

**Nottingham Select Board Meeting  
December 27, 2022, Meeting  
OFFICIAL MINUTES 12/30/2022**

**CALL TO ORDER 6:32 PM**

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

Absent: Benjamin Bartlett

**Others:** John Scruton, Interim Town Administrator, Steve Soreff, Kourtney Dorow, Bridget Hart, and Emma Breslend

The Chair opened the meeting with the Pledge of Allegiance.

**Mr. Dumas made a motion to approve the Accounts Payable Manifest for December 27, 2022, and the Payroll Manifest for December 27, 2022. Seconded by Mr. Eaton. Passed 4-0.**

Minutes of 12/12/22 postponed to next meeting for approval.

**BOS Reports from Assigned Boards and Committees:**

*Budget Committee*

Mr. Morin reported committee went line by line through the budget and made suggestions to the Board of Selectmen for reductions to get below the cap.

Board agreed to meet Thursday 12/29/22 at 6:30 in the Town Offices with a focus to be on the budget.

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

Steve Soreff mentioned that all the commemorative 300<sup>th</sup> Anniversary plates need to be removed on or before December 31 as they are no longer legal in 2023.

*Planning Board*

Mr. Morin indicated the Planning Board discussed the Mooers Road subdivision. They Planning Board also discussed a plan to do the Master Plan.

The Board praised the work of the Highway Department this past stormy weekend, particularly noting Matt Pitkin' leadership. The Board praised the Police and Fire Department. It was mentioned the utility companies did a lot of fine work clearing roads of trees, poles and downed lines restoring electricity.

#### Interim Town Administrator's Report

He discussed the water supply at Marston Farm Recreational Area. He noted three options and recommended to register with the state DES as a Non-transient, Non-community Water System (NTCT).

**Mr. Eaton moved; Mr. Morin seconded to register the well at Marston Farm Recreational Area as a Non-transient, Non-community Water System (NTCT). Passed 4-0.**

There was discussion about the proposed Board of Selectmen schedule for 2023.

Proposed SELECT BOARD schedule at 6:30 at Town Offices

Mon, 01/09/2023

Mon, 01/23/2023

Thurs 01/26/2023

Mon, 02/13/2023

Mon, 02/27/2023

Mon, 03/13/2023

Mon, 03/27/2023

Mon, 04/10/2023

Mon, 04/24/2023

Mon, 05/08/2023

Mon, 05/22/2023

Mon, 06/05/2023

Mon, 06/26/2023

Mon, 07/17/2023

Mon, 07/31/2023

Mon, 08/14/2023

Mon, 08/28/2023

Mon, 09/11/2023

Mon, 10/02/2023

Mon, 10/23/2023

Mon, 10/31/2023

Mon, 11/06/2023

Mon, 11/20/2023  
Mon, 12/04/2023  
Mon, 12/18/2023  
others as needed

**Mr. Eaton moved; Mr. Morin seconded to adopt the proposed 2023 schedule. Passed 4-0.**

Board discussed a snow date for the Deliberative Session. Consensus was to ask for Monday evening February 6.

Ambulance cost overrun and delays were discussed.

**Mr. Morin moved; Mr. Dumas seconded to expend up to \$30,000 in ARPA funds for the ambulance. Passed 4-0.**

Mr. Scruton discussed there is a problem with high iron in the water at the SAU. It will stain fixtures. Because of the color of the water, it would be best for staff there to drink bottled water.

*Recreation Presentation:*

Kourtney Dorow, Bridget Hart, and Emma Breslend, the three full time Recreation Department employees made an extensive presentation on the revolving fund which the Board discussed with them. They emphasized the value of recreation to a community including 1. Economic Value, 2. Health and Environmental wellbeing, 3. Social importance and interactions. They wanted the Board to reconsider the decision to move salary funds from the operating budget into the Revolving fund. They discussed the Revolving fund and what they considered appropriate uses of that fund, including the ethics of its proper use. They noted the RSA and warrant article that established the fund in 1994. They expressed concern that taking too much out of the fund would deplete the fund. Their calculations were reviewed. They discussed additional purposes for which they would like to use the fund. Growth of the program was discussed. This included growing revenues. They showed a chart comparing programs they offered compared to Barrington. They also discussed employee retention and satisfaction. There was discussion of a salary scale with steps. They presented some ideas to improve employee recognition.

