

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

Others present: Pat Barbour, Ted Gatsas, Paul and Annamarie Gasowski, John and Anne Tappan, Bambi Miller, Ruth Eifert, Katrinka Pellicchia, Toby Van Aken, Chief Dronsfield, Chief Nemet, 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.

Ted Gatsas, Manchester NH, introduces himself as the newly elected Executive Council Representative for Lee. He hands out his card and asks for questions. There are none. He states that restoring funding back to municipalities is in the front of his mind.

3. Chairman Brown opens the Budget Public Hearing at 6:33pm.
 - a) Chairman Brown moves the highway discussion up in the schedule. Steve Bullek talks about the increase in paving. When asked what roads he would take off the list should he have to, Mr. Bullek did not know at this time. He did state; however, that Snell Road needs to be done. It is in bad shape. They need to keep in mind that it is economically smarter to do the roads that are close to the necessary roads because it is cheaper than paying another mobilization fee from the contractor. There are others that may be older but they do not get as much traffic.

Selectman Bugbee has gone through the entire budget with recommended reductions based on what was spent so far. The Board agrees to go through them one by one.

In the highway budget he would like to reduce Police Detail by \$2000; Medical Drug Testing by \$250; Parks and Grounds Maintenance by \$3000; Rented and Hired Equipment by \$2000; Paving & Asphalt Products by \$10,000.

In the Select Board budget he would like to reduce Temporary Employee Wages by \$1500.

Selectman Bugbee states that if all of his reductions are done it would result in a 2.96% increase in the budget. He was shooting for 3% increase.

Paul Gasowski, Lamprey Lane, asks to discuss an item in the previous highway budget. He does not think that the tree trimming has had enough of a detail and that there is an imminent hazard. He questions the Parks & Grounds FY18 Actual. He doesn't understand how it could be so low. The new person needs support. Selectman Bugbee says that the fuel was coming out of a different line last year and all of the hourly labor was coming out of wages. TA Glover states that at the time the FY18 budget was put together and approved the Town had outside contractors doing some maintenance. The following year the highway department did it. Mr. Gasowski asks that before the new road agent takes a hit on this line maybe the Board could get a more detailed explanation as to whether he is adequately covered.

There are no recommended reductions in the Elections and Registrations Budget.

In the TC/TC Budget Selectman Bugbee would like to ask the Clerk about budgeting \$1000 for Mileage when this much never gets spent. He is concerned about the postage line being too low. He thinks it should be higher especially since postage is going up soon. Selectman Bugbee would like to reduce Office Supplies by \$600.

In the Finance Administration Budget Selectman Bugbee asks the same question about postage. He thinks this should be increased. He would like to reduce Office Supplies if possible. They agree to reduce Computer Services. TA Glover will determine how much that should be. Selectman Bugbee would like to reduce Training by \$1000 and Computer Hardware by \$2000.

There are no recommended reductions in the Assessing Budget or the Legal Expense Budget.

In the Personnel Budget Selectman Bugbee would like to take out the family insurance plan buffer which is about \$22,500. TA Glover will bring some information back to the Board at the next meeting. There is potential shifting in health care coverage.

In the P & Z Budget Selectman Bugbee would like to reduce Outside Consulting by \$300; Equipment Lease by \$200 and SRPC by \$5300 to 0. He would again question the postage line. Paul Gasowski asks the Board to explain zeroing out SRPC. Selectman Bugbee states that according to Ms. Rossi the Town does not get its money's worth and when the Town requests things from them the Town has to pay in addition to the annual fee. She is suggesting to cut it. Mr. Gasowski suggests consulting the Chairs from the other Commissions in Town. The Board states that they have.

In Government Buildings TA Glover points out that spending has been increasing through the years out of the Maintenance & Repair budget. More things need repairs as time goes on especially at the PSC. Selectman Bugbee wants to reduce M&R by \$2000; Landscaping by \$250; Supplies by \$1000; Energy Committee Supplies by \$1000; Sustainability by \$500; Electricity at the Tennis Court by \$396 to 0 (if it's only being kept for Memorial Day) and Heat Town Hall by \$1000. Selectman Bugbee questions if Uniforms should be increased. TA Glover will look into. Paul Gasowski would not like the Sustainability Committee reduced nor would he like to see the Energy Committee reduced.

