

SELECT BOARD MEETING AGENDA

DATE: Monday, October 24, 2016 at 6:30 pm
HELD: Public Safety Complex (2nd Floor Meeting Room) 20 George Bennett Rd, Lee

The Select Board reserves the right to make changes as deemed necessary during the meeting. Public Comment limited to 3 minutes.

1. Call meeting to Order – 6:30 pm
2. Public Comment
3. **Dr. James Morse – ORCSD Update**
Update the Select Board on the Oyster River School Board Goals, Enrollment, Late Start, Athletic Field Opening, Middle School, the Change Direction Initiative, Commissioner of Education, Virginia Barry Visit, and Various Assessment Scores.
4. **Kathy Seaver, Chairman of the NH Town Clerk’s Association – Scholarship Award and Presentation**
Present the Town of Lee with an education/training reimbursement award of \$250 and present Rachel Deane with the Anne Ingelmundsen Scholarship.
5. **Tom Dronsfield, Chief of Police – Special Duty Fee**
Request permission to add a special duty administration fee to the special duty bill to outside vendors.
6. **Randy Stevens, Highway Supervisory – Materials at LRP**
Request permission to haul surplus materials to a business owner at Noble Farm.
7. **Julie Glover, Town Administrator**
 - a. Contingency Fund Update
 - b. Furnace Repair and Replacement
 - c. General Election Location
 - d. General Election Warrant
 - e. Discretionary Preservation Easement (Renewal)
 - f. “Last Minute” Flu Clinic – request from Walgreens
 - g. Miscellaneous
8. **Scott Bugbee, Chairman – Heritage Commission Grant**
Present the award letter and grant agreement from the NH Department of Cultural Resources which gives Lee Heritage Commission a FY2016/2017 Moose License Plate Conservation grant in the amount of \$5385.00 for the project entitled Lee Town Archives Preservation Assessment to the Board for acceptance as unanticipated revenue.
9. **Motion to accept the Consent Agenda as presented:**

<p><u>SIGNATURES REQUIRED</u> Energy Committee Application Cemetery Deed Abatement Application Gym Policy</p>
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<p><u>INFORMATION ONLY</u></p>

Individual items may be removed by any Select Board member for separate discussion and vote.

10. Motion to accept the Public and Non Public Meeting Minutes from October 11, 2016.
11. Motion to accept Manifest #8 and Weeks Payroll Ending October 23, 2016.
12. Motion to enter into Non-Public Session – NH RSA 91-A:3 II (a) Personnel - **Roll Call Vote required.**
13. Motion to seal the Non-Public Session Minutes (if necessary.) **Roll Call Vote required.**
14. Miscellaneous/Unfinished Business
15. Adjournment

Posted: Town Hall, Public Safety Complex, Public Library and on leenh.org on October 21, 2016

Individuals needing assistance or auxiliary communication equipment due to sensory impairment or other disabilities should contact the Town Office at 659-5414. Please notify the town six days prior to any meeting so we are able to meet your needs.

Town of Lee
Town Selectmen Update
Monday, October 24, 2016, 6:30 PM

Good Evening,

Thank you for the opportunity to share information about the Oyster River Cooperative School District. Over the past year the District has seen student achievement continue to be one of the highest in New Hampshire, we implemented Full-Day Kindergarten, and a new math program K-5. This evening I'd like to share where we are and where we are heading in 2016-17.

School Board Goals

At their 9/21/16 meeting the following goals were approved:

1. Develop a communication strategy that engages the community in a dialogue on key issues (goals 2-6 below)
2. Inform the public of the condition of the Oyster River Middle School Facility and to engage in a dialogue with all stakeholders to determine community priorities.
3. Develop a plan to add Chinese instruction to the middle and high schools. Develop a plan to expand Spanish and French instruction at the middle school.
4. To make decisions regarding start times for all schools for the 2017-18 school year.
5. Engage the community in a dialogue about the mental health and wellness of our student population. Develop a K-12 Trauma Action Plan for School Board review.
6. The MS staff will complete the Competency Plan across all subjects and grades to include Standards and present recommended progress report format to the School Board for approval.

Enrollment

Our enrollment is up by approximately 3%. The October 1 count was 2,115 which includes our tuition students. The breakdown is Mast Way at 320, Moharimet at 373, Middle School at 656 and the High School at 766. This breakdown also marks the first year for full-day kindergarten. We have 6 kindergarten classes between the two elementary schools with about 18 students in each and one K/1 class at Mast Way to maintain an 18:1 student teacher ratio.

Late Start

Teenage sleep deprivation is real and documented in numerous studies. After a two-year span of discussions, forums, surveys, School Board presentations, and numerous meetings; the School Board is focused on a plan considered the least disruptive for the district, and expected to make a decision before Thanksgiving. The plan considered calls for the middle and high school day to start at roughly 8:15 AM and end around 3:00 PM. This plan also would require younger and older students to share the bus in the afternoon rather than having separate routes for elementary, middle and high schoolers. This option will likely require the District to purchase two to three new buses to accommodate unified bus runs. The School Board will finalize its decision at their November 2, 2016 meeting.

Athletic Field Opening

The field grand opening was a tremendous success on September 24th bringing the greater community together to celebrate. This nineteen-year dream was approved by voters in March passing by a margin of 69%. The ground breaking in April and the continuous work throughout the following months provided an all-weather turf field, an eight lane track, reconfigured baseball and softball fields, and lighting for a safe environment and extended play.

Even with all that has been accomplished, there are still a few components of the project that have yet to be completed. Corey Parker and his staff have been working tirelessly to raise funds for bleachers and a press box.

Update on Middle School

The building was analyzed by Stephen Blatt Architects. The 81-year-old building is obsolete. There have been 5 additions added from 1935-1996 resulting in an inefficient layout. The building infrastructure, systems and envelope are in poor condition. Excessive mechanical system noise can be heard throughout the building. The HVAC System is dated and the boilers need replacement. There is a serious lack of storage and is not designed for handicapped accessibility.

The recommended classroom size is 900 sq. ft. Currently, about 55% of the classrooms meet minimum recommendation or, 23 out of 43 classrooms. There are 7 classrooms that are under 700 sq. ft., which is roughly 25% smaller than recommended.

The District has done a great job keeping the building repaired and operational, but the age of the building results in deficiencies that cannot be corrected.

The outdoor site circulation layout where parent's drop-off students is chaotic and unsafe. Dennison Drive is a choke point and dangerous with Students moving through traffic. The Bus loop in back is not separate from the hard play area so there is always the possibility of an accident.

In order to provide an effective and current middle school program, the facility itself must be designed efficiently. An effective middle school provides more program minutes each day, eliminates bottlenecks caused by inappropriate spaces such as the cafeteria, reduces long travel time between classes and activities, and has acceptable acoustic separation between activity spaces.

A first class middle school facility reflects middle school philosophy of teamwork, engagement and joy and that is why consideration is being given to remodel, relocate or rebuild.

Change Direction Presentation

On September 28th our Grade 7 – 12 students gathered at the high school for the Change Direction Initiative. Former New Hampshire Supreme Court Justice John Broderick, spoke about the negative associations that stigmatize mental illness, bringing it out of the shadows so that students may realize what an important role they can play in advocating for and assisting those in need. That same evening the community was invited to hear Dr. Barbara Van Dahlen, a mental health advocate, speak about the Change Direction Initiative and the five signs {personality changed, agitated, withdrawn, poor self-care, hopeless} often displayed by those who are in emotional pain.

This was one of several initiatives designed to provide staff, students and the community the knowledge and skills to deal with the stressors of being a student in a community with extremely high expectations.

Commissioner Barry Visit

On October 5th the ORMS hosted the Commissioner of Education, Virginia Barry who met with the middle school team to see the accomplishments made in competencies and initiatives. She also presented at the School Board that evening discussing the State's educational initiatives. Serving as the education commissioner for the past eight years, and under her leadership the State is recognized throughout the country.

SAT/Smarter Balanced/Star and Other Assessment Scores

ORCSD continues to be a top performer in NH. Across the country 7 states adopted SAT as their statewide high school assessment. ORHS students achieved a score of 1257, an amazing accomplishment when you consider every student took the SAT for the first time in our history.

Thank you for providing me the opportunity to share with you the accomplishments of the Oyster River School District.

Town of Lee
Town Clerk/Tax Collector
7 Mast Road
Lee, NH 03824

Memo

To: Select Board
From: Rachel Deane, Deputy Town Clerk / Tax Collector
CC: Town Administrator, Julie Glover
Date: 10/12/2016
Re: Scholarship Award and Presentation

Kathy Seaver, Chairman of the New Hampshire Town Clerk's Association (NHTCA) would like to present the Town of Lee with an education/training reimbursement award of \$250. Deputy Clerk, Rachel Deane, is a participant in the NHTCA Certification Course, a four-year, professional certification program run by the NHTCA. Ms. Deane submitted an additional project during her training in August 2016. She is one of two recipients to receive the Anne Ingelmundsen Scholarship.

Ms. Seaver requests an audience with the Select Board so that she may present the award and a small gift to the Town of Lee.



October 3, 2016

Rachel Deane

Congratulations! Below is your test grade for the New Hampshire Tax Collector's Association/New Hampshire City & Town Clerks' Association Certification Program. Although many of you were given your test grade at the annual conference, I was asked to send out the grade so that you could have it in writing.

We look forward to your continued participation in the program.

TEST A GRADE 85

If you wish to discuss your test results, please call me at 755-3657 or e-mail me at tctc@metrocast.net.

