

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

Others present: Dan Couture, John and Anne Tappan, Patricia Jenkins, Laura Gund, Jim & Pixie Cummings, Daren and Catherine Keller, John Burke, Dawn-Elynn Tillinghast, Mary Woodward, Barb Wauchope, Bambi Miller, Bill Humm, John Dunster, Lou Grondin, Caren Rossi, Steve Bullek, Peter Hoyt, Tom Dronsfield, 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. Daren Keller states that he moved into Chestnut Way in April of 2018 and just in the last few weeks the last home in the subdivision was getting ready to close and as a result the Town was discussing with the developer closing items to satisfy the subdivision plan. He says that most of the people in the neighborhood did not realize that there was a parking area placed in the plan. It is very difficult to see. His house is located directly across from the open space where these parking spots were put in within the last week. He says he would not have bought the lot had he had known these were going in there. There is no subdivision requirement to put these in. He thinks that it is an arbitrary location and it creates a hardship for him being directly across from his driveway. It is going to result in a congregation of people which is not the intent of having a trail access. It is quite a large area. They met with the developer, Ms. Rossi and the Police Chief about the multiple concerns. Anyone parking there has no covenants. Their covenants prevent them from multiple things. He does not believe it was well thought out. So far it has turned into a place to have their dogs do their business. The intended purpose of that parking was supposed to be for trail access. He disagrees with how it was handled. He thinks that this could have been worked out with the developer. There is nothing to prevent someone from parking there all night. He would like it removed or at least moved. At least until someone does it should be posted with signs as to who is allowed to park and during what time. He needs to get this issue on the record now so that down the road it is not used against him that he never registered his complaint.

Caren Rossi states that in 2014 Jones and Beach chose this location for the trail head. Her job is to make sure that plans that are approved by the Planning Board are put in according to plan. In order to get the last CO, the developer had to put this parking area in. The association can reapply for a site plan amendment to the Planning Board further down the road. The parking area is 100% in the town's right of way. The home owner's association has no control over it.

TA Glover adds that she, the two Chiefs, Ms. Rossi and Mr. Bullek will be meeting to go over all of the parking ordinances and will be presenting to the Board a revised parking ordinance.

Selectman LaCourse has no issue with the association getting together to present a better recommendation to the Planning Board. He would support that. Ms. Rossi states that the developer owns it now and once he turns it over to the home owner's association then my majority they can do this. Selectman LaCourse states that they will consider limitations when they look at the parking ordinances.

James Cummings, Cherry Lane, says that from day one there was going to be parking for access to Cherry Lane. It has never been installed until recently. He says that people park in

front of his driveway every day and he is really tired of it. He wants to see this parking area at Chestnut way paved and striped and signs put up on how to get to Cherry Lane.

Dan Couture, Chestnut Way, states he enjoys trail running and has been looking forward to this trail being put in for a couple years now. He enjoys running at night so he would like the Board to keep that in mind.

4. Barb Wauchope, Energy Committee, is here with more work on the options for sites for a solar array for the Town. John Dunster from ReVision indicated after the last meeting that the next step would be to do a Letter of Intent that the Board would sign. The Energy Committee believes that there are certain steps that have to be completed before the Board would be likely to sign the LOI. First the Town Attorney would need to review it and the Board would need to decide on a site prior to signing the LOI because at that point the clock starts ticking in terms of what ReVision does and how we move forward. The Committee has been looking at the 3 options that they were left with after the last meeting. 1. The leach field site next to Transfer Station 2. The site next to PSC and 3. The site directly behind Steven's Field. They have looked at the pros and cons but did not come to a conclusion. With the Board they may be able to narrow the choice down. The leach field site is good because it is close to TS for connections and trenching. It will require some tree cutting on the HW Department side of the property near the trail. This site can be used as an educational venue. The site west to PSC is a good size but multi-level. Some of it is on ledge some is not. There are rights of ways and a detention basin to contend with. This may shrink the available area too much. This site requires the most tree cutting. It has the advantage of being close to the PSC which is the building that uses the most energy. Trenching would be direct. It would be, however, an eyesore to some and possibly the most difficult thing is that it is adjacent to the Pascale's property. This could push a lawsuit. The site behind Steven's Field is ½ bedrock and ½ sand which might create issues. Somewhat less tree cutting would be required. The distance from the array to the PSC would require the longest trenching of all three sites and would cost more money and there is a vernal pool on the east side of this lot. The trees on the lot west of the PSC would bring in some money, but the trees from the other two lots would not. She suggests the highway department possibly doing the grading after the land is cleared.