In the Cemetery Budget TA Glover suggests increasing the salary line to \$1500 since the Cemetery Trustees have talked about paying the next Custodian \$1500. The Board is good with this.

In the Police Department Budget Selectman Bugbee would like to see the new additional officer be removed with the benefits associated with it. He would also like to reduce Officer Overtime by \$5000; Community Outreach reduced to 0; Telephone/Cell Phones reduced by \$500 and Training reduced by \$1000. He questions Lease Agreements, Printing and Dues. The Police Chief is ok with eliminating Dues. Printing is all based on how busy they are and Lease Agreements are ever changing. Chief Dronsfield is concerned with cutting Training. Selectman LaCourse would like the Chief to provide information to the Board on upcoming classes for 2019. Community Outreach was going to start the neighborhood watch programs back up again and women self-defense classes. The Town of Lee did have a neighborhood watch program

back in the 90's. There are still signs posted for it. Selectman LaCourse and Chairman Brown do not want to zero that budget line.

In the Fire Department Budget Selectman Bugbee is in favor of the new full-time position but not in favor of the new part-time position at this time. He would like to see Vehicle Equipment Maintenance and Repair reduced by \$5000; Conference and Travel reduced by \$500 and New Equipment reduced by \$10,000. The Chief is concerned with this reduction since all of his equipment comes out of this line. Selectman LaCourse is in favor of the full-time position but not in favor of the part-time position. Chairman Brown is in favor of both. The Chief has over spent the Vehicle Equipment Maintenance already this year and that's before dealing with the Utility Truck that is having issues.

In the Code Enforcement Budget Selectman Bugbee would like to see Overtime reduced by \$500.

In the EOC Budget Selectman Bugbee would like to see Supplies reduced by \$2000. Chairman Brown wants to make sure that all the things that the EOC drill report indicated that the Town needed are obtained. The Fire Chief states that we need that line in case of an emergency. He thinks that they will be ok with \$4000 to bring the EOC up to the proper standards.

In the Transfer Station Budget Selectman Bugbee would like to see the Part-time Clerical Wages reduced to 0; Office Supplies reduced by \$500. After a short discussion the Board agrees to reduce the Solid Waste MSW from \$80,000 to \$73,000 and Hauling Costs from \$38,000 to \$28,000. Composting startup costs will need to be added.

In the Animal Control Budget Selectman Bugbee would like to see that reduced by \$500.

In Health Services Budget Selectman Bugbee would like to see Goodwin reduced by \$2120; Homeless Shelter of Strafford County reduced by \$1000; Rotary in Durham reduced to 0 and not fund Cornerstone VNA. They are new this year. He believes the Town has enough commitments at this time. Chairman Brown disagrees. TA Glover informs the Board that the Cornerstone VNA is a visiting nurse association and they serviced 35 Lee residents with 683 visits from Jan – July. Selectman LaCourse suggests giving them \$1500. Chairman Brown agrees.

There are no recommended reductions in the General Assistance Budget.

In the Parks and Recreation Budget Selectman Bugbee would like to see Electricity reduced from by \$500; Supplies reduced by \$3280 and Recreation Events reduced by \$7150. The Board agrees to fully fund the Oyster River Youth Association line.

There are no recommended reductions in the Library Budget.

In the Agricultural Commission Budget Selectman Bugbee would like to see this reduced to 0.

b) TA Glover starts the review of the draft warrant at Article 3. The Board does not have any comments at this time.

Warrant Article 4 is the Operating Budget so no comments at this time.

Warrant Article 5 is for breathing apparatus for the Fire Department. The Fire Chief hopes to get quotes from the manufacturers by tomorrow.

Warrant Article 6 is for a Thermal Imaging Camera for the Fire Department. The Fire Chief states that this will be roughly \$15,000. The current ones are almost 13 years old and are breaking.

Warrant Article 7 is to deposit \$150,000 into the Fire Equipment Capital Reserve Fund. The Fire Chief states that 10 years ago Durham Fire left UNH Dispatch and Barrington, Lee and Madbury became a group and work together as a team to get the best service they can from UNH. They have a new frequency; unfortunately there a lot of dead zones in town. The goal is to put a repeater up in Lee; the total cost of the project is \$234,000. They have not figured out what each town would be responsible for. Chief Nemet requests increasing Article 7 by \$50,000. They are looking at the tower across from the Racetrack for a location.

