

**Minutes**  
**Nottingham Select Board Meeting**  
**June 18, 2018**

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

Members Present: Donna Danis, Tiler Eaton, Charlene Andersen, Benjamin Bartlett

Absent: Anthony Dumas

Others: Town Administrator Chris Sterndale, Secretary Dawn Calley-Murdough, Stephen Soreff, Liz Kotowski, Ed Kotowski, Susan Mooney, Sam Demeritt, Steve Welch, Cheryl Smith, Jay Vilchok, Sandra Vilchok, Heidi Carlson, Matt Curry, Mark Pedersen, Brett LeBlanc, Deb Kimball

**Approval of Manifest:**

**Motion:** by Ms. Andersen, second by Mr. Eaton to approve the June 18, 2018 accounts payable and June 19, 2018 payroll manifests.

**Vote:** 4 – 0 in favor.

**Approval of Minutes:**

**Motion:** by Ms. Andersen, second by Mr. Eaton to approve the public and non-public minutes of the June 4, 2018, as written.

**Vote:** 4 – 0 in favor.

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

**Budget:** The next meeting is July 26, 2018 at 7:00 pm.

**Planning:** Chair Danis stated Mr. Dumas will provide a committee report at the next Select Board meeting. Chair Danis asked the recent minutes of the Planning Board and Zoning Board meetings to be posted on the website.

**Marston:** Chair Danis reported a contractor will work with the town to provide new cost estimates based on the revised development plan. There is hope to get updated costs estimates to the Select Board soon and for work to start and to try and get grass on the property by September.

Ms. Andersen asked to review the revised plan at a public meeting.

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

**Highway:** Mr. Sterndale reported there was an accident with the Dump Truck today and the town will seek repair estimates during the upcoming week. Staff is safe, and while being down a vehicle won't hurt the town during the summer, the town will need the vehicle for the winter months and additional vehicle decisions made be needed once the repair list is received.

The department has a vacancy for a full time permanent position for Laborer/Equipment Operator.

**Landfill/Recycle Center:** Mr. Sterndale reported recent testing requirements from NHDES for PFC's indicate higher than normal levels. Additional testing at the landfill and for some surrounding homeowners will take place in July. The engineers, who assisted with the original closure, are unaware of why the test results are coming back with such high results as the town didn't process the types of materials in the landfill that would typically be the reason for PFC's to show up. The engineer is working with NHDES during the testing phase.

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Ms. Andersen provided the board with two upcoming information sessions regarding the issues.

Parking Lot Lights: Mr. Sterndale report he is working on locations and solar lights for the installation of overhead lights in the parking area and the IBEW is volunteering services for electrical work.

**Appointments:**

**7:00 pm – Conservation Easement Public Hearing to spend \$3,100.00 for an appraisal:** Chair Danis and Mr. Demerit opened the public hearing. Mr. Demerit stated half of the requested appraisal amount will be refunded to the town with approval of a received public grant. The approximate amount that will be refunded to Conservation Fund will be \$1,050.00. This is an appraisal for property located on Route 152. The property is for sale and the current buyer may be willing to purchase the property with some financial help from the Conservation Commission, with a condition to have the easement on the property. It was stated the Conservation Commission is only seeking to pay for the cost to complete the property appraisal.

Ms. Mooney stated the appraisal will determine the approximate loss in value with the easement.

Ms. Andersen asked general questions about proposed easement, requirements for farmland easements, and if additional funding assistance could be found from SELT or other agencies. Ms. Mooney stated it has been part of the discussion but no decisions have been made.

There being no public comments Mr. Demerit closed the public hearing.

**Motion:** by Mr. Eaton to spend \$3,100.00 from the conservation fund on an appraisal. Second by Ms. Andersen

**Vote:** 4 – 0 in favor.

**7:15 pm – 300<sup>th</sup> Anniversary Committee Budget/Plan:** Mr. Welch presented a preliminary budget stating he expects some adjustments with the prices once the committee finalizes activities and reviewed the list of proposed ideas were discussed. Discussion has taken place during committee meetings whether or not the focus should more about the Revolutionary War or if events should include reference to all wars. The parade should be nice with the proposed price of \$7500.00, and should include music groups, entertainment groups, and animal groups, in addition to seeking local participation in building public floats.