Bill Humm would need to see what ReVision would mark as the area that needs to be cleared at the TS and then work with Steve Bullek to determine what if anything is to be done with relocating the fence in order to decide what would be the best arrangement for accommodating this trail. The Chestnut trees at the PSC can be avoided without any issue.

Chairman Bugbee wants to consider building two arrays, one at the TS and one at the PSC. Mr. Dunster states that this would involve two of everything which would almost mean twice the cost. Their experience and advice would be to identify one location and do that. If it becomes an impasse they can look at two but they are at the point from their investment and time that they need to ask for clear direction to develop a path to work together on. Chairman Bugbee is concerned with being liable for up to \$10,000 without going out to bid on this project. He would like to look at multiple vendors. Barb says that last year they discussed this but decided to continue with ReVision. They are concerned with taking the time to look at other vendors now.

John Tappan, Stepping Stones Road, states that he hasn't seen the proposal, the financial analysis or how much energy is used at these places and what the distribution of that energy demand is day by day or how much energy developed is used on site or how much is sold at the lower price. As a tax payer he thinks they have the cart before the horse.

Mr. Dunster says that most of the numbers already exist and they have shared them with the Energy Committee. John Tappan says the Committee hasn't shared them with the public. TA Glover asks what size array they are proposing. Mr. Dunster says 100KW AC which is about 130KW DC which will generate between 145,000-165,000 kilowatt hours and that's right about the town loads. TA Glover states that our numbers are radically different than they were a year ago. For example this year we are at about 125,000 kW hrs. compared to last year when we were at 167,000 kw hrs. This may make a difference. TA Glover was told a year ago that the array needs to produce more than we use in order to make it economically feasible. Mr. Dunster states that finding the sweet spot is what the goal is for the Town and the investor. TA Glover is assuming that it is still true that the Town needs to purchase all of the energy that the array produces. That's why the numbers really matter. TA Glover suggests meeting with Mr. Dunster on the numbers because a year ago the numbers did not work. The net metering rate is around 11 or 12 cents.

Selectman LaCourse does not want the array at the PSC. Behind Stevens Field is a possibility, but he would like to see it at the Transfer Station.

Lou Grondin, Energy Committee, states that last year he spoke to Dover and Brentwood about getting other vendor bids and they couldn't find companies who would do PPA's. (Power Purchase Agreement / 3rd party finance)

Selectman Brown asks if the closer we are to the source does it make a difference in the total cost of usage. Mr. Dunster says that the best and most profitable use of the savings is against the largest consumer. When the solar is producing you are actually getting savings at full rate.

Chairman Bugbee would want it placed at Steven's Field. He also wants to see the numbers to make sure it makes sense financially and wants to go out to bid. Chairman Bugbee asks how much the system we would need costs. According to Mr. Dunster, it would cost about \$250-260,000 to purchase the array outright.

The Board wants Mr. Dunster to meet with TA Glover to get the numbers. Selectman Brown wants it close to the PSC in order to be the most efficient.

Bambi Miller just put in solar moving arrays and has learned a lot in the process. The fixed arrays take up a very large area. They found the moving array more efficient and much better looking. They found that you need to produce just what you need; otherwise, you spend more to get it back. There is a balance to get to your sweet spot. They found that you really need the numbers ahead of time and that 100 feet away from the source is the magic number to be so to stay away from the larger cables that cost more money and lose friction.

Mr. Dunster can look at 30 minute interval electrical data to really horn in on the numbers. He referred to the moving arrays as trackers and said that they have more maintenance issues.

He and TA Glover will return after they meet to go over the numbers.

