

Minutes
Nottingham Select Board Meeting
February 12, 2018

6:30 PM Chair Danis opened the meeting and asked all those present to stand for the Pledge of Allegiance.

Members Present: Donna Danis, Tiler Eaton, Charlene Andersen, Charles Brown, Anthony Dumas

Others: Town Administrator Chris Sterndale, Secretary Dawn Calley-Murdough, Suzanne Peterson,

Lamprey River Advisory Committee: Ms. Petersen introduced herself and presented the LRAC 20 Year Progress Report. Ms. Petersen asked the Select Board for assistance in finding a Nottingham representative to participate in the committee, as Nottingham is the biggest town with the highest percentage with 22% of the watershed, and participation on the committee will let the committee know how it might help the town.

The LRAC can help with grant requests, finding funding, and can host training sessions, among other things. The next meeting is tomorrow and meetings take place in the Town of Lee Safety Complex. The LRAC is willing to host training sessions.

The LRAC is an advisory committee per DES rules and helps to co-manage the water sheds, with both state and federal agencies.

Anyone who wants to participate should complete the appointment form, located on the DES website. There are 14 towns eligible but only 8 participate on the committee. The goal of the committee is to co-manage the river with a multi town management plan, educate users about the river, and encourage recreation activities. The committee also sponsors water quality testing. There is no authority for regulation, but is allowed to comment on water and alteration of terrain of permits from NHDES, the same as local Conservation Commissions.

Ms. Petersen would provide the town with material can be aired on Channel 22 about the LRAC and the river, information can be found on the website at www.lampreyriver.org, including information about the committee and resources available to citizens and committees.

Approval of Manifest:

Motion: by Mr. Dumas, second by Mr. Brown to approve the February 12, 2018 accounts payable and February 13, 2018 payroll manifests.

Vote: 5 – 0 in favor.

Approval of Minutes: postponed to the next meeting.

Select Board Department/Board/Committee Reports:

Budget: Mr. Dumas stated the committee held the town public hearing on February 8th, which was fairly well attended. The committee recommended the budget, and all but one article was recommended unanimously. The petition warrant article for the boat inspections received a split vote, with three in favor, two opposed, and four abstained. Some of the conversation included that there should be a separate fund specifically for Pawtuckaway, separate from the other water bodies, as well as discussion about whether to make it part of the town operating budget versus a separate warrant article.

The Select Board discussed whether or not to include the number of abstentions on the warrant. Ms. Calley-Murdough stated the DRA did not have an opinion either way. It was determined the abstentions would be added to the warrant.

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The committee had good questions and a lot of conversation followed, for a late night meeting after 11:00 pm. A lot of additional discussion came with the road bond. Chair Danis reminded viewers about the public hearing for the road bond that will take place on Monday, February 26 at 7:00 pm.

Planning: The committee will meet on February 14 to continue hearing information on a case, and will review tree cutting, as it is proposed on a scenic road.

Town Administrator Reports, Mail, Signature Items:

Highway: Mr. Sterndale reported the crews had another hard weekend with rain turning to ice on the dirt roads, with over the weekend work. There is trouble with the base of ice on the gravel road. The loader had a water pump break over the weekend making things more difficult, and everything should be repaired this week. A few trucks are in for service, and the crews are trying to stock pile materials for whatever weather might come.

Ms. Andersen asked if the town was tracking and establishing a vehicle maintenance and repair list. Mr. Sterndale reported the town tracks the data, but there are some situations where vehicles need unplanned repairs, such as the broken water pump. There isn't currently a formal list for scheduled maintenance and it will be reviewed when the new highway director is hired.

Annual Report: The last minutes submittals from boards/committees are being received and it should be wrapped up soon.

Town Office: Mr. Sterndale reported there are plumbing issues at the Police Department, and more information about the repairs will become available tomorrow.

Appointments:

7:00 pm – Conservation Commission/Kennard Road Easement Hearing: Mr. Demerit opened the hearing to review the request for \$16,030.25 to pay for the Bear-Paw easement.

Discussion took place about the cost of the work completed by Bear Paw and the cost to establish the easement agreement.

Mr. Demeritt stated the town purchased the property from Mr. Kennard a number of years ago, at an amount much less than fair market value with the intent to place the property in an easement when conservation funds became available. These funds will enable the easement agreement with Bear Paw.

There were no public questions or comments. Mr. Brown stated Mr. Kennard requested an easement when he sold the property to the town, and this step will honor that agreement.

Mr. Dumas asked how the Select Board can authorize the use of funds without town meeting authorization to give Bear Paw the easement. Mr. Demerit stated the motion could be worded as such that the easement won't be accepted until after Town Meeting. Ms. Smith stated the work was already completed by Bear-Paw in anticipation for the easement.

Mr. Demeritt stated the Conservation Commission already voted approval of the expenditure and easement and closed the hearing.

Motion: by Mr. Brown to appropriate the amount not exceed \$16,030.25 from the Conservation Fund, to complete the Kennard property easement and for costs related to an easement on Kennard Road, Map 11, Lot 6. Second by Mr. Eaton.

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Vote: 5 – 0 in favor.

Chair Danis reviewed the request from the LRAC to find a representative for the committee and asked if anyone from the CC might be interested in serving at their once monthly meetings. Ms. Smith stated it has come up before it is hard to find a committee member to find available time. Ms. Kristen stated she would add it to the Facebook CC page, as others have volunteered to some of the CC committees. Ms. Mooney stated she would include the request in the next newsletter as well.

