

Nottingham Select Board Meeting

01/24/2023

APPROVED Minutes

Approved as presented on February 6, 2023.

Call to Order

Members Present: Chair Donna Danis, Vice Chair Tony Dumas, Ben Bartlett, John Morin (arrived at 6:32 PM), Tiler Eaton.

Others: Interim Town Administrator John Scruton, Fire Chief Jaye Vilchuck, Dawn Fernald, Nottingham Town Moderator.

Chair Danis opened the meeting at 6:30PM with the Pledge of Allegiance.

Ms. Danis noted that the Board will deviate from the agenda a little and begin with the Town Administrator Report item.

Town Administrator Report

Mr. Scruton spoke about the following:

1. Fire Station Overhead Door Safety overhaul. Mr. Scruton noted that the Fire Chief does not have three quotes for repair of the doors, and the current quote is \$16,440. Mr. Scruton continued that he would recommend proceeding. Mr. Scruton added that the Chief noted that vendors are hard to get and that the ones he knows are highly commended. Mr. Scruton then listed all the necessary repairs and answered questions about quoted amounts. Chief Vilchuck said that this was a safety issue as well.

After being asked which funds are best to be used for this purpose, Mr. Scruton said that he would recommend the Board take this out of the Town Building Expendable trust. It would also help justify why the Town needs money in this fund to point to three projects done recently and the long list of what still needs to be done.

Mr. Dumas made a motion that the Selectboard approves the repair of the overhead doors at the fire station for combined cost of \$16,440 with the money to be sourced from the Town Building Expendable Trust Fund. Mr. Bartlett duly seconded and motion carried by a 5:0 roll call vote. Mr. Bartlett – aye, Mr. Eaton – aye, Mr. Morin – aye, Ms. Danis – aye, Mr. Dumas – aye.

2. Mr. Scruton said that the Fire Station does not have any heat and that there is a temporary unit sitting outside, but it is a rental and costs about a thousand dollars a week with additional costs of the plumber who has to regularly check it and fill it up. Mr. Scruton said that he wanted the Board to authorize paying \$44,000 from the ARPA money to Beaudette Plumbing, who is the Town's HVAC contractor for installing two new boilers. One of the existing boilers failed in October and the other one failed later due to carrying too much load. Mr. Scruton and Mr. Vilchuck then answered questions about what is included in the quote and what may have caused the failure of existing boilers.

Mr. Dumas made a motion that the Selectboard approves the replacement of the two fire station boilers at a cost of \$44,000 with the funding to be sourced from ARPA funds. Mr. Bartlett duly seconded and motion carried by a 5:0 roll call vote. Mr. Bartlett – aye, Mr. Eaton – aye, Mr. Morin – aye, Ms. Danis – aye, Mr. Dumas – aye.

Ms. Danis thanked the Fire Chief and his crew for the amazing work they are doing. She also noted that if people had any issues that needed to be addressed with regards to either the Police or the

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Fire Department, they should call 603-679-5666 or 603-679-8903. In case there is an emergency, 911 is the number to call.

3. Mr. Scruton said that the quote for the audio/video equipment to be rented for the deliberative session came up to \$8,497 which is very high.

Discussion ensued on whether all the quoted equipment was even necessary and whether it would be possible to use in house equipment. Ms. Danis said that historically the school and the town contracted for such equipment separately, however, the school has not received their quote yet. She said that once they do, they will share that number with the Board. Ms. Danis also noted that the quote the Town received needs to be reviewed further as there is a lot of equipment on there that is unnecessary, like production switcher, audio mixer, etc. She noted that the Town will need two cameras, a number of table mics, and one podium mic. Mr. Scruton said that speakers are also needed. Ms. Danis said that she was not sure if using in house equipment will be less burdensome and suggested to go back to the company that quoted the high amount and discuss a realistic list of needed equipment.

There was consensus of the Board that this proposal should be denied and renegotiated based on the realistic list of equipment needed. Ms. Danis offered Mr. Scruton to meet with the company representative.

