

**Minutes  
Nottingham Select Board Meeting  
June 19, 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, Charlene Andersen, Charles Brown, Anthony Dumas

Absent: Tiler Eaton

Others: Town Administrator Chris Sterndale, Secretary Dawn Calley-Murdough, Matt Kouchoukos, Susan Mooney, Sam Demeritt, Cheryl Smith

**Approval of Manifest:**

**Motion:** by Mr. Dumas, second by Mr. Brown to approve the June 19, 2017 accounts payable and June 20, 2017 payroll manifests.

**Vote:** 4 – 0 in favor.

**Approval of Minutes:**

**Motion:** by Ms. Andersen, second by Mr. Brown to approve the public minutes and non-public minutes of the June 5, 2017 meetings as written.

**Vote:** 3 in favor. 1 abstained.

**Select Board Department/Board/Committee Reports:**

**Planning:** Ms. Andersen reported the board reviewed a conceptual plan and impact fees. The Planning Board meeting on June 28, 2017 has been cancelled as there are no cases.

**Budget:** The committee will meet on June 20, 2017.

**Town Administrator Reports, Mail, Signature Items:**

**Highway:** The position has been posted on the town and NHMA websites, and InDeed.com, and any other posting suggestions are welcome.

**Fire:** The department received the resignation from one of the full time firefighters and the vacancy has been posted. The dry hydrant on McCrillis has failed and will need to be repaired. It is approximately 15 years old, and is the second PVC hydrant needing to be replaced; replacement materials will be a longer lasting iron. The McCrillis hydrant will need more expertise and equipment than the town currently has and work will be planned for a future date.

The Fire Department is on the 2018 CIP schedule to replace the air equipment, at a proposed cost of \$160,000.00, and the process will be completed in two phases/years. However, the current equipment needed some repairs, which will take place soon.

**Library:** The Director recently resigned with a leave date of late summer, the position is posted and the Library Trustees are accepting resumes at this time.

**Financial:** The town audit is taking place this week and the auditors are completing work in town with office staff.

The state budget should be complete soon, and initial revenue losses have been identified in the property tax relief, and the Meals and Rental amount may remain static. Highway projects may see an increase, but the budget is still awaiting approval. The Road Agent may provide suggestions and

**Minutes**  
**Nottingham Select Board Meeting**  
**June 19, 2017**

the Select Board will need to approve where the extra funds should be used; the proposed funds can't be used on existing plans.

**Appointments:**

7:00 pm – Conservation Commission: Chair Danis reviewed that the Select Board meets with the Commission a couple of times a year to review active and proposed conservation projects.

Mr. Demeritt reviewed the cases the Commission is actively working on, which could include an approximate 22 acres into conservation. The Commission is also looking to complete the easement monitoring agreement for the previously purchased Kennard property.

The Terninko property will be to include an approximate 14 to 15 acres into other easements already associated in the same area. Ms. Smith stated there is approximately \$30,000.00 to \$50,000.00 needed for the easement and the property will need to be surveyed to determine the specific details.

Mr. Demeritt stated the Shippee-Rice easement is new and the expected payment of \$11,995.00 is to pay for the transaction expenses, as well as for the easement holder monitoring for conservation compliance by Bear Paw. This property will add to other conservation properties in the area.

Discussion took place about the completed easement agreements and changes on the list from the prior list. It was stated the current balance of the Conservation Fund was approximately \$139,823.66, but the proposed projects totaling an approximate \$58,895.00 to \$78,895.00 have not been subtracted from the current total.

Mr. Dumas asked about the conservation easement process. Mr. Demeritt stated an easement is a permanent protection to keep the property in its undeveloped state. Ms. Smith stated information about the different types of easements can be found on the Bear Paw Regional Greenways and NH Society of the Protection of Forests, or NH Conservation Commission Association websites.

Chair Danis reviewed the Conservation Commission easement acceptance process; the Commission sets plans for an easements and votes to recommend specific projects, those projects are then subject to final approval by the Select Board.

Mr. Demeritt and Ms. Mooney asked about some of the damage to trees on some of the scenic roads. Mr. Sterndale stated he would talk to the Road Agent about the issue.

Mr. Demeritt reviewed the recently placed signs for Turtle Crossings and it was stated the signs are being noticed and should help protect the turtles.

Ms. Mooney asked the Select Board for help in getting additional Adopt-A-Highway trash signs from NH Department of Transportation. The Select Board agreed to the request and Mr. Sterndale would contact District 6. The Conservation Members and Select Board asked for community support in cleaning up trash that is located on the side of the roads near their own homes.

Ms. Andersen asked if there were any planned Conservation Commission workshops. Ms. Mooney stated there is proposed bird/wildlife walk and Ms. Smith mentioned a walk on one of the easement properties in early fall as well. Ms. Mooney stated the water testing program will return this summer.

**Minutes**  
**Nottingham Select Board Meeting**  
**June 19, 2017**

Ms. Smith asked if the Select Board had received a copy of the Lamprey River Marston property concerns. Chair Danis reported the board has received the report and it was mentioned in the discussion about the Marston Project.