Warrant Article 8 is \$100,000 to be deposited into the Town Buildings Capital Reserve Fund. Selectman Bugbee would like to reduce this to \$35,000.

Warrant Article 9 is to deposit \$60,000 into the Highway Dept. Road and Bridge Improvement Plan Capital Reserve Fund. No comments at this time.

Warrant Article 10 is to deposit \$55,000 into the Highway Equipment Capital Reserve Fund. No comments at this time.

Warrant Article 11 is to deposit \$38,000 into the Transfer Station Equipment Capital Reserve Fund. No comments at this time.

Warrant Article 12 is to deposit \$20,000 into the Fire Ponds and Cisterns Capital Reserve Fund. No comments at this time.

Warrant Article 13 is to deposit \$20,000 into the Revaluation Capital Reserve Fund. No comments at this time.

Warrant Article 14 is to deposit \$15,000 into the Internal Service Fund Accrued Benefits. No comment at this time.

Warrant Article 15 is to deposit \$6,000 into the Recreation Capital Reserve Fund. Selectman Bugbee would like to reduce this to zero. Selectman LaCourse agrees. Selectman Bugbee states that the CIP is a planning tool not a spending tool and he thinks that the Board should go through each item in the CIP and decide if they support them or not. Some of them he does not think they are going to do such as replace or renovate the tennis court. Chairman Brown agrees if this \$6000 is earmarked for a tennis court then he agrees with getting rid of it. He adds that he doesn't think that there is enough in the Cistern Warrant Article because they cost way more

than what we are putting away for but after hearing from the Chief they decide to leave it the way it is.

Warrant Article 16 is to establish a contingency fund for \$20,000 the funding to come from the Unassigned Fund Balance.

TA Glover states that she received a request from the Heritage Commission asking the Board to put on the following Article:

“Will the Town suspend effort to remove or demolish the Lee Parish House until July 1, 2020 to allow the Lee Heritage Commission sufficient time to explore options for its preservation and future use and to submit a proposal for the March 2020 Ballot.”

TA Glover reminds the Board that the Warrant Article last year relative to the purchase of the church property called for the Parish House to be removed by July 1, 2019. Selectman LaCourse is not in favor of putting this forth. Selectman Bugbee is in favor of putting this forth. Selectman LaCourse states that this was voted on last year by the town and passed. Selectman Bugbee states that it’s not going to kill us to wait another year. The TCVC plan for the Town Center has nothing to do with that section. The Historical Society has expressed interest in taking it over and the Town won’t have to pay to have it removed. Chairman Brown votes to give the Heritage Commission time.

c) Chairman Brown moves to accept the Default Budget for FY19 as presented.

Chairman Brown closes the Budget Public Hearing.

4. Fire Chief Nemet states that recently the Town received an EMPG Grant to update its Hazard Mitigation Plan. The Town worked with the SRPC to develop and update the Hazard Mitigation Plan that the Town has. He presents the Certificate of Adoption that was approved by the State of NH and will go to FEMA for adoption following the Select Board. TA Glover reads the Certificate into the record.

“Certificate of Adoption, Town of Lee NH Select Board, A Resolution Adopting the Lee, NH Multi-Hazard Mitigation Plan Update 2019.

WHEREAS, the Town of Lee authorizes responsible departments and/or agencies to execute their responsibilities demonstrated in the plan, and received funding from the NH Office of Homeland Security and Emergency Management under a Pre-Disaster Mitigation grant and assistance from Strafford Regional Planning Commission in the preparation of the Lee, NH Multi-Hazard Mitigation Plan Update 2019; and

WHEREAS, several public planning meetings were held between October 16, 2018 and December, 2018 regarding the development and review of the Lee, NH Multi-Hazard Mitigation Plan Update 2019; and

WHEREAS, the Lee, NH Multi-Hazard Mitigation Plan Update 2019 contains several potential future projects to mitigate hazard damage in the Town of Lee; and

WHEREAS, a duly-noticed public meeting was held by the Lee Select Board on January 2, 2019 to formally approve and adopt the Lee, NH Multi-Hazard Mitigation Plan Update 2019.

