

Nottingham Select Board Meeting

03/04/2024

Selectmen Meeting Minutes - Approved 04/15/2024

Call to Order

Members present: Ben Bartlett, Matthew Shirland, Tim Dabrieo, and John Morin.

Members of the public: Steve Soreff, Doug Bates, Jaye Vilchuck, and John Decker.

Members Excused: Steve Welch

Pledge of Allegiance: The meeting began with the Pledge of Allegiance. Mr. Bartlett also announced that the Town Reports have been delivered to the Town Hall and could be picked up there or could be downloaded from the website.

Approve Manifests A/P 3/04/2024 and Payroll 3/05/2024

Mr. Dabrieo made a motion to approve the manifests for A/P 3/04/2024 and Payroll 3/05/2024. Mr. Morin duly seconded. Motion carried by a 4:0 roll call vote. Mr. Morin - aye, Mr. Dabrieo - aye, Mr. Bartlett - aye, Mr. Shirland - aye.

Approve non-public minutes 2/5/2024

Mr. Morin made a motion to approve the non-public minutes 2/5/2024 as written. Mr. Dabrieo duly seconded. Motion carried by a 3:0:1 roll call vote. Mr. Morin - aye, Mr. Dabrieo - aye, Mr. Bartlett - aye, Mr. Shirland - abstained.

Approve non-public minutes 2/20/2024

Mr. Shirland made a motion to approve the non-public minutes 2/20/2024 as written. Mr. Morin duly seconded. Motion carried by a 3:0:1 roll call vote. Mr. Morin - aye, Mr. Dabrieo - aye, Mr. Shirland - aye, Mr. Bartlett - abstained.

BOS Reports from Assigned Boards/Committees: Budget, Planning Board, CIP, Marston.

Planning Board

A site walk for a 17-lot subdivision situated off Route 56, opposite Nottingham Sand and Gravel, was scheduled for this Saturday at 10:00 AM. In the event of inclement weather, an alternate date was designated for the following Saturday.

Marston

Regarding the dugouts, they are set to be completed in the next couple of weeks. The trim will be put on soon, and painting will happen on community cleanup day, which is set for April 13th. It is also the day for the community build for the playground.

Town Administrator Report

Ms. White presented the following from the Town Administrator's report:

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Action Items:

1. *Eagle Scout Project Request received from Benjamin Bartlett:*

Beautifying the lower traffic island where the dead pines were taken down last summer. The project would include planting four trees evenly spaced with enough room later on to add a flagpole in the center (not part of the project). The type of tree would be Sugar Maple and each tree would be dedicated to one of the four generals. A plaque will be placed in front of each tree.

The Area around the trees will have bark mulch laid out to cover the entire traffic island so there is less maintenance to deal with such as mowing. Flowers may be planted around the trees to add color. This will be at no cost to the town.

Mr. Bartlett noted that this was his son's project not his.

The project is expected to commence as soon as approval is granted, with the deadline being May when Benjamin Bartlett turns 18. The work will primarily be done on weekends to avoid traffic disruptions during the week.

While this project seems straightforward, concerns were raised about the maintenance of previous Eagle Scout projects. It was suggested that future maintenance responsibilities could be discussed with the Boy Scouts troop, ensuring ongoing care for the projects.

Mr. Shirland made a motion to approve the Eagle Scout Project Request received from Benjamin Bartlett. Mr. Dabrieo duly seconded. Motion carried by a 3:0:1 roll call vote. Mr. Morin - aye, Mr. Dabrieo – aye, Mr. Shirland – aye, Mr. Bartlett – abstained.

- *Old fire station leases.*

There was discussion about extending the lease for Emi's Porta Potties, the current tenant at the old fire station. They have been renting the space from November to April under a short-term agreement, and now they are interested in extending the lease for the next season. Ms. White asked the board if they would consider extending and on what terms.

There was a short discussion about some issues that came up that were taken care of. The rental income was noted to be beneficial for the town and that it can potentially be used for maintenance purposes.

It was suggested that offering a one-year extension would be fair for both parties, allowing time to assess the financials and address any building issues. Additionally, there is another tenant interested in continuous occupancy, potentially utilizing the additional space that Emi's Porta Potties won't be using during the summer months. Miss white is working on the details of that lease.

Overall, the sentiment is positive toward extending the lease with Emi's Porta Potties, as they are a local business and the rental income is beneficial for the town.

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General information:

1. Allan Trant received an updated septic design for the Library. CEO Dale Sylvia has provided the stamp of local approval as of today. It is designed as a chamber system enabling the parking lot to be put over it if the design works out that way.

Mr. Shirland noted that this new design is not a chambered system. The new design was not supposed to be chambered, as it would have incurred additional costs. However, he added that if needed, chambering could have been added later. The new design also necessitated moving the Veterans Memorial and flagpole slightly.

It was mentioned that a larger copy of the plan had been available in the office for review. Mr. Trant had explored options for installation oversight, potentially with a resident who had been willing to oversee the process. The Highway Department, led by a licensed installer, can handle the installation in-house, offering cost savings. As this design met local standards, it was noted that no formal approval had been required from the board, and it would then move to the state level for final approval.

It was noted that the Board could meet next week if there's any approval needed for purchasing materials. It was also requested that Mr. Trant get a quote just to compare the savings to the in-house installation.