Sincerely,

Kathy L. Seaver

Kathy L. Seaver
Chairman NHTCA/NHCTCA Joint Certification Committee
356 Main Street
Farmington, NH 03835

*Call me @ 755-3657. You won the Anne Ingemundsen
Scholarship. We need to make arrangements to get
together!*
KLS

NHTCA/NHCTCA CERTIFICATION

ACHIEVEMENT

presented to

RACHEL DEANE, LEE

for completion of 1st year of NHTCA/NHCTCA Joint Certification Program



Date 9-21-2016

Signature Kathy F. Seaver





TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: 10/24/2016

Agenda Item No. 5

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
10/24/2016

Agenda Item Title: Special Detail Fees

Requested By: Chief Tom Dronsfield Date: 10/19/2016

Contact Information: Chief Tom Dronsfield, 659-5866, tdronsfield@leenhpolice.org

Presented By: Chief Tom Dronsfield

Description: Review existing fees charged for Police Special Detail, currently \$52.38/hr. plus \$10/hr. for a cruiser, if required. Request to add a \$10.00 per hour administrative fee to the outside detail rate. Police officers are paid \$40.00/hr.

Financial Details: There were 976 police officer hours billed in FY16.

Legal Authority: RSA 41:8; 31:95-h; WA-21 2015 (Shall the Town vote to authorize that expenditures from the Public Safety Special Duty Revolving Fund also be utilized for the purpose of purchasing police cruisers and other equipment for the Police Department? The Town established this fund in 2011 pursuant to NH RSA 31:95-h to be expended for the purpose of public safety special duty only.)

Legal Opinion: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

Move to approve that the following hourly fees be utilized for Special Detail outside billing:

Police Officer	\$52.38
Police Cruiser	\$10.00
Administrative Fee	\$10.00

TITLE III

TOWNS, CITIES, VILLAGE DISTRICTS, AND UNINCORPORATED PLACES

CHAPTER 31

POWERS AND DUTIES OF TOWNS

Miscellaneous

Section 31:95-h

31:95-h Revolving Funds. –

I. A town may, by vote of the legislative body, establish a revolving fund. Each revolving fund shall be limited to one of the following purposes:

- (a) Facilitating, maintaining, or encouraging recycling as defined in RSA 149-M:4;
- (b) Providing ambulance services;
- (c) Providing public safety services by municipal employees or volunteers outside of the ordinary detail of such persons, including but not limited to public safety services in connection with special events, highway construction, and other construction projects;
- (d) Creating affordable housing and facilitating transactions relative thereto;
- (e) Providing cable access for public, educational, or governmental use; or
- (f) Financing of energy conservation and efficiency and clean energy improvements by participating property owners in an energy efficiency and clean energy district established pursuant to RSA 53-F.

II. If a town establishes a revolving fund for any of the purposes listed in paragraph I, it may deposit into the fund all or any part of the revenues from fees, charges, or other income derived from the activities or services supported by the fund, and any other revenues approved by the legislative body for deposit into the fund. The money in the fund shall be allowed to accumulate from year to year, and shall not be considered part of the town's general surplus. The town treasurer shall have custody of all moneys in the fund, and shall pay out the same only upon order of the governing body, or other board or body designated by the local legislative body at the time the fund is created; provided, that no further approval of the legislative body, if different from the governing body, shall be required. Such funds may be expended only for the purposes for which the fund was created.

III. The legislative body may, at the time it establishes a revolving fund or at any time thereafter, place limitations on expenditures from the fund including, but not limited to, restrictions on the types of items or services that may be purchased from the fund, limitations on the amount of any single expenditure, and limitations on the total amount of expenditures to be made in a year. No amount may be expended from a revolving fund established hereunder for any item or service for which an appropriation has been specifically rejected by the legislative body during the same year.

IV. The provisions of this section shall not preclude the establishment of a revolving fund for any other purpose authorized by law.

Source. 2005, 79:1, eff. Aug. 6, 2005. 2008, 68:1, eff. July 20, 2008; 391:1, eff. Sept. 15, 2008. 2010, 215:3, eff. Aug. 27, 2010. 2013, 9:1, eff. July 6, 2013.

2015-2016

EFFECTIVE July 1, 2015 - with new NH retirement legislation - the State will not contribute for Outside details

WAGE	POSITION	MONTHLY		MONTHLY GROSS		MONTHLY 1.45% MEDICARE	
		SALARY PER HOUR	\$3.12 PER \$100 OF PAYROLL = WORK COMP COST TO TOWN	WAGES *26.38% NHR COST COST TO TOWN	WAGES *26.38% NHR COST COST TO TOWN		
\$1,476.00	Police Chief	\$36.90	199.56	\$1,687.26	\$92.74		26.38% retirement
\$997.60	Sergeant	\$24.94	134.88	\$1,140.39	\$62.68		26.38% retirement
\$933.20	Senior Patrol AEC	\$23.33	126.17	\$1,066.77	\$58.64		26.38% retirement
\$942.40	Senior Patrol DJL	\$23.56	127.41	\$1,077.29	\$59.21		26.38% retirement
\$939.60	PatrolmanSDF	\$23.49	127.03	\$1,074.09	\$59.04		26.38% retirement
\$898.40	PatrolmanECM	\$22.46	121.46	\$1,026.99	\$56.45		26.38% retirement
\$911.20	PatrolmanSPT	\$22.78	123.19	\$1,041.62	\$57.25		26.38% retirement
\$884.40	PatrolmanJEB	\$22.12	119.62	\$1,011.44	\$55.59		26.38% retirement

POSITION	PER HOUR SALARY @ TIME AND A HALF	detail rate	PER HOUR OF PAYROLL WORK COMP COST TO TOWN	PER HOUR WAGES * 26.38% NH RETIRE SYS COST TO TOWN	PER HOUR 1.45% MEDICARE COST TO TOWN	PER HOUR ADDITIONS TO BASE PAY
Police Chief	\$55.35	\$40	1.25	\$10.55	\$0.58	\$12.38
Sergeant	\$37.41	\$40	1.25	\$10.55	\$0.58	\$12.38
Senior Patrol AEC	\$35.00	\$40	1.25	\$10.55	\$0.58	\$12.38
Senior Patrol DJL	\$35.34	\$40	1.25	\$10.55	\$0.58	\$12.38
PatrolmanSDF	\$35.24	\$40	1.25	\$10.55	\$0.58	\$12.38
PatrolmanECM	\$33.69	\$40	1.25	\$10.55	\$0.58	\$12.38
PatrolmanSPT	\$34.17	\$40	1.25	\$10.55	\$0.58	\$12.38
PatrolmanJEB	\$33.18	\$40	1.25	\$10.55	\$0.58	\$12.38

*FY16 976 hrs
FY15 735 hrs
FY17 to date 401*



TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only
Meeting Date: [Click here to enter a date.](#) 10/24/16
Agenda Item No. [Click here to enter number.](#) 6

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
10/24/2016

Agenda Item Title: LRP Piles

Requested By: Randy Stevens

Date: 10/19/2016

Contact Information: Randy Stevens rstevens@leenh.org

Presented By: Randy Stevens, Highway Supervisor

Description: requesting permission to haul some of the surplus material (roadside ditchings, screen tailings, and clay) to a business owner at Noble Farm per pictures shown at meeting.

Financial Details: N/A at this time

Legal Authority Enter underlying legal authority, usually NH RSA and/or Town Policy or Ordinance

Legal Opinion: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

Motion: Authorize the Highway Supervisor (at his discretion) to haul some of the surplus junk fill piled at Little River Park to a business owner at Noble Farm in order to make room for finishing up the remaining section of LRP per the shown pictures.

Town of Lee
Contingency Account Summary
as of 10/20/16

WA 16 March 2016 \$20,000

Date Approved	Vendor	Project	Amount Encumbered
12/22/2014	Reuters Associates	Racetrack Sound Study	\$4,055.00 balance *
6/13/2016	Clay Mitchell	Update Energy Study	\$1,500.00 encumbered
9/12/2016	Highway Dept	Expand LRP Parking Lot	\$5,000.00 encumbered
9/26/2016	BackBay	TV @ Transfer Station	\$4,000.00 encumbered
			\$14,555.00
As of Oct. 20, 2016			\$5,445.00 balance

Reuters Invoices	\$12,260.00	Total Approved
	\$660.00	
	\$6,005.00	
	\$1,540.00	
	\$8,205.00	expended
	\$4,055.00	Balance Owed *



TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: October 24, 2016

Agenda Item No. 7b

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
10/24/2016

Agenda Item Title: Furnace Repair and Replacement

Requested By: Julie Glover **10/20/2016**

Contact Information: 603-659-5414

Presented By: Julie Glover, Town Administrator

Description: Review the proposals to repair several town furnaces and proposals to replacement the Library furnace.

Financial Details: The Town Building CRF balance as of June 30, 2016 is \$156,635.51

Legal Authority NH RSA 41:8, 41:11a; 35

Legal Opinion: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

Motion: Move to grant the Town Administrator permission to enter into a contract agreement with _____ in the amount not to exceed \$_____ for the purchase of a new furnace for the Library; funds to come from the Town Building Capital Reserve Fund;

and Move to grant the Town Administrator permission to enter into a contract agreement with _____ in the amount not to exceed \$_____ for the repairs to the necessary town furnaces.



**Granite State
Plumbing & Heating, LLC**
Mechanical Contractors

Proposed Project Agreement

Proposal Date:

October 12, 2016

Proposal Number:

P06120

Prepared for:

Town of Lee
7 Mast Rd
Lee NH 03861
ATTN: Julie Glover

Phone #: (603)-659-5414

Prepared by:

Jordan Essman
(603)-529-3331
jessman@gsphinc.com

PROJECT PROPOSAL

Agreement: Page 1 of 5

Company

Granite State Plumbing & Heating LLC
10N Riverdale Road
Weare NH 03281

Proposal Date: October 12, 2016

Proposal Number: P06120

Phone: (603)-529-3331

Fax: (603)-529-4888

Bill To Identity

Agreement Location

Town of Lee
7 Mast Rd
Lee NH 03861
ATTN: Julie Glover

Town of Lee
7 Mast Rd
Lee NH 03861
ATTN: Julie Glover

WE ARE PLEASED TO SUBMIT OUR PROPOSAL TO PERFORM THE FOLLOWING :

Scope: Replace faulty furnace with (1) new York 60,000btu Up-flow condensing furnace; Add a main duct and zone dampers to make the first floor and basement independent zones.