5. Steve Bullek, Public Works Manager, updates the Board on the food waste composting project that started on Saturday. The first bin was shipped off to Mr. Fox and it weighed 252lbs. This included about 50 people. They need 300 lbs. to break even.
 - a) The Transfer Station budget should be ok.

The FY19 Solid Waste Disposal budget will go over. He just had to pay about \$910 to get rid of paper and sold cardboard at only \$37.50 per ton. Construction Debris will go over as well. In this year's budget they plan on emptying the Freon themselves from now on. That will save money. The brush grinding line is \$5500 and he would like to start burning it.
 - b) The Town pays \$5500 to get rid of brush and Steve asks the Board for permission to start burning it at night and during school vacations. The chipper we have cannot handle the job. Apparently there were issues with surrounding land owners when burning was done before. Chairman Bugbee would like to know how much a chipper would cost. Steve did obtain a permit from the State Forest Ranger to begin burning. Steve states that there is no benefit to paying almost \$6k to have someone come into to take our brush, make a mess and then make money off our brush. The Forest Ranger said that 30% of the towns in Strafford and Rockingham County burn including Hampton. Chairman Bugbee and Selectman LaCourse want to hold off on burning until Steve finds out how much a chipper costs. Selectman Brown is ok with burning.
6. Tom Dronsfield, Police Chief, presents the Board with a Homeland Security and Emergency Management grant agreement for an updated phone system at the PSC. The Police and Fire Departments will be splitting the balance from their FY20 operating budgets. Chairman Bugbee reads the following: The Town of Lee Board of Selectmen, in a majority vote, accepted the terms of the Emergency Management Performance Grant as presented in the amount of \$5097.00 for EOC Phone System Upgrade. Furthermore, the Board acknowledges that the total cost of this project will be \$10,194.00 in which the town will be responsible for a 50% match (\$5,097.00). Selectman LaCourse, seconds. All in favor. **Motion Carries.**
7. a) TA Glover presents the Board with the results of the financial audit RFP and both she and the Finance Officer recommend entering into a 3 year contract with Plodzic & Sanderson, PA. The cost for Plodzic will not increase over the course of the 3 years. The Town has worked with them before and there are no complaints or issues. Chairman Bugbee moves to allow the Town Administrator to enter into a 3 year contract with Plodzic & Sanderson, PA to conduct an annual audit of the town for the fiscal years 19-21, as presented. Selectman LaCourse, seconds. All in favor. **Motion Carries.**
 - b) TA Glover presents the Board with a draft of the TCVC's revised charge. The TCVC added the fifth paragraph which included plans to renovate the Town Hall. Selectman LaCourse would like to remove #3 from the list of options (adding onto and renovating the Parish House.) He feels that they should focus on a municipal building that stands alone by itself. There is plenty of room and the town has the property to do this. He wants consideration for the 3rd option removed. He voiced this at the last Select Board meeting. Selectman Brown concurs with John. He doesn't see the need to look at attaching a building to the Parish House. The Parish House should be a stand-alone project. The office project should be a stand-alone project.

Chairman Bugbee disagrees and thinks that even if they don't do this option they need to have the information to present to the public as to why they didn't consider it. Selectman Brown doesn't think they need a third path that we look at a building to attach to the Parish House. They don't even know if they can get grant money. They only purchased the Parish House for the land.

John Tappan, TCVC, states that the Parish House was on the list because they wanted to do a good financial analysis of all the options that they could come up with. On June 3rd it showed that using some of the space in the Parish House could result in a reduced cost. There is concern about the grants and the timing of them and this could rule it out. But at this point they don't know. Mr. Tappan says that when you do any financial analysis for planning for the future sunk costs are sunk costs. Selectman Brown does not agree with him at all. Sunk costs are a fallacy in what you do going forward and you spend more money going down that path and you use it convincing yourself that it is cheaper. Mr. Tappan says that sunk costs are gone; they are not part of the equation; they are spent in the past and you don't take them into consideration looking forward. Selectman Brown does not think this is a good business decision.

Selectman LaCourse wants to see all the municipal offices in one building. He is looking for a single building not one attached to an old building; stand-alone, by itself.

