

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

Others present: Caren Rossi, Bill Booth, Anne and John Tappan, Jim Banks, Linda Reinhold, 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. Town Clerk Linda Reinhold states that it has been almost a year since the Town hired Elizabeth Stone as the Assistant Town Clerk Tax Collector. It is at this time that the Clerk is asking that the Board appoint her to Deputy Town Clerk Tax Collector. Ms. Stone has demonstrated dedication and willingness to learn more and more. She is capable of running the office on her own and the tax payers love her. The Clerk enjoys working with her as well. Chairman Brown moves to approve the appointment of Elizabeth Stone as Deputy Town Clerk/Tax Collector for the Town of Lee. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
4. Selectman Bugbee states that there were a few NHMA Legislative policies that were tweaked at the recent meeting. He will forward the written updates to the TA for her to distribute once he gets them from NHMA.
5. Chairman Brown would like to be appointed as the representative from the Select Board to serve on the Solid Waste Advisory Committee. He feels as though this area is a serious concern and how it is going to get resolved will have funding issues for the Town. Selectman LaCourse moves to appoint Chairman Brown to the Solid Waste Advisory Committee. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Caren Rossi requests that the Board consider doing something about the excessive amount of items that people take home from the swap shop. There are several people in Town that have a hoarding problem and Ms. Rossi thinks that the Town is contributing to their illness by allowing this to happen. Chairman Brown asks Ms. Rossi what exactly she is proposing that the Board do. She would like to see the swap shop closed down; however, she understands that closing it is not the answer. She thinks that the Town needs to control how much people are allowed to take out of the swap shop. The Board decides to have the Solid Waste Committee review this issue and try to come up with a solution. No health laws have been broken at the most recent residence that Ms. Rossi has had to respond to; however, she believes that by having the swap shop the Town is enabling hoarders. She states that with all of her dealings with hoarding situations they have all been people that she recognizes from the swap shop as volunteers or people that just hang out there. The Board will wait to receive a report from the Solid Waste Committee.

6. a) Jim Banks presents his information pertaining to the LED conversion project. He states that each lamp will have a different return on investment depending on its use. He presents 3 phases. Phase 1 is the low hanging fruit; change out about 500 T8 fluorescents lamps and 80 U-tube shaped fluorescent lamps for LED's. Home Depot has the best price and product according to Mr. Banks. Phase 2 would be Man-Lift Work. This would be the lights in the

equipment bays in the fire department, transfer station and pole lights and wall packs. There are 190 T5's, 6 pole lights and up to 13 wall packs. Phase 3 is other. These are things that were not included in the list that the Town put out. Mr. Banks goes through the costs for doing all the lights and the different choices of bulbs. He talks about changing out the ballasts or not changing out the ballasts. He breaks down what he thinks it would cost to do this project his way along with the payback with each of his lights. Chairman Brown asks what percentage of bulbs in the PSC can just be switched out with an LED bulb. Mr. Banks says 80% would be the low hanging fruit. Chairman Tappan confirms that as long as there is analysis which shows that the change in the building results in either greater efficacy or better quality than it is a capital improvement. He adds as Mr. Tappan that there are many luminaires in this building where it just does not pay to replace them. Mr. Banks does not think the CO-OP is going to give the Town very much of a rebate when it comes right down to it. His recommendation is that they don't try to get a rebate from the CO-OP because it will not be worth the effort.

The Board asks Bill Booth to speak on this matter. Mr. Booth agrees with Mr. Banks; however, the logistics of installing all of the bulbs is more than what he has described. The job with the lift would need a certified operator to run it and they would need a two man crew. Should the Town just blow off asking the CO-OP to give us money if the Town does this project itself? He agrees with the low hanging fruit being changed easily by the Town but once you move to the high bays he has a hard time asking the part-time maintenance supervisor to do that job. The safety of that job makes him uncomfortable. Anytime the line voltage has to be cut, the Town cannot ask the town employee to do that work. We must hire a licensed electrician for liability issues. Mr. Banks says that the light poles and the wall packs involve changing out the fixtures and would require a licensed electrician, but the T8's, T5's and the 2 high bays are just lamp changes. Mr. Booth says that renting the equipment for two buildings for possibly several different times will take a considerable amount of time and would have to be coordinated with our certified operator Pete Hoyt. Selectman Bugbee would want to save the fluorescent bulbs that we replace but are still good and use them when the fluorescent bulbs that we keep burn out. Chairman LaCourse is concerned about overall liability. He also adds that there is a bid contract in process at this time. TA states that LED Conversion's cost for the Public Safety Complex after the rebate is \$20,770 and the Transfer Station is \$6568.