WARRANTY: Please see terms and conditions page for warranty information.

TERMS OF PAYMENT: Net 30. Material and equipment furnished under this proposal shall remain the property of the seller until final payment has been received.

ACCEPTED PROPOSALS: All accepted proposals will need to be returned to GSPH with the agreement page signed and dated along with all Supplemental and Terms & Conditions pages initialed.

OVERALL PROPOSAL: The services and materials included in this proposal are valid for 30 days from above date.

We hereby propose to furnish materials and labor - complete in accordance with above specifications, for the sum of:

\$9,480.00

Upon execution as provided below, this agreement, including the following pages attached hereto (collectively, the "Agreement"), shall become a binding and enforceable agreement against both parties hereto. Customer, by execution of this Agreement, acknowledges that it has reviewed and understands the attached terms and conditions and has the authority to enter into this Agreement.

CONTRACTOR

CUSTOMER

Signature (Authorized Representative)

Signature (Authorized Representative)

Jordan Essman

Name (Print/Type)

Name (Print/Type)

Phone:(603)-529-3331 Fax: (603)-529-4888

Title

10/12/2016

Date

Date

Proposal Date: October 12, 2016**Proposal Number:** P06120**WE ARE PLEASED TO SUBMIT OUR PROPOSAL (continued):****OUR PROPOSAL INCLUDES:**

- Lock and Tag out gas and electrical.
- Remove existing furnace and venting and dispose of off site.
- Furnish and Install (1) new York 60,000btu up-flow condensing furnace.
- Furnish and Install new vent piping as per local code.
- Connect gas piping and electrical.
- Leak check gas piping.
- Add a new main duct run to supply basement with heat.
- Furnish and Install new EWC zone dampers to separate the first floor and basement area.
- Furnish and Install (1) new EWC zone panel.
- Furnish and Install (2) new Honeywell thermostats.
- Start furnace and perform an operational inspection.
- Perform a operational inspection of the new zone system.
- Record voltage, amperage, and performance information on the new furnace.
- Labor.

We hereby propose to furnish materials and labor - complete in accordance with above specifications, for the sum of:

\$9,480.00

OUR PROPOSAL EXCLUDES:

- Premium / overtime Labor Rates unless specifically stated within included scope.
- Handling, removal or isolation of any hazardous materials.
- Asbestos isolation or abatement.
- Any items or service not specifically outlined within the scope of the proposal.
- Any repairs or actions associated with pre-existing conditions unless specifically included in the scope of work.
- Pre-air balancing.
- Certified post air balancing.
- Modifications to the air or water distribution system unless specifically outlined under the scope of work.
- Diagnostic Service call(s) unless specifically listed under the scope.
- Load/structural engineering and/or stamped drawings.
- Cutting / patching / painting.

- Temporary heat or cooling.

THE SERVICES ABOVE ARE GOVERNED BY THE TERMS AND CONDITIONS OF THE PROGRAM OF WHICH THIS SUPPLEMENT IS A PART.



PROJECT AGREEMENT TERMS AND CONDITIONS**Agreement:** Page 04 of 5

The following terms and conditions are incorporated into and a part of the agreement between Contractor and Customer (the "Agreement"):

1. Customer shall permit Contractor free and timely access to areas and equipment, and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during the Contractor's normal working hours.

2. Contractor warrants that the workmanship hereunder shall be free from defects for thirty (30) days from date of installation. If any replacement part or item of equipment proves defective, Contractor will extend to Customer the benefits of any warranty Contractor has received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Customer's expense and at the rates in effect. CONTRACTOR MAKES NO OTHER WARRANTIES, EXCEPT AS DESCRIBED HEREIN, AND EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

3. Contractor may invoice Customer on a monthly basis. Customer will promptly pay invoices within ten (10) days of receipt. Should a payment become thirty (30) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately without notice or demand. In addition, if Contractor does not receive payment of a properly submitted invoice within thirty (30) days, Customer shall accrue a late charge on the balance outstanding at the lesser of (a) 1 1/2% per month or (b) the highest rate allowed by law, in each case compounded monthly to the extent allowed by law.

4. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.

5. Any alteration to, or deviation from, this Agreement involving extra work, cost of materials or labor will become an extra charge (fixed price amount to be negotiated or on a time-and-material basis at Contractor's rates then in effect) over the sum stated in this Agreement.

6. In the event Contractor must commence legal action in order to recover any amount payable or owed to Contractor under this Agreement, Customer shall pay Contractor all court costs and attorneys' fees incurred by Contractor.

7. In the event of a breach by Contractor of the terms of this Agreement, including without limitation Section 2, or in the event Customer incurs any liability in connection with the rendering of services by Contractor, Customer's sole remedy against Contractor shall be for Contractor to re-perform the services in accordance with the warranty or, if such services cannot be re-performed or such re-performance does not cure the breach or the liability, to refund to Customer the amount paid to Contractor under this Agreement, up to Customer's direct damages caused by such breach or liability. Notwithstanding the foregoing, in no event shall the liability of Contractor in connection with any products or services, whether by reason of breach of contract, tort (including without limitation negligence), statute or otherwise exceed the amount of fees paid by Customer to Contractor for those products or services. Further, in no event shall Contractor have any liability for loss of profits, loss of business, indirect, incidental, consequential, special, punitive, indirect or exemplary damages, even if Contractor has been advised of the possibility of such damages. In furtherance and not in limitation of the foregoing, Contractor shall not be liable in respect of any decisions made by Customer as a result of Contractor's services. Any action, regardless of form, against the Contractor relating to this Agreement, or the breach thereof, must be commenced within one (1) year from the date of the work.

8. Contractor shall not be liable for any delay, loss, damage or detention caused by acts or circumstances beyond its control including, without limitation, unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, war, acts of terrorism, action of the elements, forces of nature, or by any cause beyond its control.

PROJECT AGREEMENT TERMS AND CONDITIONS**Agreement:** Page 5 of 5

9. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agent and employees from and against all claims, liabilities, damages, losses and expenses (including but not limited to attorneys' fees) arising out of or resulting from the performance of work hereunder or any act or omission arising out of or related to this Agreement, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor. Further, and notwithstanding the preceding sentence, Contractor shall be held harmless and shall not be liable to Customer for any claims, liabilities, damages, losses and expenses related to mold or to the creation of mold at Customer's location(s) and shall have no obligation to treat, identify or remove such mold.

10. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.

11. Contractor's obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos, mold or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes and materials are encountered, Contractor's shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted. As previously provided, Contractor shall be held harmless and shall not be liable for any claims, liabilities, damages, losses and expenses related to such substances, wastes and materials, including the failure to identify or notify Customer of such substances, wastes and materials.

12. This Agreement is between Contractor and Customer alone, and neither intends that there be any third party beneficiaries to this Agreement. Without limiting the generality of the foregoing, by entering into this Agreement and providing services on Customer's behalf, Contractor is not assuming any duty or obligation to any of Customer's employees, vendors, clients, subcontractors, agents, shareholders, partners or members. Customer agrees to indemnify and hold Contractor harmless from and against any and all liabilities, losses, claims, costs, expenses and damages (including without limitation reasonable attorneys' fees) incurred by Contractor by reason of a claim brought against Contractor by any of Customer's employees, vendors, clients, subcontractors, agents, shareholders, partners or members with respect to the services provided by Contractor on Customer's behalf.

13. Each of the parties hereto is an independent contractor and neither party is, nor shall be considered to be, an agent, distributor or representative of the other. Neither party shall act or present itself, directly or indirectly, as an agent of the other or in any manner assume or create any obligation on behalf of, or in the name of, the other.

14. These terms and conditions, together with the attached documents, constitutes the entire agreement and understanding among the parties hereto and supersedes any and all prior agreements and understandings, oral or written, relating to the subject matter hereof. It sets forth the terms for the provision of any products or services Contractor may provide Customer, whether in connection with the particular engagement that is identified as the subject of this Agreement or otherwise, unless and until a written instrument is signed by an authorized representative of Contractor agreeing to different terms. This Agreement shall not be assignable by Customer without the express prior written consent of Contractor. This Agreement shall be governed by and construed in accordance with the laws of the State where Contractor's headquarters are located, without giving effect to that State's conflicts of laws principles.



PROJECT PROPOSAL

Company

Granite State Plumbing & Heating LLC
10N Riverdale Road
Weare NH 03281

Proposal Date: October 19, 2016

Proposal Number: P06152

Phone: (603)-529-3331

Fax: (603)-529-4888

Bill To Identity

Agreement Location

Town of Lee
7 Mast Rd
Lee NH 03861
ATTN: Julie Glover

Town of Lee
7 Mast Rd
Lee NH 03861
ATTN: Julie Glover

WE ARE PLEASED TO SUBMIT OUR PROPOSAL TO PERFORM THE FOLLOWING :

Scope: Make repairs to corroded boiler piping in Town Offices, Annex, and Highway Town Shed buildings; Cut into domestic hot water piping and inspect for restriction.
WARRANTY: Please see terms and conditions page for warranty information.
TERMS OF PAYMENT: Net 30. Material and equipment furnished under this proposal shall remain the property of the seller until final payment has been received.
ACCEPTED PROPOSALS: All accepted proposals will need to be returned to GSPH with the agreement page signed and dated along with all Supplemental and Terms & Conditions pages initialed.
OVERALL PROPOSAL: The services and materials included in this proposal are valid for 30 days from above date.
We hereby propose to furnish materials and labor - complete in accordance with above specifications, for the sum of:
\$2,212.00

Upon execution as provided below, this agreement, including the following pages attached hereto (collectively, the "Agreement"), shall become a binding and enforceable agreement against both parties hereto. Customer, by execution of this Agreement, acknowledges that it has reviewed and understands the attached terms and conditions and has the authority to enter into this Agreement.

