

**Minutes
Nottingham Selectmen's Meeting
October 9, 2012**

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

Members Present: Mary Bonser, Hal Rafter. Absent Mark Carpenter.

Others: Charles A. Brown, Town Administrator, Dawn Wirkkala, Gail Mills, Chris Mills, Judy Doughty, Kyle Pimental, Nancy Fraher and guest.

New Employee: Mr. Brown introduced and recommended, Jo-Anne MacInnis as the new Planning/Zoning Secretary. The Selectmen welcomed Ms. MacInnis to town and the position.

Motion: by Mr. Rafter, second by Chair Bonser to approve the nomination of Ms. Jo-Ann MacInnis to the Planning/Zoning Secretary position.

Vote: 2 - 0 in favor.

OUTSTANDING MINUTES:

Motion: by Mr. Rafter, second by Chair Bonser to approve the minutes of the September 10, 2012 meeting as amended.

Vote: 2 - 0 in favor.

Motion: by Mr. Rafter, second by Chair Bonser to approve the minutes of the September 20, 2012 meeting as amended.

Vote: 2 - 0 in favor.

Motion: by Mr. Rafter, second by Chair Bonser to approve the minutes of the September 24, 2012 meeting as amended.

Vote: 2 - 0 in favor.

GENERAL BUSINESS AND DEPARTMENT REPORTS:

USA Springs Auction: Chair Bonser asked about the close of the proposed property auction. Mr. Mills stated he was told the auction was postponed. Also a meeting with the unsecured creditors was postponed from October 9 until November 15, due to lack of attendance. Mention was made of the recent article in New Hampshire Business Review.

Planning Board: Mr. Rafter stated Rymes has received conditional approval on their plans for the propane tanks installation. They have met the filing requirements but signature is needed on the performance bond and approval from NH DES about the bridge reconstruction. Permits for construction will need to be filed with the Town after the conditions have been met, which will need Fire Department approval.

Fire Department: No communication has been received for two weeks, contact has been initiated about the re-posting for the open positions but nothing has gone out. A non-public meeting with the Selectmen has been requested by the Chief

Highway Department: Work has started to get the equipment ready for winter and Mr. Fernald is taking some vacation time.

Recreation Department: Ms. Horvath has been attending meetings out of town.

Police Department: It was stated Officer Eaton recently lost his father and the Town would send flowers. The Selectmen offered their sincere condolences and information about services could be found online at Fosters.

Also, Mr. Hersey, a former town employee, lost his brother. It was decided flowers would also be sent as well as condolences.

**Minutes
Nottingham Selectmen's Meeting
October 9, 2012**

Town Office: An email was received regarding Comcast no longer carrying WGBH, the local PBS channel, which also asked for the Town to make a recommendation to Comcast about keeping the channel. It was stated the Town has no influence over Comcast decisions. Mr. Rafter stated there is discussion about a possible merger of the WGBH and NH Public Television. Chair Bonser suggested alternative television options such as Roku and Amazon on demand viewing. Mr. Brown stated the Maine PBS channel can still be viewed.

Pawtuckaway Lake/Lamprey Instream Flow Program: Chair Bonser asked if anyone from the Town had been able to attend the September 28 meeting. Mr. Brown stated no one from the office was able and he received information that Ms. Kotowski was also unable to attend. Chair Bonser asked to get information about what happened at the meeting.

Budget: Initial budget information from department heads and Committees has begun to arrive; 15 out of 36 proposed budgets have been received.

Telephone Pole Lawsuit: Mr. Brown reported Attorney Robert Upton has filed an appearance representing multiple municipalities in the Telephone Pole lawsuit; saving monies and time for the towns and the court system with only one filing versus multiple. Chair Bonser reported the lawsuit was prompted by telephone pole owners objecting to the tax, which was caused by the loss of the exemption on the telephone poles. There was agreement from the Selectmen about the multiple municipality representation on the case.

MANIFEST SIGNATURE:

Motion: by Mr. Rafter, second by Chair Bonser to approve the 10/9/12 manifest to be paid on 10/15/12.

Vote: 2 - 0 in favor.

