

**Official Minutes
Nottingham Select Board Meeting
September 9, 2019**

1 Call to Order

2 Members Present: Chair Tony Dumas, John Morin, Donna Danis, Tiler Eaton

3 Absent: Vice Chair Ben Bartlett

4 Chair opened the meeting at 6:30pm with the Pledge of Allegiance.

5 Approve Manifests

6 **Ms. Danis made a motion to approve the accounts payable manifest of 9/10/19 and payroll**
7 **manifest of 9-9-19. Mr. Morin seconded. Unanimously approved by a vote of 3-0.**

8 Mr. Eaton arrived at 6:33pm.

9 Approve Minutes

10 **Ms. Danis made a motion to approve the public minutes from 8/26/19 as written. Mr.**
11 **Morin seconded. Unanimously approved by a vote of 3-1, Mr. Eaton abstained.**

12 Meeting minutes from 8/12/19 will be discussed at a further date as Mr. Bartlett was going to add
13 more information to them.

14 Action Items from Last Meetings

15 Tax Deed Policy, Town Moderator meeting to speak about election

16 BOS Reports from Assigned Boards/Committees

17 Planning Board

18 The meeting is on Wednesday.

19 Budget Committee

20 They met last week. Mr. Sterndale went through Q2 financials for town and school did a
21 presentation as well.

22 CIP

23 School is going to review the CIP documents in a upcoming meeting; the paperwork should be
24 complete this week. Mr. Dumas asked if the school addition is on the CIP. Mr. Sterndale said
25 there is a place holder for the addition. Ms. Danis said there have not been any actual CIP
26 meetings.

27 Marston Property

28 The digging should start this week. There is a cost savings because a guard rail is not needed the
29 entire way as there is a stone barrier that can be used. This will be a \$6-7K savings. There is a lot
30 of topsoil at the property; the town could consider selling some of the topsoil. Mr. Sterndale said
31 there are some spots that the town could use some of the topsoil but they won't use all. The

Official Minutes
Nottingham Select Board Meeting
September 9, 2019

seeding won't occur this year so the field won't be available to use for the spring. There will be a table at EarthFest for Marston Property. Jo Porter has done a great job on flyers, etc. September 28 Saturday will be the groundbreaking event at 9am at Marston property.

Town Administrator Report

Items were passed out for the BOS to sign. Tax rate setting is being completed. Unassigned fund balance is being looked at with auditors. Fund balance will be \$100-200K for the town. Mr. Sterndale will be asking for number of trees to be cut down on Ledge Farm Road at the upcoming Planning Board meeting. EarthFest is on Sept 21; there will be a beer tent. Household hazardous waste day is this Saturday from 8a-12p.

Mr. Dumas asked for volunteers to open the swap shop at the recycling center.

General Business

Tax Deed Policy

It was distributed to the Board and looked over.

Ms. Danis made a motion to accept the Tax Deed policy as written. Mr. Eaton seconded. Unanimously approved by a vote of 4-0.

Staffing 2020 Budget

Mr. Sterndale distributed a town staffing model. Due to the new law, the town can't hire a retired police officer for 32 hours a week any longer; at most they can hire a retired officer for 9 hours a week. Police department needs a full-time investigator for 2020. Currently an officer is doing some of the investigator work. Two cadets are in the academy now. Another cadet will be entering in January. There will be an increased cost for health insurance but the wage for the investigator may be about the same for a full-time investigator due to the previous officer getting paid more for 32 hours.

A position for a year-round highway employee will be posted again.

Mr. Sterndale spoke about land use/finance/building inspection positions. Two full-time positions have been eliminated and replaced with part-time positions. It has been difficult with filling hours. Admin assistant role is being interviewed. There is consideration for asking for a floating admin for land use/building inspection department. A handyman position is a conceptual idea as well.

For the fire department, a consideration to gain more retention is round the clock coverage. They are considering adjusting the fire station now through 2020 to ramp up for potential 2021 full time firefighters.

For public works, they are considering cross-training people between the highway and recycling center.

Mr. Sterndale believes library is staying the same.

Official Minutes
Nottingham Select Board Meeting
September 9, 2019

67 **Appointments**

68 **PLIA-Lake Host Update**

69 Dee-Ann Decker (head of lake host program), Tom Duffy (President of PLIA), and Neil Santos
70 (head of variable milfoil containment program) made a presentation to the BOS.

