

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

Others present: Patricia Jenkins, Larry Kindberg, John and Anne Tappan, Chief Dronsfield, Steve Bullek, Chief Nemet, Toby Van Aken, Town Administrator Julie Glover and Town Secretary Denise Duval.

1. Chairman Bugbee calls the meeting to order at **6:30 pm**.
2. Chairman Bugbee opens the meeting up to public comment. There is none.
3. Chairman Bugbee opens up the Discretionary Preservation Barn Easement Public Hearing for both the Browne's and the Rothwell's. Pat Jenkins, Heritage Commission, confirms that the Heritage Commission has discussed these easements and does not have any objections.

Chairman Bugbee moves to approve the Browne application for a Discretionary Preservation Easement on the barn for a ten year term and a 75% reduction in assessed value and to authorize the Town Administrator to work with Town Counsel and the property owner on drafting the easement document. Selectman Brown, seconds. All in favor. **Motion Carries.**

Chairman Bugbee moves to approve the Rothwell application for a Discretionary Preservation Easement on the barn for a ten year term and a 75% reduction in assessed value and to authorize the Town Administrator to work with Town Counsel and the property owner on drafting the easement document. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

Chairman Bugbee closes the Public Hearing.

4. a) Steve Bullek, Highway Supervisor, reminds the Board of the 30 foot flag pole that was donated to the Town by the school when they renovated the Mast Way School and it is still sitting at the highway garage. He asks the Board what they would like to do with it. Selectman Brown says that the Town will need it down the road. John Tappan speaks as a member of the TCVC and states that in some of the plot plans that the architect drew for the Town Center there was an additional 30 foot flag pole. This was listed as a cost by owner. The Board asks Mr. Bullek if he can store it for the Town. It is aluminum and he will have to research how to best do this.
- b) Mr. Bullek states that there has been a lot of talk about the trash along the sides of the roads and people picking it up. He's been thinking about it for a while himself and he had thoughts of setting up an adopt a highway program like the State does except getting people from the Town to volunteer for it. For example, the Board could adopt a road to concentrate on. The only problem is a lot of people will turn out the first year or two then they will peter out. Mr. Bullek was in charge of a program at his previous job and it was difficult to get people to do a cleanup or pick day twice a year. If people pick close to home it seems to work out better. The blue bags come from NH the Beautiful so they are free. There would be an initial cost for reflective vests. He thinks that if a business gets a sign associated with a road that they adopt they will tend to stick with it because it is free advertising. It gives them some ownership over it as well. The stuff that is picked up on the side of the road is not nice; therefore, there should be some sort of training on what to pick up and what not to touch.

TA Glover states that this was prompted by a number of residents talking about a roadside pickup in April for Earth Day. Adopt a highway might be more year round. Mr. Bullek states that it would be easier to organize one for the fall because after the first frost it would be easier to see the ground. Selectman LaCourse likes the idea of cleanup and businesses adopting a road. Mr. Bullek is capable of doing the training himself. Mr. Bullek does not recommend recycling anything that is being picked up. All of it just goes in the bag and his crew picks them up and takes them to the Transfer Station. The Board wants to move forward with this project and definitely train on what to pick up and what not to pick up. TA Glover suggests organizing a roadside cleanup in the fall. Selectman LaCourse wants to see it advertised ahead of time to give people a heads up on when and where for traffic control and gathering volunteers. Chief Dronsfield does not have any concerns. He can put out his electronic message board advising drivers to use caution.

5. Toby Van Aken, TS Manager, advises the Board that in a few months they will be looking into changing the TS stickers. He says he is looking into other alternatives instead of using stickers. He says that some residents do not want to put stickers on their cars. He says it is difficult to track who is in Town and who is not. He suggests maybe there is a way to use the new cameras by scanning bar codes or registrations. They should do something to make it easier for the Town to keep outside people from coming in. Other towns have been doing cards with chips to swipe in a gate that goes up. He's going to be doing some road trips.

Chief Dronsfield suggests that when a person registers their car they are handed their sticker at that time. This makes it more of a resident sticker than a TS sticker. This would be used for sand and salt at the highway garage as well. There needs to be some ramification if you do not have your sticker. The sticker needs to be presented on the windshield or you can't use the facilities. This is required/mandatory. The police will need to begin writing warnings for not having a sticker on your car. Ultimately, if someone does not have a sticker than they cannot use the transfer station. There is a discussion about the logistics of getting this process started and how it will work through the Clerk's Office. The Chief states that they will need to re-examine the placement of the sticker as well. There needs to be an ordinance written up to back this mandatory sticker up with so a fine maybe imposed to those that do not comply.

Larry Kindberg, Lee Hill Road, states that he is one of those people who does not want to put stickers on his car. He would suggest making the sticker smaller or less visible.

6. a) Larry Kindberg, Rec Commission Chair, requests that the Board approve 3 more doggie waste stations to be installed at Little River Park. More specifically, at the upper trail entrance on Lee Hill Road; at the bottom of the entrance to the upper trail at the end of the parking lot and the last one over leading down to the river trail. The Board wonders if there is a group that would want to sponsor these. Selectman LaCourse asks the Rec Commission to look into who would be interested in sponsoring.
- b) Mr. Kindberg states that the Rec Commission would like to offer Geoff Carlton as a private citizen and not as Maximum Velocity the opportunity to organize pickup soccer during music night if no one is using the field already. This would not interfere with any organized activities that have been reserved. He does not think it will interfere with music night.

c) Mr. Kindberg wants to discuss lighting the pavilion. He met with Dave from Ayer Electric to take a look at this project. He did not get a formal proposal but the estimate would be around \$3500. Selectman Brown asks him to run this by the Energy Committee as well as a courtesy. He believes they will have enough in their budget to cover this cost. He will bring as a formal proposal to the May 20th meeting.