NOW, THEREFORE BE IT RESOLVED that the Lee Select Board adopts the Lee, NH Multi-Hazard Mitigation Plan Update 2019.

5. Selectman Bugbee states that the TCVC is scheduled to do a presentation next Monday, January 7th. He states that the TCVC was tasked to come up with a presentation based on the \$4.3 million project costs. One of the things that they noticed when looking at LBA's design proposal to the TCVC is the program requirements for the municipal building seem to be smaller than what the program requirements actually are and the library's seem to be larger than the program requirements that were asked for. Based on what the Board has told the TCVC they have done the presentation based on the \$4.3 million. They recently had a conversation about ways to get the costs down. Selectman Bugbee asks the Board if they are wedded to the \$4.3 million or would they be amenable to finding ways to reduce this amount. The Board says of course. Selectman Bugbee states that initially they were told that basement costs were very high and since then they have come to realize that basement additions are relatively inexpensive. A few TCVC members have been toying with making some changes to the library. Right now their expansion is about 4000 sq. ft. They would propose reducing this to 2000 but putting a basement in and using that as meeting space. He states that the library hasn't hear this yet, but based on the numbers they have run this would reduce the cost of the project by \$6-700,000. He states that this is not what they will present on Monday. They will be presenting the \$4.3 million, but he thinks that this should be explored. Certain members believe that a bond for \$3.78 million is too much. The Board would want them to explore good business options. Selectman Bugbee states that this would be the same amount of space. Chairman Brown asks if the TCVC is taking the same critical look at the Annex and the municipal building. Selectman LaCourse says yes to explore cost reductions but he wants the functional needs of the rooms to remain.

Katrinka Pellecchia, Wiswall Road and Library Trustee, is flabbergasted at the idea of cutting the addition by half. Selectman Bugbee says that the square footage would remain the same only some of it would move to the basement. Ms. Pellecchia says there would have to be an elevator and steel supports. Selectman Bugbee agrees. Ms. Pellecchia says that a slab would support stacks better and easier and cheaper. She hopes that the Trustees and the library be considered before this decision was made. Ms. Pellecchia says it would have been nice if the TCVC would have approached them with this idea first as opposed to getting blind-sided tonight. Selectman Bugbee says that the TCVC was tasked with a job and they needed to get permission from the Board to explore something like this.

Paul Gasowski, Lamprey Lane, states that he sat through hours of TCVC meetings and this was not vetted by the full committee. Procedurally this is inappropriate, let alone it was not vetted before the Trustees before it appears before this Board. Selectman Bugbee says it was discussed at the last TCVC meeting and adds that he and Annie had left. Mr. Gasowski states that this raises another point.

- 6. a) TA Glover updates the Board on the election venue question. The School Board has approved the Town using the Mast Way School as a polling station for November Elections because the school are closed. They do not want us to use Mast Way for March Elections because the school is open and they feel they cannot isolate Mast Way School from the voters and parking would be a problem.

Police Chief Dronsfield states that right now they are 2 weeks into the field training process of their newest officer. Other departments do a stipend or differential for those who have to train new people. He thinks it would be easiest to do \$1/hr differential for those who are field training someone who is new. Worst case scenario is \$320. He would like to implement this and make it retroactive to December 1st. The Select Board agrees.

- 7. Chairman Brown moves to accept the Consent Agenda as presented. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
- 8. Chairman Brown moves to enter into Non-Public Session per NH RSA 91-A: 3 II (a) at approximately **8:32pm**. Selectman Bugbee, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.** The Board returns to public session at **8:52pm**.
- 9. Chairman Brown moves to seal the nonpublic meeting minutes. Selectman Bugbee, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.**
- 10. Selectman Bugbee asks if the Town can purchase a pointer/advancer for Monday night's meeting.
- 11. Selectman Bugbee moves to adjourn at **9:00pm**. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

Minutes transcribed by:



 Denise Duval, Town Secretary


1/14/19

 Date

Minutes accepted by The Lee Select Board:



 Cary Brown, Chairman



 Scott Bugbee



 John LaCourse