71 They are here to discuss the lake host program and weed watcher/milfoil program. Milfoil is an
72 exotic plant but affects over 500 lakes and seems to be growing. Mr. Duffy distributed weeds to
73 show BOS. There are 4 trained divers who remove the milfoil. There are 7-8 divers go look for
74 the milfoil. They are removing a lot more than before. Water chestnut weeds is also an invasive
75 species; it sticks to birds and they take it to other lakes. Tanks have been filled. Mr. Duffy
76 handed out a historical record from 2015 to now and Mr. Santos discussed. The plant was
77 originally found in 2015. They are dependent on weed watchers to find and report any weeds as
78 well. A couple of years ago, milfoil was contained more but now it has expanded to other areas.
79 The issue is more of finding the milfoil rather than removing it. It is easier to remove it rather
80 than find it. It seems to be spreading to northeast due to winds. 15 gallons was removed from one
81 area. The town is not there to treat with herbicide yet. That would cost 40-50k.

82 Ms. Decker distributed information. She went over the history of the lake host program. The
83 number of inspections has grown over the past years. Milfoil has been found and water chestnut
84 have been found under a trailer. At this time, there have been 1554 paid hours with 576.42
85 volunteer hours. Water chestnut is very invasive and it takes hours to remove it; anecdotal
86 information regarding this has been around for a while with people finding it and tossing it in
87 different places. People are turning over faster at the boat launch. People are coming with trailers
88 of kayaks and paddle boats. They are becoming more concerned with animals as well as the
89 milfoil/etc. There have been as many as 252 boats inspected on some days; it's difficult to find
90 workers to be there for those long days. There is a new fundraiser that Mr. Duffy will speak
91 about later in the presentation. This lake is a community asset and they need more volunteers and
92 also need more money to prevent further damage to the lake. PLIA contributed \$9800 in cash.
93 Since last meeting, an additional \$3k has been added. Someone else donated \$200 directly into
94 our lake host account. People can put this button on their website in the future making it easier to
95 donate. Mr. Duffy said they are looking to Columbus Day. Lamprey River Watershed Committee
96 draws from Pawtuckaway; they have requested a proposal. Lamprey River Watershed
97 Committee could give up to \$6k for the lake host program directly. NHDOT has a fund and they
98 will review Nottingham application for next year.

99 Ms. Decker's presentation and information submitted into record here:

100 "Respectfully submitted, Dee-Ann Decker

101

102 I started volunteering with the Lake Host program in 2013-14 when Donna Danis, who sits on
103 this board and a Pawtuckaway Lake resident was looking for volunteers to do a survey of the
104 Fundy ramp. At the time the lake host program was Friday - Sunday, Memorial Day - Labor Day.
105 She was looking to see if the program needed to be increased to add Monday - Thursday.
106 Someone would go up to the ramp and count trailers & boats a few times a day Monday -

**Official Minutes
Nottingham Select Board Meeting
September 9, 2019**

Thursday that summer. It was noted that we were missing enough boats to increase the schedule to Sunday - Saturday.

In 2015 Donna asked me to assist her with some of the lake host responsibilities which I agreed to. I then found myself with the whole program which was never my intention but it's important so I took it on. Donna ran the program from 2010 - 2014 with me assisting and taking over in 2015. As you can see from the information provided to you, which came directly from NH LAKES, the number of inspections has grown from 6774 in 2015 to 9123 YTD 2019. We have had 2 confirmed saves this year another Eurasian Milfoil and for the first time Water Chestnut which is very alarming as it is spread by both boats and water fowl.

2019 Lake Hosts paid hours - 1,554

2019 Lake Host volunteer hours - 576.42

2019 Lake Host Payroll Grant Match - 522%

2019 Saves -

Eurasian milfoil - 8/23

Water chestnut - 7/11

Past Year total boat inspections	Fundy	State park	Year Totals
YTD 2019	7783	1340	9123
2018	7635	1706	9341
2017	5845	644	6489
2016	5535	348	5883
2015	6540	234	6774

There were 21 fishing tournaments scheduled for Pawtuckaway Lake this summer, they start launching boats at 4 am and are usually done by 1 pm. This year we inspected 49 boats between 4 am and 6 am and 203 between 6 am - 8 am on these days alone.

Fishing Tournaments - YTD 252 - Boats inspected 4 am - 8 am

It was asked at the June 3rd meeting why we didn't have more volunteers. The shaded areas in the chart below from NH LAKES show the years Donna ran the program. As you can see there have been many more volunteer hours recently. And this is only the lake host specific volunteer hours. We also have been tracking our other volunteer hours and just this year alone have over 1250 hours, many by our weed watchers and milfoil detection/eradication teams. We are very fortunate to have a team of volunteers that are trained in milfoil removal as it is very costly.