CONTRACTOR

CUSTOMER

Signature (Authorized Representative)

Signature (Authorized Representative)

Jordan Essman

Name (Print/Type)

Name (Print/Type)

Phone:(603)-529-3331 Fax: (603)-529-4888

Title

10/19/2016

Date

Date

Proposal Date: October 19, 2016**Proposal Number:** P06152**WE ARE PLEASED TO SUBMIT OUR PROPOSAL (continued):****OUR PROPOSAL INCLUDES:****Town Hall**

- Isolate boiler and in Town Hall and drain down water.
- Replace Pressure Reducing Valve and add a Back Flow Preventer as per code.
- Fill boiler and inspect for leaks.
- Purge air from piping.
- Open Domestic Hot water lines and inspect for a restriction in piping.

Annex Building

- Isolate boiler in Annex building and drain down piping.
- Replace corroded piping and Hy-Vent.
- Fill boiler and inspect for leaks.
- Purge air from piping.

~~Town Shed~~ Highway 4 Recycling Ctr. Rd.

- Isolate boiler in the Town Shed and drain down piping.
- Replace corroded piping.
- Fill boiler and inspect for leaks.
- Purge air from piping.

We hereby propose to furnish materials and labor - complete in accordance with above specifications, for the sum of:

\$2,212.00

OUR PROPOSAL EXCLUDES:

- Premium / overtime Labor Rates unless specifically stated within included scope.
- Handling, removal or isolation of any hazardous materials.
- Asbestos isolation or abatement.
- Any items or service not specifically outlined within the scope of the proposal.
- Any repairs or actions associated with pre-existing conditions unless specifically included in the scope of work.
- Modifications to the air or water distribution system unless specifically outlined under the scope of work.
- Diagnostic Service call(s) unless specifically listed under the scope.
- Cutting / patching / painting.
- Temporary heat or cooling.

THE SERVICES ABOVE ARE GOVERNED BY THE TERMS AND CONDITIONS OF THE PROGRAM OF WHICH THIS SUPPLEMENT IS A PART.

PROJECT AGREEMENT TERMS AND CONDITIONS**Agreement:** Page 03 of 4

The following terms and conditions are incorporated into and a part of the agreement between Contractor and Customer (the "Agreement"):

1. Customer shall permit Contractor free and timely access to areas and equipment, and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during the Contractor's normal working hours.
2. Contractor warrants that the workmanship hereunder shall be free from defects for thirty (30) days from date of installation. If any replacement part or item of equipment proves defective, Contractor will extend to Customer the benefits of any warranty Contractor has received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Customer's expense and at the rates in effect. **CONTRACTOR MAKES NO OTHER WARRANTIES, EXCEPT AS DESCRIBED HEREIN, AND EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**
3. Contractor may invoice Customer on a monthly basis. Customer will promptly pay invoices within ten (10) days of receipt. Should a payment become thirty (30) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately without notice or demand. In addition, if Contractor does not receive payment of a properly submitted invoice within thirty (30) days, Customer shall accrue a late charge on the balance outstanding at the lesser of (a) 1 1/2% per month or (b) the highest rate allowed by law, in each case compounded monthly to the extent allowed by law.
4. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.
5. Any alteration to, or deviation from, this Agreement involving extra work, cost of materials or labor will become an extra charge (fixed price amount to be negotiated or on a time-and-material basis at Contractor's rates then in effect) over the sum stated in this Agreement.
6. In the event Contractor must commence legal action in order to recover any amount payable or owed to Contractor under this Agreement, Customer shall pay Contractor all court costs and attorneys' fees incurred by Contractor.
7. In the event of a breach by Contractor of the terms of this Agreement, including without limitation Section 2, or in the event Customer incurs any liability in connection with the rendering of services by Contractor, Customer's sole remedy against Contractor shall be for Contractor to re-perform the services in accordance with the warranty or, if such services cannot be re-performed or such re-performance does not cure the breach or the liability, to refund to Customer the amount paid to Contractor under this Agreement, up to Customer's direct damages caused by such breach or liability. Notwithstanding the foregoing, in no event shall the liability of Contractor in connection with any products or services, whether by reason of breach of contract, tort (including without limitation negligence), statute or otherwise exceed the amount of fees paid by Customer to Contractor for those products or services. Further, in no event shall Contractor have any liability for loss of profits, loss of business, indirect, incidental, consequential, special, punitive, indirect or exemplary damages, even if Contractor has been advised of the possibility of such damages. In furtherance and not in limitation of the foregoing, Contractor shall not be liable in respect of any decisions made by Customer as a result of Contractor's services. Any action, regardless of form, against the Contractor relating to this Agreement, or the breach thereof, must be commenced within one (1) year from the date of the work.
8. Contractor shall not be liable for any delay, loss, damage or detention caused by acts or circumstances beyond its control including, without limitation, unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, war, acts of terrorism, action of the elements, forces of nature, or by any cause beyond its control.

PROJECT AGREEMENT TERMS AND CONDITIONS**Agreement:** Page 4 of 4

9. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agent and employees from and against all claims, liabilities, damages, losses and expenses (including but not limited to attorneys' fees) arising out of or resulting from the performance of work hereunder or any act or omission arising out of or related to this Agreement, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor. Further, and notwithstanding the preceding sentence, Contractor shall be held harmless and shall not be liable to Customer for any claims, liabilities, damages, losses and expenses related to mold or to the creation of mold at Customer's location(s) and shall have no obligation to treat, identify or remove such mold.

10. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.

11. Contractor's obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos, mold or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes and materials are encountered, Contractor's shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted. As previously provided, Contractor shall be held harmless and shall not be liable for any claims, liabilities, damages, losses and expenses related to such substances, wastes and materials, including the failure to identify or notify Customer of such substances, wastes and materials.

12. This Agreement is between Contractor and Customer alone, and neither intends that there be any third party beneficiaries to this Agreement. Without limiting the generality of the foregoing, by entering into this Agreement and providing services on Customer's behalf, Contractor is not assuming any duty or obligation to any of Customer's employees, vendors, clients, subcontractors, agents, shareholders, partners or members. Customer agrees to indemnify and hold Contractor harmless from and against any and all liabilities, losses, claims, costs, expenses and damages (including without limitation reasonable attorneys' fees) incurred by Contractor by reason of a claim brought against Contractor by any of Customer's employees, vendors, clients, subcontractors, agents, shareholders, partners or members with respect to the services provided by Contractor on Customer's behalf.

13. Each of the parties hereto is an independent contractor and neither party is, nor shall be considered to be, an agent, distributor or representative of the other. Neither party shall act or present itself, directly or indirectly, as an agent of the other or in any manner assume or create any obligation on behalf of, or in the name of, the other.

14. These terms and conditions, together with the attached documents, constitutes the entire agreement and understanding among the parties hereto and supersedes any and all prior agreements and understandings, oral or written, relating to the subject matter hereof. It sets forth the terms for the provision of any products or services Contractor may provide Customer, whether in connection with the particular engagement that is identified as the subject of this Agreement or otherwise, unless and until a written instrument is signed by an authorized representative of Contractor agreeing to different terms. This Agreement shall not be assignable by Customer without the express prior written consent of Contractor. This Agreement shall be governed by and construed in accordance with the laws of the State where Contractor's headquarters are located, without giving effect to that State's conflicts of laws principles.

D. F. RICHARD



www.dfrichard.com
124 Broadway • P.O. Box 669 • Dover, NH 03821-0669
(603) 742-2020 • 1-800-649-6457
Fax: (603) 749-1644

Dear Ms. Glover,
Should you have any
questions, please feel
free to call me at Cell:
207.337.1733 or Office:
603.516.6534
Thank you,
Roland Lapointe

❖ QUOTATION / PROPOSAL ❖

Submitted to:	Town of Lee Attn: Julie Glover	Date:	10/18/2016
Address:	7 Mast Road Lee, NH 03861	Job Location:	9 Mast Road Town of Lee Library Lee, NH 03861
Julie Phone:	603-659-5414	Bill Phone:	603-397-9130
Email:	townadministrator@leenh.org		
Account:	125113	Proposal #:	6128-3877A

ESTIMATE & JOB DESCRIPTION

SALES & SERVICE

Option #1: Provide and install one (1) Heil G9MXE080, 80,000 BTU, 96% AFUE rated, direct vent, high efficiency, propane fired forced hot air furnace with concentric vent, two zone dampers, one (1) 2-zone controller, one (1) digital programmable thermostat with all necessary wiring, gas piping, sheet metal and labor to install furnace and put basement on it's own zone.

TOTAL.....\$6,120.00

Option #2: Provide and install one (1) Heil 3-ton, 13 SEER, vertical cased A/C coil with matching outdoor 13 SEER, R410A condenser (Model N4A-36) and all necessary wiring, piping, controls and labor to install central air conditioning.

TOTAL.....\$4,775.00

Notes:

- Price includes all labor, material and removal/disposal of old equipment.
- If applicable, all necessary permits required by local code authorities will be processed by D.F. Richard Energy and Admiral Climate Control. All associated fees will be the owner's responsibility and will be billed separately.

If this proposal is accepted, please sign and return white copy in the enclosed envelope.
All required safety devices are standard equipment.

Payment Terms: 1/3rd deposit upon acceptance and balance due upon completion.

Proposal is valid for 30 days.

Work Authorization

The specifications, terms and conditions set forth herein are accepted and authorization to commence work is hereby granted.

