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Minutes
Nottingham Selectmen's Meeting
January 17, 2012

6:35 PM Chair Anderson opened the meeting and asked all those present to stand for the Pledge of Allegiance.

Members Present: Gary Anderson, Hal Rafter and Mary Bonser.

Others: Town Administrator Charles Brown, Jaye Vilchock, Heidi Carlson and Heidi Seaverns.

Mr. Brown informed the Board that Chief Vilchock had been elected as Chief for 2012 by the department (17-0-2). All members thanked Chief Vilchock for his service.

Motion: Bonser, second Rafter to appoint Jaye Vilchock as Fire Chief for 2012 based on election by members of the Nottingham Fire/Rescue Department.

Vote: 3-0 in favor. Board members signed the appointment form for Chief Vilchock. The Chief & Deputy Chief left the meeting.

The members will wait to act on outstanding minutes until Ms. Chauvey is present.

Members reviewed bills, signed manifests & checks. There were 2 manifests that closed out 2011 and three from 2012. Mr. Brown reported that final figures for 2011 will be provided to the Budget Committee at their meeting on Thursday night.

Members next reviewed a letter from a resident that was unhappy about the Saturday closure of the Recycling Center. Members discussed the issue of the prior Saturday closing of the Recycling Center on those weeks with a Monday holiday. They discussed various options-a Skelton crew on those Saturdays, employees rotate the Saturdays off or close on the Tuesday after the holiday instead of the Saturday before. Chair Anderson stated he would be having his monthly meeting with the Recycling Center staff on Saturday and he would discuss this issue with them at that time. Members would like to discuss this issue further at their next meeting on January 30, 2012.

Chair Anderson asked if the other members had had a chance to review the proposals from Access AV for the upgrade to the broadcast system here in the building. Members all agreed that the audio portion of the broadcast is the most important at this time. They discussed possibly mounting the same (or new) camera in a different location to provide the audience with a better view of the people at the table. After further discussion, members decided to ask Brad Jett to come to their next meeting (if possible) to discuss the options and which one made the most sense.

Chair Anderson then brought up the Pay As You Throw (PAYT) presentation at Town Meeting by Sara Nichols. All members want to have this concept out before the voters sooner than later. Chair Anderson stated he thought it was important that Don Cinfo be at Town Meeting and that coverage should be arranged so he can attend. Chair Anderson volunteered to contact Ms. Nichols to arrange the presentation.

The next item to be addressed was selecting a firm for the Bridge Project in the Town Pit. Mr. Brown stated that he had received 9 proposals for the project. The low bidder for the project was Farwell Engineering. CMA Engineering was the second lowest bidder. Mr. Brown went on to explain that Mr. Farwell has never done a bridge project. A couple of individuals that Mr. Brown

52 has spoken with strongly urged him not to put the Town in that position (our bridge would be his
53 first). Mr. Brown went on to say that the Town has had CMA do work for us in Town before,
54 most notably the Landfill Closure project. He recommended to the Board that they award the
55 project to CMA Engineers based on their experience. Their bid was approximately \$3500 more
56 than the low bidder.

57 **Motion:** Rafter, second Bonser to award the Bridge project in the Town Gravel Pit to CMA
58 Engineers.

59 **Vote:** 3-0 in favor.

60

61 Members asked if there were any updates from the Road Agent. Mr. Brown indicated he had not
62 spoken with the Road Agent this week. The office had taken a call last week in regard to not
63 plowing Revolutionary Lane. The office confirmed with the highway crew that the road had in
64 fact been done and the crew was starting the route again. This information was relayed to the
65 caller. Chair Anderson asked if there had been any feedback on the new 1 ton truck. Mr. Brown
66 stated there had been none.

