

Nottingham Select Board Meeting

06/19/2023

APPROVED Minutes

Approved as amended on July 10, 2023.

Call to Order

Members present: Ben Bartlett, John Morin, Steve Welch, Tim Dabrieo, and Matthew Shirland.
Others: Town Administrator Ellen White, Town Clerk Lori Anderson.

Members of the public: please refer to the sign up sheet attached to these minutes.

Members Excused:

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

Approve public minutes 6/05/2023 and non-public minutes 6/05/2023

Ms. White noted that corrections were noted on the set of minutes in the handout.

Mr. Dabrieo made a motion to approve the public minutes for 6/05/2023 as amended in the packet. Mr. Welch duly seconded. Motion carried by a 5:0 roll call vote. Mr. Morin – aye, Mr. Shirland - aye. Mr. Bartlett – aye, Mr. Welch – aye, Mr. Dabrieo - aye.

Mr. Dabrieo made a motion to approve the non-public minutes for 6/05/2023 as amended in the packet. Mr. Welch duly seconded. Motion carried by a 5:0 roll call vote. Mr. Morin – aye, Mr. Shirland - aye. Mr. Bartlett – aye, Mr. Welch – aye, Mr. Dabrieo - aye.

Approve Manifests: A/P 6/12/2023 Payroll 6/13/2023

Mr. Morin made a motion to approve the accounts payable manifest of 06-12-2023 and payroll manifest of 06/13/2023. Mr. Dabrieo duly seconded. Motion carried by a 5:0 roll call vote. Mr. Morin – aye, Mr. Shirland - aye. Mr. Bartlett – aye, Mr. Welch – aye, Mr. Dabrieo - aye.

BOS Reports from Assigned Boards/Committees

Budget, Planning Board, CIP, Marston

Mr. Welch provided updates for the Budget Committee May 18th meeting where discussion took place about appointing a candidate to the Committee who ended up being Tom Butkiewicz. Mr. Welch said that committee officers were also elected and representatives to other committees selected. The next meeting will take place in September.

Mr. Morin provided an update for the Planning Board which met on Wednesday and reviewed two cases. Nottingham Business Park review was deferred to a later meeting due to determination having been made of regional impact which requires additional studies. The second application reviewed was a change of use for a retail store which will be selling up-cycled furniture, handcrafts,

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and vintage items. Planning Board approved the application along with operating hours. The next Planning Board meeting will take place in July.

Mr. Dabrieo said that he met with the Recreation Department Director and she told him that the department is doing a study over the summer to find out what the community would like to do with the remaining land at Marston property. He also answered questions about the dugouts being done but the buildings not having started. Mr. Dabrieo explained that originally materials were delivered to the wrong site and moving them took some time and that he is hoping that in the next couple of weekends it will be done.

General Business

Town Administrator Report

Ms. White spoke about the following:

Tabled Action Item 1. The State Primary Election for the vacant State Representative seat will be on Tuesday, August 1. On that same day, the Rec has a summer concert planned at the bandstand and the Police Department is hosting its National Night Out all over the property, these events cannot be postponed or rescheduled. Ms. White reached out to Principal Chris Sousa and he informed her that August 1st is tentatively available; however, the cleanup and state of the building are in question. She added that the Town Hall is still available. Ms. White also said that there are two candidates for the primary. Ms. White asked the Board whether they would like to proceed with holding the State Primary Election at the Town Hall or at the Nottingham School.

After a brief discussion about logistics of holding it at either locations the Board, by general consensus, decided to hold it at the Town Hall.

Mr. White said that while the Town Clerk Lori Anderson was present, she would like to discuss the dog registration list issues. Ms. Anderson explained how delinquent payments for dog registrations are handled. She said that about two decades ago then Board of Selectmen made a decision to not pursue delinquent payments and that it was not legal for them to do and that she has to do it, therefore, she is informing this Board of this process. Ms. Anderson said that she currently has a list of people who have not registered their dog and that she needs to put these people on notice to make sure that the information she has is accurate and that all dogs that are still in Town are registered.

Action Item 2. Interim Town Administrator John Scruton proposed a hyperlink policy to be implemented. The Town received a request to add information on the Town website for when the Republican (and Democratic) committees meet. After speaking with NH Municipal Association, Ms. White found out that this can be allowed. However, the Town must be careful not to engage in content discrimination, so if it allows for one outside organization to post, it cannot exclude others. A hyperlink policy can assist with defining parameters of what is allowable on the town's website. She then asked the Board if they would like to proceed with establishing a hyperlink policy to essentially allow content posting?

