

Minutes
Nottingham Select Board Meeting
February 13, 2017

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

Others: Town Administrator Chris Sterndale, Charles Brown

Approval of Manifest:

Motion: by Ms. Andersen, second by Mr. Eaton to approve the January 30 and February 13, 2017 accounts payable and January 31 and February 14, 2017 payroll manifests.

Vote: 3 – 0 in favor.

Approval of Minutes:

Motion: by Ms. Andersen, second by Mr. Eaton to approve the public and non-public minutes of the January 23, 2017 meeting as amended.

Vote: 3 – 0 in favor.

Select Board Department/Board/Committee Reports:

Budget: Mr. Eaton reported the Budget Committee held their school budget public hearing, with low turnout and only one budget change.

Planning: Ms. Andersen reported the board continue reviewing the revisions to the impact fee changes and expects to finalize the process soon, and continued hearing cases. There are some changes to the proposed impact fees causing some changes to the amounts charged and discussion took place about how the school can use the school impact fees.

Town Administrator Reports, Mail, Signature Items:

Highway: The department is down a pickup truck and the crew continues to try and keep up with the significant snow falls. Discussion has taken place in the office regarding the condition of some of the gravel roads and asked to set an appointment to discuss the matters as a group with the road agent at a future Select Board meeting.

Hazard Mitigation Report: The meetings are complete and the report is being submitted to all agencies for final review; the finished report should be available soon.

Recreation: A new Recreation Assistant, Sam Beaudin, was hired and has already participated in her first event with the Valentine's Day Dance. Recreation Director Kortney Dorrow has finished her Master's Degree.

Police: The new cadets are making their way through the academy.

Fire: The Fire Chief is soon to retire from his regular full time position at the ship yard.

Town Audit: The Select Board was asked to complete a risk assessment survey for the auditors. Members should submit their answers directly to the auditor.

Solar Plan: Additional answers are needed regarding the final contract and the previously asked mortgage questions. Additional escape clause will be added, and additional financing options will be added for the Community Center.

Appointments:

Minutes
Nottingham Select Board Meeting
February 13, 2017

7:00 pm – Marston Property: Mr. Sterndale introduced Barry Gier, a Nottingham resident that has been volunteering his time to complete the Marston design phase.

Mr. Gier reviewed he has been working with Matt Kouchoukos to complete the design phase for the Marston Property development. This included a couple of additional land survey's and talking with members of the Marston Property Committee.

The plan contains many of the same previous design elements such as ball fields, walking trails, parking, pavilions, and bathroom facilities.

Discussion took place about the proposed three phase development process and proposed work to take place during the phases. Phase one would be the baseball fields – both little league and a high school size field, two parking areas, and prep work for retention areas and ponds. A lot of discussion took place about the time spent to try and limit the amount of earth moving, by locating the fields in the proposed locations. Mr. Gier stated he is almost ready to go before the Planning Board.

It was stated the retention ponds would be approximately five to six feet deep and have been designed to be very low maintenance. A septic system is also being included for the eventual building of the bathrooms. A 24 foot wide gravel roadway would be installed.

Ms. Andersen asked if the community gardens could be shifted further away from the ball fields. Ms. Andersen expressed her concerns about the property maintenance plan for future expenses; for the fields, parking building and the total cost of construction.

Chair Danis reported she wanted to review the phases and work needed for each to help determine the cost. Chair Danis asked to establish a very specific list of questions and requests to Mr. Gier so the answers are available when the material is presented to the Planning Board; now is the time to get very specific with the information others might want to know about the development plan.

Mr. Brown stated the town historically hasn't planned out the future maintenance costs for properties, including the current playgrounds. A lot of the maintenance work has been shifted to the highway department.

Mr. Eaton stated he wasn't sure it was Mr. Gier's responsibility to determine what the future maintenance expenses might be and many other towns include the maintenance costs within their regular budgets.

Discussion took place about the proposed help from Army Corp of Engineers and the NH National Guard. Mr. Kouchoukos stated the group will not be able to provide help with earth moving as they will be out of the country for another project. They might be additional help with the structural building.

Discussion took place about the possible expense to develop and maintain the property. Mr. Kouchoukos stated he believed the town already committed to maintaining the property by allocating funds for the development. Ms. Andersen stated she was not comfortable with the current plan because there has been little information about how much the development will cost, in addition to annual maintenance.

Chair Danis reported it makes sense to plan out the expenses for Phase 1. However, it is easy to get caught up in the maintenance expenses, doesn't expect many expenses, but agrees to establish

Minutes
Nottingham Select Board Meeting
February 13, 2017

expectations. Mr. Eaton stated there are many aspects of maintenance that could be taken care of by citizens; mowing can be taken care of fairly easily.

Mr. Sterndale reported the design phase must be pushed forward before being able to determine what the costs will be in order to determine what work will actually take place. The town can start to seek grants and donations once a design phase is more establish.

