

TOWN OF NOTTINGHAM
Selectmen's Meeting
September 26, 2011

6:30 PM, Chair Anderson asked all those present to stand for the Pledge of Allegiance.

Members Present: Gary Anderson, Hal Rafter

Members Absent: Mary Bonser

Guest: Eric Danis, School Building Committee; Gail Mills, Trustee of the Trust Funds; Gail Powell, Trustee of the Trust Funds;

Others: Charles Brown, Town Administrator; Traci Chauvey, Recording Secretary; Chris Mills; Jim Ovens

ADMINISTRATIVE BUSINESS

At Chair Anderson's inquiry, Mr. Brown addressed and updated the selectmen on several administrative issues.

The new police officer is doing well at the academy.

The Town Office has received a request for warning signs on South Summer Street and Deerfield Road. The resident from South Summer Street is requesting a horse warning sign at each end of the street. Mr. Brown read the e-mail, which indicated there are, at least, 30 horses on the road and vehicles are not slowing down. Prices quoted for the signs and accessories are \$50.44 for a 24" X 24" sign, \$79.41 for a 30" X 30", and \$32.54 for a 10' U-channel post. Another request came in for School Bus Stop Ahead signs on Deerfield Road. There is an area on this road where there are multiple homes that have children being picked up and dropped off by the school bus. The road is in good shape and vehicles are traveling quickly. Mr. Rafter suggested having the police swing thru this area during the bus route times to monitor traffic speed. Mr. Brown explained the police do this and the vehicles do slow down but then when the police are called to focus their attention elsewhere, speeds tend to pick back up. Chair Anderson and Mr. Rafter agreed that Mr. Brown should follow through with obtaining and placing signs on South Summer Street and Deerfield Road.

Mr. Brown received a call on Friday from Irving informing him fuel prices have dropped 0.02¢ per gallon. Prices have dropped a total of 0.04¢ since he starting looking into it. Prices are only good until midnight on the day he receives them. Propane is currently \$2.29⁷ per gallon and #2 heating fuel is at \$3.21 per gallon. Mr. Brown inquired as to whether he should continue to wait before locking in. There was a brief discussion around gas. Between highway, fire, and police, Mr. Brown believes we are looking at a \$10,000 increase for the upcoming budget. John Fernald, Nottingham Road Agent, is budgeting at \$3.75 per gallon. At Chair Anderson's inquiry, Mr. Brown indicated he locks in for actual usage from the previous year. He will lock in 7,801 gallons of #2 heating fuel and 5,578 gallons of propane. The selectmen agreed to wait and look at prices at their next meeting in two weeks.

Mr. Brown informed the selectmen that Mr. Jamele, Deerfield's IT person, came in last week. He felt that what Nottingham has is similar to Deerfield. He believes the poor visual is due to the length of room and the camera being at the back. He checked the audio, running four

different tests, and feels the signal going out to Comcast is good, the interference appears to be coming in the return signal from Comcast.. Mr. Jamele supplied Mr. Brown with a diagram of Deerfield's layout and a list of items with approximate costs. A new computer, running Windows 7, would replace the character generator for an approximate cost of \$700-\$800, My TV Scheduling software for \$899, a DVD recorder for \$150-\$200, and miscellaneous cables. There was no notation about a converter or switch on the list but these are also items Mr. Jamele had mentioned while talking with Mr. Brown. Mr. Brown noted that Deerfield's diagram also shows a speaker at the back of the room. Mr. Brown has invited both Mr. Jamele and Brian Stucker to the meeting scheduled for October 11. He is waiting to hear back from both. Chair Anderson noted the next step would be to look at funding.

Mr. Brown informed the selectmen that Mr. Fernald wants to fund the stream crossing from the highway construction reconstruction budget. There was \$192,600 approved at Town Meeting which Mr. Fernald had intended to use on Church Street, Halls Way, and a portion of Berry Road. He will do what he can on these roads with the remaining funds. Mr. Brown has had contact with the engineering firm. They have been trying to get waivers from DES; however, DES is not budging. DES has said the current crossing, which contains three culverts, is not legal. There are some open questions around funding the project. It is not known at this time whether it will be completely funded by the town or if the town may qualify for bridge aid. The crossing is not defined as a road, it is an easement. If a hydraulic study indicates there needs to be a bridge, the bridge would be on three separate properties on this side of the stream. Also, the cost of the project goes up if bridge aid funds are used because of the different requirements from the state. However, bridge aid pays 80% of the project. Mr. Brown noted that realistically speaking this would not be done in 2012. It will take 6-8 months just to get the permit. An RFP still needs to be written and published for design, engineering, and build. Mr. Rafter confirmed with Mr. Brown that the current culverts, although not in good shape, will last.

Chair Anderson mentioned the Building Committee did not have a quorum last Monday. They will meet again next Monday. There was discussion with the members who were present around the future of the highway department, garage, etc. Chair Anderson indicated to them any future plan for the highway department would not be a focus at this time. He suggested they focus on the parking issue. He has had a conversation with Mr. Fernald and believes this could happen in the spring.

Mr. Brown informed the selectmen the trusses would be put on the highway garage tomorrow. He received a call from the insurance company. The check will be on its way. They have determined a full value estimate of \$182,000 and will depreciate it to what they call fair market value. When all is said and done, Mr. Brown is to submit a supplemental request for other costs incurred.

APPOINTMENTS

7:00 PM – ERIC DANIS – NOTTINGHAM SCHOOL BUILDING COMMITTEE

At 7:00 PM ,Chair Anderson acknowledged Mr. Danis.

Mr. Danis provided handouts for the selectmen and set up an easel and display board. He had e-mailed information to the selectmen prior to this evenings presentation.