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After a brief discussion Board decided by general consensus that Ms. White should start working on drafting a hyperlink policy for the Town website.

Action Item 3. Ms. White asked if the Board would like to meet on Monday, July 3. Board decided to tentatively schedule the meeting for July 3rd, 2023.

Action Item 4. Frank Gonsalves has provided water test results for his property, neighboring properties, and the pond.

Mr. Bartlett said that this issue may take much longer to review and is going to be a work in progress.

FYI.

Fire/Rescue – Primex has allowed a claim to be filed on Engine 2 for the unreported damage to the front bumper. An estimator was out to look at the damage from both incidents last week. Hose testing was conducted last week.

Town Office/General – The 2022 financial audit is well underway; the auditors were on site in mid-May and will be doing the balance of their work offsite. The update of the Town's Hazard Mitigation Plan started last week with the first committee meeting held last Thursday. The committee presently has eight members, which is sufficient for the soft match for the grant funding of the update. The Facilities Committee met tonight at 6 PM as they wrap up their report. The gym floor repair will be held off until late August due to scheduling conflicts with already scheduled programs. The Safety Committee met June 8th and completed a facilities review.

Recreation – Only one lifeguard completed the required training, so the Town is down to one lifeguard for the summer. A tunnel in the playground equipment is broken and options for repair or replacement are being researched. Summer camp starts next Monday.

Highway – Still actively seeking a Public Works Director. Steve Parkinson from Municipal Resources Inc. joined us last week and will be helping two days a week until we can fill the position. Interviews are being scheduled with candidates for the Heavy Equipment Operator/Truck Driver position. Tentatively looking at late July for paving projects to commence.

Recycling Center – The cardboard baler went down over the weekend. The Town is working to get a welding repair completed to get it back up and running. The attendant help wanted advertisement has been re-posted.

Ms. White asked if the Board is still on schedule for a work session on June 26th? All members responded in the affirmative.

Appointments - times tentative and subject to change

7:00 2005 International Truck Bids

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Mr. Bartlett said that the appointment is to open the bids for the 2005 International Truck. Mr. Morin said that there are two bids and opened them one by one:

- 1) First bid was for \$1,001; and
- 2) Second bid was for \$5657.

Mr. Morin noted that the Board has the right to refuse any bid.

After a brief discussion and a note that the trade in value that the Town had been offered for this truck was around \$3,000, *Mr. Morin made a motion that the Board will accept the bid from West Side Truck and Equipment from Salisbury, MA for the Town of Nottingham's 2005 International Truck in the amount of \$5,657. Mr. Shirland duly seconded and motion carried with a 5:0 roll call vote. Mr. Morin – aye, Mr. Shirland - aye. Mr. Bartlett – aye, Mr. Welch – aye, Mr. Dabrieo - aye.*

8:00 PM Kevin Bassett

Kevin Basset from 101 Shore Road introduced himself and said that he had dropped off the latest road surveys for the Board. He also said that he sent a list of questions to the Board which was also in their packet. He noted that he would like to know if the Board could answer his questions and that once he knows where the roads are he can proceed with subdividing his land for his children.

The Board asked Mr. Bassett questions about the Channel Road status at the time of Warrant Article #19 approval, his proposal to grant the easement over the 25 foot strip for the roads so that the Town could maintain these roads, Lamprey Drive connection and its ownership, depiction of Indian Run on the survey, etc.

Discussion ensued about the Warrant Article language and its intent, as it was not clear what transfer as is meant, since there was no land ownership change for any of these roads. Another discussion was about whether future subdivisions will require upgrading roads to subdivision road standards.

Then members discussed the intent of Mr. Bassett's proposal for the 25 foot easement which would be to keep the road as is currently and if the Town ever decided to widen it, it would be possible with that easement in place; and whether the burden should be on the person doing the subdivision to widen that road as would need to be wider because of the subdivision.

Mr. Bassett said that currently he is only in front of the Board with the proposal to give a 25 foot easement for future road widening. When he goes to the Planning Board with his subdivision proposal, and the Planning Board decides that the road needs to be widened for justifiable reasons, he will deal with it then.

After a brief discussion of how to proceed, general consensus was to submit Mr. Bassett's questions to the Town Counsel for a legal opinion. Ms. White will inform Mr. Bassett when the issue is back on the agenda.