Customer Signature: _____ Dated: _____

Sales Representative: _____ Dated: _____

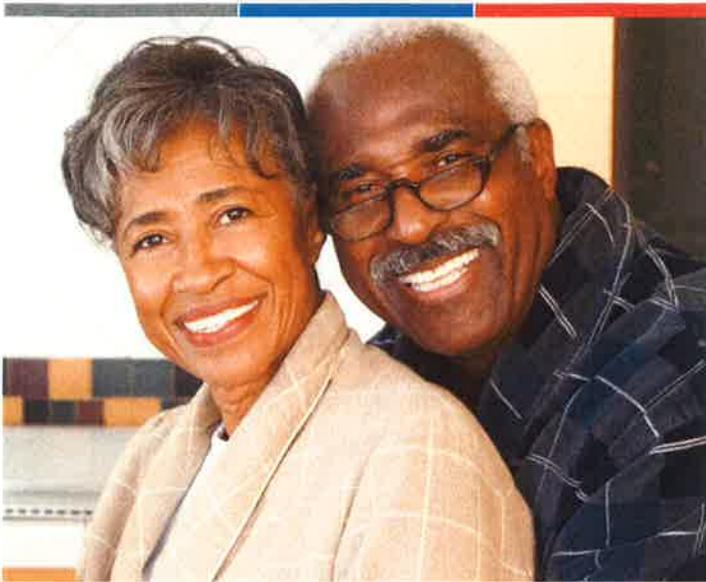
❖ *Tradition and History, Progressive Technologies* ❖

1. All materials to be utilized shall be guaranteed to be as specified, that all work shall be completed in a workman like manner according to standard practices of the trade in this area.
2. The contractor makes no other express or implied warranties except those conditioned herein. All guarantees and warranties are conditioned upon the owner properly managing and operating the system in accordance with instructions.
3. This agreement is contingent upon strikes, accidents or delays beyond the control of the contractor.
4. Any alterations or deviations with materials or work to be performed must be a separately signed agreement by both parties prior to providing the material or performing the work. The alterations or deviations will result in an additional charge over and above the contract price and will be so specified.
5. D.F. Richard employees are fully covered by Worker's Compensation Insurance. Owner is to carry fire, tornado, and other necessary insurance.
6. If owner fails to comply with the payment provisions of this agreement, then he will be liable to pay interest at the rate of one and one half percent (1 ½%) per month on the principle amount due. An annual percentage rate of eighteen percent (18%). If D.F. Richard refers collection of the balance to a lawyer or collection agency, then you will be liable for any and all costs incurred for collection purposes. Included with these costs are attorney fees of one half (1/2) of the principle, as well as accumulated interest. Owner shall be responsible for all other reasonable costs of collection allowed by law.
7. Under this agreement, D.F. Richard and contractors of D.F. Richard may accept partial payments, either late, or marked "paid in full" without losing any of our rights. We may also delay enforcing our rights under this agreement without losing them.
8. The agreement represents the entire agreement between the parties and any prior agreements whether written or oral, are deemed to be merged herein.

Heil® Gas Furnaces



QuietComfort® Deluxe Series
G9MAE/G9MVE/G8MVL
QuietComfort® Series
G9MXT/G9MXE/G8MTL



Built with strength

When you choose Heil® heating and cooling equipment, it means your home comfort is backed by superior engineering and quality manufacturing so you can enjoy more important things. Each unit is 100% run tested, and we design our products to give you the best in quality, energy efficiency and reliability. It's our tradition to deliver products that exceed your expectations. You can depend on us.

Backed by exceptional warranties

The only No Hassle Replacement® limited warranty that you'll find in the industry backs every Heil QuietComfort® product. It means comfort with no questions. We'll replace your unit if the heat exchanger fails within the covered period. We give you extra coverage in addition to a 10-year parts limited warranty.*

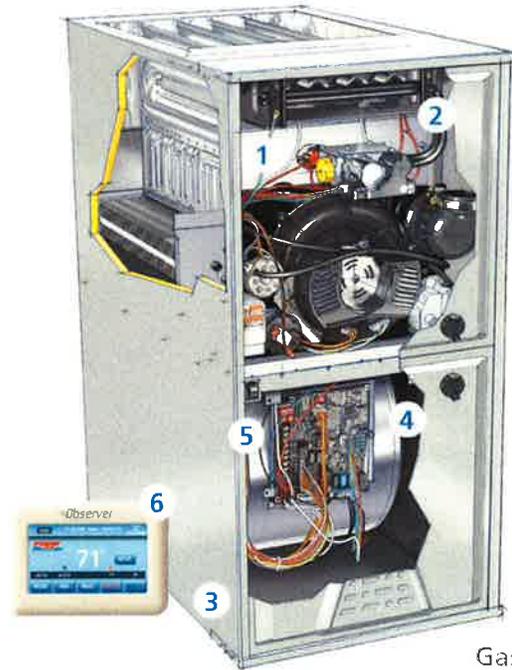


QuietComfort® gas furnaces

The QuietComfort gas furnace series offers our best comfort in the cold seasons, from the highest featured Observer® communicating system to the budget-friendly with available modulating gas valve, variable-speed fan motor, and sound-reducing insulated blower compartments.

What is a gas furnace?

Heil gas furnaces are designed for the best durability and comfort. The warmth and efficiency of natural gas combined with a quiet, efficient blower motor delivers comfort throughout the cold seasons. The gas furnace can also be combined with an indoor evaporator coil and properly matched outdoor air conditioner or heat pump to provide cooling during the warm seasons.



Gas Furnace

WHAT SETS HEIL® GAS FURNACES APART?

- 1. Reliable** – Direct hot surface ignition system features an advanced silicon nitride igniter and in-shot burners for greater reliability
- 2. Safe** – Temperature limit control, reliable gas valve and induced draft motor all help ensure safe operation
- 3. Quiet** – Solid pre-painted steel insulated cabinet with tight-fit door latch system, blower motor isolated behind a sealed door, and soft-mount rubber gaskets on key components lower operating sounds.
- 4. Efficient** – ECM variable-speed blower motor provides efficiency. (Available on many models.) Models with ECM fan motors are also compatible with two-stage cooling, and their advanced dehumidification capability can reduce additional moisture in the air when paired with an air conditioner or heat pump and a humidity-sensing thermostat.
- 5. System Control** – State-of-the-art electronic controls monitor system operation and allow for faster, easier system diagnostics.
- 6. Observer® Communicating Wall Control** – QuietComfort Deluxe models are teamed with our innovative Observer communicating wall control, offering full-color touchscreen technology and coordinating with compatible air conditioners and system accessories to create maximum efficiency and ideal comfort.

*To the original owner, Heil products are covered by a 10-year parts limited warranty with timely registration. The limited warranty period is 5 years if not registered within 90 days of installation in jurisdictions where warranty benefits cannot be conditioned on registration. Will automatically receive a 10-year parts limited warranty. See warranty certificate for complete details.

What matters in a gas furnace?

Get the most out of a heating system by choosing the gas furnace that fits your comfort needs. All of our gas furnaces include comfort enhancing and durable features to deliver lasting performance. For the maximum combination of comfort, efficiency and convenience, ask about our Observer communicating system models with Wi-Fi capability. For more consistent temperature control, look for modulating or two-stage models. For year-round efficiency as the furnace blower runs during the cooling season, look for variable-speed and ECM blower motors. Our quietest models feature insulated blower and heater compartments. And our No Hassle Replacement limited warranty is offered on our premium products to give you peace of mind. Heil gas furnaces offer energy efficiency, increased comfort, durable performance, and quiet operation.

Efficiency ratings—what do they mean?

Annual Fuel Utilization Efficiency (AFUE)—Measures the heating efficiency of a gas furnace. The higher the AFUE, the greater the gas heating efficiency and energy savings potential.

ENERGY STAR®—A U.S. Environmental Protection Agency program to identify and promote energy-efficient products in order to reduce energy consumption.

G9MAE QuietComfort® Deluxe 98 Gas Furnace

- Up to 98% AFUE heating efficiency
- Modulating gas valve
- Variable-speed ECM fan motor
- Communicating capability
- 10-year No Hassle Replacement limited warranty
- Lifetime heat exchanger limited warranty (upon timely registration)
- 10-year parts limited warranty (upon timely registration)

UP TO
98%
AFUE



G9MXT QuietComfort® 96 Gas Furnace

- Up to 96% AFUE heating efficiency
- Two-stage gas valve
- ECM fan motor
- 5-year No Hassle Replacement limited warranty
- Lifetime heat exchanger limited warranty (upon timely registration)
- 10-year parts limited warranty (upon timely registration)

UP TO
96%
AFUE



G9MVE QuietComfort® Deluxe 96 Gas Furnace

- Up to 96% AFUE heating efficiency
- Two-stage gas valve
- Variable-speed ECM fan motor
- Communicating capability
- 10-year No Hassle Replacement limited warranty
- Lifetime heat exchanger limited warranty (upon timely registration)
- 10-year parts limited warranty (upon timely registration)

UP TO
96%
AFUE



G9MXE QuietComfort® 96 Gas Furnace

- Up to 96% AFUE heating efficiency
- Single-stage gas valve
- ECM fan motor
- 1-year No Hassle Replacement limited warranty
- Lifetime heat exchanger limited warranty (upon timely registration)
- 10-year parts limited warranty (upon timely registration)

UP TO
96%
AFUE



Qualifying models only

G8MVL QuietComfort® Deluxe 80 Gas Furnace

- 80% AFUE heating efficiency
- Two-stage gas valve
- Variable-speed ECM fan motor
- Communicating capability
- 10-year No Hassle Replacement limited warranty
- 20-year heat exchanger limited warranty
- 10-year parts limited warranty (upon timely registration)

80%
AFUE

G8MTL QuietComfort® 80 Gas Furnace

- 80% AFUE heating efficiency
- Two-stage gas valve
- 5-year No Hassle Replacement limited warranty
- 20-year heat exchanger limited warranty
- 10-year parts limited warranty (upon timely registration)

80%
AFUE



Heil® Gas Furnace Options	QUIETCOMFORT® DELUXE			QUIETCOMFORT®		
	G9MAE	G9MVE	G8MVL	G9MXT	G9MXE	G8MTL
Comfort Features						
Quiet Operation	Best	Best	Best	Better	Better	Better
Temperature Control	Best	Best	Best	Better	Better	Better
Efficiency						
Heating AFUE	Up to 98	Up to 96	80	Up to 96	Up to 96	80
SEER Boosting ECM Fan Motor	•	•	•	•	•	
Design Features						
Observer® Communicating System Compatible (When Installed with Observer Wall Control with Wi-Fi®)	•	•	•			
Modulating (Multi-Stage) Gas Valve	•					
Two-Stage Gas Valve		•	•	•		•
Variable-Speed Fan Motor	•	•	•			
Peace of Mind						
10-Year Parts Limited Warranty	•	•	•	•	•	•
No Hassle Replacement™ Limited Warranty	10-yr	10-yr	10-yr	5-yr	1-yr	5-yr
Heat Exchanger Limited Warranty	Lifetime	Lifetime	20-yr	Lifetime	Lifetime	20-yr

Many models are ENERGY STAR® qualified. Ask your contractor for details or visit www.energystar.gov.

