

**Minutes
Nottingham Select Board Meeting
September 25, 2017**

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

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

Absent: Donna Danis

Others: Town Administrator Chris Sterndale, Secretary Dawn Calley-Murdough, Dee Ann Decker, John Decker, Mike Coltin, John Morin, Eugene Reed

Approval of Manifest:

Motion: by Mr. Dumas, second by Mr. Brown to approve the September 25, 2017 accounts payable and September 26, 2017 payroll manifests.

Vote: 4 – 0 in favor.

Approval of Minutes:

Motion: by Mr. Brown, second by Mr. Dumas to approve the public minutes of September 11, 2017, as amended.

Vote: 3 in favor. 1 abstained.

Motion: by Mr. Brown, second by Mr. Eaton to approve the Non-public minutes of September 11, 2017, as written.

Vote: 3 in favor. 1 abstained.

Select Board Department/Board/Committee Reports:

Budget: Mr. Dumas reported the committee met on September 14, 2017 and reviewed the current school budget with year-end financials for the 2016/2017 school year. The committee also discussed the upcoming meeting calendar and which town department heads they would meet with as they work on the 2018 budgets. Mr. Dumas stated the town will present their 3rd quarter financials at the next meeting, October 19, 2017.

Planning: Ms. Andersen reported the Planning Board will meet on the 28th with a minor subdivision and a site plan revocation.

Other: Mr. Brown reported the local Girl Scout Troop will dedicate a memorial bench at Pawtuckaway State Park for a WWII plane crash location on Saturday, September 30, 2017.

Town Administrator Reports, Mail, Signature Items:

Financial: The town has made their final loan payment for the Town Office renovations.

Lakeview Drive: The walk through with citizens took place the prior weekend and the finishing construction of the road work will start soon.

Building Inspector: Mr. Sterndale reported the window to submit application/resumes has passed and he anticipates making a recommendation for a new hire in the next couple of weeks.

Tax Rate Setting: Final documents are being submitted to the NH Department of Revenue and the Select Board members should expect the regular fast paced communication regarding the use of surplus funds from the Fund Balance to help reduce the tax rate. Mr. Sterndale would meet with the newer members, who haven't been through a tax rate setting yet, to review the process. The

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necessary documents will then need board member signatures, which might be able to take place during a Select Board meeting.

Meeting Dates: The Select Board reviewed there upcoming meeting schedule, including October 9, which is a holiday. After discussion the board tentatively scheduled a meeting for October 10th.

Signatures: Appointment for the new Police Officer Descovich. Historical Society request to fund scanning historical town documents being held by the state of NH Archives.

Appointments:

7:00 pm – PLIA Fund Request: Ms. Dee-Ann Decker PLIA Coordinator and Mr. John Decker PLIA President answered questions regarding the PLIA request of town funds to support boat inspections at Pawtuckaway State Park and the Fundy Boat Launch, as done in the past. These funds would be provided to NH Lakes, the agency that manages and issues the payroll checks for boat inspectors.

Mr. Decker stated the town has previously committed to supporting the program at \$4,000.00, and should contribute that amount. Ms. Decker reviewed NH Lakes requires a 300% match of given grant funds to maintain the next year grant fund; the 2016 grant was \$4,800.00, the 300% wasn't met and the 2017 grant equaled \$4,650.00. Ms. Decker reported the account with NH Lakes can't run with a deficit and due to miscommunication about the release of town funds, the PLIA made an emergency payment expecting the town payment would quickly follow. There is an estimated payroll amount of \$2,000.00 for the remaining part of the year.

Mr. Dumas asked about the typical amount that remains with NH Lakes at the end of the year. Ms. Decker stated it varies from year to year depending on the weather later in the boating season. The PLIA typically leaves surplus funds with NH Lakes to start the next season, but can make the decision to pull back the funds if they desire.

Ms. Andersen asked about the total number of hours worked/volunteered and an additional grant recently received by PLIA. Ms. Decker responded she has a current total of 5,700 hours to date, without all the time slips being submitted/entered and not counting the hours that will be worked up to Columbus Day. Mr. Decker stated the additional grant received was given to the PLIA and the funds will be used to assist in the invasive species search at the lake and to get individuals certified in the removal of invasive species process.

Ms. Decker stated the lake host program benefits the entire town and not just those living around the lake in the prevention of infestation by invasive water species; it is cheaper to prevent an infestation rather than trying to remove an infestation.

Motion: by Mr. Brown to issue the remaining \$2000.00 payment for the Lake Host program.
Second by Mr. Eaton.

Vote: 4 – 0 in favor.

Ms. Andersen thanked Ms. and Mr. Decker for coming in to answer questions.

General Business:

Public Comment: Mr. Reed asked the Select Board what, if any, actions they have regarding his prior request and concerns expressed for the management and use of Impact Fees.

Ms. Andersen reported the Town Administrator has contacted Mr. Mayberry, who has helped in the recent Planning Board review of Impact Fee process and the town attorney for additional

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clarification. Mr. Sterndale reported he has started to receive answers from the applicable parties, but a review of those answers hasn't taken place, as of the current meeting.

Mr. Reed again expressed his concern regarding the management and of the use of Impact Fees, feeling recent use does not appear to meet the requirement towards a Capital Improvement. In addition, he has concern about who has the authority to approve use of the funds; the Select Board or is approval needed at a Town Meeting.

Ms. Andersen stated she wants the town attorney opinion, as her understanding of Impact Fees is that payment for a study can take place on upcoming capital projects.

Mr. Reed asked to be on the next meeting agenda and to receive the answer provided given by the town attorney. It was stated the Select Board will discuss the matter with the town attorney to determine if the legal answer can be publicly provided.

A general statement was made that there are different opinions regarding Impact Fees, the Select Board will review the opinion provided by the town attorney, and how the Select Board moves forward will need to be determined.

Mr. Brown and Mr. Dumas stated they would take further action to research the laws regarding the use of impact fees. Mr. Dumas stated he did not feel he could make a decision on a topic he doesn't understand and wants to gather more information. Mr. Eaton felt the town did not take any intentional inappropriate action.

The Select Board thanked Mr. Reed for coming in.

ADJOURNMENT: Having no further business,

7:24 **PM Motion:** by Mr. Dumas, second by Mr. Eaton to adjourn.

Vote: 4 – 0 in favor.

Respectfully Submitted,

Dawn Calley-Murdough