



**Town of Lee Board of Public Works**  
MEETING MINUTES of March 2, 2023  
Town Hall Courtroom

Members Present: Clerk David Forrest, Gary O'Brien, Robert Wright, Jim Ethier  
Others Present: Superintendent Lenny Tisdale, Town Administrator Chris Brittain, Highway Supervisor Zach Sorrentino, Fire Chief Ryan Brown

**Water Department**

Administrative Assistant Sam Lovett provided an update on water meter radio upgrade. Letters were sent to approximately 330 residents and at the time of the meeting, 100 appointments had been made by town residents, and 91 were completed. This is about a 30% response rate.

Superintendent Lenny Tisdale provided an update for Water Department purchase. The department, in addition to a truck replacement, wishes to purchase a trailer that, in the event of a water main break, would allow all tools and equipment to be readily available at the site of the break. Gary O'Brien and Robert Wright supported this idea.

There are six hydrants due to be replaced. The Water Department has them and they will be installed in house.

Superintendent Lenny Tisdale provided an update on the Railroad and Robert St water line project. Tighe & Bond Engineer Sam Nyser states that, as of February 10<sup>th</sup>, the Northeast Survey was completed for Robert St and the basemapping was expected within three weeks. Once that information is received, a draft set of contract documents can be completed. Superintendent Tisdale stated that he will communicate with Tighe & Bond for them to attend a meeting in early April, as requested by Clerk David Forrest.

**Highway/Cemetery**

Paving – Superintendent Tisdale provided an update on paving plans for FY2024. A chip sealing presentation will take place at an April board meeting. This would be used for neighborhood paving. Other streets on the plan will be receiving a 1 ½ inch overlay as opposed to milling and filling. This will address any reflective cracking.

Equipment Update: The new Chevy purchased from Vermont has worked out well, leading the DPW to consider smaller truck purchases in the future. Highway Supervisor Zach Sorrentino indicated his plans for the fleet moving forward including what in the current fleet he would like to keep and what he would like replaced.

The town had two old rangers out to bid and were purchased by Meadow Farm Equipment.

Cemetery Capital Purchases – A new mower for the cemetery has been ordered, the delivery date is undetermined. The old cemetery mower will be used at the Waste Water Treatment Plant.

Cemetery Policies – As the newly appointed Cemetery Committee, the Board requested information on Fairmount Cemetery. They were provided with the burial rate sheet, marker information, cemetery policies, and the deed that is completed with every plot purchase. Clerk Forrest asked about marker limitations, suggesting that, moving forward, only flush mount markers be used as opposed to monuments. He also suggested that this not begin until we start selling plots in a new area of the cemetery.

## **Waste Water**

### **Abatements**

High Lawn Farm – after much negotiating, Town Administrator Chris Brittain was able to work out an agreement with High Lawn Farm regarding three accounts that have been in question. Gary O'Brien made the motion to accept this proposal, Rob Wright seconded the motion, it was approved unanimously (4-0).

An abatement was submitted for 45 Via Maria (Locke). The resident experienced a running toilet making their water and sewer utility bill approximately 10x higher than the average usage. The Board reviewed the information sent in by the resident and after discussion, voted to abate 10% of the last water and sewer bill. Robert Wright made the motion to approve the 10% abatement, Gary O'Brien seconded, it was passed unanimously (4-0).

An abatement was submitted for 25 Prospect St. (McGuire) The resident, after receiving 2 years of estimated bills due to water meter radio issues for which he was underestimated, received a large water and sewer bill. The Board reviewed the information sent in by the resident and after discussion voted to deny the abatement. Gary O'Brien made the motion to deny, seconded by Robert Wright. It was passed unanimously (4-0).

An abatement was submitted for 301 East Center St. (Arnold) The resident found a leak in a pipe located between their house and barn. The water valve has since been shut off and verified by the Water Department. The Board reviewed the information provided using the average usage for the past 2 years, voted to abate charges on the sewer side due to the water not going through the town sewer system. Clerk Forrest made the motion to approve, Gary O'Brien seconded the motion. It was passed unanimously (4-0).

An abatement was submitted for 1530 Pleasant St, Marian Missionaries. The residents experienced a broken pipe causing a large amount of water to fill the basement instead of going through the sewer system. The Board reviewed the information provided and after discussion they voted to abate sewer charges. Clerk Forrest made the motion to approve and was seconded by Gary O'Brien. It was passed unanimously (4-0).

An abatement was submitted for 1545 Pleasant St, Marian Missionaries. The residents experienced a broken pipe causing a large amount of water to fill the basement instead of going through the sewer

system. The Board reviewed the information provided and after discussion they voted to abate sewer charges. Robert Wright made the motion to approve and was seconded by Gary O'Brien. It was passed unanimously (4-0).

New Public Safety Building – Chief Brown provided an update on the new Municipal Building Project. The long term plan is consolidate resources to prevent duplicate efforts and to move to a site that is adjacent to the main transportation infrastructure of the community. The proposed site is located by the Lee Waste Water Treatment Plant. According to geological surveys, FEMA, and flood planning, this appears to be the most functional site for the future of the project.

Jim Ethier made the motion to approve the minutes of the January 24<sup>th</sup> meeting. It was passed unanimously (4-0).

Clerk Forrest made a motion to adjourn the meeting at 1:02 PM.

Respectfully submitted,

Samantha Lovett