

Nottingham Select Board Meeting

10/19/20

Official Minutes as of 11/16/20

1 Call to Order

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

3 Absent: Chair Ben Bartlett

4 Others: Lorraine Petrini, Chris Sterndale, Shawn McLean, Jaye Vilchock

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

6 Approve Manifests

7 **Ms. Danis made a motion to approve the accounts payable manifest of 10/19/20 and payroll**
8 **manifest of 10/20/20. Mr. Dumas seconded. Unanimously approved by a vote of 4-0.**

9 Approve Minutes

10 **Mr. Eaton made a motion to approve the public minutes from 10/5/20 as written. Mr.**
11 **Dumas seconded. Unanimously approved by a vote of 4-0.**

12 BOS Reports from Assigned Boards/Committees

13 *Budget Committee*

14 No update

15 *Planning Board*

16 Zoning Board was at the Planning Board meeting as well. There were 3 hearings: watercross,
17 boarding place for horses case and application from Northwood Vet Hospital to make a change
18 of use.

19 *CIP*

20 No update

21 *300th Celebration Committee*

22 There was a meeting about ways to raise funds. Cookbook sales are going well. There is a zoom
23 meeting coming up that anyone can join. Mr. Eaton said they would like to have a parade and a
24 bonfire for the 300th celebration. Ms. Danis asked what the role of the BOS is. Mr. Sterndale said
25 the BOS charged the committee and the committee will come before the BOS with their plan.
26 Mr. Eaton said they may be trying to raise \$10K. They want to buy flags for the town square.

27 Mr. Sterndale said they are still deciding what the holiday parade will look like this year. Mr.
28 Dumas said maybe they can expand on the fire truck going around town visiting neighborhoods.

29 *Marston Property*

30 No update

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32 Town Administrator Report

33 Election is upcoming. 1000 ballots have come in so far. Mr. Morin said anyone can assist at
34 election day. There are 4000 registered voters, Mr. Sterndale said. There is a walkthrough of the
35 school by the election officials this week. People will walk up to a window at the school for the
36 absentee process if he or she wants to remain unmasked or does not want to go inside the school;
37 the election workers will be inside the building processing these requests. School will be set up
38 Monday, November 2 after the students have left for the school day. Perhaps there could be a
39 BOS meeting at the school on Nov. 2 as it is a regularly scheduled meeting. There will be an
40 upcoming discussion about meals for election workers for Nov. 3.

41 There will be a spooky walk sponsored by the rec. Trick or treat is scheduled on 10/31 from 5-
42 7pm.

43 Mr. Sterndale said he and the appraiser walked through the Rte. 4 property last week. Brokerage
44 RFP was created. \$5K election grant and another election grant from state for \$12-15k will be
45 awarded to town. Also a \$20K grant for COVID related items was awarded to the town.

46 Floor tiles and glue that holds them to the floor have asbestos throughout the community center.
47 It can be covered or completely removed.

48 They are waiting for School Board to set tax rate.

49 Action Items from Last Meetings

50 *Election prep*

51 Assessing

52 **Ms. Danis made a motion to approve the intent to cut or excavation for Map 57 Lot 1 and**
53 **Lot 2 and Map 10 Lot 9 Sublot 12 and approve the request to waive interest for late**
54 **payment for Map 57 Lot 2. Mr. Dumas seconded. Motion unanimously approved.**

55 General Business

56 *Public Works Updates and Planning*

57 There are 3 pieces of equipment that need replacing within the next two years: 2006 International
58 dump truck with plow, wing and sander (new cost: \$240K), 2009 Komatsu Loader (new cost:
59 \$182K) and 2006 Komatsu Grader (new cost: \$325k). Mr. McLean is requesting the first two
60 items to be replaced 2021 and the last one for 2022. The capital reserve fund has \$180K in it.

61 Mr. McLean received a quote for contracting the grading town class V gravel roads; the quote
62 was \$100 per hour. He recommends doing this as there is a savings of \$55k per year. Mr. Morin
63 asked about grading emergency lanes. Mr. McLean said this quote does not include emergency
64 lanes. The other option is to purchase a new grader.

