

**Nottingham Select Board Meeting
12-13-21
Official Minutes as of 12-27-21**

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, Steve Soreff, Shawn McLean, Kortney Dorow Duball,
6 Gene Reed, Mary Bonser, Anne Noeth, Jaye Vilchuck

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

8 Approve Manifests

9 **Mr. Dumas made a motion to approve the accounts payable manifest of 12-13-21 and**
10 **payroll manifest of 12-14-21. Mr. Eaton seconded. Unanimously approved by a vote of 5-**
11 **0.**

12 Approve Minutes

13 **Mr. Eaton made a motion to approve the public and non-public minutes from 11-29-21 and**
14 **12-6-21 as written. Ms. Danis seconded. Unanimously approved by a vote of 5-0.**

15 **Mr. Dumas made a motion to approve the public and non-public minutes from 12-6-21 as**
16 **written. Mr. Morin seconded. Unanimously approved by a vote of 5-0.**

17 BOS Reports from Assigned Boards/Committees

18 Budget Committee

19 Ms. Danis said there were some minor questions for the town budget. The overall sentiment was
20 positive.

21 Planning Board

22 Mr. Morin said they had a preliminary discussion for a 26-house development on Smoke Street.
23 There were questions about the aquifer and having the development close to Fort Hill Road.
24 There was a two-lot subdivision on Gebig Road which was approved. A subdivision off Kennard
25 Road was approved. Lamprey River subdivision will be discussed further at an upcoming
26 meeting.

27 CIP

28 They went over the draft spreadsheets.

29 300th Celebration Committee

30 Ms. Danis asked when this committee were coming in to BOS. January 8 is the bonfire.

31 Marston Property

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32 Ms. Danis said a shed has arrived.

33 **Town Administrator Report**

34 There was no update.

35 **Action Items from Last Meetings**

36 PLIA funding, tax rate setting, year-end surplus

37 12/13: Shawn McLean, Recreation Department, fire department/Cove Road

38 2022: road standards

39 Mr. Bartlett asked what the decision is on Cove Road. Mr. McLean said they are not plowing or
40 maintaining it. Mr. Morin said they have graveled that road in the past 15 years when there was a
41 washout and the road had major ruts. Mr. Bartlett asked the BOS what the general consensus is.
42 Mr. Dumas said if they do anything on that section, the section of that road should be made an
43 EL. If not, he doesn't believe they should do anything. Mr. Bartlett said the steepness prevents
44 the town vehicles from going on that portion of the road. Mr. Morin said he would like to gravel
45 and not do anything else. Mr. Eaton agrees, and Ms. Danis does as well. Mr. Dumas said he is
46 not opposed to doing anything but wants to stick to the letter of the law. Mr. Bartlett asked if the
47 fire chief had a preference. It's not known if he does. Mr. Morin said they should keep it to
48 passable and it does not need to be plowed. Mr. Dumas said the town is using this road for a
49 given purpose. Ms. Danis said they need to be consistent with the roads; there is a sign that it is
50 used by the fire department as a launch so she feels this road is different than some of the others.

51 Mr. Bartlett would go with Mr. McLean's decision of doing nothing additional.

52 Mr. Eaton said if there was a gravel drop 15 year ago, maybe it's time for one more.

53 Mr. Morin said the road is very rough. Mr. McLean said he was on this road; the fire dept. would
54 get down there with a 4-wheel truck. The snowplow truck would not be able to drive down there
55 and turn around.

56 Mr. Dumas said he would like to stick to the letter of the law.

57 Mr. Morin made a motion for a gravel drop to the portion of Cove Road that is in question to
58 keep it passable with no plowing. He rescinded.

59 **Ms. Danis made a motion to authorize the highway department to conduct a one-time**
60 **gravel drop on the launch end of Cove Road to ensure possibility for fire department use,**
61 **the extent to which will be determined by the Public Works Department. Mr. Morin**
62 **seconded. Unanimously approved by a vote of 4-1 with Mr. Dumas abstaining.**

63 Ms. Danis said the lake host program would like the operating piece of the PLIA budget to be in
64 the town budget and the reserve fund will be dedicated for emergency funds. This would be a
65 net increase. Ms. Danis said they need to have a bigger discussion about this in conjunction with
66 the rest of the budget.

