

**TOWN OF NOTTINGHAM
Selectmen's Meeting
August 15, 2011**

6:43 PM, Acting Chair Bonser asked all those present to stand for the Pledge of Allegiance.

Members Present: Mary Bonser, Hal Rafter

Members Absent: Gary Anderson

Guest:

Others: Charles Brown, Town Administrator; Traci Chauvey, Recording Secretary;

ADMINISTRATIVE BUSINESS

DEPARTMENT REPORTS

Police – Mr. Brown informed the selectmen Chief Gunnar Foss was in attendance to introduce the new police officer, Anthony McKnight. Chief Foss and Officer McKnight stepped up to the selectmen's table. Chief Foss apologized for the delay in introductions. He informed the selectmen the Officer McKnight passed his agility training this morning. Officer McKnight has an Associate's Degree in Criminal Justice. He will be leaving on August 29th to attend the academy and will return on December 2, 2011. Chief Foss feels Officer McKnight already has a decent grasp on the community. The selectmen welcomed Officer McKnight and wished him well. Chief Foss and Officer McKnight left the meeting.

Highway – Mr. Brown reported he had received ten (10) bids in response to the RFP for the highway garage. Based on bid content, Mr. Brown narrowed the field down to five bids. These five were given to Mr. Anderson and Mr. Colby, Nottingham's Building Inspector, who narrowed it down to three. Mr. Brown recommended Wason Construction out of Raymond. He provided the following bid information:

Copeland	\$146,000.	
Groen	\$124,033.	+\$5,100 for metal roof option
Wason	\$94,875.	+\$1,020 for metal roof option
O.R. Gooch	\$146,505.	
Dellaire	\$102,500.	
Ricci	\$97,717.	+\$5,100 for metal roof option
CMGC	\$192,600.	
Curry	\$98,450.	did not provide references or qualifications
RJ & MA	\$104,775.	did not provide references or qualifications
JC Bldrs	\$135,600.	provided two roof options

At Acting Chair Bonser's inquiries, Mr. Brown indicated he believes a metal roof is the way to go and a timeframe of completion by December 1 was set. There was a brief discussion around monies that will be received from the insurance company. The building has been valued at a replacement cost of \$180,000. We will collect whatever we spend, up to that amount, to replace the building to its previous standard. If we choose to upgrade the building from its previous standard (i.e., adding improvements not previously there); we may not be reimbursed for these changes even if the cost stays below \$180,000.

Acting Chair Bonser voiced some comments on behalf of Selectman Anderson. Selectmen Anderson would like to see a November 1 completion deadline. There was a brief discussion around this. Mr. Brown reiterated that December 1 had been in the RFP and further noted the highway crew will be able to work with the December 1 deadline. He reminded all of the phenomenal response by the highway crew when the garage collapsed in February. The staff, lead by Mr. Fernald, were back on track by the following day. There was more discussion around the bids and costs. Mr. Brown reminded the selectmen there will be additional costs, above and beyond the construction company's costs, for items such as electric service. He has already spent \$1,000 to have the monitoring system for the fuel tanks reconnected. Acting Chair Bonser thanked Mr. Brown for his efforts to move this forward.

Mr. Rafter inquired about installing a small office in the new building. There was discussion around design plans for the new building. Mr. Brown indicated the proposed bathroom is larger than needed so it may be possible to put a small office in; although Mr. Fernald does not require office space.

Motion: Rafter, second Bonser to award the building of the highway garage at 3 Flutter Street to Wason Construction.

Vote: All in favor. Motion passed: 2-0

Mr. Brown informed the selectmen he had received three (3) responses to the request for bids of the 2003 Ford F550 dump truck. He provided the following list:

Matt Curry	\$1,751.
RSTS	\$2,600.
Matt Pitkin	\$2,519.

Motion: Rafter, second Bonser to award the bid to RSTS, and in the event RSTS does not follow through, to Matt Pitkin.

Vote: All in favor. Motion passed: 2-0

BILL FOLDER REVIEW

Mr. Brown informed the selectmen the fire department has a large bill for replacement turn-out gear. At Mr. Rafter's inquiry, Mr. Brown reported the replacement turn-out gear is budgeted and life expectancy is ten years.

OTHER ADMINISTRATIVE BUSINESS

Mr. Brown informed the selectmen he has received a request from the Department of Revenue Administration (DRA) to provide tax rate authorization electronically. He explained it take up to an additional 7 days to get the approval on the rate, if not done electronically. He has no problem with the electronic process. Acting Chair Bonser, also, has no problem with doing this electronically. Mr. Brown explained this authorization is a process that will be repeated every year.

Motion: Rafter, second Bonser to authorize the town to receive electronic tax rate authorization and to appoint Charles Brown as the authorizing agent.

Vote: All in favor. Motion passed: 2-0

GENERAL BUSINESS

Mr. Rafter made some inquiries about the budget on behalf of the budget committee. He inquired about expenditures in account 4196 Insurance Claims/OSR, where money is not budgeted. There was a brief discussion around monies received from the insurance companies and matching revenue accounts. Acting Chair Bonser matched the amount Mr. Rafter was inquiring about with the miscellaneous account from the revenue report. Mr. Rafter inquired about account 4220-45. Mr. Brown informed him the town had to replace a fire hydrant top. Mr. Rafter inquired about the highway miscellaneous account, noting \$200 was budgeted. Mr. Brown reported this could be used for anything not categorized. He further noted that he can get a detailed listing of what has been paid from the account. Mr. Rafter inquired about the Animal Control Officer (ACO) salary and indicated Nottingham does not have an ACO. Mr. Brown informed him Nottingham does have an ACO and that the process for reaching the ACO has been changed. Residents now contact Rockingham Dispatch for ACO services. If dispatch cannot reach the ACO, the police are called. Mr. Brown also explained there is an existing contract with the SPCA for housing dogs which gets paid out of the ACO budget. Lastly, Mr. Rafter inquired about account 4529 Recreation Revolving. Mr. Brown explained no money is budgeted for this account. It is a liquid fund to run and start recreation programs. This account is adjusted after the audit. Mr. Rafter confirmed with Mr. Brown that the amount in 4529 does not carry to the bottom line.

Mr. Rafter inquired about known reductions in state revenues. Mr. Brown indicated the biggest one would be the retirement. The state no longer contributes. Employee rates have increased for the first time in 15 years. There was discussion around not having any solid information to work with. Exact figures for things such as rooms and meals will be provided to the town at the tax rate setting.

Mr. Rafter inquired about the highway block grant. Mr. Brown informed him the money is not specifically allocated. There was a brief discussion around the cuts that are being discussed at the state level.

Mr. Rafter inquired about why there was nothing from the recreation department in the Interfund Operating Budget Transfers account. Mr. Brown explained the numbers for that come from the auditor.

Having no further business,

Motion: Rafter, second Bonser to adjourn the meeting.

Vote: All in favor. Motion passed 3-0

Meeting adjourned at 7:15 PM.

Respectfully submitted,

Traci Chauvey

Recording Secretary

Approved as amended at the September 12, 2011 meeting.