

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

**Others present:** Larry Kindberg, Steve Bullek, John Tappan, Paul and Kelsey Goodwin, 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. Larry Kindberg, Recreation Commission Chair, introduces Kelsey Goodwin as a new applicant for the Rec Commission. Ms. Goodwin, her husband and 3 children chose NH to live in 2 years ago after her husband got out of the army. She is looking forward to being part of organizing different activities for all families to be included in. She feels it is difficult for families with special needs to get out and be part of the community so she wants to have some input on this. Chairman Brown moves to approve a full 3 year membership appointment to Kelsey Goodwin to serve on the Recreation Commission. Selectman Bugbee, seconds. All in favor. **Motion Carries.**
4. a) Steve Bullek, Highway Supervisor, is present to discuss the overtime policy in relation to holidays. The example he presents is during the week of Thanksgiving his employees worked 9 hours on Monday, 16 ½ hours on Tuesday, 13 hours on Wednesday and then had two holiday days and did not receive any overtime for that week even though they came in at 10:30 at night and worked straight through to the next day. He would like to see the policy changed to exclude holidays from the hours worked part of the policy. The current policy allows only hours actually worked to count towards overtime. If the policy is changed he would like to see it for the whole year but would settle for November 1<sup>st</sup> – April 1<sup>st</sup>. TA Glover adds that this would impact others as well such as the Town Secretary but not by a lot. She clarifies that the Town pays a weekly overtime; hours worked over 40, not a daily overtime; hours worked over 8. Selectman LaCourse wants to see this across the board and not just for the highway department. Selectman Bugbee and Chairman Brown agree. Selectman LaCourse also wants to see this all year round and not just November – April. Chairman Brown agrees. Selectman Bugbee agrees as well. Chief Dronsfield supports this and says that his guys are getting the extra pay already so this wouldn't affect them. The Chief points out that some other departments do overtime after 8 hours so that someone is not penalized for having to take time in the same week that he or she worked overtime. For example, if an officer works 3/13 hour days and then is sick later in that week he or she loses that overtime. He or she should not be penalized for being sick.

Selectman LaCourse asks the TA to work up the changes in draft form and the Board can vote on it next time. Selectman Bugbee asks if they can get more of a solid number on who this would affect.

b) Steve Bullek presents a draft right of way policy for the Board to review and comment on. Selectman Bugbee questions the permanent mailbox section. Mr. Bullek says he should add that if it is currently sitting where it is sitting then he wasn't requiring that it be moved. If it's already there it gets grandfathered and if it gets damaged then it falls on the owner. The reason Mr. Bullek does not like granite mailbox posts is because it's an unyielding device which

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means if someone hits it there will be a lot of damage and injury. He doesn't believe they are safe. He states that it's mostly the developments that have between a 50 and 60 foot right of way. Chief Dronsfield thinks that this policy looks good. There is not a written policy on fixing mailboxes in the Town of Lee. Mr. Bullek would help anyone that needs assistance in placing their mailbox. TA Glover will run this draft by legal just to make sure there aren't any issues. Mr. Bullek added an appeal process to the policy. The Board will expect a final policy to approve at the next meeting. Selectman Bugbee asks if there will be a fine associated with violations. TA Glover and Mr. Bullek think that this is mostly to serve as a warning and if the homeowner does not follow these rules and his or her mailbox is damaged then the cost to fix will fall on the homeowner.

5. a) TA Glover has looked into moving the voting to Mast Way School. She has reached out to Dr. Morse and he is going to bring it to the School Board.

TA Glover adds that she received an email from Todd Selig this afternoon that he is exploring with the ORCSD when they build their new middle school possibly keeping the existing gymnasium and having it available for the Town of Durham. He was asking if Lee would have any interest in exploring this with them. The Town or Towns utilizing this space would have to pay for the renovations. Chief Dronsfield asks if we didn't use the fire bays one year for voting. There is some recollection. This would not solve the parking issues or the emergency response issues. The Board wants to continue to consider the school.

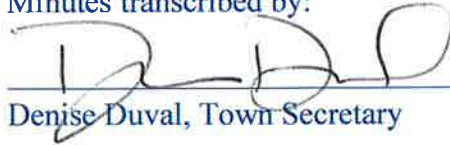
b) TA Glover states that the NHCUCC Executive Board approved the partial release of the right of reversion because they are not selling the Town all of the property and now they have to work on the bank and the partial release of the mortgage. This is progress and still aiming for December 14<sup>th</sup> closing date. The check is being issued for the purchase. TA Glover is asking for permission to execute further documents in this matter. Chairman Brown moves to grant authority to the TA to execute closing documents for the purchase of the Lee Church Congregational property. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

c) TA Glover received some comments from Randy Stevens late today with regards to the draft burial agreement. He asked about a fee for doing the lay out on a full burial. Her response to him was that would be up to the cemetery trustees. He asked if we were going to have a list of firms to do the digging for the funeral homes. TA Glover says that Marianne Banks emailed her back indicating that the draft agreement looks good. Selectman Bugbee asks the TA to forward Mr. Stevens' questions to the cemetery trustees as well. The Board is good with this document. TA Glover will forward final to cemetery trustees for them to vote to accept and sign. If possible she will bring it to the next meeting.

6. Chairman Brown moves to accept the Consent Agenda as presented. Selectman LaCourse, seconds. Selectman Bugbee asks about the pole license. TA Glover says that this is actually a normal request. All in favor. **Motion Carries.**
7. Chairman Brown moves to enter into Non-Public Session per NH RSA 91-A: 3 II (a) at approximately **7:20pm**. Selectman LaCourse, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.** The Board returns to public session at **7:50pm**.
8. There is no motion to seal the nonpublic meeting minutes.

- 9. Selectman Bugbee passes out preliminary drawings/plans and reminds everyone that the Town Center Project presentation to the Select Board is next Monday at 6:30pm. Lavallee Bresinger will be doing the presentation and the TCVC will be there. The plans should be shared with the Town Clerk and Planning and Zoning. The Library has a copy. These are preliminary and not final in any way per Selectman Bugbee. John Tappan states that he has already heard some faults with Option 2 that they had not talked about. He states that this is a process that needs a whole lot more time. The TCVC has already made some changes and let Lavallee know. They took out the building maintenance office and added a 2<sup>nd</sup> bathroom. They also made changes to the Town Clerk area. The plan is to pass the parking lot layout by the highway supervisor and the placement of the cistern by the Fire Chief.
  
- 10. Chairman Brown moves to adjourn at 8:02pm. Selectman LaCourse, seconds. All in favor. **Motion Carries.**


Minutes transcribed by:

  
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 Denise Duval, Town Secretary

12/17/18  
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 Date

Minutes accepted by The Lee Select Board:

  
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 Cary Brown, Chairman

  
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 Scott Bugbee

  
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 John LaCourse

**SELECT BOARD NON-PUBLIC MEETING MINUTES**

**December 3, 2018**

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

Others present:


1. Chairman Brown motions to enter into Non-Public Session at **7:20 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 conducts a preliminary review of personnel evaluations.
3. The Board discusses plow truck driver bonuses.
4. No Motion to be made to seal the minutes back in public session.
5. Motion made to leave nonpublic session at 7:50pm by Chairman Brown. Selectman LaCourse, seconds.
6. Minutes recorded by Chairman Brown.

Minutes typed by:

Denise Duval, Town Secretary

Minutes accepted by Lee Select Board on 12/17/18

  
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Chairman Cary Brown

  
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Selectman Scott Bugbee

  
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Selectman John LaCourse