**General Business:**

Marston Update: Mr. Sterndale and Mr. Kouchoukos reviewed the most recent information about the proposed work for Marston project.

Mr. Sterndale reported the initial cost estimates appear higher than anticipated and the amount of work is being scaled back with requests for new quotes. Answers to the scaled back work are coming in, but very slowly, and others are anticipated to arrive soon. Additional compromises for the quantity of work and/or trade of materials is taking place, but is still under discussion.

Mr. Kouchoukos stated the possible trade of the contractor taking top soil may not be to the town's long term benefit and after discussion there was agreement to keep the top soil.

Ms. Andersen asked if the Lamprey River Association comments were reviewed and commented on. Mr. Sterndale reported the majority of concerns is the placement of the second field, which would take place in phase 2. Mr. Kouchoukos stated the state permit covers the entire project, which can be adjusted if needed.

Chair Danis asked about parking. Mr. Kouchoukos stated only initial parking areas will be installed and can be refined as the project moves forward. Mr. Sterndale reported the full plan has a specific second parking lot.

Mr. Sterndale reported the town still needs to have a community volunteer and/or group to sponsor the community gardens. Mr. Kouchoukos stated there is the plan to complete the initial prep work during phase 1. Chair Danis stated she believed there should be a community group to take ownership of that project.

Mr. Sterndale reported the town may find additional savings if they put the job out to bid, but it probably won't reach the \$200,000.00 currently set aside. A financial plan is being established in order to move forward with the plan, and that can't be completed until the other estimates are received.

Ms. Andersen stated Shea Concrete produces in one of their plants premade dugouts which may be a simple solution for the dugouts. Mr. Sterndale reported they would be added to the list.

Chair Danis thanked Mr. Kouchoukos for his continued work on the project.

Tax Collector Interest Waiver: Mr. Sterndale reviewed the request from the Tax Collector to waive interest up to \$5.00.

Mr. Brown moved to accept the request by Mr. Reed. The other members agreed to the request and signed the authorization request.

Insurance Cap: Mr. Sterndale reviewed the prior conversation about agreeing with the insurance cap. Mr. Dumas stated he hasn't reviewed the material and Mr. Sterndale reported the board must make a decision on the proposal by July 24, 2017. Mr. Dumas briefly review the material and discussion took place.

Motion: by Ms. Andersen, second by Mr. Brown to accept the offer of the New Hampshire Public Risk Management Exchange (Primex) to enter into its Property and Liability Contribution

**Minutes  
Nottingham Select Board Meeting  
June 19, 2017**

Assurance Program (CAP) as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex risk management pool membership during the term of the Property and Liability Contribution Assurance Program. The coverage provided by Primex in each year of membership shall be as then set forth in the Coverage Documents of Primex.

Vote: 4 – 0 in favor.

Environmental Contractor: Mr. Sterndale reported the meetings were held with the environmental engineers and a decision was made to make a recommendation to hire one firm after four interviews. GeoInsight was selected to complete the project; this is a firm that worked for the town on this same property during the initial issues, and has a good grasp on what is needed for the town. While this firm wasn't the cheapest, the price differences weren't significant, and the knowledge they have regarding the project is going to be beneficial to the town.

The contract information will be provided to the Select Board for preliminary review in the next week electronically for final approval at their next meeting. Once the contract is signed it will take approximately three weeks to provide the results back to the town.

Recycle Center: Mr. Sterndale reported the NH Department of Environmental Services has asked for the town to include additional testing for PFOA or PFAS pollutants. This testing will take place in 2018, at the cost of approximately \$2,000.00, which will be in addition to the existing testing expenses.

July 3 Meeting: After discussion the board decided they would schedule a meeting on Monday, July 10, 2017, if it was needed.

**NON-PUBLIC SESSION: 7:45 PM Motion:** Motion by Ms. Andersen, second by Mr. Dumas to enter non-public under RSA 91-A:3 II(l).

**Roll Call Vote:** Danis – Yea, Andersen – Yea, Dumas – Yea, Brown – Yea. 4 – 0 in favor.

**8:39 PM Motion:** by Ms. Andersen, second by Mr. Brown to exit the non-public session.

**Roll Call Vote:** Danis – Yea, Andersen – Yea, Dumas – Yea, Brown – Yea. 4 – 0 in favor.

**Motion:** by Ms. Andersen, second by Mr. Dumas to seal the non-public minutes of June 19, 2017.

**Roll Call Vote:** Danis – Yea, Andersen – Yea, Dumas – Yea, Brown – Yea. 4 – 0 in favor.

The Selectmen made no decisions during their nonpublic session.

**ADJOURNMENT:** Having no further business,

**8:40 PM Motion:** by Ms. Andersen, second by Mr. Dumas to adjourn.

Vote: 4 – 0 in favor.

Respectfully Submitted,

Dawn Calley-Murdough