4. Mr. Scruton asked the Board if they would like to have another meeting next Monday (January 30th). After a brief discussion there was consensus that unless something catastrophic comes up, there is no need to meet then.
5. Mr. Scruton spoke about two different options for the Recreation office, one of which would put a door from Courtney's office through that wall and this would become the rest of the office space for Recreation Department with possible storage area. The new meeting room would then be in the community room. The other option is to build new offices down there for the Recreation Department, although it will be farther from the gym. Both options require remodeling to a degree (new floors, paint, ceilings, etc.) as part of the process. It was agreed that this discussion will take place at the February 6th Board meeting.
6. Mr. Scruton said that it appears that all the bathroom plumbing issues could be resolved without going through the kitchen floor.
7. Mr. Scruton provided an update on the Highway Department work during the last snowstorms. Mr. Bartlett commended the staff for all the hard work they are doing.
8. Mr. Scruton said that the Trustees plan to invest some of the Capital Reserve Money in Certificates of Deposit accounts for longer term to get higher interest rates. He added that the Fire Capital Reserve will not be used in the near term therefore, it seems reasonable. The Revaluation we know is not for 2 years, etc.

Mr. Scruton answered questions from the Board on whether such investments do not violate the Town investment policy, which he said they did not as they meet the requirement of the State for secure investments; whether there is any way money could be lost doing so, which he said no as long as they are FDIC secured. He added that early withdrawals are penalized by losing some of the interest only. Mr. Scruton said that the term would be for a year.

Non-Public Session

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Mr. Dumas motioned to enter non-public session for the purposes described in RSA 91-A:3, II (b). Mr. Bartlett duly seconded and the motion passed at 6:54 PM a 5:0 roll call vote. Mr. Bartlett – aye, Mr. Eaton – aye, Mr. Morin – aye, Ms. Danis – aye, Mr. Dumas – aye.

Non-public session was entered at 6:55 PM, Selectmen Donna Danis, Tony Dumas, Ben Bartlett, John Morin, and Tiler Eaton were present as well as the Interim Town Administrator John Scruton.

Resumption of Public Session

Public session was entered at 7:25 PM.

Mr. Dumas moved to exit and seal the non-public session minutes indefinitely at 7:25 PM, Mr. Bartlett Seconded. Motion passed by 5:0 roll call vote. Mr. Bartlett – aye, Mr. Eaton – aye, Mr. Morin – aye, Ms. Danis – aye, Mr. Dumas – aye.

Deliberative Session Preparation.

Dawn Fernald, the Town Moderator joined the meeting to discuss the upcoming Town Meeting. There was discussion of the proposed snow date and consensus was set on February 6, 2023. There was discussion as to whether to have it start at 5 or 6 PM. It was agreed that the latter would be better for people coming from work, but given the meeting runs several hours, the earlier start would not run as late at night.

Ms. Fernald went over the moderator rules, that basically have not changed from prior years.

There was also a discussion as to whether the MS 737 form would be the basis of the discussion or whether using the 14 page budget detail going department by department would be more preferable.

Discussion continued on which way to present the warrant articles keeping in mind that there are time constraints but also allowing the public to learn, discuss and ask questions. Suggestions were made to have printed copies of the materials, to introduce time limits for speakers, etc. There were opinions that the Town adopted SB2 form of government to get away from lengthy deliberative sessions and instead have a voice at the polls, and that, considering that it was only done recently, it is time to slowly start moving in this direction and present the budget without going into each line item at the deliberative session.

After extensive discussion on the budget presentation, it was agreed that it will ultimately be up to the Budget Committee and Mr. Morin will inform the Committee during their meeting this Thursday of the current Selectmen discussion.

Then there was a short back and forth with Mr. Fernald on which articles may be discussed for longer period of time and other logistical matters of the deliberative session.

Then members went over who will motion and second the warrant articles at the deliberative session with the understanding that those who motion will also be presenting articles they motion for.