7:15 pm – Town Fee Schedule Public Hearing: Chair Danis opened the hearing. Mr. Sterndale introduced Mr. Russ Bookholz, the town Building Inspector since late 2017. Mr. Sterndale reviewed that Mr. Bookholz has presented some fee changes to the building permit fees, and all other town fees were also reviewed for possible changes, making sure the expenses were covered but not onerous to the person paying the fees. The changes being recommended to the Building Permit fees is in an effort to try and simplify the calculation process and level out the fees, which will help pay for the Building Inspectors time to inspect the needed work.

Mr. Bookholz reviewed his process for inspections for different types of requested permits. A new building permit can include up to 12 to 15 inspections for a new home, and the number of inspections on other types of permits fluctuate depending on a project and the various inspections needed for smaller construction projects.

Chair Danis expressed the concern that some citizens might object to paying more than others. Mr. Bookholz stated he has tried to even out the fees to pay for the number of inspections. The primary difference between new home constructions versus smaller home renovations is the ability to complete multiple inspections simultaneously throughout the process of construction of the new home by the contractor. Such as inspection of plumbing and electric in an open stud new construction, as installation is taking place at the same time versus an owner adding an addition completing one step at a time.

Mr. Brown stated banks will also request multiple inspections on new home construction.

Ms. Andersen asked how the After-the-fact permit is applied. Mr. Bookholz stated he finds active construction periodically, or is notified that work has already taken place, and an inspection would take place according to required specifications. Builders should expect to show that 10% of the construction meets all applicable standards; this is in an effort to protect the homeowners and renters in town.

Mr. Bookholz stated he has 13 active new home permits with an expectation for many more expected with the newer sub-divisions and he feels he is working well with all the builders and contractors, establishing a professional working relationship.

Mr. Brown stated he has heard support of the new Building Inspector, fees, and ordinances by local builders and contractors, as well as the inspection process by the Building Inspector.

Chair Danis closed the public hearing.

Motion: by Ms. Andersen to approve the revised fee schedule dated February 12, 2018, including changes to building inspection fees, pursuant to RSA 41:9-a. Second by Mr. Dumas.

Vote: 5 – 0 in favor.

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General Business:

Warrant Article Review: Chair Danis asked about the proposed language being suggested in the citizen petition articles regarding the tax impact. Mr. Sterndale reported he is discussing the articles with the town attorney, the Moderator, and the NHDRA to determine what can be dictated by town meeting versus authority of the Select Board. Initial information appears that one may be advisory and the other may need to be required.

Mr. Brown stated he felt the warrant articles would cause the average voter a lot of confusion. Mr. Dumas agreed.

Mr. Sterndale reported the town previously voted approval to include the tax impact. How that language is reported can adjust slightly, and as is approved by each individual board. This can be seen with the difference between school and town.

Mr. Sterndale reviewed the recommended changes per DRA and stated the warrant articles.

Discussion took place about the vote of recommendations. Mr. Eaton stated he agreed with all of the previous votes to recommend, and the one vote to not recommend, at the prior meeting.

Mr. Sterndale asked the board for clarification of the number of years for the road bond, and the ability to explain the \$0.00 tax impact for 2018, and the future impact in 2019. This includes a number of other potential changes for the bond, including the interest rate. After discussion it was determined the bond request would be a ten year length at a preliminary 12% interest rate.

Chair Danis stated there have been a lot of questions and confusion about the road bond request, and there has been a lot of discussion regarding the actual work the town completes for all road work. Chair Danis stated she has requested the Town Administrator to draft a document to fully describe road work activities taken by the town for all highway accounts.

Mr. Sterndale stated the board will be able to discuss the information more and will hold the road bond public hearing on Feb. 26th at 7:00 pm.

Mr. Sterndale reported the board will need to determine a schedule for warrant article presentation, as well as the Election Day attendance.

Chair Danis stated it is the opinion of the Moderator that there should be a quorum of the board for the Tuesday, March 13th election, where it has been the opinion of the Select Board that a quorum is only needed during the general election.

The schedule would be discussed further at the next meeting.

Other: Mr. Sterndale reported the Police Department unexpectedly lost their Administrative Assistant, and was able to hire a replacement for the position from someone who has previously helped out at the department. Ms. Bloom was able to start in the position today, and she will be extremely helpful for the department.

NON-PUBLIC SESSION: The Board entered non-public under RSA 91-A:3 II(b) and (c).

7:45 PM Motion: Motion by Mr. Dumas, second by Ms. Andersen to enter non-public under RSA 91-A:3 II(b) and (c).

8:08 PM Motion: Mr. Brown, second by Chair Danis to exit the non-public session.

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Roll Call Vote: Danis – Yea, Eaton – Yea, Andersen – Yea, Dumas – Yea, Brown – Yea. 5 – 0 in favor.

Motion: Mr. Brown, second by Chair Danis to seal the non-public minutes of DATE.

Roll Call Vote: Danis – Yea, Eaton – Yea, Andersen – Yea, Dumas – Yea, Brown – Yea. 5 – 0 in favor.

The Select Board held no votes and decided to repost the DPW position.

ADJOURNMENT: Having no further business,

8:09 PM Motion: by Mr. Eaton, second by Mr. Dumas to adjourn.

Vote: 5 – 0 in favor.

Respectfully Submitted,

Dawn Calley-Murdough