



**Town of Lee Board of Public Works**  
**MEETING MINUTES of June 26, 2023**  
Town Hall Courtroom

Members Present: Clerk David Forrest, Gary O'Brien, Robert Wright, Jim Ethier

Others Present: Town Administrator Chris Brittain, Superintendent Lenny Tisdale, Highway Supervisor Zach Sorrentino

The meeting was called to order by Jim Ethier at 1:00pm.

Minutes

A motion was made to approve the minutes of the June 12th meeting of the Board of Public Works by Clerk David Forrest. Gary O'Brien seconded the motion; it was passed unanimously (4-0).

Water Department

Town Administrator Chris Brittain has a follow up meeting scheduled to discuss the ongoing Meadow Wood/Fox Hollow dispute.

Highway/Cemetery Department

*Town Mechanic Position*

Highway Supervisor Zach Sorrentino and TA Brittain provided an update on the Town Mechanic position. A Union meeting took place last week and it was voted on to remove the mechanic position from the union. The new fleet mechanic will service vehicles and equipment for the Fire Department, Police Department, and the Department of Public Works. Sorrentino plans to meet with Chiefs Brown and Desantis to discuss the job description to post the position. A new position was created within the union for a full time laborer to replace the mechanic position.

*Mower*

Clerk Forrest asked for another update on the status of the new cemetery mower. Supervisor Sorrentino reached out to Wally at Pittsfield Lawn & Tractor but received no response.

Superintendent Len Tisdale provided an update on paving. The Town is still waiting for the transportation bond to be passed and the Governor needs to approve the budget before the Town can go out to bid on paving projects.

Clerk Forrest asked Supervisor Sorrentino about the status of the Highway Fleet. Sorrentino had met with Gary O'Brien to discuss the specs of repairs on existing trucks, how to fix them, which trucks to get rid of. As of now, the list consists of 2 F150s, 1 F550, 1 F750, and the sweeper. Forrest did not think the Town is getting rid of enough, but O'Brien pointed out that until there is a fully functional fleet, extras need to stay on hand.

### Waste Water Department

Clerk Forrest asked for an update on the Waste Water pump stations. Superintendent Tisdale reported that the town is moving forward with new pumps and generators.

### Capacity Permits

#### *Fox Run Subdivision*

Clerk Forrest requested research be conducted about the capacity/tie-in fees for the original subdivision plan of Fox Run. Administrative Assistant Samantha Lovett found documentation of the plot plan and capacity fees paid from 2003. Clerk Forrest made the motion to approve that no further capacity fees will be needed for any water or sewer tie ins for the original plots indicated on the subdivision plan. Robert Wright seconded the motion, and it was passed unanimously (4-0).

### Abatements

*80 Devon Rd* - An abatement application was submitted by David Fraser for a new pool. The Board reviewed the information sent in by the customer and after discussion, they voted to abate \$69.38 on the sewer side. Jim Ethier made the motion to approve, Clerk Forrest seconded the motion. It was passed unanimously (4-0).

### Other

A motion to adjourn the meeting was made by Jim Ethier at 1:32 PM, Gary O'Brien seconded the motion.

Respectfully submitted,

Samantha Lovett