The selections were made as follows:

Article

Article 6 Main Budget

Article 7 Town Buildings (fund balance)

Article 8 Engineering (fund balance)

Motion/Second

Mr. Dumas/Mr. Morin

Ms. Danis/Mr. Dumas

Mr. Eaton/Mr. Morin

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Article 9 Revaluation (fund balance)	Mr. Morin/Ms. Danis
Article 10 Ambulance Operating (Ambulance fund)	Mr. Bartlett/Mr. Dumas
Article 11 Roads \$400,000	Mr. Dumas/Ms. Danis
Article 12 Highway Truck \$100,000	Mr. Morin/Mr. Eaton
Article 13 Fire/SCBA \$100,000	Mr. Eaton/Mr. Dumas
Article 14 Police Tech fund, \$10,000	Mr. Dumas/Mr. Eaton
Article 15 Invasive Species \$10,000	Mr. Eaton/Mr. Dumas
Article 16 Library door \$6,000	Ms. Danis/Mr. Morin
Article 17 Veterans Tax Credit	Mr. Dumas/Mr. Bartlett
Article 18 Maintenance firm \$40,000 Petitioned	Petitioners
Article 19. Revoke Tax Cap Petitioned	Petitioners

Mr. Fernald asked other questions about the presentation of the warrant articles and other logistics of the session. Ms. Danis informed her that the Board is still working through the audio/video equipment issues.

Discussion ensued about using the projector and possible ways to use visual aids for article presentation. Then there was another discussion about what members could do to help out during voting day, running the deliberative session and relevant logistics.

Approve Manifests

Mr. Dumas made a motion to approve the accounts payable manifest of 01-23-2023 and payroll manifest of 01-24-23. Mr. Eaton duly seconded. Motion carried by a 5:0 roll call vote. Mr. Bartlett – aye, Mr. Eaton – aye, Mr. Morin – aye, Ms. Danis – aye, Mr. Dumas – aye.

Approve Minutes

Mr. Dumas made a motion to approve the draft 01/09/2023 and 01/16/2023 public minutes as presented. Mr. Bartlett seconded. Motion carried by a 5:0 roll call vote. Mr. Bartlett – aye, Mr. Eaton – aye, Ms. Danis – aye, Mr. Dumas – aye. Mr. Morin – aye.

Mr. Dumas made a motion to approve the non-public minutes from 01/16/2023 as presented. Mr. Bartlett seconded. Motion carried by a 5:0 roll call vote. Mr. Bartlett – aye, Mr. Eaton – aye, Ms. Danis – aye, Mr. Dumas – aye. Mr. Morin – aye.

Mr. Bartlett requested a moment of silence for the Town resident Don Rossi who passed away on January 19, 2023. Board members honored his request with a moment of silence for Mr. Rossi.

Non-Public Session

Mr. Dumas motioned to enter non-public session for the purposes described in RSA 91-A:3, II (a), (b), and (c). Mr. Bartlett duly seconded and the motion passed at 8:24 PM by a 5:0 roll call vote. Mr. Bartlett – aye, Mr. Eaton – aye, Mr. Morin – aye, Ms. Danis – aye, Mr. Dumas – aye.

Non-public session was entered at 8:24 PM, Selectmen Donna Danis, Tony Dumas, Ben Bartlett, John Morin, and Tiler Eaton were present as well as the Interim Town Administrator John Scruton.

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Resumption of Public Session

Public session was entered at 9:11 PM.

Mr. Dumas moved to exit and seal the non-public minutes indefinitely at 9:11 PM, Mr. Bartlett duly seconded. Motion passed by a 5:0 roll call vote. Mr. Bartlett – aye, Mr. Eaton – aye, Mr. Morin – aye, Ms. Danis – aye, Mr. Dumas – aye.

Mr. Dumas made a motion to adjourn the public meeting at 9:12 PM. Mr. Eaton duly seconded. Motion passed by a 5:0 roll call vote. Mr. Bartlett – aye, Mr. Eaton – aye, Mr. Morin – aye, Ms. Danis – aye, Mr. Dumas – aye.