

**Nottingham Select Board Meeting**

**04/03/2023**

**Approved April 17, 2023**

**Call to Order**

Members present: Ben Bartlett, John Morin, Tim Dabrieo, and Steve Welch. Others: Town Administrator Ellen White.

Members of the public: Chelli Tennis, Maureen Campaiola, Aaron Sharabaika, Donald Roix, Robin Marshall, Bob and Pat Desrosiers, Chris Albert, David and Diane Belletete, Jennifer Phillips, and Angela Pratt.

Members Excused: Tiler Eaton.

Mr. Bartlett opened the meeting at 6:30 PM with the Pledge of Allegiance.

He noted that Mr. Eaton was excused from the meeting and introduced the newly elected members of the Board Tim Dabrieo and Steve Welch. Mr. Bartlett suggested to defer committee assignments and election of Chair and Vice Chair until there was a full board present. There was consensus.

Mr. Bartlett also noted that the last town election was quite divisive and asked that everyone leaves the politics at the door as the main purpose of this body is to better the community. He added that he would like to see this board to be a cohesive board moving forward.

Mr. Bartlett then informed everyone that there was an employee of the Town placed on administrative leave due to multiple complaints about this individual but noted that this is in the stage of preliminary investigation, therefore, the board will not be discussing it tonight, and that the two new board members will be briefed on the issue during the non-public session.

Approve Manifests: A/P 4/3/2023 Payroll 4/4/2023 III. Approve public minutes 3/20/2023 3/23/2023 Approve non-public minutes 3/23/2023 3/28/2023

**Approve Manifests**

*Mr. Morin made a motion to approve the accounts payable manifest of 04-03-2023 and payroll manifest of 04-04-23. Mr. Dabrieo duly seconded. Motion carried by a 4:0 roll call vote. Mr. Morin – aye, Mr. Bartlett – aye, Mr. Dabrieo – aye, and Mr. Welch - aye.*

**Approve Minutes**

**Public minutes for 3/20/2023 and 3/23/2023 and non-public minutes for 3/23/2023 and 3/28/2023 meetings.**

There was no quorum of members who were present at those meetings, therefore approval was deferred to a later meeting.

**BOS Reports from Assigned Boards/Committees Budget, Planning Board, CIP, 300th, Marston**

There was nothing to report.

**Town Administrator Report**

Ms. White spoke about the following:

1. **ACTION:** Election of Chair, vice-chair, schedule for rest of year & time of meetings.

Ms. Ellen reiterated that the election of Chair and Vice-Chair has been deferred to a meeting with a full board present. Then members discussed the meeting schedule to be on a first and third Monday of each month. There was consensus to keep it that way.

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2. **ACTION:** The 350 Utility/plow truck is frequently breaking down and needs to be replaced. The plan was to use the additional Highway Block Funds from 2022 (SB401) that did not lapse. Ms. White asked whether the Board authorize proceeding with the purchase of a new 350 size utility/plow truck as spec'd out? She added that the quote is attached to her report and comes to \$74,830.84 with the radio, snowplow, spray in bed liner, strobe lights, tool accessories holder, and back rack.

Ms. White answered some questions about the truck itself and whether the money was indeed coming from the state. She confirmed the latter. Mr. Bartlett expressed a desire to have a better program in place for maintaining these vehicles. There was a brief discussion about current maintenance and the fact that no such plan exists now.

*Mr. Welch made a motion that the Selectboard approves the purchase of the Ford F350 truck with the use of Highway Block funds. Mr. Morin duly seconded. Motion carried by a 4:0 roll call vote. Mr. Morin – aye, Mr. Bartlett – aye, Mr. Dabrieo – aye, and Mr. Welch - aye.*

3. **ACTION:** The gas furnace at the Recycling center has failed. The vents were improperly installed, and an internal furnace part has cracked that cannot be replaced. We have installed a new one and corrected the vents. Ms. White asked whether the Board would vote to request the funds from the Trustees of the Trust Fund's Town Maintenance Fund?

There was a brief discussion of the furnace maintenance and whether it was adequate.

*Mr. Dabrieo made a motion to request the funds from the Trustees of the Trust Fund's Town Maintenance Fund to replace the furnace and vents at the Recycling Center. Mr. Welch duly seconded and motion carried by a 4:0 roll call vote. Mr. Morin – aye, Mr. Bartlett – aye, Mr. Dabrieo – aye, and Mr. Welch - aye.*

4. **ACTION:** The cost for frozen pipes and a new well pump at the Town Offices came to \$6,320. Ms. White asked whether the Board vote to request those funds from the Trustees of the Trust Funds from the Town Building Expendable Trust (assuming upon Town Meeting approval of the article adding \$90,000 to the fund)?