Timely registration required for 10-year parts limited warranty and lifetime heat exchanger limited warranty.

Limited warranty period is 5 years for parts and 20 years for heat exchanger if not registered within 90 days of installation. Jurisdictions where warranty benefits cannot be conditioned on registration will receive the registered limited warranty periods. Please see warranty certificate for further details and restrictions.

All systems tested and listed by the appropriate agencies.



ISO 9001: 2000 Registered



650 Heil Quaker Ave.
Lewisburg, TN 37091

Heil-HVAC.com

As part of its commitment to quality, International Comfort Products reserves the right to change specifications on its products without notice. Illustrations and photographs in this brochure are only representative. Some product models may vary. Wi-Fi® is a registered trademark of the Wi-Fi Alliance Corporation.

STATE OF NEW HAMPSHIRE

To the inhabitants of the Town/City (Ward) of _____ in the
County of _____, New Hampshire.

You are hereby notified to meet at _____
(name and location of polling place)
on Tuesday, the eighth day of November, 2016. The polls will be open between the hours of
_____ a.m. and _____ p.m. to act upon the following subjects:

**To bring in your votes for President and Vice-President of the United States, Governor,
United States Senator, United States Representative, Executive Councilor, State Senator, State
Representatives and County Officers.**

Given under our hands and seal, this _____ day of October, in the year of Our Lord two
thousand and sixteen.

_____ Selectmen of _____

October _____, 2016

We hereby certify that we gave notice to the inhabitants within named, to meet at the time and
place and for the purpose within mentioned, by posting an attested copy of the above Warrant at the place
of meeting and at the office of the Town or City Clerk or City Hall on the _____ day of October,
2016.

_____ Selectmen of _____

FORM
PA-36-A

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
DISCRETIONARY PRESERVATION EASEMENT APPLICATION

RECEIVED
OCT 05 2016
TOWN OF LEE, NH
SELECTMAN'S OFFICE

STEP 1 PROPERTY OWNER (S)

PLEASE TYPE OR PRINT	LAST NAME <i>Pellecchia</i>	FIRST NAME <i>Katherine</i>
	LAST NAME <i>Pellecchia</i>	FIRST NAME <i>Michael</i>
	STREET ADDRESS <i>114 Wiswall Road</i>	
	STREET (continued)	
	TOWN/CITY <i>Lee</i>	STATE <i>NH</i>

STEP 2 PROPERTY LOCATION OF LAND AND HISTORIC AGRICULTURAL STRUCTURE BEING CLASSIFIED

PLEASE TYPE OR PRINT	STREET <i>114 Wiswall Road</i>					
	TOWN/CITY <i>Lee</i>			COUNTY <i>Strafford</i>		
	NUMBER OF ACRES <i>12</i>	MAP# <i>32</i>	LOT# <i>1</i>	BOOK# <i>4228</i>	PAGE# <i>0617</i>	
	CHECK ONE: Original Application <input type="checkbox"/>			Renewal <input checked="" type="checkbox"/>		Tax Year <i>2017</i>

STEP 3 REASON FOR DISCRETIONARY PRESERVATION EASEMENT APPLICATION

Describe how the Historic Agricultural Structure meets one of the tests of public benefit per RSA 79-D:3. Submit additional sheets, if necessary.
see attached

How many square feet will be subject to the easement?
64' x 40' 2,560

STEP 4 SIGNATURES OF ALL PROPERTY OWNERS OF RECORD

TYPE OR PRINT NAME (in black ink) <i>Katherine Pellecchia</i>	SIGNATURE (in black ink) <i>[Signature]</i>	DATE <i>10/5/2016</i>
TYPE OR PRINT NAME (in black ink) <i>MICHAEL PELLECCIA</i>	SIGNATURE (in black ink) <i>Michael Pellecchia</i>	DATE <i>10-5-16</i>
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
DISCRETIONARY PRESERVATION EASEMENT APPLICATION
 (CONTINUED)

STEP 5 TO BE COMPLETED BY THE LOCAL ASSESSORS

<input type="checkbox"/> APPROVED	Pending approval of Discretionary Preservation Easement Agreement by landowner and assessing officials.
<input type="checkbox"/> DENIED	
Comments:	

STEP 6 APPROVAL OF A MAJORITY OF SELECTMEN/ASSESSORS

TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE

STEP 7 DOCUMENTATION

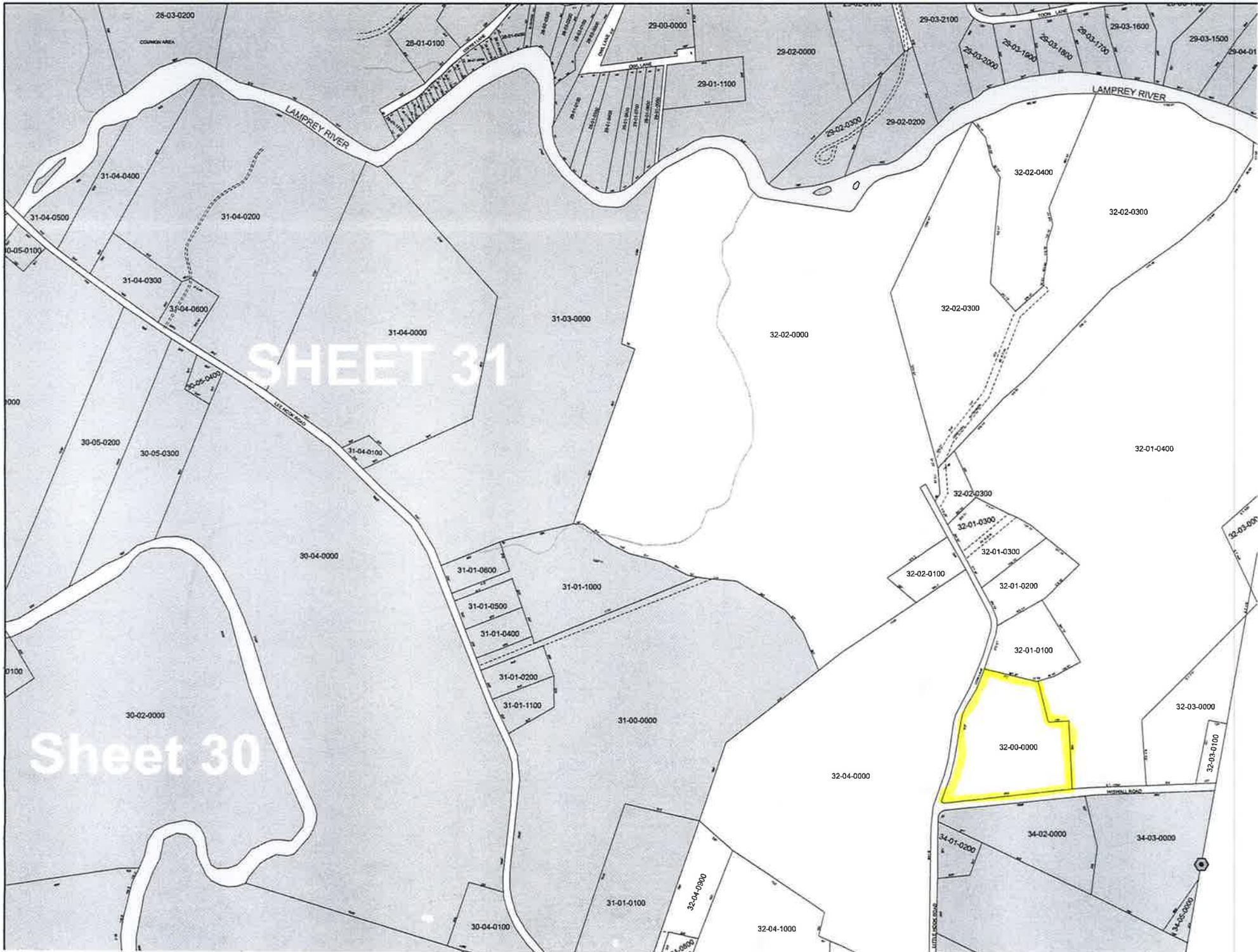
Is a map of the entire parcel showing the property location, orientation, overall boundaries and acreages clearly showing easement area requested submitted?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
--	------------------------------	-----------------------------

Description of how the barn at 114 Wiswall Road meets one of the tests of public benefit per RSA 79-D:3

This barn provides scenic enjoyment to the general public on Wiswall Road. This road extends from Packers Falls Road in Durham to Little Hook Road in Lee and it is a very busy pedestrian and bicycle route used by walkers, casual joggers, bicyclists, track teams and ski teams.

The barn is a remaining building from one of the oldest farms in Lee, which was owned by the Davis family from 1750 to the early 1960s. The barn is unusual in that it was built on a hillside; the foundation starts at ground level and as the level drops, the barn is supported by “stilts” which are visible from the road – thus providing a scenic landmark for those entering Lee on Wiswall Road. The 64’ x 40’, two-story barn has been maintained by subsequent owners; during the ten years it has been under easement we have replaced windows, re-sided the street-facing wall and replaced the roof. Continuation of the preservation easement will help us, the current owners, to continue to maintain this historic structure.

