

**Nottingham Select Board Meeting**

**11-29-21**

**Official Minutes as of 12-13-21**

**1 Call to Order**

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

4 Absent:

5 Others: Lorraine Petrini, Chris Sterndale, Fawn Woodman, Mary Bonser, Shawn McLean, Mary  
6 Colvard, Sam Demeritt, Susan Mooney, Cheryl Smith

7 The Chair opened the meeting at 6:30pm with the Pledge of Allegiance. Mr. Bartlett recognized  
8 Police Officer Alvarez who was recognized by the state police for being an outstanding student  
9 at the academy.

**10 Approve Manifests**

11 Mr. Morin asked about a newspaper cost. Mr. Sterndale said it was for Planning and Zoning  
12 Board business.

13 **Mr. Dumas made a motion to approve the accounts payable manifest of 11-29-21 and**  
14 **payroll manifest of 11-30-21. Mr. Morin seconded. Unanimously approved by a vote of 5-**  
15 **0.**

**16 Approve Minutes**

17 **Ms. Danis made a motion to approve the public and non-public minutes from 11-1-21 and**  
18 **11-15-21 as written. Mr. Morin seconded. Unanimously approved by a vote of 5-0.**

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

20 *Budget Committee*

21 Meeting this week.

22 *Planning Board*

23 Meeting this week.

24 *CIP*

25 Mr. Dumas said they went over the lists from each department. The school went over their list as  
26 well. Mr. Sterndale said the school and town will do the sheets together.

27 *300<sup>th</sup> Celebration Committee*

28 Meeting soon.

29 *Marston Property*

**Nottingham Select Board Meeting**

**11-29-21**

**Official Minutes as of 12-13-21**

30 Ms. Danis said back stops are on order. Concrete posts will be made for those. The concrete pad  
31 will be poured. They are waiting for the shed and electricity. Ms. Danis thanked Shea Concrete  
32 for a discount of 50%. Gary Anderson may be putting in irrigation this month.

33 The blazes have been posted for trails.

34 **Town Administrator Report**

35 Tax bills were sent out.

36 RFPs for kitchen renovation are due tomorrow.

37 RFP for old town hall has been released and is on website.

38 Deliberative session date needs to be nailed down.

39 Holiday parade will be this Saturday.

40 **Action Items from Last Meetings**

41 12-13-21: 2022 budget, old town hall renovations

42 12-27-21: 2021 encumbrances

43 Ms. Danis noted they need to get back to people on the Cove Road decision, have a further  
44 discussion about PLIA funding and discuss tax rate setting.

45 **Assessing**

46 **General Business**

47 *2022 Budget*

48 *Public Works*

49 Mr. McLean said there is a request for a new person to work in public works, parks and rec and  
50 recycling. The gravel and sand costs have gone up. More gravel has been used this year. Ms.  
51 Danis asked if over time, the line will decrease since they are taking care of the roads differently.  
52 Mr. McLean said the roads have held up better since they have put down more gravel. Over time,  
53 the water will drain better since they are building up the roads. Salt price has gone up this year.  
54 There is a 400% increase in the line for newly acquired roads around the lake and added cost on  
55 environmental sensitive areas. Mr. Bartlett asked if they can use the ARPA money for  
56 engineering costs. Mr. Sterndale said the BOS can vote for that.

57 Mr. Morin asked about highway fuel and why \$15k less was spent. Mr. McLean said they  
58 haven't used the fuel pumps as they were treating the pumps. Mr. Morin said maybe they can  
59 reduce the fuel line by \$5k.

60 Mr. McLean said they are asking for \$300k for road maintenance. Mr. Sterndale said in the past  
61 they have put overlay/maintenance as one line item for \$300k and then a warrant article for a

**Nottingham Select Board Meeting**  
**11-29-21**  
**Official Minutes as of 12-13-21**

reconstruction project. The big projects on CIP are bridges and culverts on Kelsey Road and Cooper Hill Road. The costs would be \$750k for Kelsey and \$850K for Cooper Hill Road. Mr. Sterndale suggested that they save the money in a reserve fund for a couple of years for these projects. Mr. McLean said he was told by engineers that Kelsey Road could last another 4 years as is and Cooper Hill Road will be evaluated next week. Mr. Bartlett asked if Cooper Hill should be bumped ahead of Kelsey since it's in worse shape. Mr. McLean said they have started some of the work on Kelsey Road. Mr. Sterndale said Cooper Hill Road may get more traffic but both lead to busier roads. Mr. Sterndale said ARPA funds could be used for both of these.

Mr. Morin asked how much does 400 tons of stone covers. Mr. McLean said they have to do EL and gravel roads. He said there is about 20 miles of roads. The stone was applied after rain and every plow and also as needed in certain spots. Mr. Sterndale said this was for the hard gravel.

Mr. McLean said there will be a couple of increases as of January 1 for disposables for the recycling center. Maintenance and repairs of equipment will increase 25%. Mr. Sterndale said the fee schedule may be updated to capture the increase.

Mr. Bartlett said Northwood collects more money from solid waste and it's different than how Nottingham does it. Mr. McLean will speak to Northwood.

The Recycling Center Dept. increase is 11.4%. The Highway Dept increase is 18%.

*Police Department*

Chief Woodman said the department has been busy. There is one officer graduating on Dec. 17 from the police academy. There is another officer coming back after the new year. There is an open part-time officer spot. A lot of training was completed this year including training with the fire department. The drone has been used in at least 3 instances. All officers can use and administer Narcan. She said all the officers make her proud every day.