*Mr. Morin made a motion to request the funds in the amount of \$6,320 from the Trustees of the Trust Fund's Town Building Expendable Trust to repair the frozen pipes and install new well pump at the Town Offices. Mr. Welch duly seconded and motion carried by a 4:0 roll call vote. Mr. Morin – aye, Mr. Bartlett – aye, Mr. Dabrieo – aye, and Mr. Welch - aye.*

5. **ACTION:** The All Veteran's Tax Credit being offered by the Town was not added as a Warrant Article to be readopted on this year's Town Warrant as was required due to the legislative change. There are 30 veterans currently receiving the All-Veteran's Tax Credit totaling \$22,500 in credits annually. Ms. White said that the two options to remedy the situation is to either hold a special town meeting (details will have to be worked out as Nottingham is an SB-2 type of town) or do an abatement for these affected properties and give them the credit this year, with a subsequent amendment via ballot next year.

After a brief discussion about the options, *Mr. Morin made a motion to make the abatement for the 30 veterans that are currently receiving the "all veterans" tax credit totaling \$22,500.*

*Mr. Welch duly seconded.*

There was another discussion about those who may apply for credit after this vote, and it was determined that they would also receive an abatement, following another public meeting and a vote by the board. *Motion carried by a 4:0 roll call vote. Mr. Morin – aye, Mr. Bartlett – aye, Mr. Dabrieo – aye, and Mr. Welch - aye.*

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6. **ACTION:** Public Works Director is working on the Invitation to Bid for road paving. He would like to proceed with paving the steep section of Round Pond Road for better truck-traction during the winter season. Ms. White asked whether the Board is in favor of issuing the invitation to bid as he has it outlined?

There was discussion about the rationale for paving this particular section of the road, members were not in favor of it.

8. **FYI:** Recreation memo on next two pages.

Members discussed the options provided in the memo, one being moving the Selectboard meeting room to the Community Center and Recreation moving into their space in this room, and the other being possibly redoing the community center and relocating down there. Consensus was to defer to a later meeting so that new members could do their own research and talk to the Recreation Department staff if they have more questions.

9. **FYI:** There will be an informational meeting scheduled for April 11 at 6:30 PM on the Pawtuckaway expansion. Invitation is attached. Details are being worked out.

10. **FYI:** Posted-road weight restriction will be lifted on Tuesday, April 4, 2023.

11. **FYI:** The option of accepting credit cards at the Transfer Station has been researched. Interware software which is the same software used by the Town Clerk's Office offers two credit card processing terminal options: The first, \$325 is for a hard-wired unit, the second is \$550 for wireless. There is a 2.99% surcharge or minimum of \$2.50 per transaction that would be passed off to the consumer.

Discussion ensued about the amount of fees collected by the Transfer Station and whether it warrants the expenditure. There was also discussion about the future of recycling and some difficult decisions that may come with it at some point. Ms. White said that last Thursday alone there were about \$300 collected in fees at the Transfer Station. There was another discussion about the convenience factor associated with credit card payments and the fact that if it happens that that terminal is not used often by the Transfer Station, it could be transferred to another department of the Town.

Members also talked about their previous discussion about the need to revamp the Trash and Recycling policy what is about 16 years old, including the fee schedule, to make sure it is equitable.

**Assessing**

*Mr. Morin motioned to approve the Abatement for Map 19, Lot 11. Mr. Dabrieo duly seconded. Motion carried by a 4:0 roll call vote. Mr. Morin – aye, Mr. Bartlett – aye, Mr. Dabrieo – aye, and Mr. Welch - aye.*

*Mr. Morin motioned to approve the Excavation Yield Tax and Excavation Intent for Map 69, Lot 10. Mr. Welch duly seconded. Motion carried by a 4:0 roll call vote. Mr. Morin – aye, Mr. Bartlett – aye, Mr. Dabrieo – aye, and Mr. Welch - aye.*

*Mr. Morin motioned to approve the Intent to Cut supplemental for Map 23, Lot L2, and Intent to Cut for Map 15 Lot 1-7. Mr. Welch duly seconded. Motion carried by a 4:0 roll call vote. Mr. Morin – aye, Mr. Bartlett – aye, Mr. Dabrieo – aye, and Mr. Welch - aye.*

*Mr. Morin motioned to approve the Land Use Change Tax for Map 49 Lot 4-2. Mr. Welch duly seconded. Motion carried by a 4:0 roll call vote. Mr. Morin – aye, Mr. Bartlett – aye, Mr. Dabrieo – aye, and Mr. Welch - aye.*

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**General Business**

**A. Election of Officers and B. BOS Representation to Committees**

Deferred to a meeting with a full board present.