APPOINTMENTS: 7:00 pm: Hazard Mitigation Hearing Continuation, 7:30 pm: Ms. Fraher Senate Candidate

7:00 pm: Chair Bonser re-opened the Hazard Mitigation Hearing at 7:03 pm.

Mr. Mills asked why the Selectmen Meeting agenda was not posted on the website. Ms. Wirkkala responded the continued Mitigation Hearing plan was posted on September 14 in all official locations and the web site. However, it was only an oversight the Selectmen Agenda was not posted on the website, but it was posted on the posting boards at the Town Offices, both Post Offices, and Library.

Mr. Pimental introduced himself. Mr. Colby stated he and Mr. Brown met with Mr. Pimental the previous week to review the questions and concerns for additions, changes, and corrections to the Plan received at the first hearing.

Mr. Pimental stated the criteria hasn't changed since the original plan was drafted, per FEMA guidelines, and the recent changes are only part of a five year required review and revision process; the properties listed in the report are the same ones listed in the original.

Mr. Colby reported the concern of Chair Bonser attending a meeting being a conflict of interest is not applicable; Chair Bonser attended only one of the revision meetings, no other Selectmen were available, all citizens, town employees and elected officials were invited to attend and participate, the same as most other boards and committees. Mr. Brown reported participation is required for funding. Mr. Pimental reported volunteer time is required to continue federal funding; meeting attendance, review time, and other meetings count for "match" time. If the required 25% match

Minutes
Nottingham Selectmen's Meeting
October 9, 2012

isn't met, the funding only comes from municipal dues and the group did a good job with meeting the required participation. Mr. Colby reported by meeting the match goal, zero tax dollars spent. Mr. Colby reported the concern about private versus public property isn't applicable to the report. The plan doesn't separate public versus private, but addresses identifying, plan for repairing and even preventing potential large scale hazards.

Mr. Colby reported the wording regarding the Master Plan now included wording that it was a "Draft" document at the time of the Hazard Mitigation revision approval.

Mr. Colby reported the Map and Lot information regarding USA Springs was added regarding the contamination. Also based on that concern, all potential municipal contamination sites, and other locations mentioned or having reason for inclusion, have been identified on the map. The map would be available for review in the Code Officer's office until final approval, and then copies will be posted at the Police and Fire Department, in addition to other municipal locations.

Mr. Colby reported the timeline on page 31 was corrected.

Mr. Colby reported Cedar Waters is considered the only manufactured housing park in Nottingham. The Towns current zoning doesn't allow manufactured housing parks, but if a park was ever allowed their locations would be included in the report at the next update. Condos could be included, but the size, number of units, and population were considered; the Towns two current condo developments don't merit inclusion because of number of units and population.

Mr. Colby stated all churches and chapels would be listed; this type of listing includes the state park, town offices, and school because of the population size.

Mr. Colby reported the Town van has been included for possible emergency transportation use.

Mr. Pimental reported state and municipal zoning regarding sewer backup protection aren't applicable for the town plan. The appendix covers potential issues and is boiler plate only, providing ideas for hazard mitigation; they are not required, but ideas and plans that could be utilized. The Town could reference the strategies, but they are typically best management actions recommended by FEMA. Mr. Pimental stated additional language was included on page 66 to reference local town zoning with the idea of best management practices. Mr. Colby stated the sewer backup information is more applicable to municipalities with a town wide water and septic sewer system.

Mr. Pimental stated the changes made to the plan do not require secondary approval from FEMA. Major changes, such as removal of specific chapters or sections, a change in ranking or scope, would require approval from FEMA. The minor changes made were reviewed with the NH Mitigation Planner, who also felt the changes did not require a secondary FEMA review.

Mr. Colby reported the propane tank facility would be included after construction. Mr. Pimental stated the Plan can be updated as needed. Updating the Plan annually typically makes the five year review process easier so the Town doesn't have to remember all applicable changes that took place over the past five years. Any new or existing natural disaster's should also be included, and the recommendation for less impact of those situations during future events. The annual changes will be reviewed by FEMA during the regular five year review.