Chair Danis asked to make sure an estimated expense for future maintenance is included. Ms. Andersen stated she felt a missing piece could be proposed setbacks for the road and parking areas.

Mr. Eaton stated he felt additional help could be received with working with electric and plumbing training apprentices to help reduce development expenses.

Chair Danis thanked Matt Kouchoukos and Barry Gier for the significant amount of work they have done to get the project to the current state, all on their own time. Ms. Andersen also expressed her thanks and stated her concern isn't directed toward them but wants to make sure the town reviews all aspects of expenses, beyond the initial development.

Mr. Brown stated he wants to make sure the fields are developed for what it will be used for; not for a major league ball field.

General Business:

Tax Deed Waivers: Select Board members agree to waive the tax deeds as presented.

Motion: by Ms. Andersen, second by Mr. Eaton that the Board of Selectmen waive the deeds and notify the Tax Collector that they will not accept the Tax Collector's deeds on the following properties, pursuant to NH RSA 80:38:

Map	Lot	Sub	Map	Lot	Sub
1	2		23	2	100
1	3		24	103	
1	12		24	141	2
5	2	29	24	143	
5	2	31	39	24	
8	13		42	15	
16	18	3	46	6	
20	8	1			

Vote: 3 – 0 in favor.

Board/Committee Structure: Discussion took place about the number of open town board and committee positions that needed candidates, the number of people that signed up for those positions, and if the Select Board should proposed changes to the size and/or make up of the board committee due to a lack of volunteers.

The Board of Assessors still has one position that does not have a candidate that will require an appointment for 2018. It was stated the Select Board could take back the assessing duties but that decision would require a vote at town meeting.

Minutes
Nottingham Select Board Meeting
February 13, 2017

Mr. Sterndale asked for a list of items the current members would like to see distributed and discussed for the two new coming board members.

Public Hearing Dates: Mr. Sterndale reported the current board needed to set dates for the two required public hearing; the public hearing required to change the purpose of the Special Ambulance Revenue Fund and a second public hearing for the citizen petition regarding a change of Selectmen from five to three.

After discussion the board decided they would hold the public hearings on February 27 at 7 pm for the Ambulance Special Revenue Fund Hearing and February 27 at 7:15 pm for the change of Selectmen.

Warrant Article Recommendations: Mr. Sterndale presented and reviewed the final warrant articles to the members for vote on recommendations. Mr. Sterndale reported the warrant articles still need final approval from the Budget Committee and the town hasn't received final approval from the State of NH Department of Revenue.

General discussion took place about the current warrant articles, including additional information that could come forward on the proposed USA Springs warrant articles based on the court hearings on February 21st.

The Board agreed with the presented order numbering of the warrant articles as presented. Mr. Sterndale reported he is seeking to have a town attorney attend Town Meeting to answer any legal questions that might come up with USA Springs or the solar installation.

Chair Danis reported she did look into changing her flight to be in town for Town Meeting, but there would be an additional cost.

Motion: by Ms. Andersen, second by Mr. Eaton that the Select Board recommends Warrant Articles #6, #7, #8, #9, #10, #11, #12, #13, #14, #15, #16, #17, #18, #19, #20, #21, #22, #23 and #24 as written.

Vote: 3 – 0 in favor.

Discussion took place about which member would present, motion, and second each warrant articles at Town Meeting and a list was established.

The Fire Chief would be in attendance at Town Meeting to answer questions regarding the Ambulance purchase and ambulance fund. Individuals would be in attendance to answer questions regarding the solar installation.

USA Springs: Mr. Sterndale reviewed the deadline is soon for comment on the recent town action asking to take the property by tax deed, there is still time for the buyer to submit his payment and close on the property, and the court hearing will be on February 21st.

The Select Board will hold a special public informational meeting on March 9th to provide details about the process.

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

8:13 PM Motion: Motion by Ms. Andersen, second by Mr. Eaton to enter non-public under RSA 91-A:3 II (a) and (l).

Vote: Danis – Yea, Eaton – Yea, Andersen – Yea. 3 – 0 in favor.

**Minutes
Nottingham Select Board Meeting
February 13, 2017**

8:48 PM Motion: Ms. Andersen, second by Mr. Eaton to exit the non-public session.

Vote: 3 – 0 in favor.

Motion: Mr. Eaton, second by Ms. Andersen to seal the non-public minutes of February 13, 2017.

Roll Call Vote: Danis – Yea, Eaton – Yea, Andersen – Yea. 3 – 0 in favor.

The Selectmen made no decisions during their nonpublic session.

ADJOURNMENT: Having no further business,

8:49 PM Motion: by Mr. Eaton, second by Ms. Andersen to adjourn.

Vote: 3 – 0 in favor.

Respectfully Submitted,

Dawn Calley-Murdough