**Appointments:**

**Jennifer Phillips, Chair of the Blaisdell Memorial Library Board of Trustees.**

Jennifer Phillips introduced herself and spoke about the fact that the Blaisdell Library has lost its Director who's last day was last Friday. She noted that salaries are not only a local but a nationwide problem as a lot of people who are close to retirement have indeed retired during the pandemic. Ms. Phillips said that there are not so many people holding the MLIS degrees, and this scarcity drives up their salaries. For example, the former Nottingham Director is now working for Barrington having received about a 20 percent increase in pay. Ms. Phillips answered questions about the Library staff availability and programming that is very popular and is almost always full. Discussion ensued about the salaries and what would be the increase in the Library budget line item for that. Ms. Phillips noted that she was not quite prepared to answer that question at this meeting. It was also suggested to Ms. Phillips to provide the numbers for people signing up and attending each program, similar to what the Recreation Department is doing. Ms. Phillips said that they do have that information as they keep track of a lot of things. She also noted that there are currently some volunteer positions at the Library (bookkeeping and IT) which may cost around \$7,000 a year if they were to be hired. Ms. Phillips said that the last Director's position was at \$56,000 and if they were to advertise for a new one, it would probably need to be in the \$62,000 to \$65,000 range now and probably with an additional \$2,500 if advertised next year. She added that two neighborhood towns are now advertising similar positions with the upper bracket at \$80,000. The Board requested to see actual numbers from the surrounding communities for comparison along with the job description. Ms. Phillips said that only 2022 numbers are going to come out soon, due to the way these figures are usually being released, and that she will provide them as soon as she has access.

Then Ms. Phillips answered questions about finding the Interim Director, with whom she has already begun discussions about the job.

**Maureen Campaiola, 5 Gerrior Drive.**

Ms. Campaiola said that she had approached the Town previously requesting a page on the Town Website dedicated to information related to the democrats and republicans who live in Town. She said that Interim Town Administrator at the time told her that it was not allowed, which did not seem right to her, so she did her own research. She contacted the people who oversee the governmental websites (those with .gov extension) and the person who she was in contact told her that there was absolutely no reason that the Town should prohibit such page as long as its purpose was information only. Ms. Campaiola asked the Board to reconsider, so that when new people move into town they know where to find whichever political party they want to be affiliated with and they know where the party representatives are and how to find them. She said that she can forward the email to Ms. White.

Discussion ensued about how that page might look like and members decided to review the email that Ms. Campaiola will send to Ms. White prior to discussing this issue at a future meeting.

Ms. Campaiola brought up an example of the Town Newsletter which has a certain link, which she believed should not even be there as it is advertising.

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184 **Non-Public Session**

185 *Mr. Morin moved to enter a non-public session per 91-A:3 ii (a) at 7:29 PM, which was seconded*  
186 *by Mr. Welch. Motion carried by a 4:0 roll call vote. Mr. Morin – aye, Mr. Bartlett – aye, Mr.*  
187 *Dabrieo – aye, and Mr. Welch - aye.*

188

189 Non-public session was entered at 7:29 PM

190

191 **Resumption of Public Session**

192 Public session was entered at 8:56 PM.

193

194 *Mr. Morin moved to exit the public session at 8:56 PM, Mr. Dabrieo duly seconded. Motion*  
195 *carried by a 4:0 roll call vote. Mr. Morin – aye, Mr. Bartlett – aye, Mr. Dabrieo – aye, and Mr.*  
196 *Welch - aye.*

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198 *Mr. Morin moved to seal the non-public minutes indefinitely, Mr. Welch duly seconded. Motion*  
199 *carried by a 4:0 roll call vote. Mr. Morin – aye, Mr. Bartlett – aye, Mr. Dabrieo – aye, and Mr.*  
200 *Welch - aye.*

201

202 **Adjournment:**

203 *Mr. Morin moved to adjourn the meeting. Mr. Welch duly seconded. Motion carried by a 4:0 roll*  
204 *call vote. Mr. Morin – aye, Mr. Bartlett – aye, Mr. Dabrieo – aye, and Mr. Welch - aye.*

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206 Meeting adjourned at 8:57 PM.

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208 Submitted by Alvina Snegach

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