An estimated amount of \$10,000.00 is proposed for a fireworks show, but a location will need to be determined. It was stated it would be great if the Marston property were up and running.

The committee has discussed buying historical banners and flags, and possibly seeking public sponsor ship to pay for them. Flags could be placed in various locations around town as identifying markers. A calendar of events is also being suggested.

Chair Danis supported the idea of coloring books. Mr. Welch stated there might be the ability to utilize the coloring book as a program guide, which would mean the purchase price will be offset by the sales of the books.

Commemorative items include the baseball hats, ornaments, a tri-fold event map, and other items. While there wasn't a big turnout at the Nottingham Earth Day, there appeared to be a lot of interest.

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Discussion took place about some type of town hosted picnic/BBQ. Other recommendations included inviting a variety of public speakers regarding historical events, relay events, a scholarship fund, and a variety of local tours to cemeteries and important town locations.

Chair Danis expressed thanks for the information provided by the committee about their proposed budget and event plans. Chair Danis suggested utilizing NH Listens to start discussion and help get the community involved in the planning process. This discussion could include community input about the proposed budget to determine if additional funding is needed. The board reminded Mr. Welch the current proposed amount for the 300<sup>th</sup> is expected to be approximately \$50,000 based on current and future town meeting votes, fundraising will need to be done for other ideas.

Dr. Soreff stated there are existing organizations that are willing to incorporate the 300<sup>th</sup> celebration into their regularly held events, such as the Liar's Paradise Cruise Night and the PLIA 4<sup>th</sup> of July Boat Parade.

Mr. Bartlett supported the idea of a facilitated community meeting. Mr. Eaton asked to include discussion about ways to encourage community participation. Ms. Andersen supported the idea of a community event, and wanted to find ways to encourage participation by community organizations such as the school, Historical Society, Library, and other private organizations.

Ms. Andersen suggested writing up an article about the proposed plans in an upcoming Community Newsletter and to ask for additional suggestions or help.

Mr. Welch stated the 300<sup>th</sup> Committee will be selling hot dogs and hamburgers, along with hats and t-shirts, during the town summer concert series, and asked the board for approval to purchase supplies. General discussion took place about how best to manage the need for weekly supplies for food. Mr. Eaton suggested the committee take orders for hats and t-shirts, collecting the money up front, and then place an order at a later date.

**Motion:** by Mr. Eaton to authorize the town administrator to manage up to \$500.00 for the 300<sup>th</sup> hosted dinner/BBQ at the summer concert series. Second by Mr. Bartlett.

**Vote:** 4 – 0 in favor.

**7:30 pm – Chief Vilchok 2018 Fire Truck Purchase:** Chief Vilchok introduced the purchasing committee and reviewed the Town Meeting approval to purchase a new fire truck.

Chief Vilchok reviewed the vehicle specifications stating it is similar to the existing vehicles currently being used. This vehicle will triple the water capacity over the current vehicles, is overall approximately 6 inches lower than the existing engine, is a little longer than the existing engine, and is the same width. Chief Vilchok stated there is the expectation for a delivery of the new truck before the 2019 Town Meeting. The department is utilizing the services of the dealer from HME out of West Ossipee based on successful purchasing in the past. The committee members were happy with the services the department has received with prior vehicles and their prices are reasonable. .

Chief Vilchok stated the proposed cost is \$535,000.00 and the town will receive a \$15,000.00 trade in value on the old truck. Chief Vilchok reviewed the decision for working with a buying consortium, which other towns have joined. This step can help towns gain better purchasing power, utilize existing request for proposals comparisons for other manufacturers, ultimately saving time with getting a proposal.

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Mr. Bartlett asked why the department is not seeking new tools to outfit the new engine. Chief Vilchok reported the decision was primarily because of the additional cost and the existing equipment is in usable condition.

The Select Board expressed their appreciation for the hard work the purchasing committee put in to get the best estimate and to find ways to save town money.

**Motion:** by Ms. Andersen to allow the Fire Chief to expend \$525,000.00 to purchase the new fire truck and all necessary equipment. Second by Mr. Eaton.

Vote: 4 – 0 in favor.

**General Business:**

Building Permits on Private/Class VI Roads: Mr. Sterndale reported this item remains on the agenda with three open permit applications. The Planning Board reviewed the information which provided the Select Board with broad generic answers. The Fire Chief answer was received today.

