

Nottingham Select Board Meeting

11-28-22

Official Minutes as of 12-12-22

1 Call to Order

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

3 Absent: Tiler Eaton

4 Others: John Scruton, Steve Soreff, Chelli Tennis, Bob Desrochers, Pat Desrosiers

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

6 Approve Minutes

7 There was discussion on how they will edit meeting minutes in the future. Ms. Danis said they
8 used to do the minute changes while in the meeting. Mr. Scruton said the easiest way to do it is
9 to come to the meeting with changes line by line and they would be given to the secretary. The
10 other option is making motions for anything changed. Ms. Danis asked if they could have one
11 motion in the end with all the changes. Mr. Scruton agreed. Mr. Bartlett said they can try it but if
12 someone is not there, do they email the changes they want. Ms. Danis said they could email the
13 chair to be shared in the meeting. Mr. Bartlett said it makes the meeting longer. Ms. Danis said
14 yes and more transparent. Mr. Morin said he is fine with whatever the rest decide. Mr. Dumas
15 said they could assign 15 minutes to do it. Ms. Danis said that someone who is doing it from the
16 video, the changes may take longer.

17 **Mr. Dumas made a motion to approve the public minutes from 10-31-22. Mr. Bartlett**
18 **seconded.**

19 Line 47 Ms. Danis said they should add clarification on public hearing regarding the acceptance
20 of unintended revenues.

21 **Mr. Dumas made a motion to approve the public minutes from 10-31-22 as amended. Mr.**
22 **Bartlett seconded.**

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

24 **Mr. Dumas made a motion to approve the public minutes from 11-14-22. Mr. Bartlett**
25 **seconded.**

26 Ms. Danis said Line 51-52 change to potentially cause damage.

27 Line 53: public director can oversee the owner.

28 Line 126 change to see if the pipes are broken and if so, they may need to be replaced.

29 Line 142: Ms. Danis said the BOS is waiting for a full report.

30 Change Mr. Danis.

31 **Mr. Dumas made a motion to approve the public minutes from 11-14-22 as amended. Mr.**
32 **Bartlett seconded. It was approved by 3-1 with Mr. Dumas abstaining.**

33 Non-public minutes will be discussed in non-public meeting.

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34 **Approve Manifests**

35 **Mr. Dumas made a motion to approve the accounts payable manifest of 11-28-22 and**
36 **payroll manifest of 11-29-22. Mr. Bartlett seconded. Unanimously approved by a vote of**
37 **4-0.**

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

39 *Budget Committee*

40 Meeting on Thursday. Mr. Morin said there was discussion at the last meeting that there were
41 other sources of revenue such as people donating money to certain departments.

42 *Planning Board*

43 There is a meeting upcoming.

44 *CIP*

45 They have not met yet. Mr. Scruton said the CIP should be going through the Planning Board. If
46 they like the current structure that the BOS heads it, they should put a warrant article together for
47 the town to vote on. The Planning Board has said they have too much to do to spearhead CIP.
48 Mr. Bartlett asked if the BOS should take on the CIP. Ms. Danis said the Planning Board has
49 never done it. Mr. Scruton said it's either the Planning Board doing it or 5 heads of departments
50 that meet with the BOS spearheading the committee. Mr. Bartlett asked if they should do a
51 warrant article. Ms. Danis said that Ed Viel from the Planning Board doesn't want to take it on.
52 Ms. Danis said they have included school in the past and Mr. Dumas said they have included
53 members of the public. There was a consensus of the board that they would continue to do CIP
54 how they have done in the past and will come up with a warrant article.

55 *300th Celebration Committee*

56 Mr. Soreff said there is a holiday parade upcoming.

57 *Marston Property*

58 Mr. Soreff commented on the painted lines in the paved parking lot at Marston.

59 **Town Administrator Report**

60 Mr. Scruton said there should be an additional meeting to go over the budget. Ms. Danis
61 suggested a workshop and would like Mr. Scruton to give them a dollar amount of how much
62 they need to cut to get to the tax cap. They will meet the 5,12 of Dec. He suggested Dec 27 as
63 well.

64 The contract plower had an issue with a woman who thought the plower was pushing snow on
65 her land. The town says that it is not her land. Primex will defend the plower if it's added in the
66 plower contract.

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67 **Mr. Dumas made a motion to amend the third-party plower contract agreement to**
68 **indemnity against trespass claims per Primex recommendation. Mr. Morin seconded.**
69 **Unanimously approved by a vote of 4-0.**

70 Mr. Scruton suggested they take the money for the well out of the Marston impact fees.

71 **Mr. Morin made a motion to request \$6704 out of the rec impact fee to cover the Marston**
72 **well. Mr. Dumas seconded. Unanimously approved by a vote of 4-0.**

73 DRA has not sent the tax rate. The documents for the school were submitted a week before
74 Thanksgiving which is why the tax rate is late as well as DRA is behind on setting the rate. Ms.
75 Danis said she is opposed to borrowing money. She asked if the school can wait for the money.
76 Mr. Scruton said they could negotiate the school getting money but they have to pay the county
77 when it's due. He'd like to start paperwork in case they need to borrow money. Mr. Morin
78 confirmed they will not ask for the money unless they have to. Mr. Scruton said it's preapproval.
79 Ms. Danis said they have to give people 30 days to get their money in for taxes.