TA Glover asks if the TCVC has discussed the issue of the well. Is the present thinking that the town drills the church a new well? Chairman Bugbee says that they had a meeting with Caren Rossi today and they determined that it is a non-transient, non-community well. It is the one used by the daycare. Caren says that John's research is different than Peter Landry's research. She did not have time to talk to Mr. Landry before this meeting. John Tappan says that the rules to be a community well do not match; therefore, it's not a community well. Caren will reach out to Mr. Landry tomorrow.

Laura Gund, Heritage Commission, reminds the Board that Article 16 was passed and gave the (Heritage Commission) until July 2020 to explore options for the preservation and future use of the Parish House. She would like to see #3 as an option. TA Glover points out that there are other options for the Parish House such as the Heritage Commission could find another use for it not just as a municipal building or put it in a landfill.

Ann Tappan, Stepping Stones Road, states that she is not a member of the TCVC but she does attend most of the meetings. She says that the group has always been concerned with presenting all available information to the public. Just because it is on the charge doesn't mean it will make the cut. The group is committed to do the work.

Selectman Brown asks what the schedule is for applying for grants. Chairman Bugbee says it depends, for example LCHIP documents must be submitted by June. They have not had time to do the research on other sources yet.

TA Glover asks if the Heritage Commission is doing anything parallel to this, because the clock keeps ticking to the deliberative session. Pat Jenkins, Heritage Commission & TCVC, states that they have started down this path and it is one of the three. It has been talked about in town.

There is a sub-committee working on this and there are people who are interested in this. She says that they are not pushing any one option more than the other. They are researching them all. They don't expect it to be a better option, but it could be. If they are willing to do the research then let them. Selectman LaCourse says it's not necessarily the cost; it's a philosophical issue for him. He wants a stand-alone, municipal building for safety and fire protection, with all of its services in one building. They can look at other functions for the Parish House. Pat Jenkins considers it one building; she agrees it's connected but it's connected with a unit that makes it one building. As far as what else could it be, after talking with grant people the place where you are more likely to get funding to do something with the building is if it is tied to a municipal thing. Money is hard to get for museums. If we put the Historical Society in that building, we are more likely to get funding to take care of the building if it is included as a municipal building according to Patricia.

TA Glover asks to confirm that if we wanted to get the LCHIP we would have had to apply this June. Chairman Bugbee says yes. The letter of intent needed to go out in May and then the decision/deadline is in June. Chairman Bugbee says you shouldn't submit applications for more than one building in the same year. TA Glover says that under this scenario the town is adding old buildings to its inventory to maintain. As part of the overall plan, the ongoing maintenance and carrying costs for all of these buildings has to be factored into the costs of the project. Chairman Bugbee says its part of doing business. He wants to see this proceed in some fashion. He is getting tired and needs to take a break.

Selectman LaCourse states that he has not been convinced; therefore, he moves to amend the charge. Caren Rossi interrupts him to say that 5 Mast Road is back on the market.

John Tappan states that 5 Mast Road was on the list in June, but when they made their presentation it was no longer available so they did not include it. They think at this point it should be included in the evaluation. Selectman Brown thinks that 5 Mast Road should be looked at. John Tappan says he has started to put some information down on paper.

Chairman Bugbee adds another option which was the temporary building for the Newmarket Elementary School which apparently can be used as a permanent space. It is the same size as the Banister building. The purchase price is \$45,000. It is a metal building and it not attractive. Selectman LaCourse says it bothers him that we spent a lot of time looking at the needs of the town and the different departments and put them into one building that was safe and a nice design and now we are talking about people here, committee meetings there. He is not particularly interested in looking at 5 Mast Road. Why can't the Town of Lee have a stand-alone nice building? His intent was to remove this and take it out of consideration because in the long run it does not meet his vision whether it is cheaper or not.

Chairman Bugbee states that the TCVC is asking to allow them do this analysis. They are under no illusion that they are even consider #3, but just allow them to do the evaluation in terms of the costs. He says the same with the two new options.

There is a discussion surrounding the details of option #1 and #2.