There was consensus between the Recreation Staff and the Board regarding an adjustment to the budget and revolving fund in which half of the Assistant

Director's salary would be restored to the operating budget and a corresponding amount of the benefits that are in the operating budget currently will be paid out of the revolving fund. The net result is no change in the bottom line of the budget or what is coming out of the revolving fund.

### *Interim Town Administrator's report*

The Trustees of the Trust Fund had written to the Board suggesting the dissolution of three trust funds that have not been used lately. The Board questioned if the 1898 Van Dame fund should be considered by the school instead of the Town. The Board also wanted more information on the Recycling fund in case it could be activated to provide a fund for replacement of equipment that might fail at the Recycling Center. There was agreement the Drowns Dam Beach Fund could be in an article to be discontinued.

The Town Administrator presented a list of projects that needed to be done at the Town Offices.

- a. Town Offices (139 Stage Road) broken wastewater pipes, clogging frequently replace \$30,000-\$50,000) Involves digging up floor from police station, all bathrooms, halls and perhaps digging up part of kitchen floor.
- b. Town Offices 2 Pressure Tanks (excessive pump running and premature burnout) \$5,800
- c. Town Offices underground Oil Tank (long overdue for closure, high risk leaking & very large environmental costs). (Removal estimated \$15,000) replacement above-ground 2 tanks 330 gallons and piping estimated \$7,500) NOT INCLUDING small shed to secure and reduce extreme low temperatures. Closure cost could be far higher if there are leaks, but preliminary tests indicate no leak.
- d. Town Offices Water Quality (hydrogen sulfide, smell) two tanks for removal of gas, est. \$9,800
- e. Gym floor cracks could expose asbestos, need replace/recover new floor
- f. Town Offices, outside lighting front and side near cruisers  
Lower priority but important
- g. Town Offices lighting for gym
- h. Town Offices lighting, security cameras on field side
- i. Town Offices electrical services not up to code, several panels

- j. Town Offices gym ceiling (various tiles can fall
- k. Town Offices area to rear of building: There should be a study done as to what would be needed to fix space (roof, mold remediation & material removal) vs. demolition with loss of the space.
- l. Recreation Office space, two proposals being priced out, one to move meeting room to community room and the meeting room becomes recreation office space/storage, and the second moving the recreation offices to the community room.

There was discussion how to proceed. Mr. Scruton indicated the top 3 priorities that should be done as soon as possible were

- 1. The wastewater line under the floors,
- 2. The pressure tank to keep from burning out the well, and
- 3. The Oil Tank closure and replacement with above ground tanks.

*Land Use:*

**Mr. Dumas moved, Mr. Eaton seconded to approve the following land use change taxes on Map 8 Lot 20-2: Map 6 Lot 16-3 and Map 13 Lot 3-2. Passed 4-0.**

Select Board Chair Danis handed out a draft report for the Annual Town Report for comment and revisions.

**Select Board member Dumas made a motion to recess the public meeting at 8:30 pm and go into non-public per RSA 91-A:3 II (a & b). Select Board member Eaton seconded. Roll call vote: Mr. Morin-Aye, Ms. Danis-Aye, Mr. Eaton-Aye and Mr. Dumas-Aye. Unanimously approved by a vote of 4-0.**

**Select Board Member Dumas moved, and Select Board Member Eaton seconded to seal the nonpublic minutes indefinitely and to exit nonpublic session at 9:00 PM. Roll call vote: Mr. Eaton-Aye, Mr. Morin-Aye, Ms. Danis-Aye, and Mr. Dumas-Aye. Unanimously approved by a vote of 4-0.**

**Select Board Member Dumas moved, Select Board Member Eaton seconded to adjourn the Select Board meeting at 9:00 PM.**

*Respectfully submitted,  
John Scruton, interim Town Administrator*