Mr. Danis provided a brief history of the school building committee and his qualifications for serving on the committee. He acknowledged the school was built 15 years ago with a 600 student capacity. Currently there is slightly over 500 students. Functional capacity of the school is 545-550 students. The school was built with four extra classrooms. Those classrooms are gone, two grades are combined due to lack of classroom space, health class is on a cart, the library is over 600 square feet smaller than DOE requirements, the music class is 1,000 square feet smaller than DOE mandates, special education, OT, and PT are taking place in the corridors or on the stage, only one of the kindergarten classes contains a bathroom as mandated by the state, etc. Mr. Danis further noted that the cafeteria and gym are not adequate. The committee is aware the Town's recreation department is looking for a building for sports activities. The committee's consideration is to build a second gym separate from the main facility so the town could also use the space as needed. The committee devised an overall Master Plan. The committee was then tasked with focusing on and addressing only the critical needs. They have come up with Phase 1 to address the critical needs, which consists of the goal to get the kids out of the hallways and into classrooms. They are looking at 11,920 square feet of changes, which include OT/PT classroom, SpEd meeting room, Title 1 room, reading room, two (2) SpEd classrooms, SpEd storage room, boys and girls bathrooms, an art classroom, a health classroom, a library/media center, corridors, etc. The school will be putting forth a warrant article which will address only these critical needs.

Chair Anderson inquired as to how many phases are projected. Mr. Danis informed him the committee was tasked with only addressing critical needs, there is no plan beyond this at this time. A construction manager has been hired on a pro-bono basis but the committee has not received any cost information yet. Mr. Danis explained the point of attending the meeting this evening was to open communication between all parts of town.

Acknowledged by Chair Anderson, Mr. Mills inquired about the survey Mr. Danis had mentioned earlier in his presentation, noting he had not received one. Mr. Danis explained the survey was disseminated in the community newsletter, the school newsletter and on the website. It was mostly geared toward parents of children attending the school.

Acknowledge by Chair Anderson, Ms. Powell praised the communication efforts of the committee. She inquired about why the committee is basing need on today's information and not on the projections of the future. Mr. Danis explained they were tasked with addressing current need. The school feels this is not the time to ask for large sums of money. Phase 1 is expected to be completed and open for 2012. Ms. Powell feels the needs should be based on projections for 2012, not 2010. Mr. Mills agreed with Ms. Powell. Chair Anderson would like to see a complete timeline for the entire Master Plan.

Mr. Danis asked the selectmen to contact Principal Carvalho for a tour of the school during open hours. The selectmen agreed to the contact. There were thanks all around. Mr. Danis stepped down.

7:30 PM – TRUSTEES OF THE TRUST FUNDS – BUDGETARY CONSIDERATIONS & APPOINTMENT

At 7:43 PM, Chair Anderson acknowledged Ms. Mills and Ms. Powell

Ms. Mills informed the selectmen Gerry Lalonde has resigned his position as trustee. The two remaining members are recommending Ms. Judy Dougherty to fill the position until the next

election at 2012 Town Meeting. They, also, requested to expend \$135 for a printer, Quicken software, and miscellaneous cables. They would like to make this purchase before their next meeting on October 11. At Chair Anderson's inquiry, Ms. Mills indicated the equipment would be placed in Conference Room #2.

Motion: Rafter, second Anderson to approve the expenditure of \$135 for equipment for the Trustees of the Trust Funds.

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

Motion: Rafter, second Anderson to appoint Judy Doughty as a Trustee of the Trust Fund until March 31, 2012.

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

The selectmen signed the appointment form.

Ms. Mills and Ms. Powell stepped down and left the meeting.

GENERAL BUSINESS

Mr. Brown informed the selectmen the biggest thing going on is budgeting. He is receiving questions from department heads about increases. The selectmen will discuss this at the next meeting.

Mr. Brown has been in touch with the AG's office regarding the Lee farm on Mill Pond Road, which was taken by tax deed in 2009. He wants the selectmen to consider putting a warrant forth for retention of the property, as required by RSA 80:42-a. He provided the selectmen with some history on the property. There was hazardous contamination. The state has a large lien against the property, wants 80% put into conservation and, also, wants it open to all public not just residents. There have been no negotiations at this time. There was discussion around usage, easements, and frontage. Mr. Brown is going to speak with Mark West regarding a conservation easement. The property will need to be surveyed at some point. Mr. Brown noted that some people have approached him about selling the property to put the funds toward the tax rate. Mr. Brown explained that any monies over and above the tax lien amount must be returned to the prior owner or heirs and the tax lien amount retained by the town would not be noticeable against the tax rate.

Chair Anderson stated he has received a complaint from Mr. Stewart about a dog on Shore Drive. The owner has received citations over the last three years but the problem continues. Chair Anderson informed Mr. Stewart he would look into it and the town will take action, if necessary. Chair Anderson indicated he will familiarize himself with the laws surrounding this.

Chair Anderson informed all he had attending a planning board meeting in Raymond. Raymond had invited officials from all surrounding towns to attend for a regional planning discussion. Chair Anderson raised the issue of propane storage, knowing Raymond has a large distributor, but did not receive much feedback. A selectman from Fremont, with experience in propane storage, offered to come share his expertise. Chair Anderson indicated it was a good meeting with several interesting subjects. He noted it was good to hear what is happening in the surrounding towns.

192
193
194 Having no further business,
195 **Motion:** Rafter, second Bonser to adjourn the meeting.
196 **Vote:** All in favor. Motion passed 3-0
197 Meeting adjourned at 8:10 PM.

198
199 Respectfully submitted,

200
201
202
203 Traci Chauvey
204 Recording Secretary

205
206
207
208 **Approved as amended at the October 24, 2011 meeting.**