Tax Map 32 Lot 1



Google Maps 114 Wiswall Rd



Imagery ©2016 DigitalGlobe, Maine GeoLibrary, Map data ©2016 Google 50 ft





TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: October 24, 2016

Agenda Item No. 7f

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
10/24/2016

Agenda Item Title: Walgreens Flu Clinic

Requested By: Julie Glover **10/20/2016**

Contact Information: 603-659-5414

Presented By: Julie Glover, Town Administrator

Description: Walgreens is requesting permission to hold another FLU CLINIC at the Lee Safety Complex on November 15, 2016 from 12-2pm. They have been authorized to give out 30 shots at no cost and in return Walgreens will donate a vaccine through the UN to an impoverished area of the world. The Flu Shot Clinic held on Sept. 27th for Town employees (and walk-ins) serviced 15 people.

Legal Authority: NH RSA 41:11-a

Legal Opinion: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

Motion: Move to allow Walgreens to hold a “Last Minute Flu Clinic” at the Lee Public Safety Complex on November 15, 2016 from 12-2 pm that is open to the public.

Julie Glover

From: RXM 10642 <RXM.10642@store.walgreens.com>
Sent: Monday, October 17, 2016 8:31 AM
To: Julie Glover
Subject: Charity Flu Clinic

Hi Julie,

First, I'd like to thank you for hosting the clinic in September. We were able to vaccinate 15 folks and we have a list here at the store of fire fighters that could not make the clinic that we will vaccinate when they drop by the store. Some of the fire fighters were unavailable during the clinic hours.

I would like your permission to have another clinic mainly charity based. As our advertising has pointed out, for every shot we administer, Walgreens donates a vaccine (whatever type is needed) through the UN to an impoverished area of the world. It is therefore a goal of mine to administer as many vaccines as possible. My boss has provided me with 30 more vouchers for free shots. If I can administer those thirty shots, thirty more get donated.

If possible, I'd like to aim for mid-November and host the clinic as a "Last minute flu clinic".

Please let me know if you approve and if November 15th 12-2pm will work for you.

I appreciate your help!

Thank you.

Caroline Rogers



832015
TOWN of LEE
7 MAST RD, LEE, NH 03861
(603) 659-5414

Office Use Only

Meeting Date: October 24, 2016

Agenda Item No. 8

BOARD OF SELECTMEN
MEETING AGENDA REQUEST
10/24/2016

Agenda Item Title: Heritage Commission Grant

Requested By: Chairman Bugbee

Date: 10/21/2016

Contact Information: Chief Tom Dronsfield, 659-5866, tdronsfield@leenhpolice.org

Presented By: Chairman Scott Bugbee

Description: Present to the Board for acceptance a FY16/17 Moose License Plate Conservation grant in the amount of \$5385.00 from the NH Department of Cultural Resources which was awarded to the Lee Heritage Commission for the project entitled Lee Town Archives Assessment.

Financial Details: \$5385.00

Legal Authority RSA 31:95-b

Legal Opinion: Enter a summary; attach copy of the actual opinion

REQUESTED ACTION OR RECOMMENDATIONS:

MOTION:

Move to accept the Moose License Plate Conservation grant in the amount of \$5385.00 from the NH Dept of Cultural Resources to the Lee Heritage Commission as unanticipated revenue for FY16/17.

AND;

Move to accept the grant agreement as present.



STATE OF NEW HAMPSHIRE

NEW HAMPSHIRE STATE LIBRARY



Department of Cultural Resources • Division of Libraries

20 Park Street • Concord, New Hampshire 03301

September 26, 2016

Sarah Cox
Lee Heritage Commission
7 Mast Road
Lee, NH 03861

Dear Ms. Cox:

I am happy to inform you that the Lee Heritage Commission has been awarded a FY 2016/2017 Moose License Plate Conservation grant in the amount of \$5,385.00 for the project entitled *Lee Town Archives Preservation Assessment*. I congratulate you on preparing a successful grant proposal.

In the weeks ahead, you will receive a letter from Janet Eklund, Administrator of Library Operations. The letter will contain your grant agreement and the other necessary documents to be returned to the State Library in order to process your grant award.

Thank you for recognizing the need to conserve and protect the Town of Lee's endangered and irreplaceable documents. Your project is very important to New Hampshire's cultural heritage and to increasing the access to Lee's written history.

Sincerely,

Michael York
Acting Commissioner
New Hampshire Department of Cultural Resources



STATE OF NEW HAMPSHIRE



NEW HAMPSHIRE STATE LIBRARY

Department of Cultural Resources • Division of Libraries

20 Park Street • Concord, New Hampshire 03301

October 5, 2016

Sarah Cox
Lee Heritage Commission
Town of Lee
7 Mast Road
Lee, NH 03861

Dear Sarah:

Congratulations on your grant award of \$5,385.00 to conduct a preservation assessment of the Town of Lee's archives! The grants review committee gave your application the highest priority for funding! The State Library needs paperwork from the commission before you may begin any grant activities.

Enclosed are all the documents that must be executed and returned to me in order to release 90% of your grant award. Instructions are enclosed to help you submit the forms. Pay very close attention to the instructions as they specify how and when the documents must be executed and by whom.

You can expect at least five weeks from the time I receive your paperwork until the commission receives payment of 90% of its award. Incomplete paperwork results in a delay of payment.

Please call me before you return your paperwork at 271-2393 if you have any questions or need assistance in completing the forms.

Sincerely,

A handwritten signature in cursive script that reads "Janet Eklund".

Janet Eklund
Administrator of Library Operations



GRANT AGREEMENT
New Hampshire Department of Cultural Resources
20 Park St.
Concord, NH 03301



This agreement between the State of New Hampshire, Department of Cultural Resources, New Hampshire State Library (hereinafter "State Library") and the Lee Heritage Commission, Lee, New Hampshire (hereinafter "Grantee") is to witness receipt of funds subject to the following conditions.

- 1. FUNDING PERIOD: State of New Hampshire Fiscal Year 2016/2017
2. OBLIGATION OF THE GRANTEE
2.1.1. The Grantee agrees to accept \$5,385.00 and apply the funds to the project entitled Lee Town Archives Preservation Assessment as described in the Grantee's FY 2016/2017 Moose License Plate Conservation Grant application and budget.
2.1.2. The Grantee agrees to abide by the limitations, conditions and procedures outlined herein and to perform grant activities as outlined in its grant application and project budget.
3. ACKNOWLEDGEMENT: Funding credit must appear in all programs, publicity, and promotional materials.
4. PAYMENT: Payment will be made upon the acceptance of this grant agreement in the amount of ninety percent (90%) and in the amount of ten percent (10%) upon the acceptance of final grant reports.
5. FINAL GRANT REPORTS: The Grantee agrees to submit final narrative and financial reports on a form provided by the State Library by December 31, 2017.
6. SOVERIGN IMMUNITY: No provision of this contract is to be deemed a waiver of sovereign immunity by the State of New Hampshire.
7. SIGNATURES:

New Hampshire Department of Cultural Resources

Michael C. York, Acting Commissioner
10/7/16
Date

Grantee

Organization: _____

Address: _____

Printed name and title of Authorized Signatory

Authorized Signature

Date

NOTARY

State of New Hampshire, County of _____

Subscribed before me this day _____

Notary Signature

Date



New Hampshire Department of Cultural Resources
New Hampshire State Library
20 Park Street
Concord, NH 03301

Grant Agreement Instructions for Organizations Moose Conservation License Plate Program

The following documents are required to process your grant payment

1. Certificate of Authority

The Secretary of the organization completes and signs this in the presence of a Notary Public. Execute this document first.

The Certificate of Authority designates who is authorized by the organization to enter into an agreement with the State of New Hampshire. The individual who signs the grant agreement must be authorized to do so by the Board of the organization. This individual will sign the Grant Agreement. The Secretary cannot authorize him/herself to sign the grant agreement.

The "Resolved" section is a facsimile resolution that has been adopted by the organization's board to authorize and designate a specific individual to enter into agreements and contracts on behalf of the organization. Enter the date of the meeting when the resolution was adopted in the space provided. The date of the meeting must occur before or the same day that the Grant Agreement is signed.

The notary date on the Certificate of Authority must be before or the same day of the notary date on the Grant Agreement.

2. Grant Agreement

The individual named in the Certificate of Authority must sign the Grant Agreement. Only sign the grant agreement after executing the Certificate of Authority.

3. Alternate W-9 Form

Complete this form, even if you have already submitted one to the State of New Hampshire in the past

4. Certificate of Liability Insurance

Submit proof of liability insurance naming the NH Department of Cultural Resources as an additional insured. In the case of historical societies, certificates of insurance may be from the town.

5. Certificate of Worker's Compensation Insurance

Submit proof of worker's compensation insurance that is in force. In the case of historical societies, certificates may be from the town.

6. 501(c)3 designation letter for the organization from the Internal Revenue Service

Please feel free to call with questions.

Janet Eklund
Administrator of Library Operations
NH State Library
271-2393
Janet.eklund@dcr.nh.gov

State of New Hampshire

CERTIFICATE OF AUTHORITY

THIS IS TO CERTIFY that the following is a true and correct excerpt facsimile from a resolution adopted at a meeting of the Board of _____ on (Date of Resolution)* _____ at which time a quorum was present and voted, and further that said resolution has not been rescinded, altered or amended and is still in full force and effect.

RESOLVED: That this organization shall enter into an agreement with the State of New Hampshire, acting by and through the Department of Cultural Resources/NH State Library providing for the performance of this organization of certain services as documented in its FY 2016/2017 Moose License Plate Conservation Grant application and the official (*Name and Title of official who signed the Grant Agreement*) _____ is authorized and directed to enter into said agreement with the Department of Cultural Resources/New Hampshire State Library, and that s/he is to take any and all such actions that may be deemed necessary, desirable or appropriate in order to execute, seal, acknowledge any and all documents, agreements and other instruments on behalf of this organization in order to accomplish the same.

RESOLVED: That the signature of the above authorized official of this organization, when affixed to any instrument described in or contemplated by this resolution shall be conclusive evidence of the authority of said parties to bind this organization, thereby. The foregoing resolution has not been revoked, annulled, or amended in any manner whatsoever, and remains in full force and effect as the date hereof.