80 Mr. Scruton said they were talking about using the operating budget for the base for the tax cap.
81 He believes there is a real problem with the warrant article for the firefighters for \$300k which
82 was approved that it would go into the operating budget. In order to have the correct calculation,
83 he said they need to add the \$300k into the operating budget for the base for the tax cap. The tax
84 cap number that they need to stay under for the year ahead: \$4,897,189 if the firefighter warrant
85 article is included. Mr. Scruton said there is flexibility on the tax cap because it's vague. Mr.
86 Morin said there is \$157k that needs to be taken out. Mr. Scruton said \$122k were potential cuts
87 from the last meeting.

88 Mr. Scruton suggested the board making a motion that the \$300k for the firefighters be included
89 in the operating budget from which the tax cap shall be derived.

90 Mr. Dumas asked if they should ask the lawyer. Mr. Bartlett said the voters voted for it. Ms.
91 Danis said Mr. Sterndale was trying to find out how to make the calculation for the tax cap and
92 he didn't have a solution.

93 **Mr. Dumas made a motion that the \$300k for the firefighters warrant article approved by**
94 **the voters be included in the operating budget from which the tax cap shall be derived. Mr.**
95 **Bartlett seconded. Unanimously approved by a vote of 4-0.**

96 **Action Items from Last Meetings**

97 Driveway ordinance and paving permits, agreement form for septic sewage, Conservation
98 Commission funds for Highlands development, evaluate in the first meeting in Dec if 64k and 4k
99 for Birch Lane can be used with ARPA funds, Ms. Warrington will update the budget

100 **General Business**

101 *Building Improvements for Recreation Department*

102 The rec. director went through the community center and there are some changes that need to be
103 made to the community center so the kids will be safer while at rec camp. The changes are less

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104 than \$10k. The question for the BOS is if they want the money to come out of the rec. revolving
105 funds. The changes include curtains, back hallway to be cleared out, the door to be swapped out.
106 Ms. Danis said that her understanding of taking fund from the rec revolving funds has been that
107 it's related to fund-based programs.

108 Mr. Scruton said he would like to know whether he should move forward with 2 quotes for rec.
109 office for taking the community room which is used for rec storage right now and move the rec
110 offices there. The other option is to move the meeting room to the rec storage room and the
111 meeting room would become the rec offices. The advantage is that the rec offices would then be
112 close to the gym and the rec. dept. could see the fields. The other advantage is the meeting room
113 would be further from the noise of the gym. Mr. Scruton said they would like to price out both
114 these options. Mr. Bartlett said they could explore both. Mr. Morin asked what they would
115 repurpose the rec dept offices for. Mr. Scruton said they would become a small meeting room.
116 Ms. Danis said it's okay to explore the options; she is concerned what the quotes will come back
117 as and if this is the proper use of rec. revolving fund. Mr. Morin said Kortney has shown that
118 there are more kids in the programs. Ms. Danis asked why they wouldn't be able to take this out
119 of impact fees. Mr. Scruton said the well was for Marston specifically and the impact fees can
120 only be used for Marston. Mr. Morin said it can't be renovated; it has to be new construction in
121 order to qualify for rec revolving funds. There was a consensus of the Board to move forward
122 with the quotes.

123 Guidestar is now set up for the townspeople to donate money. Ms. Danis asked if this is for
124 nonprofits. Mr. Scruton said it's easier to go directly to the dept to donate money.

125 Conservation Commission does not have enforcement agency. This relates to the issue where a
126 person is violating conservation rules. Mr. Scruton said they cannot use conservation funds to go
127 after this person.

128 Ms. Danis said MRI received 20 applications and 10 were from NH for the town administrator
129 position. Six people were invited to submit essay responses. They anticipate there will be 3-4
130 candidates to interview. Ms. Danis asked if they want to invite dept. heads or community to
131 participate in the interviews. Mr. Bartlett suggested dept. heads. It was decided to have dept.
132 heads involved when there are a couple of final candidates.

133 **Review Action Items for Next Meeting**

134 Revolving rec fund, 2 rec recreation funds

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

136 **Adjourn**

137 **Mr. Dumas made a motion to adjourn the public meeting at 7:45pm and go into non-public**
138 **RSA 91-A:3 II (A, L). Mr. Bartlett seconded. Roll call vote: Mr. Bartlett-yay, Mr. Morin-**
139 **yay, Ms. Danis-yay and Mr. Dumas-yay. Unanimously approved by a vote of 4-0.**

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140 **Mr. Dumas moved to exit nonpublic session at 8:14 PM. Mr. Bartlett seconded. Roll call**
141 **vote: Mr. Bartlett-yay, Mr. Morin-yay, Ms. Danis-yay and Mr. Dumas-yay. Unanimously**
142 **approved by a vote of 4-0.**

143

144 **Mr. Dumas moved to approve the nonpublic minutes of October 28, 2022 and November**
145 **14, 2022 as amended. Mr. Bartlett seconded. Unanimously approved by a vote of 4-0.**

146

147 **Mr. Dumas moved to adjourn the Select Board meeting at 8:14 PM. Mr. Bartlett seconded.**
148 **Unanimously approved by a vote of 4-0.**

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