

**Nottingham Select Board Meeting**

**11-1-21**

**Approved 11-22-21**

**1 Call to Order**

2 Members Present: Chair Ben Bartlett, Vice Chair John Morin, Donna Danis

3 Absent: Tiler Eaton, Tony Dumas

4 Others: Lorraine Petrini, Chris Sterndale, Steve Soreff, Susan Levenson, Megan Sebasco, Karyl  
5 Martin, Kathy Brosnan

6 The Chair opened the meeting at 6:30pm with the Pledge of Allegiance. Mr. Bartlett  
7 acknowledged Gail and Chris Mills. He asked for a moment of silence for Ms. Mills as she  
8 recently passed away.

**9 Approve Manifests**

10 **Ms. Danis made a motion to approve the accounts payable manifest of 11-1-21 and payroll**  
11 **manifest of 11-2-21. Mr. Morin seconded. Unanimously approved by a vote of 3-0.**

**12 Approve Minutes**

13 **Mr. Morin made a motion to approve the public minutes from 10-18-21 as written. Ms.**  
14 **Danis seconded. Unanimously approved by a vote of 3-0.**

15 **Ms. Danis noted there was non-public minutes of October 18.**

16 **Ms. Danis made a motion to approve the non-public minutes from 10-18-21 as written. Mr.**  
17 **Morin seconded. Unanimously approved by a vote of 3-0.**

**18 BOS Reports from Assigned Boards/Committees**

*19 Budget Committee*

20 There are candidates who are interested in the vacated BC seat.

*21 Planning Board*

22 Mr. Morin said the next meeting will have conceptual reviews for 2 subdivisions.

*23 CIP*

24 Various department heads are submitting their information. Mr. Bartlett would like to see a new  
25 police station on the CIP. Ms. Danis asked what the process is for the BOS to add something.  
26 Mr. Sterndale suggested waiting to see what the departments are putting on CIP. Mr. Sterndale  
27 said the CIP Committee members are selected by the BOS.

*28 300<sup>th</sup> Celebration Committee*

29 Ms. Danis said they met with Joe Welch to review the program budget.

*30 Marston Property*

31 Ms. Danis said Matt Kouchoukos is working hard to get the best pricing for items. He is figuring  
32 out what can be done in the fall and spring. Mr. Bartlett asked how much of a price increase they

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have seen. Ms. Danis said the back fencing costs have increased by approximately 30%. They are still collecting donations and sign sponsorships. Ms. Danis said this is a very frugal committee and they are not spending more than what they have.

### **Town Administrator Report**

Requests for kitchen renovation proposals are on the website. Budget Committee calendar has been created. Department heads will begin to present their budgets to BOS. The town is working on the E-911 project. A public hearing will need to be held if there are any road name changes and number changing. The hearing will be after town meeting in March.

Mr. Bartlett asked how they solicit name changes for those roads that need a new name. Mr. Sterndale suggested asking people on the street first. The BOS would be the final authority on choosing a name. Mr. Sterndale said odd numbers are on the right side of a road and even numbers are on the left. The numbers on the road are based on distance. There is a specific way to do cul de sacs, etc. The purpose of the E-911 project allows first responders to find houses efficiently.

Ms. Danis noted that the residents voted favorably for the E-911 project in the election.

Mr. Sterndale is waiting to hear from DRA for tax rate.

### **Action Items from Last Meetings**

Ms. Danis said there are non-public items carrying over. She said road standards need to be discussed. Mr. Morin made recommendations for road standards and will send to everyone.

### **Assessing**

**Mr. Morin made a motion to approve the report of cut for Map 13 Lot 3 and approve the intent to cut for Map 23 Lot 2. Ms. Danis seconded. Unanimously approved by a vote of 3-0.**

### **General Business**

#### *2022 Default Budget*

**Mr. Morin made a motion to approve the default budget for the town in the amount of \$4,215,081. Ms. Danis seconded. Unanimously approved by a vote of 3-0.**

#### *Other*

Mr. Soreff said the recreation department Halloween event went well and over 200 people were there.