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67 The tax rate has been set.

68 The BOS will support putting the Conservation Commission warrant article on the ballot.

69 **Assessing**

70 **Mr. Dumas made a motion to approve the intent to cut for Map 46 Lot 6. Mr. Eaton**
71 **seconded. Unanimously approved by a vote of 5-0.**

72 **General Business**

73 *2022 Budget*

74 Ms. Danis said they invited the recreation department and Public Works to go over their
75 department budgets.

76 Mr. McLean said they are asking for replacement of a truck and old police car with two trucks.
77 There are high-cost issues with these vehicles that will be coming soon. Ms. Danis asked how
78 much would come out of the highway truck fund. Mr. McLean said both vehicles would come
79 out of the funds and there would be an ask for \$100k each to be put back into each reserve fund.

80 Mr. Bartlett said in 2018 there was a proposal for a 1-ton dump truck. He said he had suggested a
81 550 truck at the time. Mr. Bartlett asked Mr. McLean asked if he would be amenable for a 550-
82 utility body truck and come back next year to ask for the other one. Mr. McLean said no; he is
83 replacing the car and truck. He said he doesn't need the 550 truck. Mr. Bartlett said the 350 truck
84 is in very bad shape and the 550 truck would hold up better.

85 Mr. Morin asked if there were 5 employees and said there are more trucks than employees. Mr.
86 McLean said it is necessary in the winter.

87 Mr. Bartlett said he doesn't think a 1 ton will withstand the weight and abuse. He believes the
88 550 truck would hold up better. Mr. McLean said they can hold more in the 550 truck. Mr.
89 McLean said it could take less time to plow. Ms. Danis said they don't need a 550 truck to plow
90 the town and school but if it will help with the dirt roads and save money, then it would make
91 sense. Mr. Eaton asked if they really need any equipment. Mr. Bartlett said they do have more
92 vehicles than employees. Mr. Bartlett said that the 350 trucks is on its last legs; he doesn't want
93 to replace it with another. He believes the 550 truck would be the better choice and the
94 department would get more life out of the truck. Mr. McLean said it may last longer as it is made
95 out of aluminum. The 350 trucks are also aluminum bodies but Mr. Bartlett said the suspension
96 systems are different.

97 Mr. McLean said there are 4 dump trucks, 350 truck, the car and the 1 ton. The 350 and the 550
98 are used to plow. They have different vehicles for different jobs.

99 Mr. Bartlett said they have contractors as well; he doesn't think they need two new vehicles. Mr.
100 Bartlett said asking for 2 vehicles is not very wise. He would support a 550 truck although the
101 cost has not been reduced at all. There is not enough employees. Ms. Danis said you are asking

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102 for the same amount of money. Mr. Bartlett said the two trucks would be a maintenance
103 nightmare rather than one higher model truck.

104 Mr. Dumas said he can't make a recommendation one way or the other. Mr. Morin said he would
105 be in favor of replacing the one 350 truck with the same truck. Mr. Eaton said he will have to
106 think more about this.

107 Mr. McLean said he would be okay with getting one 350 truck only.

108 Mr. Bartlett said he would not support this as you are wasting money and he is speaking from
109 experience. Ms. Danis said if the department head is comfortable with this solution, then she is
110 comfortable. Mr. Morin said he doesn't want to go above and beyond and spend more money.

111 Mr. Bartlett said the maintenance is high because there isn't enough maintenance being done on
112 the vehicles. The vehicles need to be more properly washed. There have been issues with the 550
113 truck as well. Mr. Eaton said the life of these trucks should be longer.

114 Mr. Morin made a motion to put a 350 truck in the budget to replace the other 350 truck.

115 Ms. Danis said there may not be a need for a motion. They need to decide what they are putting
116 on the warrant articles. Mr. Dumas said they are trying to cut the budget and Mr. McLean is
117 willing to go forward with 1 truck instead of 2. Mr. Morin rescinded motion.

118 Mr. McLean said the 350 truck would be gas instead of diesel. Mr. Bartlett said that type of truck
119 is a gas guzzler. Mr. Dumas and Ms. Danis said it is fair compromise. Mr. Morin said the
120 consensus of the Board is go forward with one 350 truck.