Chair Danis reported the board determined at their prior meeting to make a decision on the three open cases and asked what action should be taken.

Chair Danis stated while the board agreed to make a decision on the current applications she is requesting additional information be provided to public as the board considers how to establish a new process for future applications so that those who might be impacted have the opportunity to speak on the issues.

Ms. Andersen stated two of the three properties have deed restrictions regarding the type of building that can be built and asked who would monitor compliance with the restrictions; restrictions in the sub-division plan include type of siding, roofing, and size of the house. Mr. Sterndale reported it would be depend on the deed and could be the Building Inspector.

Chair Danis stated she isn't comfortable making a decision on these applications without knowing what she should know about the process or the answers to the concerns and issues, such as who will enforce the deed restrictions. Chair Danis agreed that the input from the Fire Chief is important and it should also be used in the process.

Ms. Andersen stated the Fire Chiefs road review letter should be provided to the Planning Board and Zoning Board and these boards should be made aware of any and all deed restrictions for compliance.

Mr. Bartlett and Mr. Eaton stated they would want more information before making a decision on the permit applications. Ms. Andersen stated the board could request a sprinkler system and there is case law to support such a request.

Mr. Sterndale reported if the board is seeking a recommendation for a sprinkler system, this would be a requirement of the Select Board and not the Zoning Board.

Ms. Andersen stated the emergency liability/road waiver deed should also be filed before the permit is issued, which is applicable for two of the cases because they are new structures. There are other restrictions regarding the requested construction.

**Motion:** by Ms. Andersen to authorize the Town Administrator to share to the Zoning Board and the Building Inspector the Fire Chiefs letter that the deeds should be reviewed for deed restrictions

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and the permit will not be issued until the liability clause is included in the deed. Second by Mr. Eaton.

Ms. Andersen withdrew the motion to further clarify the motion.

**Motion:** by Ms. Andersen to conditionally approve the building permits for Zoning Board cases 18-004VA, 18-005VA, 18-006VA, and 18-007VA, and that the Zoning Board and Building Inspector take under advisement the Fire Chiefs letter delivered 6/18/2018, that the Zoning Board and the Building Inspector uphold the deed restrictions of each lot, and that the Building Inspector uphold RSA 674:41. Second by Mr. Eaton.

**Vote:** 3 in favor. 1 opposed.

Chair Danis expressed concern about the approval of the cases without having all the applicable information. Ms. Andersen asked the Chair to hold a work session to establish a process to review and consider for approval building permits on Class VI roads.

**Barn Preservation Easement:** The Select Board discussed the proposed easement and how they might act on the application. Additional information and a recommendation from Avitar would come after the inspection that will take place on June 21. Discussion took place about the tax relief amount, how inspections of the improvements would take place, and potential penalty if no work is completed.

**Motion:** by Ms. Andersen per RSA 79-D the Select Board approve the request for Preservation Easement on Map 59 Lot 37 at 75%. Second by Mr. Bartlett.

**Vote:** 4 – 0 in favor.

**NON-PUBLIC SESSION:** The Board entered non-public under RSA 91-A:3 II(a) and (b).

**8:33 PM Motion:** Motion by Ms. Andersen, second by Mr. Eaton to enter non-public under RSA 91-A:3 II(a) and (b).

**Roll Call Vote:** Danis – Yea, Eaton – Yea, Andersen – Yea, Bartlett – Yea. 4 – 0 in favor.

**9:30 PM Motion:** Mr. Eaton, second by Mr. Bartlett to exit the non-public session.

**Roll Call Vote:** Danis – Yea, Eaton – Yea, Andersen – Yea, Bartlett – Yea. 4 – 0 in favor.

**Motion:** Ms. Andersen, second by Mr. Bartlett to seal the non-public minutes of June 18, 2018.

**Roll Call Vote:** Danis – Yea, Eaton – Yea, Andersen – Yea, Bartlett – Yea. 4 – 0 in favor.

The Selectmen made no decisions during their nonpublic session.

**ADJOURNMENT:** Having no further business,

**9:31 PM Motion:** by Mr. Bartlett, second by Mr. Eaton to adjourn.

**Vote:** 4 – 0 in favor.

Respectfully Submitted,

Dawn Calley-Murdough