

Minutes
Nottingham Select Board Meeting
May 16, 2016

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, Secretary Dawn Calley-Murdough, Duane Hyde (SELT), Sam Demeritt, Susan Mooney, Raelene Shippee-Rice, Cheryl Smith, Liz Kotowski, Mr. Rice, Paul Miliotis,

Manifest Signature:

Motion: by Ms. Andersen, second by Mr. Eaton to approve the May 9, 2016 accounts payable and May 10, 2016 payroll manifests.

Vote: 3 – 0 in favor.

Outstanding Minutes:

Motion: by Ms. Andersen, second by Mr. Eaton to approve the minutes of the April 18, 2016 meeting as amended.

Vote: 3 – 0 in favor.

Select Board Department/Board/Committee Reports:

Planning Board: Mr. Eaton, who subbed for Ms. Andersen, reported that three cases were heard and the contract to review Impact Fees was approved. Results from the impact fee study would be available in the fall.

Town Administrator Reports, Mail, Signature Items:

Recreation: The Fishing Derby was held on Saturday with 94 participants, making for a great turn out to the annual event.

Town Office: The town provided employees their first electronic deposits last week. The town Auditor will be in to work on the town audit next week.

Fire: A lack of water and man power was experienced at the Lucas Pond Road fire last week. Mutual Aide assistance provided needed water and personnel. Given that there was another fire in Pittsfield, our usual mutual aid was not available and resources from other towns had to be called in. Having the school hydrant close, provided a much needed source of water. But it was still considered to be a bit far away.

Discussion took place about possible solutions to resolve the issues, with no specific resolutions. The current personnel difficulty is the department vacancy, volunteers who work out of town, and no need for a constant bigger staff.

Select Board: The Select Board will meet at 8:30 am on June 1st for a Master Plan workshop and address any necessary town business, as the next regularly scheduled meeting fell on the Memorial Day holiday.

APPOINTMENTS:

7:00 pm: Conservation Commission /Harvey Hearing

Chair Danis opened the Harvey Easement Hearing at 7:03 pm. Mr. Demeritt stated the Conservation Commission is asking for approval to spend up to \$63,000.00 to help assist in the total payment for the approved easement for the Harvey Family, also known as Applehurst Farm, LLC, which is located at Map 64 Lot 1A, Map 65 Lot 3, Map 66 Lot 3, and Map 66 Lot 4 off of Raymond Road and Ledge Farm Road.

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Mr. Duane Hyde reported SELT was able to move forward with the easement on the Harvey Family property, receiving funds from the Town of Epping, a grant from NH Fish & Game, along with the support of the town of Nottingham. Mr. Hyde reviewed the benefits of the proposed easements, which includes a total of 1,114 acres of land, providing many public benefits. Benefits include hunting, hiking, cross country skiing, snowmobiling, pedestrian access, farm land, as well as all the plant and animal benefits. The project will help move Nottingham forward with the Four Generals Greenway plan, as well as improving the Pawtuckaway/Great Bay Greenway. An additional step in the easement will guarantee development of public access and walking maps and trails. Mr. Hyde stated fundraising continues for the project with the hope of closing by December 2016 and seeks the Nottingham portion of \$63,000.00

Discussion took place about the location of the walking trails and easement restrictions, which included no mining for anything, including water. It was stated some parking would be provided on French Road and a second access point could be provided thru the Sweetser Easement and Zanard Easement properties with a connecting trail. The priority of the property is considered forest land, but it does include 22 acres of farm land.

Ms. Smith reviewed the potential cost savings by keeping the land undeveloped. Mr. Demeritt reported the Harvey Easement was property P6 on the Conservation easement list.

With no additional comments, Chair Danis closed the public hearing at 7:18 pm

Motion: by Ms. Andersen, second by Mr. Eaton to authorize the Conservation Commission to expend \$63,000.00 from the Conservation Fund for the Harvey Easement.

Vote: 3 – 0 in favor.

Chair Danis continued the meeting, thanking the commission members for providing the Select Board with the requested list of easements early. Mr. Demeritt thanked Ms. Smith for updating the data in the spreadsheet.

Mr. Demeritt reported the Commission is down a member and will make a replacement recommendation to the Select Board at their next regular monthly meeting in June.