The following persons have been duly elected to, and now occupy the Office indicated:

Organization President _____

Organization Secretary: _____

Organization Treasurer: _____

(Signature of Secretary)

(Printed name)

(Date)

Notary

State of New Hampshire, County of _____

On this day _____, _____ personally appeared and was satisfactorily proven to be the person whose name appears above, and acknowledged s/he executed this document in the capacity indicated.

Notary Signature _____

My Commission Expires _____

ALTERNATE W-9 FORM



PAYER'S REQUEST FOR TAXPAYER IDENTIFICATION NUMBER & CERTIFICATION

PLEASE USE THIS FORM TO PROVIDE THE REQUESTED INFORMATION

Pursuant to IRS Regulations, you must furnish your Taxpayer Identification Number (TIN) to the State whether or not you are required to file tax returns. If this number is not provided, you may be subject to a 31 % withholding on each payment made to you. To avoid this 31 % withholding & to ensure that accurate tax information is reported to the IRS, **A RESPONSE IS REQUIRED.**

If a service provider is part of a **GROUP PRACTICE**, it is the group name & TIN which is required on the Alternate W-9.
If the service provider is a **SOLE PROPRIETOR**, it is the individual name & TIN which is required on the Alternate W-9.

NAME _____

ADD'L or D/B/A NAME _____

BUSINESS ADDRESS _____

CITY/TOWN _____ STATE _____ ZIP _____

HOME ADDRESS _____

CITY/TOWN _____ STATE _____ ZIP _____

TAXPAYER IDENTIFICATION NUMBER (TIN) as used on IRS tax return

SSN _____ - _____ - _____ EIN/FIN _____ - _____

PRINCIPAL ACTIVITY (select only ONE)

- Service Provider
- Product/Merchandise Provider
- Other Provider

List principal type of service product or other you provide _____

DESIGNATION (select ALL which apply to you/your organization)

- Individual
- Government
- Personal Service Corporation
- Sole Proprietor
- Estate or Trust
- Health Care Provider
- Partnership
- Corporation
- Non-Profit (attach copy of exemption)

Under penalty of perjury, I declare that the information provided is true, correct & complete, to the best of my knowledge & belief.

NAME & TITLE (print or type) _____

TELEPHONE # _____

SIGNATURE _____ DATE _____

PLEASE RETURN WHEN COMPLETED TO:

To: **BARBARA WAUCHOPE** of Lee, New Hampshire in the **County of Strafford**:

Whereas, there is a vacancy in the office of the **ENERGY COMMITTEE** and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you, the said named above, upon your taking the oath of office, and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties and be subject to the liabilities of such office until March 2019.

Given under our hands, this 24th day of October, 2016

.....>

.....> **SELECT BOARD**

.....>

I, _____, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member of the **ENERGY COMMITTEE** according to the best of my abilities, agreeably to the rules and regulations of the constitution and laws of the **State of New Hampshire - So help me God.**

**STATE OF NEW HAMPSHIRE
STRAFFORD COUNTY**

Personally appeared the above named **BARBARA WAUCHOPE** took and subscribed the foregoing oath. Before me,

.....
Linda R. Reinhold, **Town Clerk**

Date: _____, 2016

Received and Recorded:

Barbara



TOWN of LEE, NEW HAMPSHIRE
7 Mast Road, Lee, New Hampshire 03861

APPLICATION FOR APPOINTMENT TO A BOARD, COMMISSION OR COMMITTEE POSITION WITHIN THE TOWN OF LEE.

Applicant's Name: BARBARA WAUCHOPE

Address: 38 BIRCH HILL ROAD Phone/Cell: 603-659-8857

of Years as a Resident: 19 yrs.

Email address: bawauchope@aol.com

Full Membership (3 year term) position applying for: Lee Energy Committee

Term Expires on the following date: _____

Alternate Position (3 year term) position applying for: _____

Term Expires on the following date: _____

I feel the following experience and background qualifies me for this position: _____

Retired sociologist/program evaluator with 30 yrs. experience
working with data, organizations. Life-long commitment
to learning about + practicing energy efficiency + conservation.

Barbara A. Woy
Signature

3/25/14
Date

You are welcome to submit a letter or resume with this form. Applicants are requested to attend the Board of Selectmen's Meeting to express their interest. Applicants will be notified of the meeting date in advance. Thank you for your application and interest in the Town of Lee.

KNOW ALL MEN BY THESE PRESENTS

That the Town of Lee in consideration of Two Thousand One Hundred Dollars paid by Philip M. Sanborn, Sr. and Gail W. Sanborn the receipt of which is hereby acknowledged, do hereby grant, bargain, sell and convey to the said parties, their heirs and assigns (6) Graves in the Public Burial Ground, known as the LEE HILL CEMETERY situated on Lot B-7 and numbered Grave 1,2,3, and 7,8,9 on the plan, and bounded as follows, to wit:

- On the North by Grave 6 and 12 of Lot B-6;
On the South by Grave 4 and 10 of Lot B-7;
On the East by cemetery access road;
And on the West by Graves 1, 2, and 3 of Lot A-7.

Recorded on a plan entitled Lee Hill Cemetery dated March, 1960, drawn by G. L. Davis Associates, the original of which is on file in the Town office. To have and to hold the said grave(s) to the said Grantee, their heirs and assigns forever, subject, however, to the following Conditions and Limitations:

First. That the said grave(s) shall not be used for any other purpose than as a place of burial for the dead and no tomb shall be erected or constructed on said grave(s) and no trees within the grave(s) or border shall be cut down or destroyed without the consent of the Superintendent of Cemeteries.

Second. That said grave(s) shall be graded, sodded, suitable landmarks of stone erected and the number permanently and legibly marked on the premises by the Superintendent of Cemeteries and that no work shall at any time be done upon or around the said grave(s) by other persons than the proper officers or employees of the Town of Lee except by consent of the Superintendent of Cemeteries.

Third. That no fence, curbing, hedge or other landmark, other than corner posts set by the Superintendent of Cemeteries, shall be placed upon or around said grave(s); no marker shall be set either above or below the level of the turf; no grave shall have more than one marker and no lot more than one monument, such marker or monument to be approved by the Superintendent of Cemeteries before it is contracted for; no grave or lot shall be mounded.

Fourth. That the Superintendent of Cemeteries has the right to forbid or remove any marker, monument or structure deemed objectionable by him.

Fifth. That there shall be no planting of trees/shrubs except by consent of the Cemetery Trustees & Superintendent of Cemeteries. Also, said Town of Lee, in consideration of the above sum paid to them by the Grantee, does further covenant to and with said Grantee and/or their heirs and assigns, that they will forever keep said grave(s) in suitable and good condition, including such monuments which may occupy the site, and further keep in good repair the roads, fences and grounds of the cemetery itself. Except that in no case will the Town of Lee obligate itself to expend a sum in excess of the income from the perpetual care fund.

In Witness Whereof the said Town, by its Selectmen duly authorized, has affixed its seal, and the said Selectmen have subscribed their names this ___ day of ___ in the year ___.

TOWN OF LEE

Mail Deed to:
Philip M. Sanborn, Sr.
Gail W. Sanborn
45 Lee Hook Road
Lee, New Hampshire, 03861

By: _____

Selectmen

Signed and Sealed in the presence of:

Witness

Witness

State of New Hampshire, Strafford County, personally appeared the above-named Lee Board of Selectmen who in their capacity acknowledged the foregoing instrument to be their voluntary act and deed.

Before me, this ___ day of ___ in the year 20__ by _____
Notary Public



ABATEMENT RECOMMENDATION

TO: Select Board
Town of Lee

FROM: Scott P. Marsh, CNHA
Municipal Resources Inc.
Contracted Assessor's Agents

DATE: October 17, 2016

RE: Julian Barry
68 Northside Road
Lee, NH 03861

Property Tax Map 11 Lot 4-300
Address: 68 Northside Road

Tax Year: 2015
Assessment: \$167,100

The subject is a ranch style home on a .13-acre site. The reason for the abatement is that a Veteran's tax credit which was approved and granted was inadvertently not applied in the assessing system. As this is the case, it is recommended that an abatement in the amount of \$500 be granted.

Abatement Granted

Abatement Denied

Dated _____



TOWN OF LEE
Office of the Selectmen
7 Mast Road
Lee, New Hampshire 03861
(603) 659-5414

Public Safety Complex Gym Policy and Guidelines

The Town of Lee encourages good exercise habits and healthy living. It is understood that regular exercise is an essential part of good health. The Town of Lee provides its full time employees and Lee Fire & Rescue call firefighters with the opportunity to exercise in the Public Safety Complex Gym. Only Police and Fire employees are allowed to use the gym during their shift, in accordance with policies adopted by the respective departments. The gym is available for use once a "Release of Liability" form has been signed and returned to the Town Administrator.

When beginning an exercise program, start easily so that your body can gradually adjust. Being too aggressive is likely to result in injury.

Warm up with stretching and/or light calisthenics for about 5-10 minutes before using the fitness equipment. Cool down after using the equipment for another 5-10 minutes. When strength training, exercise at least twice a week, but not on consecutive days.

You may find it helpful to keep a written record of your performance to monitor your progress.

1. Appropriate clothing must be worn; open-toe shoes are strictly prohibited.
2. Sign in before you begin your workout.
3. Do not use equipment if you are not already familiar with it.
4. Please wipe equipment, benches, etc. clean with a towel when you are done.
5. Replace any weights that you might have used back on the appropriate rack.
6. The machines and weights should be used with care. Dropping plates, dumbbells and weight stacks can cause injury, equipment damage, and facility damage.
7. Food is not allowed. Plastic water bottles may be used.
8. All types of tobacco and alcohol use are prohibited.

The above list is not intended to be all inclusive. Follow any other posted rules or guidelines.

Adopted by the Lee Select Board on _____

Scott Bugbee, Chairperson