Pawtuckaway	TOTAL Vol Hours	TOTAL Vol cash equivalent	TOTAL Out of Pocket	Total Miles Cash equivalent	Total Vol labor + Mileage + Out of pocket Match
YTD 2019	576.42	\$14,658.36	\$0.00	\$540.39	\$15,198.75
2018	355.00	\$8,569.70	\$274.65	\$759.29	\$9,603.64
2017	280.50	\$6,608.58	\$0.00	\$306.72	\$6,915.30

**Official Minutes
Nottingham Select Board Meeting
September 9, 2019**

2016	334.50	\$7,716.92	\$153.06	\$554.85	\$8,424.83
2015	276.00	\$6,309.36	\$518.77	-	\$6,828.13
2014	198.75	\$4,400.33	\$330.42	-	\$4,730.75
2013	133.92	\$2,711.88	\$558.24	-	\$3,270.12
2012	73.75	\$1,575.30	\$821.50	-	\$2,396.80
2011	202.50	\$4,222.13	\$299.81	-	\$4,521.94
2010	232.95	\$4,717.24	\$368.50	-	\$5,085.74
2009	165.41	\$3,227.15	\$293.27	-	\$3,520.42
2008	533.65	\$10,016.61	\$812.00	-	\$10,828.61

PLIA Volunteer hours -1247
 Milfoil team- 363
 Weed Watchers - 235
 Road Reps - 33.5
 Fundraising - 24
 Water Testing
 Other - 528

The PLIA is requesting an additional \$2000 to help fund the remainder of the 2019 Lake Host season. This is already a decrease in coverage by 4 hours a day, Thursday - Sunday 8 am - 4 pm, limited park hours and ending a week early as more boats will come out Columbus Day weekend than go in.

Pawtuckaway lake is a Town resource. Many town residents that do not live on the lake use the town beach for swimming and the Fundy launch for boating, as well as the state park. We need to find a way to include all of Nottingham in volunteering for Pawtuckaway lake. If the lake is compromised further by any invasive species, plant or animal it will hurt the whole town not just lake residents. It is proven that prevention cost far less than eradication."

Mr. Duffy distributed fundraiser information for the PLIA for September 14 from 2-5pm for Poker Paddle. People will pay \$20 and will paddle from station to station to enjoy some food/drinks and pick up a playing card. At the end of the event, each paddler turns in their best or worst hand to potentially win prizes. The PLIA is registered with Amazon Smile as well; the group gets a small percentage of money from people who purchase items from Amazon.

Mr. Dumas asked about milfoil and how does that translate to surface area. Mr. Santos said it's hard to determine how many plants. He estimates 150-200 clusters. It can grow an inch a day in the June and July. Even in the winter, it stays alive. They are looking into side sonar to detect more.

Ms. Danis appreciated the data the group distributed tonight. A concern of Ms. Danis' is the warrant article for 10K. It said half the money was going to current program and half was to be

Official Minutes
Nottingham Select Board Meeting
September 9, 2019

reserved in case it's needed in the future. At town meeting, it needs to be clarified for the future if the group needs more of the money now instead of saving it. The reserve fund continues to be depleted instead of growing. Ms. Decker reminded the BOS that on Jan 11 before town meeting, she sent an email that said this program was going to be more expensive but she didn't have a dollar amount. Mr. Duffy said because they are successful in fundraising, perhaps they will not have to come to ask for as much money in future. Ms. Danis would like to be clearer in the future town meeting. Mr. Duffy said he is happy to speak to budget committee as well. Mr. Dumas said there have not been any other requests for other bodies of water; it has been first come first serve so far. Ms. Danis said if others were come forward, it would have to be who needed the money most.

Mr. Eaton made a motion to approve the \$2k for the PLIA. Mr. Morin seconded. Unanimously approved by a vote of 4-0.

Ms. Decker asked for the money in a timely fashion as people need to be paid in two weeks.