Selectman LaCourse moves to remove item #3 because his philosophy is a stand-alone building, by itself as a municipal building, to not be connected to another building and also the

TA brings up a good point that we would be adding another building that requires a lot more maintenance. If we go to the single story building or 2 story building we are going to be able to put most of our municipal people into one building and have some space available. Selectman Brown, seconds. Selectman Brown states that either way we bear the cost of the Parish House. TA Glover points out that the original WA was to demolish the building. It is still on the table. The Board encumbered funds from that WA (\$60k) to pay for this if that is the decision. Chairman Bugbee states that they would have to move it anyway if they did not demolish because they cannot get a variance according to Caren Rossi. Ms. Rossi states that to get a variance the town would have to meet a hardship inherent with the land and the town created the hardship when it put the lot line where it did. TA Glover confirms in order to do #3 the Parish House would have to be moved. Chairman Bugbee says yes, 22 ½ feet. So the cost to move it would have to be added and it will be problematic connecting to the Parish House because the foundation is just loose stone. The preservation person said we would probably have to lift it up to deal with the foundation and move it at that time. Mr. Tappan states that operation costs of all the buildings have been discussed and will need to be quantified and part of the equation. TA Glover points out that the Town will most likely not know by the next deliberative session whether there is grant money to apply towards the Parish House renovation.

Selectman LaCourse does not think that a two floor connector will be aesthetically pleasing; therefore, he calls the question. Patricia Jenkins asks to say one more thing. Anne Tappan says that at Town Meetings if there is someone at the microphone they get to speak. This is not Town Meeting, but Selectman LaCourse holds for Ms. Jenkins to speak. Ms. Jenkins asks Selectman LaCourse if he is familiar with Big House Little House Back House Barn. He says no. She says it is a way that New England and particularly NH buildings were built and they were connected. She can envision the Parish House and a connector (a small building) and then another building that would resemble an older building. It would be have a visual impact. She states that in this study she is holding onto what they can do with the Parish House and a municipal building to make it fit the center of town. She wants to be able to study it. Selectman LaCourse states that the Heritage Committee can look at the building any time they want. Ms. Jenkins says that they can but they would lose the opportunity of making this unit that is put together.

Selectman LaCourse says the question has been called. Selectman LaCourse and Brown are in favor. Selectman Bugbee votes against. Option #3 is removed. The other 2 options remain the same and no other options are being added. Selectman Bugbee states that the TCVC will do some analysis for 5 Banister building. Selectman LaCourse acknowledges.

c) TA Glover states that there are issues with the window air conditioner in the fiction room. Bill Stevens put the air conditioner in but there is question as to whether there is water damage to the window. This raised the question as to whether the library should look into getting a split system. TA Glover was wondering if Town Hall should look at this as well to improve the air quality, temperature control and they are very efficient. The Board would like to see the numbers.

d) TA Glover asks the Board for permission to close the Selectmen's Office on July 5th; employees would use vacation time to take the time off. The Clerk's office will be open. The Board is ok with it.

- 8. Selectman LaCourse asks to take the Clay Lane Memo out of the CA at this time. Chairman Bugbee moves to accept the Consent Agenda as presented minus 8c. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

Ms. Rossi states that recently she and the Conservation Commission went to Clay Lane for a site walk and someone is dumping items (some compostable) on Town property. She is asking to put a sign up that says no dumping. For example there has been plastic plant buckets dumped there. The Board agrees to post signs on Clay Land and to put something in the E-Crier.

- 9. Chairman Bugbee moves to enter into Non-Public Session per NH RSA 91-A: 3 II (a) at approximately **9:03pm**. Selectman LaCourse, seconds. **Roll Call Vote. All Agree following Roll Call Vote. Motion Carries.** The Board returns to public session at **9:23pm**.
- 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 **9:23pm**. Selectman LaCourse, seconds. All in favor. **Motion Carries.**

Minutes transcribed by:



 Denise Duval, Town Secretary

7/15/19

 Date

Minutes accepted by The Lee Select Board:



 Scott Bugbee, Chairman



 John LaCourse



 Cary Brown