### **Appointments**

#### *Nottingham School Board*

Ms. Levenson said they looked at the three options for the SAU buildings. The construction manager said the old town hall wouldn't be a big enough of a project for them to do. He asked if

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there was a load bearing wall in the room in the community center. He also looked at rooms in the back of the community center and he said that was a project he could work on. Ms. Martin said they are doing an RFP for a modular that is permanent or semi-permanent. Mr. Morin asked what the square footage they need. Ms. Levenson said they need a superintendent office, BA office, conference room and room for administrative staff. It could be smaller than 1500 sq. ft. The space in the community center is 900 sq. ft. Ms. Danis asked what the deadline constraints are. Ms. Levenson said they are under the same budget constraints as BOS for the upcoming year. The unassigned fund balance from the SAU is around \$50k and they can use that money to renovate. Ms. Levenson said they are speaking to the software company to determine what they need for billings and other administrative systems. Ms. Levenson said fuel costs are going up and is interested in speaking to BOS about shared contracts. Mr. Sterndale said they have to have a high volume to get a price break. The town is self-sufficient on electricity.

Mr. Bartlett asked if the modular would be on school property. Ms. Sebasco said there are a couple of options for the modular; it could be for office space or office space and classroom space or classroom space. The modular would be in the same spot where the addition would go.

Mr. Morin asked when the school would move out of the community center if they were to use this space. Ms. Levenson said the space at the community center would be doable. Mr. Morin said they may need the space for services for the town at the community center. Ms. Levenson said she does not see the SAU growing more than what she had mentioned; it would be the 4-5 people.

Mr. Bartlett asked if the old town hall is not a viable option. Ms. Levenson said she is not sure. Mr. Bartlett is in favor of having the SAU at the old town hall. Ms. Danis agrees with that. She said the town is too cramped in the community center building.

Mr. Bartlett said he doesn't feel right about charging the school to use the old town hall. Ms. Danis and Mr. Morin agreed they would not charge them rent. Mr. Sterndale said the school would take over the heat and electricity costs. Mr. Bartlett said there is an upfront cost for renovating but the school would save money because they don't have to rent the space. Ms. Brosnan said it's heartbreaking to see the shape that the old town hall is in. Mr. Bartlett said it's a perfect opportunity for the school and town to come together to preserve the old town hall. Ms. Sebasco said she would like to know if it's a joint effort as it's a much larger project in terms of money. There is still a need for classroom space for preschool and classrooms so the modular is still needed even if the offices are put at the old town hall. Ms. Danis said the sentiment of the BOS is not offer the space in the community center. Ms. Levenson confirmed with the BOS that the preference of the BOS is for the SB to use the old town hall. She said that they don't have enough money to renovate the old town hall themselves. Mr. Morin said they are not asking the school to foot the whole bill. Mr. Morin said the school could stay there for the next many years. Mr. Morin said whatever the school puts into the old town hall in terms of money would be a bonus for saving that building. Mr. Sterndale said the cost of turning the old town hall into an office for the school will cost more than saving the building with no specific use. Ms. Danis said they need to get definite cost numbers. Ms. Levenson said Northwood said that they are unlikely to be able to house Nottingham preschool students in the near future. There are 8-14 Nottingham

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108 students. Mr. Bartlett asked how much they would save if they went with modular vs. addition.  
109 Ms. Martin said they are not sure. Ms. Levenson said she would personally like to not tie the  
110 potential build at the school with the need for an SAU office. Ms. Danis asked if they would  
111 have office space in the modular. It was not decided by the School Board at this time. Ms. Danis  
112 said the BOS would work with the SB to renovate the old town hall space and not offer the SB  
113 space in the community center. Ms. Levenson said they have \$50k to spend for updating the old  
114 town hall. Ms. Danis said they would need to get definite costs. Ms. Danis said it's a joint  
115 initiative between town and school. Ms. Levenson said the construction company that looked at  
116 the old town hall said that project was not something they were interested in. A project manager  
117 is needed. The SB will give the BOS their requirements for the building.

118 **Review Action Items for Next Meeting**

119 11-15-21 2022 Budget

120 11-29-21 2022 Budget, road standards

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

122 **Adjourn**

123 **Ms. Danis made a motion to adjourn the public meeting at pm and go into non-public RSA**  
124 **91-A:3 II (a and c). Mr. Morin seconded. Roll call vote: Mr. Bartlett-yay, Mr. Morin-yay,**  
125 **Ms. Danis-yay. Unanimously approved by a vote of 3-0.**

126 The non-public meeting ended at 8:15pm.

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128 **Mr. Morin made a motion to seal minutes of non-public session. Ms. Danis seconded. Roll**  
129 **call vote: Mr. Bartlett-yay, Mr. Morin-yay, Ms. Danis-yay. Unanimously approved by a**  
130 **vote of 3-0.**

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132 **Mr. Morin made a motion to adjourn the public meeting at 8:15pm. Ms. Danis seconded**  
133 **Roll call vote: Mr. Bartlett-yay, Mr. Morin-yay, Ms. Danis-yay. Unanimously approved by**  
134 **a vote of 3-0.**

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