121 Ms. Danis said the cost of commodities is a guess. The big ask is for the shared personnel
122 resource between public works, recycling and recreation; she asked if they really need that this
123 year. Mr. McLean said they need someone to fill in at recycling center as well as at rec. dept. and
124 highway dept. Ms. Duball said they have been talking this past year about the need for this
125 position and the two departments work well together. The rec. dept. can't do the things that need
126 to be done at Marston property. People aren't volunteering for items that the highway department
127 does for the rec. dept. It would be ideal to have this shared position to help out between the
128 departments. Ms. Duball said they will have to make it work if they don't get this person. The
129 irrigation has not been put in the Marston; they need to have trash cans and porto potties. The
130 rec. dept. will continue to have flag football there. Marston property needs to be mowed. Ms.
131 Danis said the fundraising is covering the back stops. Mowing is contracted out through an RFP
132 for all properties. Ms. Duball and Mr. McLean said they would make it work if the person was
133 not put in the budget and they could come back with the ask next year. Mr. Morin asked if this
134 person would be plowing; Mr. McLean said yes. Mr. Eaton said in Raymond the coaches don't
135 do anything except coach; the town takes care of the baseball fields. He doesn't see the need for
136 the person as the volunteers will continue to take care of the fields.

137 Mr. Dumas said they have worked hard to pass budget at or below inflation in previous years.
138 They have taken on a lot of new things: Marston and new roads; at some point, they have to pay

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139 the piper. Mr. Dumas said the ability to keep the budget with low increases is going to get less
140 and less. He said with no new positions, the rate is still an increase of 7%. Ms. Danis asked what
141 percentage are they comfortable presenting to the town. Mr. Dumas said the roads and Marston
142 drove up the costs. Mr. Eaton suggested letting the town vote on these positions. He said the
143 property has been sold on Rte. 4. Ms. Danis would be opposed to putting the new employees out
144 as a warrant article as it becomes a precedence. Mr. Dumas said it's not realistic to get the budget
145 down to 3-4%.

146 Ms. Duvall said she would go without the beach gate keeper. It will be a position that will be
147 hard to fill in the future; the person who does it now will likely continue for another year.

148 Chief Vilchok distributed metrics to the BOS. He is striving for 24-hour operations. The
149 lieutenant would be the 2nd in command. There is a deputy chief as well. There is an ask for a 2nd
150 ambulance as a warrant article. It would be fully funded from the reserve fund. There is a trust
151 fund left to the fire department that can be used for rescue type of equipment. This money will
152 outfit the ambulance. It has been a goal of the fire chief to have 24 hour operations within 10
153 years; he is at the 15 year mark.

154 Ms. Danis asked about grants for bringing on staff. Chief Vilchok said there is a SAFER grant
155 but it's given to bigger towns.

156 Chief Vilchok feels he will have a better opportunity to keep current employees and hire others
157 with the 24-hour operation. The positions would be filled in September. He'd like to leave it up
158 to the town to decide what level of operation they want for fire department.

159 Ms. Danis does not feel it's the right time to add staff. Mr. Dumas said it will affect his schedule
160 model and the chief may lose people. Mr. Morin said that people don't volunteer. He said we are
161 the only town in the area not doing 24-hour service. They are going to have raise the town
162 budget percentage at some point after having low percentages for many years. Ms. Danis asked if
163 the Board feels like they can defend any percentages. Mr. Bartlett said 10% increase is not what
164 he wants. Ms. Danis suggested coming up with recommended item cuts for next week's meeting.
165 Mr. Morin suggested 8% increase with full time fire department, full time person for the
166 recycling/rec. dept/highway dept. Mr. Eaton would like to know what the state funds will pay
167 for. He said that there is a larger portion of people over the age of 55.

168 An additional meeting will be held at 9am on 12-18. Mr. Morin won't be at meeting, but the rest
169 of the BOS will be.

