

**Nottingham Select Board Meeting  
12-6-21  
Official Minutes as of 12-13-21**

**1 Call to Order**

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

3 Absent: Tiler Eaton, Ben Bartlett

4 Others: Lorraine Petrini, Chris Sterndale, Dale Sylvia

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

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

*7 Budget Committee*

8 Ms. Danis went to the meeting. The School Board presented and it's a 1.7% increase over budget  
9 from last year.

*10 Planning Board*

11 Meeting on Wednesday

*12 CIP*

13 Mr. Dumas will move the meeting to Thursday or next week.

*14 300<sup>th</sup> Celebration Committee*

15 No updates.

*16 Marston Property*

17 The concrete pad was poured today, and the shed will be delivered next week.

**18 Town Administrator Report**

19 Mr. Sterndale will speak in the rest of the meeting.

**20 Action Items from Last Meetings**

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

**23 General Business**

*24 Old Town Hall Renovations*

25 Mr. Sylvia is the point person for the old town hall renovations. Any renovations need to be  
26 under contract by year end. Mr. Sylvia is looking for a conceptual approval from the BOS  
27 tonight. Several things were evaluated for this project: cost, cost vs. benefit, operations for the  
28 school and how well it would work long-term. The initial plan was to demo the bathrooms and  
29 put in a kitchen and make a new bathroom however, heating the hall and insulating it didn't  
30 make sense. Another option included jack hammering the ledge which didn't make sense. They

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31 are proposing a space between two buildings and make that part of the living space and adding a  
32 small addition. The kitchenette could be used by residents as well. The existing bathroom would  
33 be remodeled. It will give the school more space than they asked for, it will require the least  
34 change and the town have access to the kitchenette and new bathroom. Ms. Danis asked about  
35 the 2<sup>nd</sup> floor. Mr. Sylvia said the 2<sup>nd</sup> floor is off limits and two windows will be lost on the 2<sup>nd</sup>  
36 floor due to this remodel. The town will still have access to the 2<sup>nd</sup> floor but it's not usable at this  
37 time. A portion of the upstairs would be better protected as they are using spray foam in the  
38 building. Mr. Sterndale said there is no egress on the 2<sup>nd</sup> floor and the windows are very low. It's  
39 not safe to be up there. Mr. Sylvia said there is a big heavy safe built into the wall. It's over the  
40 main hall.

41 Mr. Sylvia said because of the limited time frame, the BOS needs to approve the conceptual  
42 design tonight. There will not be enough time otherwise to use the year-end funds. Mr. Sylvia  
43 will come to the BOS next week with the bidders.

44 Ms. Danis said the school needs a place for the SAU in addition to the BOS using the end of the  
45 year funds.

46 Mr. Sylvia said the bid process is still open so he is not able to speak in public about financials.

47 Mr. Morin and Ms. Danis said this seems straight forward.

48 Mr. Sylvia said that there is no difference on the front side of the building. Ms. Danis asked if  
49 there is any historical designation. Mr. Sterndale said no, however the Historical Society looked  
50 at the proposal and they are fine with this. They want to preserve the look of the building from  
51 the front, and they want to preserve the space.

52 Mr. Sylvia said it will have a sink, fridge, and microwave. There will be no stove. There is no  
53 heat in the building right now; the duct work will remain. A boiler could be added in the future.  
54 The back room of the building needs to be cleared out for a fire egress. They are losing an egress  
55 with this proposal, but they are creating another.

56 The BOS concurred that they would like Mr. Sylvia to move forward with getting bids for the  
57 RFP for the old town hall.

58 Mr. Sylvia said for the renovations for the kitchen at the community center; the costs are \$10k  
59 higher than the warrant article proposal. Mr. Sterndale said they could use unspent funds for the  
60 overage.

61 Ms. Danis said would like to move forward with the renovations for the kitchen at the  
62 community center.

63 The Board thanked Mr. Sylvia for taking these projects on.

64 Mr. Sterndale passed out year-end budget projections. He believes there will be \$185K surplus.  
65 The BOS can use it for any appropriations that apply.

## Nottingham Select Board Meeting

12-6-21

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Mr. Morin said the tasers and training for the police department would pass in a warrant article. Ms. Danis thinks that dashboard cameras for the police department would pass for a warrant article as well. Mr. Morin said they could pay for the dashboard cameras with the year-end money. Ms. Danis said some of the BC were surprised that the police department didn't have tasers already. There was further discussion on what to put for a warrant article and what to pay for with the year-end money for the police department. Ms. Danis said the chief said the dashboard cameras show more than the body cameras. Ms. Danis said once they know the surplus, they can figure out what to spend.