Chair Danis reviewed the spreadsheet stating it provides a snapshot of what is being proposed, timelines for the easements being proposed as well as the possible cost to the proposed easements, and asked if there were any significant changes from the prior version. Mr. Demeritt stated there have been no significant changes, except for including the funds for the Harvey Easement. Ms. Smith reviewed the Maple Ridge property was removed as funding was not found and it will be developed, as well as another 50 acre property that was put into a Natural Resources Conservation Service (NRCS) easement without the help of Nottingham.

Mr. Demeritt reviewed the purpose and goals of the Conservation Commission for the new members of the Select Board.

Ms. Mooney answered a question regarding the Conservation Commission Strategic Plan, stating it has provided outreach programs, a series of walks throughout the year, road side clean up days, a variety of classes, river water testing, and well water sampling – one that is taking place this Saturday. Mr. Demeritt reported the town receives a generic report of the results of the well water testing from NH DES. Ms. Kotowski reviewed the well water testing program.

Ms. Andersen asked to receive an updated inventory report of all land conserved and supported by the Conservation Commission. Ms. Mooney stated the current list has been provided by Peter Landry, which is out of date.

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Chair Danis asked for a status report on the easements that will be processed in 2016. It was explained that the use of funds for the Sweetser Easement have already received BOS approval, but have not yet been spent; the owner is waiting for other funding approvals before it is finalized. The Kennard Easement will be held by Bear Paw and should be processed this year. The spreadsheet would be updated to include additional data about what has been approved, what is in process, what needs to be approved, and what is in the works for the future. Mr. Demerit stated new projects will be added as they come to the Conservation Commission.

Ms. Mooney stated Mr. Paul Miliotis will seek permission from the Fernalds to complete a bird habitat study.

Mr. Demeritt reported the commission completed their annual wetland violation reviews.

General Business:

Marston Bid: Mr. Sterndale reviewed the original Ironwood Engineering provided a conceptual design plan a hodgepodge topography and survey reports pulled from a variety of other sources completed during the prior cleanup. In order to move forward with a final design plan, get permits, and start construction work a true and accurate topography map and report will be needed. Volunteer work has been provided from Barry Guyer, an Engineer from Jones & Beech who has provided as much as possible for free and connected with Eastern Topography who already has some information in the company library, but additional work is needed.

Mr. Sterndale stated the Select Board is required to authorize any spending of funds for the Marston project and stated he also needed additional feedback about the length of time to complete the mapping with a 7-day, 30-day or 60-day turn around; with a possible recommendation toward the 30 day option.

Ms. Andersen expressed her concern with a proposed fly over mapping option as it may not provide specific enough details to complete the construction work for items like the septic, and asked why it wasn't put out to bid. Mr. Sterndale agreed that it would not be enough and he will be seeking a more specific result. The proposal is to have a final determination of the wetland delineation, elevations and provides needed answers for earth moving. These items are needed to make the final decisions about locations of the proposed recreational areas with a little earth moving as possible. Mr. Sterndale stated time is the biggest factor for not going out to bid, in addition to the company already having some of the needed data that reduces the overall cost, along with a discount.

Ms. Andersen asked about other types of maps, such as the UNH GRANIT mapping. Mr. Sterndale stated this company will provide the town with a more exact set of maps; GRANIT provides basic information but isn't enough and wouldn't be used by the Planning Board for final approval.

Chair Danis recommended authorizing the Town Administrator to spend up to \$4,000.00 for the project with a 7-day turn around, as it is only an additional \$200.00 more.

Ms. Andersen stated she did not agree because it hasn't been put out to bid. Mr. Sterndale reported the contract provides the town with topographical maps only, which is needed in order to finalize the detailed design processes, which must be completed before any construction work can be considered.

General discussion took place about proposal, the cost and results the agreement would provide the town. Mr. Sterndale reported once the town receives the topographical maps, the town can start the true design plan for the location of the items presented in the conceptual plan. The town can not receive anymore information about the development costs without knowing the specifics about what

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will be needed for construction. It was stated the development costs presented by Ironwood with the conceptual plan are on the high end because the specifics of what is needed is unknown.