Chief Woodman went over the proposed budget. There is an increase in overtime due to tricentennial events. \$8000 was budgeted for 100 hours. It is overtime using the Nottingham officers. The part-time line was increased by 15.3%.

Mr. Dumas explained that the police laptops need more maintenance than typical residential laptops as they are used all day and night. Chief Woodman said these laptops are on the 2<sup>nd</sup> year. Mr. Dumas said they typically last up to 5 years. Mr. Bartlett asked if this amount is enough in the PD Postage line for mailing back the parts for the laptops.

Police officer training line is up 36.4% for taser certifications, ammunition/firearms training, and mileage. There is a request for a new ballistic vest and uniform update for an officer which increased the Uniform line by 140%. There is a uniform allowance included in this line. There is an increase of 64.8% for equipment replacement for 2022 utility/drone maintenance, e-ticket printers, digital speed sign. The new cruiser for 2021 is still waiting for equipment. They still handwrite tickets right now; they want to use the e-ticket printers instead as most other towns already do this. Chief Woodman said there are 2 lines that the fire and police will share costs so

**Nottingham Select Board Meeting**

**11-29-21**

**Official Minutes as of 12-13-21**

there are some lines in the police budget that will go down. Chief Woodman said there is not a school zone in front of the school currently however this will be changed soon. The state will do all the work for this but the town will have to check the times so the light flashes at the accurate times.

DARE/LEAD was cancelled due to COVID for the past couple of years; it will continue in 2022. There is an officer who was certified. There is an increase of 10% in the PD Cruiser line. They will get \$12,500 in trade-in value for the 2018 cruiser.

Mr. Bartlett said the overall 1.4% increase for the police department is very conservative.

Chief Woodman said her department has a surplus of money in the budget for this year. She would like to not go forward with the taser warrant article for 2022 and pay for those now with the surplus of money. She could potentially do this with the car cameras as well as those are going to increase in price for 2022. Mr. Sterndale said there is a surplus of money for all the departments. Chief said if they put these items in warrant articles and they are not passed, then the department doesn't get the items that they need. Chief Woodman said tasers are her priority, but she believes the department needs both tasers and car cameras.

*Road Standards*

Ms. Danis said that Mr. Morin and Mr. Dumas were going to mark up the road standards at a previous meeting. Mr. Dumas said he was comfortable with the former road standards but he is happy to look at any changes that others bring forward.

Mr. Morin passed out his proposed changes to the road standards. Ms. Danis suggested looking at Mr. Morin's changes and then discussing at a further meeting.

**Appointments**

*Conservation Commission*

Mr. Demeritt spoke about the potential warrant article that Bear Paw Regional Greenways suggested: RSA36-A:4-a, l(b) Optional Powers. Ms. Smith said this part B is required for anyone using conservation funds. This warrant article has to be passed by the town. Ms. Danis asked if the town could take back land from the Conservation Commission. Ms. Smith said the town would have to pay the landowner the current market price.

This warrant article could be put forward by the BOS on behalf of the Conservation Commission.

Ms. Danis asked if the lawyer should take a look at this. Ms. Smith said land use lawyers did recommend this warrant article but noted the town lawyer should look at it as well. Ms. Colvard said just because this could be adopted, it wouldn't be used in all cases.

Mr. Demeritt read the proposed warrant article: 'Shall the town vote to adopt the provisions of RSA 36-A:4-a, l(b) to authorize the conservation commission to expend funds for the

**Nottingham Select Board Meeting  
11-29-21  
Official Minutes as of 12-13-21**

contributions to ‘qualified organizations’ for the purchase of property interests, or facilitating transactions related thereto, where the property interest is to be held by the qualified organization and the town will retain no interest in the property.’

Ms. Smith said other towns have already passed this ordinance.

Ms. Bonser asked if they pass Ordinance B, would they also adopt Ordinance A and if this decision went back retroactively to previous cases. Ms. Smith said it’s only B and only going forward.

Mr. Bartlett asked what the balance is for the conservation fund. Mr. Demeritt said it’s over \$400k. Ms. Smith said it has not changed much since they last met with BOS.

**Review Action Items for Next Meeting**

Cove Road, PLIA funding, tax rate setting, discuss adoption of RSA36-A:4-a, l(b) Optional Powers for conservation fund warrant article, road standards

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

**Adjourn**

**Mr. Dumas made a motion to adjourn the public meeting at 8:43pm and go into non-public RSA 91-A:3 II (a). Mr. Eaton seconded. Roll call vote: Mr. Bartlett-yay, Mr. Morin-yay, Mr. Eaton-yay, Ms. Danis-yay and Mr. Dumas-yay. Unanimously approved by a vote of 5-0.**

The non-public meeting ended at 8:55pm.

**Mr. Dumas made a motion to seal minutes of non-public session. Ms. Danis seconded. Roll call vote: Mr. Bartlett-yay, Mr. Morin-yay, Mr. Eaton-yay, Ms. Danis-yay and Mr. Dumas-yay. Unanimously approved by a vote of 5-0.**

**Mr. Dumas made a motion to adjourn the public meeting at 8:55pm. Ms. Danis seconded. Roll call vote: Mr. Bartlett-yay, Mr. Morin-yay, Mr. Eaton-yay, Ms. Danis-yay, and Mr. Dumas-yay. Unanimously approved by a vote of 5-0.**