SELECT BOARD MEETING MINUTES
November 30, 2020

Board members present: Chairman LaCourse, Selectman Brown and Selectman Bugbee
Others present: Steve Bullek, Tom Dronsfield, Linda Reinhold, Caren Rossi, Ruth Eifert, Scott Nemet, Dawn Genes, John Sargent, Dave Scott, Jason Tremblay, Steve Ireland, Josh Lund, Sam White, Melitotus Dube, Town Secretary Denise Duval and Town Administrator Julie Glover.

1. Chairman LaCourse calls the meeting to order via Zoom at 6:03 pm.

“As Chairman of the Select Board, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu’s Emergency Order #12 pursuant to Executive Order 2020-04, this Board is meeting electronically utilizing the Zoom platform.
We previously gave notice to the public of how to access this meeting using Zoom and instructions are provided on the Town of Lee’s website at: www.leenh.org

If anybody has a problem with access, please call 603-659-5414

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let’s start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

Selectman Brown is here and is alone. Selectman Bugbee is here and is alone. John LaCourse is here and alone.

2. John Sargent, NH DOT, introduces a few of the other members of the team; Dave Scott, Jason Tremblay, Meli Dube along with members from McFarland Johnson, Josh Lund, Sam White and Steve Ireland. Mr. Sargent updates the Board on this project Lee 41322 - Bridge 073/084 which carries Route 125 over the Little River just north of the Lee Speedway. This corrugated metal pipe (CMP) was constructed in 1972 and is 18’ wide x 12’ high x 108’ long. The roadway width is 39’-0” and there are 8’-0” shoulders on each side. 20,300 vehicles pass per day with 7% being trucks. It was added to the Red List in 2014 and currently #13 on the list due to heavy corrosion down by the water line. He shows pictures of the roadway, the river and the underside of the bridge. They want to address the deterioration of the CMP which is in State 3 (serious), adjust the alignment of the stream to better fit natural channel and increase the hydraulic opening which will resolve flooding of West Mill Pond Road. They are still in the early stages and not sure in what direction they will go. They proposed bridge is to be a single span, anticipated to be 60’-0” to 120’-0” and bridge width to be 47’-0” with a 12’ x 10’ bridge which is typical. Superstructure alternatives include steel girders with composite concrete deck or precast concrete beams. Foundations are expected to be abutment on steel piles. The alternatives for traffic are phased construction, maintaining one lane of traffic in each direction which requires temporary widening of existing structure and two construction seasons; accelerated bridge construction with the possible use of prefabricated bridge units or an offline temporary bridge. They will be working through these options and are open to suggestions and comments particularly regarding emergency response routes, mutual aid, school bus routes, historic, past flooding, bicycle and pedestrian concerns. There are definitely flooding concerns. After they collect all the comments, they will evaluate the alternatives, present the findings to the Cultural and Natural Resources Agencies, hold a public informational meeting and complete the National Environmental Policy Act (NEPA) process for environmental permitting.
Meli Dube, the environmental manager on this project, will make sure that the project follows NEPA and she will look into the historic or cultural resources in the project area. The historic review is to make sure that everything is in accordance to section 106 of the National Historic Preservation Act. They will need to know if there any properties eligible to be listed on the National Register of Historic Places. To date there are two that they know of that are eligible. Right now there does not seem to be any impact on those properties by the project. She states that section 106 of the National Historic Preservation Act does require that they tell people that they can become a consulting party and can have input on the design development. They are working with the DEA, the US Army Corps of Engineers, NH Natural Heritage Bureau and the US Fish and Wildlife Service and have identified a few endangered species; turtle, eel and bat. They will include measures to minimize impact to these species. They do not have any anticipated adverse effect to water quality in the project area or conservation lands.

Selectman Bugbee asks what is causing the corrosion in the culvert. It is a natural corrosion process, maybe a micro-organism. Selectman Bugbee asks if this bigger opening will affect the bridges downstream. They will do a hydraulic study for this but it does not appear so. There is an old mill site (Little River Mill) downstream right before Cartland Road that has foundation stones for the mill that have historical value to the Town of Lee.