170 *Debt Reduction*

171 Mr. Dumas said he is in favor of paying off fire department and Mulligan Forest with the sale of
172 Rte. 4 proceeds or fund balance. Ms. Danis agrees. Mr. Bartlett, Mr. Dumas are in favor of
173 putting this forward as a warrant article. Mr. Morin said on these loans, the interest rate is very
174 low. Mr. Dumas said it's still \$70k in interest. Mr. Morin asked if they will have enough money
175 for the other items they want to use money for. Mr. Dumas said that it is the tax money that the
176 town was deprived of from the Rte. 4 property for many years. They should do something with

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that now to help the town. Mr. Bartlett thinks that Conservation Commission should pay off the Mulligan Forest. Mr. Morin said the 10% is still going to Conservation Commission. Mr. Bartlett said he would like to pay down the debt. He would like to use Rte. 4 property proceeds to pay off the fire department and Mulligan property. It will go forward as a warrant article. The Board concurred.

Policy

There was a discussion about the Town of Nottingham COVID-19 policy that was recently created. Mr. Dumas said it's a practical policy and not too demanding. Mr. Bartlett said it seems to be within the CDC guidelines. Ms. Danis said it will require mask wearing for everyone. Mr. Bartlett said he is not in favor of wearing masks all the time. Mr. Morin whether they require mask wearing should be evaluated monthly. Mr. Morin said the general public should be wearing masks when people come in the community center but those workers who are at their desks shouldn't have to wear masks. Mr. Dumas said this policy goes beyond the measures that was posted this morning. Mr. Eaton said lawsuits could be made against Nottingham if people develop COVID-19. Mr. Bartlett asked how far they want to go if someone will not wear a mask. Mr. Dumas said if people insist on defiance, they are trespassing. Mr. Morin said the workers don't have to provide service to those who are not following rules.

Ms. Danis made a motion that the Select Board adopt the COVID-19 policy discussed on December 13 with the change to the last line of the first paragraph to read "The purpose of this policy is to ensure the health and safety of town employees, resident, elected officials, volunteers, and all others who enter Town building facilities." Mr. Dumas seconded. Unanimously approved by a vote of 5-0.

Appointments

Public Comment

Mr. Reed asked why the conservation land can't be paid off from Conservation Commission. Mr. Dumas said the Conservation Commission would have to approve that. Ms. Danis said that it is the other way around. Mr. Dumas said the BOS has to do it with the conjunction with the Conservation Commission. It has to start with the Conservation Commission. Mr. Reed asked if it is worth asking the Conservation Commission. Mr. Reed said he would like the BOS to ask them.

Mr. Reed asked for the meeting packet for the BOS. Mr. Bartlett said events have occurred in the past few days that didn't allow the BOS to present the packet in a timely fashion. Mr. Reed understands that personnel info can be redacted and would have liked the budget information to follow along in the meeting. Ms. Danis gave Mr. Reed a copy of the budget. Ms. Danis said they haven't provided materials to the public before. She asked Mr. Reed if he would like to receive packets all the time. Mr. Reed said if he requests them. Ms. Dallaire will release the packet from this meeting to Mr. Reed.

Mr. Reed asked about adjusting the elderly exemption.

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215 There was further discussion about trucks for the highway department. Mr. Reed is not in favor
216 of the 350 truck.

217 **Review Action Items for Next Meeting**

218 12/18: BOS will present proposed budget cuts

219 Future: 300th Celebration Committee, Dale Sylvia

220 2022: road standards

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

222 **Adjourn**

223 **Mr. Dumas made a motion to adjourn the public meeting at 9:20pm and go into non-public**
224 **RSA 91-A:3 II (a). Mr. Eaton seconded. Roll call vote: Mr. Bartlett-yay, Mr. Morin-yay,**
225 **Mr. Eaton-yay, Ms. Danis-yay and Mr. Dumas-yay. Unanimously approved by a vote of 5-**
226 **0.**

227 The non-public meeting ended at 9:43pm.

228

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

232

233 **Mr. Dumas made a motion to adjourn the public meeting at 9:43pm. Ms. Danis seconded.**
234 **Roll call vote: Mr. Bartlett-yay, Mr. Morin-yay, Mr. Eaton-yay, Ms. Danis-yay, and Mr.**
235 **Dumas-yay. Unanimously approved by a vote of 5-0.**

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