

Minutes
Nottingham Select Board Meeting
June 3, 2019

1 Call to Order

2 Members Present: Chair Tony Dumas, Vice Chair Ben Bartlett, Tiler Eaton, John Morin, Donna
3 Danis

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

5 Approve Manifests

6 **Ms. Danis made a motion to approve the accounts manifest of June 3 and payroll manifest**
7 **from June 4. Mr. Eaton seconded. Unanimously approved by a vote of 5-0.**

8 Approve Minutes

9 **Mr. Bartlett made a motion to approve the minutes of May 6 and May 20. Mr. Eaton**
10 **seconded. Unanimously approved by a vote of 5-0.**

11 Action Items from Last Meetings

12 Board priorities were discussed at the last meeting. Emergency lane road issues and developing
13 the Route 4 property were the two goals that were chosen to be more developed.

14 Ms. Danis developed a draft scope statement:

15 Emergency Lane scope statement: Examine the current state of Nottingham Roads in an effort to
16 improve planning, budgeting and operations. This should include:

- 17
- 18 • Reviewing and updating the current Emergency Lane policy in a manner that is both
 - 19 responsible and fair
 - 20 • Reviewing the final Road Surface Management Study and working with the Public
 - 21 Works Director and Town Administrator, identify any necessary changes in practice
 - 22 • Identify the metrics and KPIs the Boards would like to receive from the Public Works
 - 23 Director
 - 24 • Ensuring that the Public Works CIP is up to date
- 25

26 Mr. Dumas developed a draft scope statement for the solar Route 4 project. It was discussed.

27 Route 4 Solar scope statement: To explore and evaluate opportunities to develop the property
28 and create additional revenue streams for the Town beyond property taxes.

29 Road issues, town properties and solar project on Route 4 were the three goals that the Select
30 Board determined at the last meeting to focus upon. Ms. Danis suggested that there should be a
31 scope statement for the town properties as well.

32 Town properties scope statement: To conduct a holistic assessment of town structures with a
33 pro/con list of all buildings to determine which offer continued benefit to the town.

34 BOS Reports from Assigned Boards/Committees

Minutes
Nottingham Select Board Meeting
June 3, 2019

35 *Marston Property*

36 A contract was signed with Ted Bantis. Breaking ground in August. A fundraising team will be
37 created to apply for grants, etc. The fields should be complete for the 2021 season.

38 *Planning Board*

39 Meeting will be next Wednesday.

40 *Budget Committee*

41 Not Budget season yet.

42 *CIP*

43 No meeting as of yet.

44 *Accessors*

45 Meeting is tomorrow.

46 **Town Administrator Report**

47 Appointment form was signed by Select Board for the police academy for Landon McBride, a
48 Nottingham resident. Top coat paving went on for Cooper Hill Road. Engineering is under way
49 for Ledge Farm Road; waiting for engineers to give recommendations. List of town owned
50 properties list was given to the Select Board. This will be discussed at an upcoming meeting.
51 Key fobs were distributed to the Select Board. Decisions on tax lien properties will soon need to
52 be made; a policy or procedure should be developed before moving forward. What the Select
53 Board has been doing in the past is making a judgement decision based on each individual case
54 once it is brought to the Select Board's attention by Mr. Sterndale. As of now, all properties on
55 tax lien list are not so far behind that the town will lose money if they have to take the property.
56 Ms. Danis asked for an update on Romeo Danais for the tax credit for his barn.

57 **Meeting with PLIA-Tom Duffy & Dee-Ann Decker**

58 Tom Duffy is the president of the PLIA (Pawtuckaway Lake Improvement Association) and
59 Dee-Ann Decker runs the lake host program. The PLIA has been granted a full grant for 2019 for
60 \$5050. It will cover the first six weeks of the payroll with approximately \$12K needed between
61 the Town and PLIA to cover the balance of the season. This does not include the funds for the
62 program assistants (\$2600). Mr. Duffy is requesting \$6k from the Invasive Aquatic Species Trust
63 fund be sent to NH Lakes for payroll with matching funds from the PLIA to be sent to NH
64 Lakes. \$1250 is the leftover money from last year; Ms. Decker did much work in the past year as
65 a volunteer instead of being paid.

66 The number of boats is much larger than other boat ramps in the state. There will be 200
67 increased hours for patrols at the state park as that was an area determined by data last year to
68 need additional patrols. The job market is impacting finding employees as the pay is lower than
69 other local jobs even though there was a \$1 increase over last year. There is an app that could

Minutes
Nottingham Select Board Meeting
June 3, 2019

70 have been used but the information collected had to be entered through either data entry or via
71 the app so it was chosen to use the data entry which has been the way of past years. An
72 additional question for power boats having ballast bags was added to questionnaire by DES.

73 Ms. Danis asked how volunteer hours have increased. Ms. Decker said volunteer hours have
74 increased dramatically; Ms. Decker will get the full data to Ms. Danis. Ms. Danis believes the
75 PLIA members should be paying more than the town. Ms. Danis asked how program manager is
76 paid. Ms. Decker said she is a program assistant (for the people being paid) which takes about
77 5% of her time and local point person for volunteers. Ms. Danis asked if the town is obligated to
78 pay assistant Ruth Anne Fuller; Ms. Decker said she and Ms. Fuller are splitting the work. They
79 plan on input the data together. There is very little milfoil spread and the state has been very
80 active in mitigating the milfoil found. Ms. Danis wants to make the volunteerism is increasing
81 and not have the town continue to be asked to contribute more and more. Mr. Morin reiterated
82 how prevention is key and how any one in town can use the body of water, not only the people
83 who live on the lake. Mr. Bartlett asked to see the numbers that Ms. Decker will provide.

84 **Ms. Danis made a motion to grant \$5k to the PLIA to support the lake host program. Mr.**
85 **Bartlett seconded. Unanimously approved by a vote of 5-0.**

86 Ms. Decker will come back in August or sooner if the program needs more money. If there is
87 money left over with NH Lakes, the Town and PLIA can ask for their money to be sent back.
88 Mr. Morin stated he would rather give \$6k now.

89 **Review Action Items for Next Meeting**

90 Tax lien policy/procedures

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

92 **Ms. Danis made a motion to move meeting into non-public per RSA 91:3 II a. Mr. Bartlett**
93 **seconded. Vote:** Danis – Yea, Morin – Yea, Dumas – Yea, Bartlett – Yea. Eaton – Yea. 5 – 0 in favor.

94 **-Non Public Session-**

95 **Motion:** Ms. Danis, second by Mr. Bartlett, to seal the minutes of non-public session. **Vote:** Danis – Yea,
96 Morin – Yea, Dumas – Yea, Bartlett – Yea. Eaton – Yea. 5 – 0 in favor.

97 **Motion – Mr. Morin, second by Mr. Eaton, to adjourn. 5-0.**

98 **Adjournment:** 8:35PM

99