2. The Town and School Annual Reports were delivered to the Town Hall today and are available for distribution. An electronic version is also available on the town website.
3. Some shingles on the roof of the community center lifted during the recent windstorm and caused rainwater to leak into the gym, damaging several ceiling tiles. This issue will be addressed prior to additional rain incoming later in the week.
4. NH DOT has scheduled their public hearing on the red listed bridge replacement on Route 152 over North River, NH DOT Project #40612, Thursday, March 21st at 6 PM at the Nottingham School. The notice below has been posted on the town website and at Town Hall.
5. NRFA will be hosting another American Red Cross Blood Drive at the Community Center Friday, March 29 from 11 AM – 4 PM.
6. Next Tuesday, March 12th is Town Voting Day for school and town vacancies as well as the operating budget and warrant articles for both. All Town Offices will be closed that day while the school staff uses the building for ALICE training, and all town staff will be attending a mandatory staff development and training off-site.

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Correspondence:

Ian McKinnon resigned from the Planning Board. With Mr. McKinnon's departure, there was a vacancy on the Planning Board, adding to the existing two vacancies for three-year terms. The hope was that there would be active and qualified candidates to fill these vacancies, as having a full board was crucial for maintaining quorums and addressing various issues.

There was some discussion about the challenges of filling positions on the Planning Board. It was acknowledged that serving on the Planning Board can be demanding, particularly for new members who are still learning the ropes.

Ms. White also noted that the Recycling Center's Ford F350, which had been passed down from the Highway Department, has ceased to function. After stripping it of all usable parts, it is now in non-operational condition. The suggestion was made to put it out for sealed bid to see what can be obtained for it. Additionally, there were discussions about including the sander and plow with the vehicle, but it was confirmed that only the sander is being retained for potential future use, while the plow is not included. There was consideration given to avoiding the accumulation of unused equipment at the Recycling Center, with plans to revisit the disposal of other items, such as a hydraulic sander, at a later time.

Review Action Items From Last Meeting

There was a discussion about reviewing the smoking policy. It was clarified that Ms. White had not received any updates from Primex or obtained quotes for signs yet. It was clarified that the Board did approve to have the non-smoking policy at the last meeting.

Miss white noted that as for Kevin Bassett, she was hoping that after the nonpublic session review of the legal documents by the Board, she could invite him back to the next Board meeting.

GENERAL BUSINESS

Discussion of posting roads

There was a discussion about posting roads and weight limits. The Highway Department staff had been consulted, and while there were some problem spots on the roads, they determined that posting all roads might not be necessary at this time. However, with the impending warm spell and potential for further damage to the roads, there was a consideration to post them as a precaution with a weight limit of 6 tons.

Mr. Dabrieo made a motion to approve posting the roads in the town of Nottingham with the six ton weight limit.

There was discussion to not list the actual wait in the motion but to rely on what the signage already says.

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Mr. Dabrieo made a motion to approve posting the roads in the town of Nottingham with the weight limit as shown on the signs. Mr. Morin duly seconded. Motion carried by a 4:0 roll call vote. Mr. Morin - aye, Mr. Dabrieo – aye, Mr. Bartlett – aye, Mr. Shirland – aye.

Review Action Items for Next Meeting.

Seth Peters and his upcoming appointment, with a suggestion to review a section about timber right-of-ways in the Hard Road to Travel book before the next meeting.

There was also discussion about contacting the Conservation Commission regarding Seth Peters potentially selling his land for conservation purposes instead of timbering it.

The next meeting agenda included items such as finalizing the smoking policy, discussing the town beach, and other potential action items.

Public Comment

- Jaye Vilchok, raised questions about procedures for handling violations of the Board of Selectmen's code of conduct and oath of office. It was mentioned that the code of conduct document was approved in September 2022, but clarity on adjudication and reporting procedures may be lacking. He inquired about the existence of documented procedures for reporting such violations and expressed concerns about the clarity of existing policies. Additionally, he sought clarification on the complaint process and requested a copy of the complaint policy.

Regarding reporting violations, it was suggested to address concerns in writing to the Town Administrator. Procedures for reporting oath of office violations were mentioned to be governed by statute. In response to inquiries about the complaint process, it was acknowledged that a complaint policy exists, but it may need review and clarification. Mr. Vilchok requested a copy of the complaint policy and any associated forms, which would be provided via email.

Non-Public Session

Mr. Mr. Shirland moved to enter non-public session at 7:14 PM pursuant to RSA 91-A:3, II (a), and (l). Mr. Dabrieo duly seconded. Motion carried with a 4:0 roll call vote in favor. Mr. Shirland – aye, Mr. Bartlett – aye, Mr. Dabrieo – aye, Mr. Morin – aye.

Non-public session was entered at 7:15 PM

Mr. Morin moved to exit the public session at 8:45 PM, Mr. Dabrieo duly seconded. Motion carried with a 4:0 roll call vote in favor. Mr. Shirland – aye, Mr. Bartlett – aye, Mr. Dabrieo – aye, Mr. Morin – aye.

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Resumption of Public Session

Mr. Morin moved seal the minutes of the non-public session; Mr. Dabrieo duly seconded. Motion carried with a 4:0 roll call vote in favor. Mr. Shirland – aye, Mr. Bartlett – aye, Mr. Dabrieo – aye, Mr. Morin – aye.

The public session was resumed at 8:45 PM.

Adjournment:

Mr. Morin moved to adjourn. Mr. Dabrieo duly seconded. Motion carried with a 4:0 roll call vote in favor. Mr. Shirland – aye, Mr. Bartlett – aye, Mr. Dabrieo – aye, Mr. Morin – aye.

The meeting adjourned at 8:45 PM.

Prepared by Alvina Snegach from the video recording