

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

Others present: Larry Kindberg, Shirley McKeon, Harriet Currier, Jim Banks, John and Anne Tappan, Patricia Jenkins, Camellia and Robert Knightly, Randy Stevens and Town Secretary Denise Duval.

1. Chairman Brown calls the meeting to order at 6:29 pm.
2. Chairman Brown opens the meeting up to public comment.

Jim Banks, Carpenter Lane, wants to talk about the fuel bid. There was concern a few weeks ago that the propane bidding might cause the collaborative to break up and cause the purchase of propane separately and the Select Board decided to rebid the propane. The bidding at the time included oils and states that there wasn't any ambiguity about that. He thinks that the Select Board should choose from what they have for fuels bid already and not rebid it.

3. Skip for now.
4. Larry Kindberg introduces Camellia Knightly who has applied to join the Rec Commission. Selectman LaCourse asks Camellia about her fundraising experience. Camellia states that in a previous position she held she was responsible for fundraising and networking. She was one of the biggest in-home care providers in the State of NH and they often held trainings and staff appreciation events. It was her responsibility to raise donations and raffles. One year she raised \$12,000 in donations. Selectman LaCourse moves to appoint Camellia Knightly to the Recreation Commission. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

5. b) Randy Stevens gives the following list to the Select Board of what he would like to complete before leaving on the 27th.
Update the asset inventory, culvert and basin inventory and road name changes.
Finish entering documentation into the cemetery book and make a backup copy.
Organize and label several hundred pictures i.e. all the work done at LRP.
Install the culverts on Thompson Mill Road. (waiting on wetland permit)
Make a work list for the next 6 months.
Finish the roadside mowing and get ready for Phase 2 paving.

Randy makes the following recommendations to the Select Board:

The Board shouldn't rule out buying used trucks/equipment.

If possible the highway supervisor should operate a small truck in winter instead of a big truck.

The CDL PT plow driver's rate should be increased to an average of regular and the OT rate of the full-time CDL drivers. This may get more operators.

The current CDL employees should know that they are appreciated.

Implement policies such as inclement weather, trenching, Standard Operating, mailbox and training policies.

Try to keep the operation as basic as possible focusing on road maintenance first.

Establish some way of sharing the on call responsibility between the supervisor and the 2nd in command.

Once paving is done concentrate on tree and brush work and ditching.

Randy's report on the condition of the department is as follows:

Pavement is in good shape. Tree work, brush cutting and ditching are falling behind. The equipment is in decent shape. He does not have any worries about getting through the next winter with it. The highway buildings are in good condition just in need of some cosmetic repairs. The aging staff will be an issue soon.

Randy mentions a few challenges for the department.

Knotweed is becoming a real problem for them because they can't transport and there are several ditches that are very bad. He will try to reach someone at the State level to see that they can do. He is mostly concerned with Stepping Stones and Snell Road.

There have a difficult time finding CDL drivers and obeying all the new rules and regulations that keep coming down the pipeline.

With the increase in traffic they need more work zone traffic control.

Randy's general update is the Western Star truck has gone back to Maine today for the same hydraulic problem that it has had all along. They think they have a solution now but they needed it up there to do it. The FEMA grant was denied. Lee did not have enough points basically because Lee was outside a disaster area. We were close. There is another one in September that we can apply for. We are still waiting on the wetland permit for the culvert. Finally with regards to the Clement Way entrance into Rita Lane has standing water for years now. The homeowners and Randy have gone to the State with no results. Randy has come up with a solution of filling it in and repaving it after he gets the permit.

Selectman Bugbee asks if the Town has to appoint someone as road agent after he leaves on the 27th. Randy indicates that it is not necessary to have a road agent in place. There are many towns without a road agent right now. After the 27th the 2nd in command will be in charge. Warren Hatch is the assistant. Randy states that he can work part-time after the 27th until the Town has filled the position. He understands he cannot work over 32 hours per unemployment.

- a) Randy goes over the Phase 2 paving list. Most of the costs depend on the liquid asphalt index. Last year at this time it was \$410 per ton and this year it is \$540 per ton which is an increase of 24%. Since we went out to bid it has gone up 10%. It has been stable for the last couple of weeks. Randy goes over the available funding for Phase 2 funding and the 4 possible choices for Phase 2 paving. After some discussion the Board agrees on #1. Chairman Brown authorizes the Highway Supervisor to plan and prep roads according to Phase 2 Plan #1 as per attached spreadsheet in his remaining days as Highway Supervisor. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
3. Arthur Bradbury introduces himself and is looking forward to working on this committee. He would like to ban the use of plastic bags in the Town of Lee. Selectman LaCourse moves to appoint Arthur Bradbury to the Solid Waste Advisory Committee. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
6. Toby Van Aken is not present. (sick)

7. Town Secretary Duval presents the Board with Sharon Meeker's official resignation from the Lamprey Rivers Advisory Committee. The Board asks the Town Secretary to ask Mrs. Meeker for her recommendation. They would also like to see an ad in the E-Crier and on the Transfer Station TV.
8. Chairman Brown moves to accept the Consent Agenda as presented. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Chairman Brown would like to look into a wheelchair accessible swing down at Little River Park. Selectman LaCourse thinks it is a good idea. Ask the TA to look into the costs.

9. The Board discusses recognizing David Meeker.

Selectman Bugbee goes over the ranking that the TCVC did of the architect's bid proposals. The recommendation in order is #1 AG, #2 CMK, #3 Harriman and #4 LaVallee. The Board wants the Town Secretary to invite them in to ask questions. Scott Simons must have missed something because their figure was much too low. SMP was the most expensive and the numbers of meetings were too low. They only offered 4 meetings while everyone else was 10-12.

John Tappan thinks it is important to find out how the architect will work with the TCVC. The questions need to be carefully designed to find how the architect will work with amateurs who are trying to balance many different needs. A presentation is not important. Selectman Bugbee and Select LaCourse agree.

The Board decides on narrowing it down to 3 questions from the TCVC to present to all the architects. The TCVC also has specific questions for specific groups about their proposal.

The TCVC has a projected start date of August 6th. The Board wants to choose someone that night so the Town Administrator can start on the contract as soon as possible.

John Tappan thinks that the TCVC needs to be at these interviews. He thinks that there needs to be time after the interview with one to discuss and take notes before moving on to the next person.

The TCVC already has a meeting scheduled for Tuesday, July 24th so the Board decided to invite the architects during that time. The first interview will begin at 6pm and every half hour after that. The Board wants to keep the time down to 15-30 minutes each.

Patricia Jenkins thinks this is a good idea and adds that the TCVC is a very good committee.

10. Chairman Brown moves to adjourn at 7:55pm. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

SELECT BOARD MEETING MINUTES

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Minutes transcribed by:



Denise Duval, Town Secretary

7/30/18

Date

Minutes accepted by The Lee Select Board:



Cary Brown, Chairman



Scott Bugbee



John LaCourse