Action Items Review from Last Meeting

Recycling Center

Ms. White said that this would be discussed at the work session on June 26th, 2023 at 7 PM.

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Assessing

Mr. Dabrieo motioned to approve the Timber Yield Tax for Map 23 Lot 2-25, Map 46, Lot 7, Map 46, Lot 1-N. Mr. Welch duly seconded. Motion carried by a 5:0 roll call vote. Mr. Morin – aye, Mr. Dabrieo – aye, Mr. Shirland – aye, Mr. Bartlett – aye, Mr. Welch – aye.

Mr. Welch motioned to approve the Solar Exemptions for Map 8 Lot 9-25, Map 4, Lot 5-5, Map 37, Lot 25-8, Map 56, Lots 7 and 1, Map 55, Lot 2-1, and Map 1, Lot 191/1-2. Mr. Dabrieo duly seconded. Motion carried by a 5:0 roll call vote. Mr. Morin – aye, Mr. Dabrieo – aye, Mr. Shirland – aye, Mr. Bartlett – aye, Mr. Welch – aye.

General Business

Review Items for Next Meeting

1. Mr. Gonsalves Water Test results.

There was a brief discussion about the way to proceed. Ms. White said that she will reach out to Primex to see what they have to say on the matter.

Public Comment

- Bob Desrosiers, 75 Stage Road, asked whether the ambulance that would be on call for the water cross event this weekend would be a private one and who will be paying for it. After Mr. Bartlett's response that this would be the even organizers and not the Town, Mr. Desrosiers asked about the invoice that has been received by some people and whether it was irrelevant in this case. Mr. Bartlett said that he was not aware of any such invoices and asked Mr. Desrosiers to clarify. He responded that a person received an invoice from the ambulance service asking for payment. Ms. White explained that the applicant will be paying the bill for the ambulance detail in any case and said that she will look into the alleged invoice.

Cindy Bloom, 7 Dwight Road, asked about the progress of the Fire Department investigation. Mr. Bartlett responded that the investigation has been completed and the Board will go into nonpublic session later today to discuss the report. Ms. Bloom also stated that about four weeks ago she heard a rumor that one of the Board members discussing the issue with his spouse and that information had gone to other members of the public in this kind of information is now being posted on Facebook. She noted that the board should not be discussing such issues with the family

Mr. Welch reminded everyone that the reading of the Declaration of Independence will take place at the Town Square on July 4th from 8 to 10 AM and invited everyone to join.

Non-Public Session

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Mr. Dabrieo moved to enter non-public session at 7:42 PM pursuant to RSA 91-A:3, II (a) and RSA 91-A:3, II (c). Seconded by Mr. Welch. Motion carried by a 5:0 roll call vote. Mr. Morin – aye, Mr. Dabrieo – aye, Mr. Shirland – aye, Mr. Bartlett – aye, Mr. Welch – aye.

Non-public session was entered at 7:42 PM

Resumption of Public Session

The public session was entered at 8:55 PM.

Mr. Dabrieo moved to exit the public session and seal the non-public minutes at 8:55 PM, Mr. Shirland duly seconded. Motion carried by a 5:0 roll call vote. Mr. Morin – aye, Mr. Dabrieo – aye, Mr. Shirland – aye, Mr. Bartlett – aye, Mr. Welch – aye.

Adjournment:

Motion made by Mr. Dabrieo to adjourn the meeting, which was seconded by Mr. Shirland. Motion carried by a 5:0 roll call vote. Mr. Morin – aye, Mr. Dabrieo – aye, Mr. Shirland – aye, Mr. Bartlett – aye, Mr. Welch – aye.

The meeting adjourned at 8:55 PM.

Submitted by Alvina Snegach

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DATE: 6/19/23

BOARD OF SELECTMEN MEETING

NAME

ADDRESS

PLEASE PRINT CLEARLY!!!

1. <u>Spri Anderson</u>	<u>50 Gile Rd.</u>
2. <u>Jim Franklin</u>	<u>Candice</u>
3. <u>Doug Bate</u>	<u>30 Lamprey Dr</u>
4. <u>Robin Marshall</u>	<u>189 Old Turnpike Rd.</u>
5. <u>Bob Desrosiers</u>	<u>75 Stage Rd</u>
6. <u>Candy Bloom</u>	<u>7 Dwight Rd.</u>
7. <u>Kevin Bassett</u>	<u>101 Shore Dr</u>
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