Selectman Brown is worried about a detour up Cartland Road which is a historical road. He thinks this would propose an issue. Mr. Sargent says that is why are hoping to do this with phased construction with two lanes open at all times with no detours. Selectman Bugbee suggests using the Racetrack for staging. Mr. Sargent says it is up to the contractor but yes that would be an obvious space to use. The timing of this is looking to start the project in summer of 2022 but maybe 2023 would be more reasonable. Ms. Rossi indicates that she and her husband own the property that floods so she offers her help to speed this up.

3. Tom Dronsfield, Police Chief, presents the 2021 Highway Safety Grant Acceptance Agreement for the Board to approve. Chairman LaCourse moves to accept the Highway Safety Grant Acceptance Agreement in the amount of $15,750 as presented. Selectman Bugbee, seconds. Roll Call Vote. Selectman Bugbee, yes, Selectman Brown, yes and Chairman LaCourse, yes. Motion Carries.

4. Dawn Genes, Conservation Commission Chair, explains to the Board that there is a need to work on the trails in Lee and the Conservation Commission (CC) would like to form a trails committee to organize and manage this maintenance. This committee would be a subcommittee of the conservation commission and Deb Sugarman will spearhead this committee. They will start with town owned Lee trails first. They will start with inventorying the trails that the town of Lee owns. Selectman Brown brings up a letter from Mrs. Wolfe to Larry Kindberg in regards to some issues that she has had with people walking on the trail behind her house which actually crosses her property. He met with her and walked the property. There are signs that indicate that this is private property but apparently they are being ignored. He thinks that we truly need to get involved in this. He encourages the CC to get this started and to look into this situation. He thinks that there needs to be additional signage. There is some question as to who is responsible for this trail. Selectman Bugbee asks if Steve Bullek is ok with being responsible for work on these trails. Mrs. Genes says that is has been the practice to have the highway department do certain things such as chain saw work and mowing. Chairman LaCourse moves
to establish the Lee Trails Committee as a subcommittee under the guidance of the Lee Conservation Commission. Selectman Bugbee, seconds. **Roll Call Vote. Selectman Bugbee, yes, Selectman Browne, yes and Chairman LaCourse, yes. Motion Carries.** Town Secretary confirms the process for forming the committee and having everyone sworn in.

5. Selectman Bugbee informs the Board that the Town Hall Renovation Committee wants the Town Hall to be used as a function hall and believes that this would get more traction and town support. There is a brief discussion surrounding this and ultimately the Board agrees with this idea.

7. Due to the threat of losing power due to the weather, the TA recommends doing the consent agenda now before she does her items. The Board agrees.

Chairman LaCourse moves to accept to Consent Agenda as presented. Selectman Bugbee, seconds. **Roll Call Vote. Selectman Bugbee, yes, Selectman Browne, yes and Chairman LaCourse, yes. Motion Carries.**

6. A) TA Glover states that DOT (Department of Transportation) has given written permission to use Buzzell Lane to access the Daley Building. She contacted the moving company and could reserve January 5, 2021 to move. We do not have a bad weather date. She informs the Board that the budget for this move is over by $925. Mr. Daley will be responsible for plowing Buzzell Lane. Selectman Brown and Bugbee would like to walk through the building on the following Monday with the TA.

b) The power at the triangle has been turned on, but the Friends of the Lee Library and the Library are not doing an event this year due to Covid. She asks the Board if they would like to do a small lighting event or just flip the switch. The Board would rather just flip the switch.

8. Chairman LaCourse asks when they have to make a formal decision about the deliberative session. TA Glover is still waiting on guidance from the AG’s office.

They decide to do the walk through of the new building at 2pm on December 7th.

Selectman Bugbee asks if the Board would still like to do a volunteer of the year award. He asks the Town Secretary to put out a notice for nominations.

Selectman Bugbee asks to talk about the volunteer and the staff evaluations in a non-public session at the next meeting.

9. Chairman LaCourse moves to adjourn at **7:10pm.** Selectman Bugbee, seconds. **All in favor. Motion Carries.**

Minutes transcribed by Denise Duval, Town Secretary.