

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

Others present: John Tappan, Annamarie Gasowski, Toby Van Aken, Katrinka Pellecchia, Ruth Eifert, Chief Dronsfield, Town Administrator Julie Glover and Town Secretary Denise Duval.

1. Chairman Brown calls the meeting to order at 6:30 pm.
2. Chairman Brown opens the meeting up to public comment. There is none.
3. Toby Van Aken, Transfer Station Manager, reviews the proposals that he is presenting to the Board for insulating the office at the TS. He would recommend going with Newell & Crathern. Mr. Van Aken is still looking into insulating/wrapping/heating the hydraulic tanks. He hopes to find a solution that can be taken off or turned off during the summer time. The option of building a box around all of them is also being considered to contain some of the noise that the motors make. He has a few contractors looking into these ideas.

The garage door of the new swap shop is going to be open 90% of the time. There is no heat in this part of the swap shop so it does not make sense to spend the money to insulate. Mr. Van Aken thinks that plywood should be put up on the walls so that shelves can be put up. The part of the swap shop that is insulated has gas heat and a window air conditioner. The Board and Mr. Van Aken agree to drop the idea of insulating the new addition to the swap shop.

Chairman Brown moves to authorize the Transfer Station Manger to enter into a contract with Newell & Crathern to install 6" polyisocyanurate insulation with R-36 and cover with .06 thick EDPM black commercial type roofing: \$4500 in costs to come from the Energy Committee and \$2000 to come from the Town Buildings Capital Reserve Fund. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Toby Van Aken informs the Board that the TS has received a grant from the NRRA for over \$3000 for the containers that they purchased. (More details to follow at the next meeting.) He is also looking into upgrading the security system at the TS. There are quite a few blind spots and the quality of being able to see any details is extremely poor.

Chairman Brown asks if Mr. Van Aken has had the chance to talk to other towns about what they may be doing about recycling and the newest challenges that we face. Cardboard, aluminum and steel are still making money. Mixed paper and electronics still costing money.

The swap shop meter and the extra power meter in the old building are turned off now. The security system that Mr. Van Aken and the Police Chief will be looking into will allow for zooming in on license plates to catch people who are illegal dumping. The Highway Department is going to help the TS finish building the new swap shop to get it done.

4. Selectman Bugbee gives an update on the department head training that is scheduled to take place in the fall. The staff would like to see *motivation and coaching* as their next topic for training.

5. a) TA Glover presents the draft for a Solid Waste Advisory Committee Charge. An ad was placed in the E-Crier for interested members, but so far no calls. Selectman LaCourse would like to see the word “assist” changed because he does not envision the members assisting with the swap shop. Selectman Bugbee wants to focus on what to do with the recyclables and whether we should be charging for bulky items and whether or not the coupon process is worth it.
- b) TA Glover informs the Board that the LED RFP went out directly to 12 or 13 firms and was advertised in Bid Works and Construction Summary. Bids are due back June 27th.

McGregor informed TA Glover that the executive director interviews are the week of June 11th and the Fire Chief is available that week to participate. The Board agrees if he has time he should participate.

The Police Chief has informed her that they found graffiti and evidence of squatting at the Come N Go and they have identified the graffiti as being tied to gang activity. Unless it is a safety hazard there isn't a whole lot the town can do about an abandoned piece of property. Now that it has risen to that level the Board can discuss what they would like to do next. Chief Dronsfield said they are concerned with the graffiti being tied back to gang affiliations out of the Lynn/Salem Massachusetts area. The graffiti was both inside and outside of the building. They saw evidence of people squatting there at some point. It is now an issue. They cannot get a hold of the owner and his tax bill was recently returned. He suggests sending a letter to the owner about the issues/problems. The Board agrees to have the TA and Chief draft a letter for the Chair to sign.

TA Glover will be out next Wednesday through Friday for the Municipal Manager's Conference.

TA Glover updates the Board on the legal budget and where they stand. The general legal budget is overspent by approximately \$1,700, but the Planning and Zoning Budget still has \$13,900 in it to spend.

Selectman Bugbee asks if there has been any feedback from the facilities design RFP. TA Glover says no but she just expects people to show up on June 6th for the pre-conference.

Selectman Bugbee asks if there has been any news from the company surveying the Lee Church property. TA Glover says there has been no change in his schedule or finish date. Chairman Brown believes he saw some people there last week. TA Glover is working on the P&S with the Town Attorney.

The money from the VRC sale will come when all the paperwork is processed.

6. Chairman Brown moves to accept the Consent Agenda as presented. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
7. Chairman Brown moves to enter into Non-Public Session per NH RSA 91-A: 3 II (a) & (c) at approximately **7:15pm**. Selectman Bugbee, seconds. Roll Call Vote. **All Agree following Roll**

SELECT BOARD MEETING MINUTES

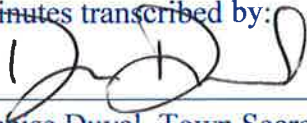
June 4, 2018

PAGE 3

Call Vote. Motion Carries. The Board returns to public session at 8:00pm.

- 8. Chairman Brown moves to seal all the non public meeting minutes except the one relating to the Library Trustees (c). Selectman Bugbee, seconds. Roll Call Vote. All Agree following Roll Call Vote. Motion Carries.
- 9. Selectman Bugbee suggests that the Select Board provide a BBQ for the town staff sometime this summer; maybe down at Little River Park. He asks the TA to query the staff to find out what day and time of day would be appropriate. He suggests lunch time or dinner time. Chairman Brown suggests doing it on the weekend so that Selectman LaCourse can attend. The Board unanimously thinks that this is a good idea.
- 10. Chairman Brown moves to adjourn at 8:02pm. Selectman Bugbee, seconds. All in favor. Motion Carries.

Minutes transcribed by:



Denise Duval, Town Secretary

6/18/18

Date

Minutes accepted by The Lee Select Board:



Cary Brown, Chairman



Scott Bugbee



John LaCourse

SELECT BOARD NON-PUBLIC MEETING MINUTES

June 4, 2018

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

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

1. Chairman Brown motions to enter into Non-Public Session at **7:15 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. **Roll Call Vote to enter into nonpublic session. All Agree following Roll Call Vote.**
2. Anne Gasowski handed out the library personnel policy relative to benefits. She, Katrinka and Ruth were at the 11/22/2018 Select Board meeting and she indicated that the Select Board said that the Assistant Librarian position was to receive all benefits. TA Glover explains the Health Trust rules for STD/LTD, which would need to be offered to all PT employees and, if the Town asks employees to contribute to the premium, we must achieve a 75% participation rate. She will check with the Health Trust with regards to the Library employees being considered a separate class, much like a Bargaining Unit in other towns.
3. Selectman 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 **8:00 pm.**
4. Minutes recorded by Town Administrator Julie Glover.

Minutes typed by:

Denise Duval, Town Secretary

Minutes accepted by Lee Select Board on 6/18/18.


Chairman Cary Brown


Selectman Scott Bugbee


Selectman John LaCourse