Caren Rossi confirms that Mr. Banks leaves the ballasts in place which does not provide the maximum energy savings. They agree that his proposal is not comparing apples to apples. Selectman Bugbee states that this project needs people that know a lot about this subject and he doesn't think that the Board is qualified to make the decisions that need to be made here. That is why they rely on the experts that come before them. TA is concerned with all the details that the Town would need to make decisions on. The experts would take care of that for the Town. Selectman LaCourse wants to let the people who know what they are doing do it at this point. He wants to move forward with one of the proposals. Selectman LaCourse moves to grant the Town Administrator authority to enter into a contract with LED Conversions to convert the lights at the PSC and the Transfer Station. Said contract not to exceed the amount of \$20,770 and \$6568 and funds to come from the Town Building Capital Reserve Fund. Chairman Brown, seconds. Selectman Bugbee is not in favor of this motion. All in favor. Chairman Brown and Selectman Brown vote yes. Selectman Bugbee opposes. **Motion Carries.**

b) TA Glover presents the FY20 Budget Calendar. The Deliberative Session is scheduled for the first possible day which is February 2, 2019. The regular Select Board meeting that would fall on New Year's Eve is scheduled for January 2, 2019. The Town Center Public Bond Hearing is scheduled for February 7, 2019. With the regular Select Board Meetings scheduled in January this will make 5 meetings in January. The Board is good with this schedule.

c) TA Glover presents a School Funding Letter which the Board agrees to move to the next Select Board meeting so that it can be discussed at the same time that Dr. Morse will be present. The Board asks the TA to notify Dr. Morse that this will be on the agenda.

d) TA Glover received a letter from Jim Banks relative to DF Richard and the offer that they make to town employees and volunteers. Before she distributes it she wanted to make the Board aware of it and confirm that the Board wants her to send it out to all the town employees and volunteers. Selectman Bugbee says yes. Selectman LaCourse and Chairman Brown are undecided. This is a privilege to employees and volunteers (who use 600 gallons of propane a year) which he thinks is problematic. DF Richard has defined a volunteer as any officer, board or committee member or volunteer as identified in the annual report or official committee minutes. Selectman LaCourse would vote no. He does not want the Board to officially agree with this. Chairman Brown has been on the fence about this for a while now. He is concerned with being able to send it to ALL the volunteers. We have not distributed a letter in previous year. It has solely been from word of mouth. There is further discussion back and forth. Selectman LaCourse feels that this would be an ethically breach of advertising. Town Secretary Duval suggests leaving it up to each Town Committee and Commission to notify their own members and volunteers. Selectman Bugbee moves to instruct the TA to direct this letter to all the Chairs of the Commissions and Committees in the Town of Lee for their distribution to their members and volunteers. Chairman Brown, seconds. All in favor. Selectman LaCourse, opposes. **Motion Carries.**

e) TA Glover reminds the Board that 2 pieces of property that were acquired by the Town by tax deed went out to sale by bid. The Town received one bid for each by abutters to each of the properties. The TA recommends selling the properties at the bids that have been received. Chairman Brown moves to accept \$2000 from Kenneth & Marlene Abood for the purchase of the Town owned property at 109 Osprey Lane. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

Chairman Brown moves to accept \$1300 from Allan Clay for the purchase of the Town owned property at 64 Tamarack Road. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

f) The posting of minutes are in pretty good shape except for the Cemetery Trustees. The Town Secretary has not seen minutes from the Cemetery Trustees since June 2017. Selectman Bugbee moves to have the TA send a 91a request to the Cemetery Trustees for everything since 2017. Chairman Brown, seconds. All in favor. **Motion Carries.**

g) The ORCSD would like to have a member of the Lee community participate in a 3-day workshop to discuss the design for the potential new middle school. Selectman Bugbee will attend as much as he can.

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h) TA Glover informs the Board that the Town has been summonsed in a civil action by Market Basket regarding a request for abatement filed with the assessors. They want their assessed value to be \$1.5 million less than what the Town is currently assessing it for. They didn't reach an agreement in the time that Market Basket needed to before they would be jeopardizing their rights if they did not file this lawsuit. MRI is still talking to Market Basket and hopes to come to an agreement, but it may need to go to mediation. Any agreement reached would still need to come back to the Board for approval. Market Basket used values from Claremont NH in their comparison which doesn't make sense according to our assessors.

i) The Board has all positive comments relating to the message board signs that the Town Secretary has presented for review. The Board would like to move forward with this sign project. Graphics, scrolling and various colors seem to be qualities the Board would like to see.

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

Chairman Brown moves to enter into Non-Public Session per NH RSA 91-A: 3 II (b) at approximately **8:07pm**. Selectman LaCourse, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.** The Board returns to public session at **8:11pm**.

Chairman Brown moves to seal the non public meeting minutes. Selectman Bugbee, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.**

- 8. Selectman Bugbee states that Wally Dennis has passed away. The Town will need to find a new Boston Cane recipient.

The TCVC met last Thursday and Friday with LBA and individual groups. They will meet with the Library on Thursday and tour the buildings on Thursday with Bill Stevens. The question still remains what to do with the Annex. Move it or use it. Selectman LaCourse and Brian Burke want to tear it down. LBA would like to know where the Commissions should go i.e. Town Hall, new municipal building or Annex. LBA would also like to know if there are any items that are must haves from any particular groups.

Questions as to what is happening with the Church property sale to the Town. TA Glover will check with their attorney.

There seems to be a parking issue at the swap shop. Toby says that it is difficult for them to police this.

- 9. Chairman Brown moves to adjourn at **8:22pm**. Selectman Bugbee, seconds. All in favor. **Motion Carries.**

Minutes transcribed by:


Denise Duval, Town Secretary

10/8/18
Date

Minutes accepted by The Lee Select Board:


Cary Brown, Chairman


Scott Bugbee


John LaCourse