65 Ms. Danis asked about how this contractor would maintain the roads. Mr. McLean said it would
66 be scheduled. Mr. McLean said if it is determined by the court the town has to maintain the

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67 emergency lanes, a new grader will have to be bought or they will continue to use what they
68 have. The contractor would like a 3-year contract. All other contractors for grading roads are
69 more expensive; the City of Dover is charged \$300 per hour.

70 Mr. Morin asked what Mr. McLean would want more if he had to choose between the two items
71 he would like for 2021 budget. He said he would choose the dump truck over the loader.

72 Ms. Danis said they can wait to decide on the grader as Mr. McLean is asking for that in 2022.

73 Mr. Sterndale said all this equipment lives outside. Other places have equipment that lasts longer
74 as it's inside. Mr. Dumas asked if there was a place to build a shed. Mr. McLean said yes as well
75 as a washing station.

76 Ms. Danis asked about the rest of the budget. Mr. McLean said he anticipates the rest of the
77 budget to remain as is.

78 The highway dept. is fully staffed. A plow truck driver will be hired for the winter.

79 *Weight Limit Road Posting*

80 Mr. McLean would like to post weight limits on the roads during mud season. He proposes a
81 26K lb. limit on every road. Mr. Morin asked how they police that. Mr. McLean said you can
82 work with heavy trucks that need access and they can use the roads early in the morning when
83 the ground is still frozen. This would not apply to emergency vehicles or plow trucks. Ms. Danis
84 asked if many other towns do this. Mr. McLean said many of the towns around us already do
85 this; we are the last.

86 The next step for posting weight limits is go through a process of approval if BOS concurs.

87 Mr. Morin asked about roadside mowing. Mr. McLean explained that roadside mowing makes
88 the line of sight much better and cuts back the brush. He detailed which roads had this done. Mr.
89 Sterndale said this also allows the snow to melt faster as well.

90 Mr. McLean said revenue can be generated for the gravel and other materials that the town will
91 not use. Mr. McLean said the town has switched over to using $\frac{3}{4}$ stone a couple of years ago so
92 there is no need for the sand that they have now. Mr. McLean said the police chief said there
93 were no accidents due to snow and ice last year.

94 *Fire Chief Update and Planning*

95 The vehicle fleet is in very good condition and continuing deposits to the Capital Reserve Fund
96 will keep the fleet current without tax rate shock for the foreseeable future.

97 Chief Vilchok is proposing conversion of the fire station mezzanine to sleeping quarters to
98 allow for expansion of full-time staff to round-the-clock coverage. This would cost \$22k. The
99 alarm system is not included in that number.

100 The Capital Reserve Fund is 57K.

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101 In 2022, the fire dept. would like to hire 3 additional career firefighter/EMTs. Mr. Morin asked if
102 they will need this. Chief said they can use this staff now. The call force is changing and this
103 would help with retention.

104 **Other**

105 Mr. Morin read Mr. Bartlett's comments.

106 Mr. Bartlett asked if gravel was put on edge of Fort Hill Road to reduce cracking when people
107 drive on it. Mr. Sterndale said the shoulder gravel goes after the topcoat which will likely happen
108 after winter. Mr. Sterndale will find out for sure and get that answer back to Mr. Bartlett.

109 Mr. Bartlett said that the International truck that the town may be replacing has been a thorn in
110 the side.

111 Mr. Bartlett requested police equipment be put on the budget as well as training for new
112 equipment.

113 He asked about the MRI company that is being used to hire the new police chief.

114

115 **Appointments**

116 **Review Action Items for Next Meeting**

117 Community center update

118 **Non-Public per RSA 91-A:3 II (a), (b), (c), (d), (e), and/or (l) if required.**

119 **Adjourn**

120 **Ms. Danis made a motion to enter non-public at 8:08pm per RSA 91-A:3 II (a). Mr. Dumas**
121 **seconded. Roll Call Vote: Dumas – Yea, Danis – Yea. Eaton – Yea. Morin – Yea.**

122 The non-public meeting ended at 8:50pm.

123 **Ms. Danis made a motion to seal the minutes. Mr. Eaton seconded. Roll Call Vote: Dumas –**
124 **Yea, Danis – Yea. Eaton – Yea. Morin – Yea.**

125

126 **Ms. Danis made a motion to adjourn the public meeting at 8:50pm. Mr. Eaton seconded.**
127 **Roll Call Vote: Dumas – Yea, Danis – Yea. Eaton – Yea. Morin – Yea.**

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