Minutes
Nottingham Selectmen's Meeting
March 9, 2015

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

Members Present: Mark Carpenter, Mary Bonser and Donna Danis

Others: Chris Sterndale – Town Administrator, Dawn Calley-Murdough – Secretary, Steve Travis, Kevin Jordan

MANIFEST SIGNATURE:

Motion: by Ms. Bonser, second by Ms. Danis to approve the March 9, 2015 manifest.

Vote: 3 – 0 in favor.

OUTSTANDING MINUTES:

Motion: Ms. Bonser, second Ms. Danis to approve the minutes of the February 23, 2015 meeting as amended.

Vote: 3 – 0 in favor.

Motion: Ms. Bonser, second Ms. Danis to approve the minutes of the March 4, 2015 workshop as amended.

Vote: 3 – 0 in favor.

Town Administrator/Department Reports, Mail/Correspondence and Signature Items:

Town Office: Mr. Sterndale reported the warmer weather is helping with the snow related roof issues with Town buildings.

Election/Town Meeting: The Community Room set up was completed and the room is ready for Tuesday elections. The Selectmen reviewed possible alternate dates for Town Meeting, just in case it needed to be postponed because of winter weather. If needed, the Community Room could be used on either Saturday, March 28th or on Wednesday, April 1st if a week night is chosen. After discussion it was determined the Moderator could choose the date.

Mr. Sterndale stated he wanted to talk to each of the Selectmen one on one for dedications at Town Meeting.

Inspector of Elections: Mr. Sterndale reported the Supervisors of the Checklist and Moderator have found three registered voters who will work as Inspector of Elections/ballot clerks during the upcoming elections and the Selectmen were asked to sign the appointment forms.

Motion: by Ms. Bonser, second by Ms. Danis to appoint Shannon Taylor, Donna Zabloudil, and Gail Quagan as Nottingham Inspector of the Elections until July 2016.

Vote: 3 – 0 in favor.

Board of Selectmen Department/Board/Committee Reports:

Planning Board: Ms. Bonser reported the committee did not have a meeting.

MPEC: The committee met with the School Board last week, but the School Board hasn't had a lot of time to continue their discussion about school field needs. Plans cannot move forward without some decisions on fields. The School Board mentioned concerns for fields at the school with possible ledge in one available area and possibility of having to move parking areas.

Chair Carpenter asked if there had been any discussion about how much money is needed. Ms. Danis stated an amount can't be determined without a plan; any outside grant funding will also need more of a specific plan before applications can be completed.

APPOINTMENTS: NONE

<u>**General Business**</u>:

Highway Department: Mr. Fernald and Mr. Sterndale reviewed the winter related highway expenses and proposed bids for the new 6-wheel dump truck.

The expense review included mostly highway related expenses, but also other winter related expenses such as roof shoveling. Mr. Sterndale reported the Town has very few budgeted areas for transferring funds if additional weather related expenses were higher than expected in the fall or next winter. Discussion took place about whether or not to request an increase in budgeted funds during Town Meeting.

Ms. Danis asked Mr. Sterndale to complete a "what-if" exercise to forecast a possible budget that included similar winter expenses for the fall and winter; essentially a worst case scenario.

Mr. Fernald reviewed his process, procedures and needs for the Highway Department for current and possible future storm coverage, including salaries, salt and hired equipment.

After discussion the Selectmen agreed they wanted Mr. Sterndale to determine how much he might want to consider increasing the budget for additional budget needs. Mr. Sterndale reported the Selectmen now have the ability to consider suggesting possible contingency funds for unexpected expenses; the option could be a warrant article next year.

Mr. Fernald reviewed each of the received bids, describing the differences between the three vehicle manufacturers; with his opinion that the Mack 6-wheel truck is a better comparison to the currently used 10-wheel trucks and despite the higher expense would be his option. Mr. Fernald also reviewed his positive and negative experiences with each vehicle brand.

Mr. Sterndale reported the balance of the Capital Reserve Fund is approximately $210,000.00, and an additional $50,000.00 would be added at Town Meeting if the warrant article passed. The Highway Department has a series of vehicles that will need purchase consideration over the next several years. Mr. Fernald stated he tends to keep most of his vehicles for a longer period of time than he maybe should, and currently the Mack trucks seem to hold up better over a longer period of time.

Motion: by Ms. Bonser, second by Chair Carpenter to accept the bid for the Mack truck with Donovan and the Donovan spring, dump body, plows, patrol wing, sander, and other miscellaneous additional costs for a total of $202,970.00.

Mr. Sterndale stated Mr. Fernald is his best resource to determine which truck would be the better option for current purchase. Mr. Fernald reported the Town will need to consider purchasing another full size truck in the next couple of years.

Vote: 3 – 0 in favor.

Mr. Sterndale reported he is working on keeping track of vehicle maintenance costs to have a better handle and back up data when making decision for future vehicle purchases.

Motion/Second Warrant Article List: The Selectmen determined who would make the motion and second to approve each of the 2015 warrant articles that will be presented during Town Meeting.

Ms. Danis asked what would happen for the lunch fundraiser being completed by the Fire Department Auxiliary, on the off chance the meeting ends early. It was stated the Moderator would be reminded about lunch being provided, with the expectation that the meeting would go probably until noon.

Town Wide Reassessment: Chair Carpenter asked to invite Avitar to attend a future meeting to review some of the assessing information before the start of the revaluation. Mr. Sterndale reported Sue Serino, the Assessing Coordinator, is working on an Assessing 101 type class presentation that can be recorded and re-aired throughout June.

Street Light: Chair Carpenter stated the state is looking to discontinue a street light on Smoke Street, giving the Town the option to take over its management.

Ms. Bonser stated she felt it was an important light to have. Mr. Sterndale would gather information about possible expenses if the Town were to take over its management.

Marston Request: Mr. Travis and Mr. Jordan discussed their desire to continue consideration of finding space for a gun shooting range as planning continues for the Marston property.

Ms. Bonser asked to receive an informal quote for insurance coverage cost to establish a shooting range on Town owned property.

Ms. Danis stated although many of the local shooting ranges are privately owned, MPEC has asked for examples of town owned ranges and information about how they were run for review in the planning process.

The Selectmen thanked Mr. Travis and Mr. Jordan for coming to the meeting.

ADJOURNMENT: Having no further business,

7:42 PM Motion: by Ms. Danis, second by Ms. Bonser to adjourn.

Vote: 3 – 0 in favor.

Respectfully Submitted,

Dawn Calley-Murdough