7. c) Move the smoking policy up to discuss now.

TA Glover lets the Board know that there actually is no reference to no smoking at Little River Park in the Facilities Policy at this time. TA Glover has drafted a policy for no smoking or use of tobacco products in any Recreational Areas in Lee. Other towns have included the entire town. If the Board is interested in going forward then there will need to be a Public Hearing on it. Some towns add a designated smoking area. That would be up to the Board. Chairman Bugbee asks Mr. Kindberg to bring this to the Commission for their take on this and if they have any recommendations as far as the designated smoking area is concerned. Selectman LaCourse would want to start with LRP first and not include the whole town right now. He suggests maybe the designated area could be the parking lot and that maybe receptacles could be placed there. Warnings would be given first and then it would escalate from there. Fines would be issued to repeat offenders per ordinance. TA Glover has sent the draft to the department heads and will forward to the Conservation Commission as well.

a) TA Glover states that at the last meeting the Board instructed her to advise department heads that employees were not to work regularly scheduled 12 hour shifts. She modified that to 10 hours so an employee would not think that 11.75 hours would be ok. There was a great deal of discussion amongst department heads because that impacts other operations particularly the Fire Department. She thinks it would be a good idea for the Board to discuss again and fine tune what they want to accomplish. The town's labor attorney said the Board has broad discretion and can dictate what hours they wish any department employees to work except the Fire Department; the Chief can dictate the hours of his own department.

Chief Dronsfield speaks on behalf of the Fire Chief who had to respond to a fire. He states his people already work 12 hour shifts. This is the only way that he can get the coverage they need to cover the morning and the evening. He knows that this rule would be impossible for him to adhere to. For the scheduling of his staff (Police), it does not happen a lot but it does happen now and then. His situation would be more of an emergency type situation so the rule would not apply.

There was a discussion surrounding exemption language but it appeared to get too complicated. TA Glover says that the Board could single out the Transfer Station and apply this rule just to this department based solely on the safety issue should they so desire. Toby Van Aken says that if the Board decides to reduce the hours to 10 per day than that would be fine. It would actually take a load off of him. Selectman Brown asks Mr. Van Aken if he has people working 12 hours days. He says if someone is sick or on vacation. TA Glover states that someone regularly works 12 hour days. Mr. Van Aken then says yes. He says that he had an employee work 12 hours when they were shorthanded at the time. He needed someone to fill in; in order to continue. TA Glover says this has been going on a long time; obviously because it was discussed when Carole Dennis was here which was 4 years ago. Selectman LaCourse states that he wants to stick with 10 hours per day at the Transfer Station. He asks with the Chairman's permission to

get the policy rewritten to say the same. Chairman Bugbee says that on Saturday at 4pm the individual working the wall said he had been there so long that he was dizzy. This supports the safety issue. Selectman LaCourse asks Mr. Van Aken if he has any problems with his personnel. Mr. Van Aken says nothing he wants to discuss now but that would be a nonpublic discussion. Selectman LaCourse says ok, we'll talk tonight.

b) TA Glover updates the Board on the legal budget situation. There is about \$16k in the Contingency Fund. She recommends holding off spending any of this money so that it will be available should they need it for legal expenses. TA Glover mentions that she has begun sending the Department Heads a budget report every two weeks. Chairman Bugbee would like the budget to actual reports sent to the Board as well.

d) TA Glover reminds the Board that they received Jacqueline Neil's Cemetery Trustee resignation. The office has not received any written application but the office is aware that Jeff Liporto is interested in applying. There is no sexton yet.

e) TA Glover lets the Board know that she has finalized the LED project and has the final costs. The Town received \$24,322 in rebates from NHEC. The total project cost the Town \$24,358 which is almost \$3k less than what the Board has approved. The energy use reports have shown a savings already. The true comparison will be starting next March. We are on track to saving what the estimated savings were going to be. The rebates were discounted off the bill rather than refunded.

TA Glover is exploring some lighting and heating upgrades and savings in Town Hall, there is money available now for municipalities from NHEC. She will report more to the Board as soon as possible on this.

f) TA Glover presents the 2019 Tax Warrant for the Board's signature.

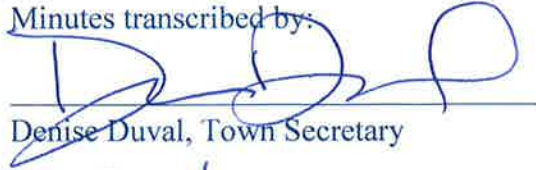
g) TA Glover presents the Board with the draft FY19 Audit RFP. The Board approves moving forward on this as soon as possible.

h) Steve Bullek wants the Board to know that the highway department is actively burying people. He didn't want them to worry due to the fact that they still do not have a Sexton.

8. Chairman Bugbee moves to accept the Consent Agenda as presented. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
9. Chairman Bugbee moves to enter into Non-Public Session per NH RSA 91-A: 3 II (a) and (c) at approximately **7:37pm**. Selectman LaCourse, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.** The Board returns to public session at **8:29pm**.
10. Chairman Bugbee moves to seal the nonpublic meeting minutes. Selectman LaCourse, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.**
11. There is no miscellaneous.

12. Chairman Bugbee moves to adjourn at **8:38pm**. Selectman LaCourse, seconds. All in favor.
Motion Carries.

Minutes transcribed by:



Denise Duval, Town Secretary

5/20/19

Date

Minutes accepted by The Lee Select Board:



Scott Bugbee, Chairman



John LaCourse

Cary Brown