Mr. Sterndale reported the topography needs to be completed, but can be put off. Ms. Andersen asked if the mapping and surveying steps can be combined. Mr. Sterndale reported it could be done, the volunteer services the town is receiving provide the town with additional savings that might not be seen if the project is sent out to bid. This includes a digital file that can be distributed to anyone the town might work with on the project who will work toward designing the final plan. A volunteer has come forward to help with the completion of the wetland delineation, another to complete the test pits, among others.

Motion: by Chair Danis, second by Mr. Eaton to authorize Mr. Sterndale to spend up to \$4,000.00 for the development of topographical maps for the Marston Property.

Vote: 3 – 0 in favor.

Mr. Eaton stated he believed many in the community appear to think the Marston Committee is still active and asked to a higher level of communication about what activity is taking place with the Marston Property.

Chair Danis reviewed that the Marston Property Exploratory Committee has completed their charge, provided a final report to the Select Board, and is no longer an active committee.

Chair Danis reviewed her proposed draft posting seeking volunteer efforts, which include those with specific knowledge and experience with grass root fundraising, grants research and writing, one-on-one fundraising, and online crowd funding. The other members agreed to move forward with seeking fundraising volunteers and general discussion took place about possible fundraising and grant opportunities.

Ms. Andersen asked to see a more formal on-going report documenting the development phases, the steps needed in the process, tasks being completed by volunteers as they are found, how the volunteers are being managed, and the potential cost savings by having a volunteer complete the process. Mr. Eaton agreed about the need for a better understanding of the process and steps being completed.

Highway Paving Bids: Mr. Sterndale reviewed the paving bid process stating the town received six bid results, which have been summarized for an easier comparison. Overall the costs appear to be lower than in the past, in large part due to the lower oil costs.

The Road Agent is recommending selection of Pike Industries with the lowest overlay bid that is the greatest cost impact. Mr. Sterndale reported given these prices the Road Agent is in good shape to complete the reconstruction and overall work as originally proposed to Gebig Road, Ledge Farm Road, McCrillis Road, Gile Road, and Berry Road.

Motion: by Mr. Eaton, second by Ms. Andersen that the Board of Selectmen to approve Pike Industries bid for paving services for 2016.

Vote: 3 – 0 in favor.

No Through Trucking Ordinance: Mr. Sterndale reviewed the draft ordinance, the options the Select Board must choose to define the type and size of the trucks, any possible exemptions, and the penalty. The proposed roads to be included in the ordinance included: Lucas Pond Road, Halls Way, Francesca Way, Michela Way, Kelsey Road, McCrillis Road, and Garland Road. The primary goal is to affect the routine users, along with the occasional users on the most affected roads. There was agreement to include Lincoln Road as well.

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Mr. Sterndale and Chair Danis reviewed action taken by the Select Board today would not go into effect until after the public hearing, public comment, and a final board vote.

It was stated there may be unintended consequences of trucks moving from one road to another but it will be hard to know the full extent until a final decision is made.

After discussion the Select Board identified Option 1 for the type of truck; as defined in RSA 259:115-b, as well as the additional optional reference for “light trucks” as defined by RSA 259:50. Mr. Sterndale reported the Police Chief supported those options.

Mr. Sterndale reviewed that he surveyed other municipalities and based on the suggestion of Chief Foss the penalty is proposed to be \$100.00 for the first offense and \$250.00 for each subsequent offense in a calendar year.

The Select Board agreed with the proposed penalty. Ms. Andersen supported the proposed amount, but felt the penalty was a little light.

Ms. Andersen asked to include a purpose statement to define why the ordinance is being put in place, and provided additional grammatical edits.

The Select Board decided to hold a public hearing on June 13, 2016 at 7:00 pm.

Thanks: Chair Danis thanked John and Dee Decker for donating several computer monitors to the town, increasing the size of monitors for some town departments and employees.

Other Meetings/Appointments: Chair Danis reported she would attend and speak at the student DARE Graduation on May 25th.

Mr. Eaton would attend the NHDES/PLIA meeting on May 26th.

ADJOURNMENT: Having no further business,

8:28 **PM Motion:** by Mr. Eaton, second by Ms. Andersen to adjourn.

Vote: 3 – 0 in favor.

Respectfully Submitted,

Dawn Calley-Murdough