

**Minutes  
Nottingham Select Board Meeting  
April 24, 2017**

6:30 PM Ms. Andersen opened the meeting and asked all those present to stand for the Pledge of Allegiance.

Members Present: Tiler Eaton, Charlene Andersen, Charles Brown

Absent: Donna Danis, Anthony Dumas

Others: Town Administrator Chris Sterndale, Secretary Dawn Calley-Murdough

**Approval of Manifest:**

**Motion:** by Mr. Eaton, second by Mr. Brown to approve the April 24, 2017 accounts payable and April 10 and April 25, 2017 payroll manifests.

**Vote:** 3 – 0 in favor.

**Approval of Minutes:**

**Motion:** by Mr. Eaton, second by Mr. Brown to approve the minutes of the April 10, 2017 as amended.

**Vote:** 3 – 0 in favor.

**Motion:** by Mr. Eaton, second by Mr. Brown to approve the non-public minutes of the March 27, 2017 as amended.

**Vote:** 3 – 0 in favor.

**Select Board Department/Board/Committee Reports:**

**Planning:** Ms. Andersen reported the board set a priority action list for 2017, flood plains and would consider another minor updates. A presentation will be held on dark skies, a sub-committee may be started, and the board may consider revising the ordinance possibly in the next year. A sub-committee will also be started to review roads. The board is also going to consider changes to the ADU (Accessory Dwelling Unit) ordinance, however legislation continues to change and the board may wait until the state has completed their work before finalizing those changes.

**Town Administrator Reports, Mail, Signature Items:**

**Police:** The two new officers Tyler Currier and Mike McNeil, graduated from the Police Academy and both are actively working. These two officers will help provide additional coverage in town and during the weekend.

The department also hired a new prosecutor, Karen Springer. She is expected to provide more in town office time for the officers.

**Highway:** The Lakeview Drive road work has started with few starting issues, and some positive feedback. There is still the expectation to finish work before Memorial Day.

**Recreation:** Vacation Camp has started for the week with approximately 25 attendees. The department also provided a copy of the summer activity catalog for board members. Summer Camp registration will open in the next couple of weeks.

**Town Meeting:** The Legislature and Governor signed a solution to ratify the non-election ballot items. The board agreed to hold a public hearing to ratify the elections results on May 8, 2017. The public hearing will be noticed in the newspaper and around town.

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Fire: The Select Board supplied agreement to start to purchase process for the new ambulance.

Signature Items: Ms. Andersen asked to have the notice about the Pawtuckaway State Park timber notice posted on the public bulletin board.

The board signed the MS-232 Report of Appropriations Actually Voted, authorization for Lieutenant Brian Spagna to sign the police detail contract with the State of NH for Pawtuckaway State Park, and a Library Trustee appointment. Additional questions and changes were requested for the Agreement/Release for Building Permit on a Class VI road.

Motion: by Mr. Eaton, second by Mr. Brown to authorize Brian Spagna as the agent to sign the agreement with the State of New Hampshire for police detail coverage at Pawtuckaway State Park for period ending June 30, 2018.

Vote 3 – 0 in favor.

Motion: by Mr. Eaton, second by Mr. Brown to appoint Jennifer Phillips as a Library Trustee until April 2018.

Vote: 3 – 0 in favor.

The board discussed the Agreement and Release Regarding Building Permit for Class VI Highway. Ms. Andersen requested clarification and changes to the form before Select Board signature. Mr. Brown stated there is an additional form filed by the owner at the Rockingham County Registry of Deeds that is in conjunction with the town agreement/release form. Ms. Andersen asked to receive verification that the additional statement, if needed, has been filed at the registry of deeds before board signatures.

**Appointments: NONE**

**General Business:**

Route 4 Property: Mr. Sterndale reported the RFP for the needed demolition have been released and responses are due back by May 4<sup>th</sup>. Conversations were held with NH Department of Environmental Services (NHDES) about the potential contaminants that may or may not be on the property; the work and testing will not be free. NHDES recommended that the town hire an agent to review prior test results to determine someone who can recommend new tests and provide necessary guidance on how to move forward. There is the expectation to have a Scope of Work for any additional contaminant testing at the next regular Select Board meeting. Mr. Brown recommended Mr. Ballestero.

Mr. Sterndale reported an outstanding item with NHDES is a administrative order for correction of disturbed wetlands; it has been an open item with NHDES for approximately 10 years and was started by the prior owner. Mark West has volunteered to help the town complete the needed steps to help close out the NHDES order.

A corrective deed is needed to address clerical issues for the tax deeding; notices have already been mailed to the necessary abutters. All paperwork is in order and organized so anything that might be needed could be found quickly.

The Police Department is completing routine drive by's and security checks.

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The cell tower owner has been provided the town information to mail rent checks, which the town should start to receive soon. The town is researching how to manage the only billboard in town that is located on the property.

Veteran's Memorial: Mr. Brown stated work will be completed by himself and other private citizens to clean up and restore flowers at the war memorial in front of the Old Town Hall. Flag holders were purchased for the site and would be available soon.

**ADJOURNMENT:** Having no further business,

**7:08 PM Motion:** by Mr. Brown, second by Mr. Eaton to adjourn.

**Vote:** 3 – 0 in favor.

Respectfully Submitted,

Dawn Calley-Murdough