

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

Others present: Patricia Jenkins, Bill Humm, Steve Bullek, David Cedarholm, Anne and John Tappan, Deb Sugerman, Amy Schmidt, Randy Stevens, Town Administrator Julie Glover 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.

David Cedarholm, Fox Garrison Road, thanks the Board and the Advisory Budget Committee for their hard work in pulling the budget together and good luck moving forward in refining the budget. He wants to acknowledge that today is World Toilet Day and that more than 39% of the world's population (over 2 ½ billion people) do not have access to basic sanitation. He encourages the Board to try to maintain something close to level spending compared to previous years. When he finished his time on the Board 3 years ago, they had done a pretty good job of this and he know it is tempting to just move forward with the flow but we are still in tough times particularly with the real estate market. He again encourages fiscal restraint as the Board finalizes the budget. Mr. Cedarholm is on the Planning Board and also comments that the CIP Committee is keeping the increase of the CIP to 2%; however, that CIP did not contain the greatest capital improvement project that this Town has ever seen and that is the combination of the new Library and Town Hall.

3. This item is continued to the next meeting date (new Recreation Commission member)
4. Steve Bullek and Randy Stevens are present to discuss cemetery burials. Mr. Bullek begins by stating that when he was hired he was told that he would only have to maintain the cemeteries and not bury people. Mr. Bullek states that they no longer have access to the excavator that they used to bury people for \$100. This was a low price compared to the \$700 - \$800 that others charge to do the same thing. He does not have this money in his budget to do this so he and Randy have discussed having the funeral homes contract full burials out directly with the families. Cremations are different in that the Sexton or the Cemetery Trustees can go out and dig the hole, lay out and bury. With the full body burial, the Sexton or the Trustees would do all the lay out and work with whomever the funeral home hires to dig and bury the body. This would take the Town out of it completely. The way it is set up now, the Sexton reports to the Cemetery Trustees. For that to change the Select Board would have to bring a warrant article asking the residents to change that to something else. The documents that are executed to sell the right to bury someone in a particular plot of land are prepared by the Cemetery Trustees. Selectman LaCourse feels they should go with Mr. Bullek's proposal and let the funeral home handle it and then stick with the Town handling cremations. Chairman Brown asks if anyone has spoken to the Trustees. The Highway Supervisor and Randy Stevens tried to set up a meeting with them, but there was no response. The goal was to meet with them before this Board meeting. Mr. Bullek has never met them and he thought they would want to meet him. Chairman Brown wants to draw something up as a procedure and have everyone sign off on it. Mr. Stevens states that he will not officially accept the position as Sexton (Custodian) until this is all straightened out. And he would want to be called Custodian, not Sexton. The Statute uses

both titles. Selectman Bugbee agrees on getting a policy in writing signed. Selectman LaCourse agrees on the procedural part and wishes to move forward with final document. Everyone agrees to leave the cemetery filing cabinet where it is at the highway department. They discuss raising the lay out fee to \$50 and raising the cremation fee. The Board wants Mr. Bullek, Mr. Stevens and the TA to work on what the prices should be and put them into the document.

5. Steve Bullek's plan for the swap shop is to fill in up to the fence that is on the right across the road from the shop. Twelve cars will be able to park there at a ninety degree angle once this is done. This is the best option that he can come up with. This provides the best site distance and he proposes putting in a crosswalk and speed table. He has the material for the fill but not for the top part where the handicap parking would go. He would also suggest getting concrete barriers and lining them up along the back after moving the fence back five feet. You would not have to cut down any trees or encroach on any of the walking trails. The fence needs to be replaced anyway from snow damage. This option gives the most space.

Bill Humm says they may have a problem with encroachment on the conservation easement that is held by the Society for the Protection of NH Forest if the fence is moved back. He would need to read the language carefully, confer with Mr. Bullek and the Society to see if this is viable. Mr. Bullek doesn't think there will be an issue, but he suggests putting the fence right into the barrier itself. Chief Dronsfield thinks that this is the best possible solution. There is still the issue of people crossing the street, but there isn't much they can do about that. He suggests putting down something like what is at LRP to warn people when to stop when pulling in to park. The Board wants to move forward with this as long as the Society for Protection is ok with it. The Highway Department will plug away at it as time and weather will along.

Patricia Jenkins on behalf of the Heritage Commission awards Randy Stevens with the banner that was in recognition of him and his hard work and dedication to Lee for the past 38 years.

6. Fire Chief Scott Nemet requested a grant from the NH Department of Natural and Cultural Resources, Division of Forests and Lands to purchase forest fire protective equipment in the form of helmets, shirts and pants. Their forestry equipment is only good for 10 years and it has been put on the back burner for the past couple of years. To fit the department would cost \$4923.25. The grant is for \$2000 and the department would pay the balance out of their protective gear line. Chairman Brown moves to accept a grant in the amount of \$2000 from the 2019 Volunteer Fire Assistance Fund Grant Program for forest fire personnel protective equipment as presented by the Fire Chief. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
7. Selectman Bugbee presents the Board with a sample historical marker for the Town Hall and asks permission to have one made up for the Tool Shed and the Historical Society and that they all be placed on each building. Selectman Bugbee moves to allow the Heritage Commission to place historical marker signs on the Town Hall, the Tool Shed with a Tramp Room and the Historical Society Building. Chairman Brown, seconds. All in favor. **Motion Carries.**
8. a) TA Glover informs the Board that after the recent election the Selectmen's Office received some suggestions that we may want to consider having voting at the Mast Way School in the future again as it was a number of years ago. The Selectmen are responsible for providing a

suitable site in which to hold elections. The ORCSD closes on this day; therefore, it wouldn't be a conflict. Selectman LaCourse thinks that this option should be explored and agrees that it was very crowded this year. There was not enough room for those want to register that day and the lines went out the door for quite a while. There was a lot of crisscrossing. Chairman Brown agrees and added that they were a little understaffed as well. He adds that they did not anticipate that many new registered voters and yes, improvements need to be made. Selectman Bugbee says that Durham signed up 3000 new voters that day. Lee did 300 or 400. He agrees with checking out using the school for free. He toured the new additions and it looks very nice. They are having an open house on December 5<sup>th</sup> which is the same night as our Appreciation Dinner. Chief Nemet states that we need to work on having more lighting around the safety complex during voting. Either permanent or temporary lighting. TA Glover is having the LED vendor look into putting more lights around the building.