Mr. Morin asked about Case Road. Mr. Sterndale said they are looking to overlay some of the road. They proposed more than they used for asphalt. They would have spent the money on Case Road. It's high on the list but the old town hall renovation takes precedence. Ms. Danis said when they say paving a road, they really mean overlay and that the overlay protects the roads.

#### *Other*

The deliberative session date needs to be set. Ms. Danis said that people didn't like attending the town meeting on Saturday so perhaps having the deliberative on a weekday would be optimal. The school is doing theirs on the Feb. 8. Mr. Morin said he believes the town can do theirs on a weeknight as well. Mr. Dumas said they could do Saturday Feb. 5. Mr. Morin said he can do any day of the week. Mr. Sterndale said the moderator is indifferent on the day but would like to use the school. Mr. Morin asked if they could use the gymnasium at the community hall. Mr. Sterndale said yes but the moderator prefers the ventilation of the school. Ms. Danis said it would be 2 nights during the week if the town does there on a weeknight as well as the school. Mr. Morin said they can do Sat. Feb. 5. The BOS decided to have the deliberative session on 2/5 at 9am and the backup will be 2/12. It will be held at the school if available.

#### *2022 Budget*

Mr. Morin said the highway department has a lot of upgrades. Ms. Danis said it's driven by the salt and the newly acquired roads. Mr. Sterndale said it's also the new personnel. Ms. Danis said she asked for the budget without the new employees added in. Mr. Sterndale said the engineering costs are eligible for ARPA. Ms. Danis said they may need to cut \$400k out of this budget to get to less than 2%. Mr. Morin would like to reduce the budget by a few percentage points. Ms. Danis said they should invite Shawn McLean to the meeting to discuss the budget and the warrant articles. Also, he could be at the meeting for the road standards discussion. Mr. Morin suggested discussing the roads standards in the new year. Mr. Dumas said he doesn't see the Board discussing the road standards for the rest of this year due to time. Shawn McLean will come into a meeting this year to discuss the budget only. Mr. Morin suggested some cuts to the recreation department.

**Mr. Dumas made a motion to approve the reappointment of Debbie Ricker of an alternate for the Library of the Trustees. Mr. Danis seconded. Unanimously approved by a vote of 3-0.**

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The Board concurred that the BOS would put the warrant article that the Conservation Commission proposed on the ballot.

Mr. Morin said the residents on a certain portion of Cove Road will take care of the plowing on this part of road if the town puts a bit of gravel on the road. Mr. Morin said the road becomes a V and all of it is considered Cove Road. Mr. Dumas said this would be a perfect instance of an EL since the fire department uses it. Ms. Danis said she agrees with putting down some gravel on this section of the road especially since the fire department uses this part of the road. Mr. Dumas said he thinks they need to label the road correctly and he is comfortable with putting gravel down. He would not feel comfortable putting gravel down and then not plowing. Mr. Morin said the town may not be able to turn around for plowing and one of the residents can plow it. Mr. Sterndale said they should speak to the fire department on how they use the road. Mr. Sterndale said they can't spend town money on private property and as it stands right now, it's private property. The resident is asking the BOS to overturn what Mr. Sterndale said. Ms. Danis said there is a fire department sign saying the fire dept. uses it.

Mr. Dumas asked what happens to a road like Cove Road for the E911. Mr. Sterndale said in order to be a road and not a shared driveway, it has to have more than three houses.

**Review Action Items for Next Meeting**

PLIA funding, tax rate setting, year-end surplus

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

2022: road standards

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

**Adjourn**

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

The non-public meeting ended at 8:12pm.

**Mr. Morin made a motion to seal minutes of non-public session. Mr. Dumas seconded. Roll call vote: Mr. Morin-yay, Ms. Danis-yay and Mr. Dumas-yay. Unanimously approved by a vote of 3-0.**

**Mr. Morin made a motion to adjourn the public meeting at 8:12pm. Ms. Danis seconded. Roll call vote: Mr. Morin-yay, Ms. Danis-yay, and Mr. Dumas-yay. Unanimously approved by a vote of 3-0.**