Moderator Bonnie Winona-MacKinnon-Polling Hours

Mr. Dumas stated the background for this meeting with Ms. MacKinnon: the town asked the selectman through a passed warrant article to extend polling hours to 7am to 7pm. Mr. Dumas stated that it is possible that some people would be lost due to the longer hours. This is why Ms. MacKinnon was invited in to discuss this with the BOS. She says she feels terrible that people are turned away at 7am when people think the polling hours are open. She understands that some people are against it because it is a long day for the election workers. Many towns around us open at 7am. Our current polling hours are 8am to 7pm. By law it has to be 11am to 7pm. The warrant article requested the polling hours to be open from 7am to 7pm. Ms. MacKinnon said people get irate that the town is not open because other towns are open and people hear advertisements that others are open so they assume all are the same. Mr. Sterndale asked about absentee ballots. Ms. MacKinnon said that you can get an absentee ballots with slightly broader excuses now however it's hard to process these and it's more of a workload for election workers. To get an absentee ballot, the person also has to go to the town clerk when they are open which are part time hours. Mr. Eaton believes they should open for one hour earlier in the morning. Ms. MacKinnon wonders if the one hour earlier will make a big impact on finding election workers; she is leaving this decision up to BOS. Durham schedules four rounds of staff all day long so the workers less hours however Ms. MacKinnon said it may not be possible here as we would have to find more people. Ms. Danis asked if we can eliminate the checkout people as that is not required by law Ms. MacKinnon concurred. The supervisors of the checklist want to have the checkout people and have received special permission to continue to do this. Ms. Decker confirmed that they have special permission. They found after 2008 election that there were tremendous mistakes found when they didn't have the checkout position. Ms. Danis asked if that is a training issue. Ms. Decker concurred. Everyone goes home from the election and the supervisors reconcile the election book after people leave or in the upcoming days. By having the checkout at the end of the night, the list is usually perfect because the supervisors find any problems. Ms. MacKinnon said the procedure is different at smaller towns than ours. The law

Official Minutes
Nottingham Select Board Meeting
September 9, 2019

210 says you can't have the checkout clerks if you have a ballot machine but we do have special
211 permission to continue to have the checkout people. Mr. Dumas asked if it would make sense to
212 break up the alphabet more and make it less stressful for the election workers; there doesn't seem
213 to be a value add with the check out. Mr. Sterndale and Ms. Danis asked about the reconciliation;
214 it can be done that night or days later. Mr. Danis said it's possible to use those checkout people
215 to check in. Mr. Eaton said he would like to use the school instead of the town hall as the lines
216 are far too long on the day of the election.

217 Mr. Dumas said the town has asked the BOS to extend the hours but there are some logistics that
218 could deter that. Mr. Dumas asked if Ms. MacKinnon is willing to try it out the new hours. She
219 would prefer not trying it out in the presidential election. Pam Kelley, who is a ballot clerk, said
220 more training will not eliminate mistakes. There is so much to do with pens and addresses and
221 licenses that people burn out with tired eyes. Ms. Kelley said that training the town provides is
222 excellent however with more hours, that will be more mistakes. Mr. Dumas asked about split
223 shifts but Ms. MacKinnon said it really cuts into people's day. Ms. Danis said this is harder. Ms.
224 Kelley said she will not do that. Ms. Danis said because it was voted on at town meeting, she
225 would like to make a motion.

226 **Ms. Danis makes a motion to move the polling hours from 8am to 7pm to 7am to 7pm. Ms.**
227 **Eaton seconded. Unanimously approved by a vote of 3-1 with Mr. Morin nay.**

228 Mr. Eaton said that since the town voted for this, he believes they should do this.

229 Mr. Dumas said the BOS will be there at 7am. Ms. MacKinnon said she will be there at 6am
230 getting ready.

231 Ms. Danis said she has been approached by people who had concerns about last minute budget
232 for food last year. Last year it was brought to the BOS 2 weeks before asking for money for food
233 for election workers. Concerns were brought to Ms. Danis with the number of upcoming
234 elections and how much it will cost per election. Historically the town did not provide food for
235 election workers. Last year it cost the town \$600 for one election.

236 Ms. MacKinnon said that the people who were going to provide food didn't do so at the last
237 minute last year. She doesn't organize the food but she knows of people who organize food for
238 other elections. Durham and Lee provides food for election workers. When you work from 6am
239 to midnight, food can be problematic. She believes it will be harder to get election workers if the
240 town doesn't provide food. Ms. Danis said there are 4 elections next year and with \$600 spent
241 for food for each election she asked if that money better spent elsewhere. Ms. MacKinnon said
242 last year was the first time the town bought food; the workers don't have time to leave to get
243 food. People are at the elections usually in two shifts: from 6am to 1pm and 1pm on. Some
244 people are here the entire time. Ms. MacKinnon can't dictate that the town provide the election
245 workers food however she thinks they should provide the food.

246 The Board decided they will talk about this at a future meeting.

**Official Minutes
Nottingham Select Board Meeting
September 9, 2019**

247 Mr. Sterndale said they will need help setting up the election from the town to the school
248 Monday night. They need to be out late Tuesday night as well so school can open Wednesday
249 am. Ms. MacKinnon said she has been there till 2am the night of an election.

250 **Review Action Items for Next Meeting**

251 Food for the election workers

252 **Adjourn**

253 **Ms. Danis made a motion to adjourn at 8:22 pm. Mr. Morin seconded.**

254 **Unanimously approved by a vote of 4-0.**