public Safety Complex roof.

The next thing the Energy Committee wants the Board to consider is offshore energy. The Warrant Article passed. Now they ask the Board to send a letter to Governor Sununu asking him to request the Office of Ocean Energy Management to appoint a stake holders panel to look at NH to see if we can do this. Sharon will ask the group that put together the WA if they have a draft letter to the Governor that this Board can review.

Through the Energize 360 Campaign, the Town has won 13 free solar panels and 4 days of labor with a 3-person crew and materials to be shared by the other winning towns. All towns (except Exeter) decided to consolidate their panels and labor and donate them to a single project. The choice is to give all of it to the Dover Children's Museum. All the towns will be named as joint sponsors and the museum will develop an educational display on solar energy. The Committee supports the donation to the museum.

The Energy Committee has done 2 Outreach Projects in addition to the Energize 360 Campaign. On April 30th they are doing another one with the Sustainability Committee and the Library regarding what is going on in the energy field coming up in the near future.

Selectman LaCourse moves to approve the donation of 13 solar panels to the Dover Children's Museum. Selectman Bugbee, seconds. All in favor. **Motion Carries.** Put this in the E-Crier as well. Selectman LaCourse moves to approve moving forward on an energy efficiency project for the Dover Children's Museum. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

6. a) TA Glover presents the Board with a revised Policy on Boards, Committees and Commissions. The Board agrees with it. TA will bring a final to sign to the next meeting.

b) TA Glover states now that the WA has passed for the \$115,000 for the architectural and engineering preliminary studies/plans, she's asking if the Board wants her to draft an RFP for the engagement of those services. Selectman Bugbee states that the TCVC is going to start working on the specifications, but the TCVC does not have the details as of yet. TA Glover recommends putting in strong language that whoever is engaged is going to have to be thoroughly familiar with all of the work of the various past committees, architects and engineers. We don't want to keep paying for the same thing to be done over and over again. The Board agrees. TA Glover adds that we don't need an architect to come in to tell us that we need or want a 5000 square foot Town Hall Building and that the offices need to be so big. We don't need them reinventing the wheel where we have already reinvented it many times.

John Tappan states that the TCVC will need from the TA her knowledge of the schedule of this whole process such as how long the RFP should be out there. TA Glover says not less than 6 weeks and maybe up to 8 weeks. She adds that no matter how carefully they craft the RFP there are going to be questions. This will give us time to get questions and issue a formal addendum if need be. She would also strongly advise putting in a mandatory walk through. This will give us a good idea of how many will be responding to the RFP. Selectman Bugbee states that the TCVC will consider how *green* do they want to be. TA Glover will email a draft to the TCVC.

c) The next item is how the Town pays the election workers. TA Glover presents the way that the Town has been doing it for a very long time. The Moderator is now requesting that she get paid to attend the Moderator's Class, sponsored by the NHMA. This is not something the Town has done in the past. In 2015 there was a discussion with the then Select Board who definitively said they do not consider going to a class as being an event that they would pay the Moderator for attending. Right now we pay the Assistant Moderator \$12.50/hr to attend the class. They both get paid for mileage. There is an extensive discussion. The Board agrees that \$12.50/hr will be paid to the Assistant Moderator and the Moderator to attend Moderator classes.

d) The Town has its assessing information available online and that is done through Avitar. When Avitar first set this system up Statewide they did not allow municipalities to make available the mailing addresses of property owners. Subsequent to that decision Avitar made this information available upon request. In 2012 the Town of Lee Select Board signed an agreement with Avitar that specifically said that the Town of Lee was not going to make the mailing addresses of property owners available. This is now allowed by Avitar and there are many towns that have the mailing addresses available online. This makes it easier for the public to create abutters list if needed. TA Glover presents the Board with an agreement to add the mailing addresses and building permit information to the online data that is available. Selectman LaCourse moves to approve the updated Avitar Associates Data Configuration Options Request/Release form as presented. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

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

SELECT BOARD MEETING MINUTES

March 26, 2018

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- 8. Chairman LaCourse moves to enter into Non-Public Session per NH RSA 91-A: 3 II (d) & (e) at approximately **7:51pm**. Selectman Bugbee, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.** The Board returns to public session at **8:15pm**.
- 9. Chairman LaCourse moves to seal one of the non public meeting minutes (e). Selectman Bugbee, seconds. All in favor. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.**

Selectman Bugbee informs the Board that Richard Jeffrey resigned from the TCVC and there are 2 people interested in coming on board immediately and one is on the fence.

Selectman Bugbee reminds the Board that the Lamprey Regional Solid Waste Cooperative is going to sell their truck. Depending on what the truck sells for, the Town of Lee will owe a small amount over the next 2 years.

Selectman LaCourse says that the Planning Board is quiet. Bedrock Gardens is going back to the Zoning Board. He has not heard anything about that as of yet. The Oyster River Cooperative School District came in for their Public Hearing on the Mast Way School expansion. They agreed to put up the chain link fence between the Town field and the construction. Next year they want to expand the cafeteria at Mast Way School. This hearing was lightly attended.

Selectman LaCourse states that each business in Lee that is affected by Agritourism not being adopted into the Town of Lee’s Planning Regulations must come before the Zoning Board to request a variance. Until this can be rectified at a Town vote it must be individually addressed with variances by the Zoning Board.

- 10. Chairman LaCourse moves to adjourn at **8:24pm**. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Minutes transcribed by:



Denise Duval, Town Secretary

4/9/2018

Date

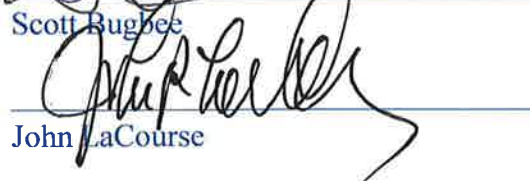
Minutes accepted by The Lee Select Board:



Cary Brown, Chairman



Scott Bugbee



John LaCourse

SELECT BOARD NON-PUBLIC MEETING MINUTES
March 26, 2018

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

Others present: Town Administrator Julie Glover

1. Selectman LaCourse motions to enter into Non-Public Session at **7:51 pm** per RSA 91-A: 3II (d). Selectman Bugbee, seconds. To consider the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. **Roll Call Vote to enter into nonpublic session. All Agree following Roll Call Vote.**
2. The TA advised the Board that the appraiser will be looking at the Parish House tomorrow and we should have his report soon. Select Board agrees that discussion on possible offer to the Lee Church Congregational and terms of P&S will happen after receipt of report.
3. Minutes recorded by Town Administrator Glover.

Minutes typed by:

Denise Duval, Town Secretary

Minutes accepted by Lee Select Board on 4/9/2018.



Chairman Cary Brown



Selectman Scott Bugbee



Selectman John LaCourse