b) TA Glover states that the purchase of the Lee Church property is still tentatively scheduled for December 14<sup>th</sup>. They are still waiting for the right of reverter to get sign off on.

c) TA Glover informs the Board that the office has received an inquiry from someone who is inquiring for their parent who has a disability and is wondering whether the Town issues hardship abatements. Hardship abatements are allowed under the Statute indicating that the Selectmen have the authority to do that as justice may see fit. Other Towns have an application and policy in place because it is a big deal. TA Glover will present a draft policy if the Board is interested. There is a hardship from the State as well. Other Towns ask that all State programs be exhausted before coming to the town. TA Glover indicates that this would be for a disability. Selectman LaCourse thinks that they should move forward on this and have the TA look further into this and develop a draft policy/application. TA Glover suggests having the Welfare Officer do the intake and the Board agrees.

d) TA Glover confirms that Monday, December 10<sup>th</sup> at 6:30pm would work for the TCVC to run through the PowerPoint presentation with the Select Board.

9. Chairman Brown moves to accept the Consent Agenda as presented. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
10. Chairman Brown moves to enter into Non-Public Session per NH RSA 91-A: 3 II (a) and (e) at approximately **7:25pm**. Selectman LaCourse, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.** The Board returns to public session at **7:49pm**.
11. There is no motion to seal the nonpublic meeting minutes.
12. Selectman Bugbee moves that he (Selectman Bugbee) pick the Volunteer of the Year and work with the Town Secretary to get the appropriate acknowledgements produced. Chairman Brown, second. All in favor. **Motion Carries.**  
TCVC member John Tappan and Caren Rossi are meeting with the DOT tomorrow in regards to the new Town Center Project driveway placement. The TCVC is meeting after that to discuss this and finalizing the 2 dates for the public presentation. The Select Board presentation is scheduled for December 10<sup>th</sup>. John Tappan is meeting with the Fire Chief tomorrow after his

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meeting with the Caren Rossi and the DOT for his input on driveways, parking lots and cisterns.

TA Glover lets Selectman Bugbee know that the Town Hall staff has indicated that they do not need a separate entrance.

Selectman Bugbee will bring the check to Strafford County.

Selectman LaCourse indicates that Bedrock Gardens has asked for a continuance so still no decision on that case.

Selectman Bugbee reminds the TA that employee evaluations are due by 12/3 to the Board so that they may discuss them on 12/17.

13. Chairman Brown moves to adjourn at **7:55pm**. Selectman Bugbee, seconds. All in favor.

**Motion Carries.**

Minutes transcribed by:

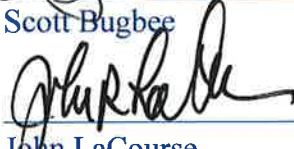
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Denise Duval, Town Secretary

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Date

Minutes accepted by The Lee Select Board:

  
Cary Brown, Chairman

  
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Scott Bugbee

  
\_\_\_\_\_  
John LaCourse

**SELECT BOARD NON-PUBLIC MEETING MINUTES**

**November 19, 2018**

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

Others present: Town Administrator Julie Glover


1. Chairman Brown motions to enter into Non-Public Session at **7:25 pm** per RSA 91-A: 3II (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled. Selectman LaCourse, seconds. **Roll Call Vote to enter into nonpublic session. All Agree following Roll Call Vote.**
2. TA Glover updates advises the Board of an offer made by Fairpoint of \$118,420 to settle tax claim of 2011-2017. Both MRI and DTC recommend against accepting this offer.
3. Chairman Brown moves to reject the offer made by Fairpoint. Selectman Bugbee seconds. All in favor. **Motion Carries.**
4. There will be no motion made to seal minutes back in public session.
5. Minutes recorded by Town Administrator Glover.

Minutes typed by:

Denise Duval, Town Secretary

Minutes accepted by Lee Select Board on \_\_\_\_\_.

  
Chairman Cary Brown

  
Selectman Scott Bugbee

  
Selectman John LaCourse



**SELECT BOARD NON-PUBLIC MEETING MINUTES**

**November 19, 2018**

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

Others present:

1. Chairman Brown motions to enter into Non-Public Session at **7:25 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. Selectman Bugbee, seconds. **Roll Call Vote to enter into nonpublic session. All Agree following Roll Call Vote.**
2. The Board discusses personnel issues.
3. There will be no motion made to seal minutes back in public session.
4. Motion made to leave nonpublic session at 7:50pm by Selectman Bugbee. Selectman LaCourse, seconds.
5. Minutes recorded by Selectman Bugbee.

Minutes typed by:

Denise Duval, Town Secretary

Minutes accepted by Lee Select Board on \_\_\_\_\_.



Chairman Cary Brown



Selectman Scott Bugbee



Selectman John LaCourse