Mr. Colby reviewed the question about the Nottingham Plan using the same rankings as the County and State Plans. The criteria should be specific only for the Town of Nottingham; the criteria for the Rockingham County and State are not always applicable to the Town. Mr. Pimental reported there are over arching goals in referencing the state plan, which is to minimize the loss of life and

**Minutes
Nottingham Selectmen's Meeting
October 9, 2012**

property due to natural hazards, provide adequate shelter and emergency communication methods, and pay attention to the needs of the very young or old. Some of the goals are more specific but while some do reference the state plan, the plan should be a local plan as much as possible.

Mr. Pimental reported the photos of the flooding bridge are correctly labeled.

Mr. Colby reported the final Mitigation Plan will include color photos, the official signature page and can be viewed at the Town Offices.

Mrs. Mills asked about the actual purpose of the report. Mr. Colby stated the Plan should list potential hazards and remedies the Town can do or should take to assist during a natural or man made disaster. These include facilities used for community support, or situations or areas that could possibly tax the resources and services of the Town. Chair Bonser reported the identification of sites, may allow for additional or special funding during times of declared disasters. Mr. Colby stated there is a need to identify areas where there could be a potential hazard to assist in preventing considerable damage, both private and public areas.

Mrs. Mills asked about the manufactured housing classification. Mr. Colby stated NH allows for zoning for a mobile home park or mobile home on privately owned land, Nottingham currently allows for mobile homes on private land only, but could allow parks. Mrs. Mills asked about the gates being open for Cedar Waters during a disaster. Chair Bonser responded the gates are always open for emergency services to come in, for all circumstances and would be open in time during emergency needs.

Mr. Pimental stated the purpose of the inventory identifies what a town has and helps by having it mapped. Mapping the information assists emergency services in locating those areas quickly and efficiently. Mr. Colby stated federal law requires having the plan; if it isn't available it could potentially mean the refusal of federal assistance.

Mr. Mills stated he didn't understand about the critical designation for manufactured housing; critical being identified as something the entire community is involved in or needs during an emergency. Mr. Colby stated it would be a large number of manufactured housing in a condensed location, like a mobile home park. If at any time the Nottingham Zoning changes to allow for mobile home parks, they would be added.

Mr. Colby stated given the corrections the Plan is ready for approval.

Chair Bonser closed the public hearing at 7:49 pm. Chair Bonser and Mr. Rafter made the decision to postpone a vote on the Hazard Mitigation Plan approval until all board members could be present and the issue would be included on the October 22, 2012 Selectmen Meeting agenda.

Mr. Pimental asked the Town to review the map for corrections and grammatical updates before final printing. Copies could be hung at the Town Offices, Police and Fire Departments, and any other applicable locations.

7:30 pm: Ms. Nancy Fraher, state senate candidate, introduced herself and reviewed her background, reason for running for the NH Senate, and some of the issues she considers important for NH. Ms. Fraher stated she is a moderate democrat willing to listen to all sides on the issues, not always following party lines, a former Chair of Chichester School Board, and a volunteer for other school services.

Ms. Fraher stated fair and equitable state and town school funding and establishing an equitable plan to fund retirement are items important to her. Chair Bonser thanked Ms. Fraher for coming.

**Minutes
Nottingham Selectmen's Meeting
October 9, 2012**

SIGNATURE FILE: Mr. Brown stated the Town financials are ready for signature, the audit DRA is having technical or computer difficulties and appointments for tax rate setting have been delayed.

Motion: by Mr. Rafter, second by Chair Bonser to sign the financial report MS-5.

Vote: 2 - 0 in favor.

Budget Workshops and Meetings: Mr. Brown stated he wanted the Selectmen to start their review of budget at the next meeting and start planning on budget workshops and meetings with department heads over the next two to four weeks. It was decided workshops would take place starting on October 16 at approximately 8:00 am. Town budget proposals should be planned to be submitted to the Budget Committee by November 8.

Joint Selectmen and School Board Meeting: Chair Bonser asked to schedule a meeting, for either location, either a Selectman's meeting or School Board meeting.

Broadcasting Schedule: The Selectmen would discuss which committees would record their meetings and when they would be re-broadcast on Channel 22 at their next meeting.

ADJOURNMENT: Having no further business,

8:16 PM **Motion:** by Mr. Rafter, second Chair Bonser to adjourn.

Vote: 2 - 0 in favor.

Respectfully Submitted,

Dawn Wirkkala