67

68 Next item to be discussed was the draft warrant. Mr. Brown informed the members that the
69 zoning articles were not in the draft. It was stated that the Planning Board Public Hearing for the
70 Zoning articles was scheduled on Wednesday, January 18 at 7PM. Ms. Bonser stated the meeting
71 would be broadcast on Channel 22; however the School Board meeting will preempt that
72 meeting. Mr. Brown informed the Board that he expects to receive some petition warrant articles
73 for the warrant. These must be submitted by February 7th. Chair Anderson asked if the article
74 requesting a change in the allocation of LUCT was on the warrant. Mr. Brown said it was listed
75 on the warrant as Article # 10. Mr. Rafter asked about Article # 7, which deals with the Lee
76 Farm. He asked what the money being requested was for. Mr. Brown explained that the money
77 requested would pay the State the money that they are owed from actual work they did on the
78 property. Mr. Brown explained that the State has approximately \$175,000 in administrative fines
79 attached to the property. The \$ 10,000 is what the State has agreed to settle for providing the
80 Town puts a large portion of the property into conservation easement. Mr. Brown has been
81 working with the Attorney General's office to arrange this agreement. The remaining money in
82 the warrant article is to pay for a boundary survey of the property. Mr. Rafter asked if the State
83 could change their mind and ask for more money. Mr. Brown said they certainly could since the
84 only agreement we have with them is a gentleman's agreement. The State has said they will go
85 no further with this until the 3 year redemption period has passed. There was no other discussion
86 on warrant articles.

87

88 Ms. Bonser handed out a draft job description for the new position in the Selectmen's office. She
89 went on to explain that she envisions the new person as someone who will assist & back up Mr.
90 Brown. There was much discussion on this position and what responsibilities it would entail.
91 Members will work on the job description and have a working draft available for the Budget
92 Committee meeting Thursday night.

93

94 Mr. Brown stated he would like to prepare a standardized spreadsheet for all department heads to
95 use for the 2013 budget. He explained it will be much easier for all concerned if the budgets all
96 start within the same framework. Mr. Rafter said he would like to assist Mr. Brown in this
97 endeavor. On a related note, Chair Anderson would like to get Don Cinfo involved in the budget
98 process for next year.

99

100 Mr. Brown asked the members to review the Safety plan drafted by the Joint Loss Management
101 Committee. He had reviewed it and felt it was very well done. The section that deals with
102 disciplinary action needs to mirror our personnel policy and it does not in this draft. Mr. Brown
103 asked if the Board would allow him to correct this section. The Board agreed and will act on the
104 plan at their next meeting (1/30/12).

105
106 Ms. Bonser then provided copies of emails to the members from 2 of Nottingham's State
107 representatives (Sullivan & Tasker) and our State Senator (Groen). These emails were about the
108 redistricting plan currently before the House, which does not give Nottingham its own
109 representative. A member of the BOS believes this is in violation of the NH Constitution. The
110 overall rationale is that Federal law trumps the NH Constitution and the plan before the House
111 mirrors the Federal law. Senator Groen also indicated that Nottingham would no longer be in his
112 district if the redistricting plan before the Senate passes.

113
114 Discussion turned back to the 2012 budget. Mr. Brown informed the members that the Police
115 Chief had raised his fuel line up \$5000 due to the rising price of gasoline. He told the Board that
116 we will wait to see what the price of fuel does in the next month or so before raising the other
117 fuel lines in the budget. This can be done on the floor at Town Meeting if it becomes necessary.
118 Mr. Brown told the members that he had transferred the amounts from the heating, electrical in
119 the Solid Waste department budget over to the General Government Buildings budget. This will
120 reflect all buildings in this portion of the budget rather than some in this portion others in the
121 individual departments.

122 Mr. Brown stated he was thinking about changing the CDL drivers from the Seacoast Redicare
123 pool (drug testing) to the NH Motor Transport Association Pool. The membership fee is less and
124 the costs of the tests are less as well. He is unsure of the process to change but will be looking
125 into it this week. The individuals could go to Raymond for testing (Access Occupational
126 Medicine) instead of having to go to Somersworth. This group also does pre-employment
127 physicals. The Police Department used them for a pre employment physical and were very
128 satisfied with the results.

~~129~~

131 Having no further business,

132 8:00 PM **Motion:** Rafter, second Bonser to adjourn.

~~133~~
134 **Vote:** 3-0 in favor.

135 Respectfully Submitted,

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138

139 Heidi Seaverns

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Approved as amended
01/30/12