

**Minutes
Nottingham Selectmen's Meeting
November 5, 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 and Mark Carpenter.

Others: Charles A. Brown, Town Administrator, Dawn Wirkkala, Secretary, Michael Russo, Brian McClelland, Kristen Lamb, Ed Viel, Celia Abrams

OUTSTANDING MINUTES:

Motion: by Mr. Carpenter, second by Mr. Rafter to approve the workshop minutes of the October 17, 2012 meeting as amended.

Vote: 3 - 0 in favor.

Motion: by Mr. Rafter, second by Mr. Carpenter to approve the minutes of the October 22, 2012 meeting as amended.

Vote: 3 - 0 in favor.

Motion: by Mr. Rafter, second by Mr. Carpenter to approve the workshop minutes of the October 24, 2012 meeting as amended.

Vote: 3 - 0 in favor.

MANIFEST SIGNATURE:

Motion: by Mr. Rafter, second by Mr. Carpenter to approve the 11/5/12 manifest.

Vote: 3 - 0 in favor.

APPOINTMENTS: 7:00 pm: Brian McClelland/School PEG Equipment, 7:20 pm: Mike Russo/Lamprey River Advisory Committee, 7:40 pm: 2013 Continuing Budget Review

7:00 pm: Brian McClelland reviewed his questions about the new PEG channel for the school and the possibility of upgrading the school audio and recording equipment with funds received from Comcast. Mr. Brown reported there is approximately \$17,000.00 in the fund that could be used by the school. Mr. Carpenter stated part of the funds may be needed for the actual installation of the second channel and connecting the school feed to the equipment at the Town Offices. However, the proposal from Comcast about the installation of the second channel has not been received. The installation of the new channel may include newer digital equipment replacing older analog equipment for higher quality sounds and images and should be part of the quote from Comcast. Mr. Carpenter stated he has told Comcast the second channel should be up and running by January 1, however, there is difficulty coordinating the separate parties within Comcast.

Mr. McClelland asked what kind of process needs to be in place to access the Community TV funds. Mr. Brown reported a request should be submitted to the Board of Selectmen.

General discussion took place about existing equipment and possible use.

7:15 pm: Mr. Russo reviewed a donated map of the Lamprey River watershed from Erica Washburn a UNH graduate student who worked with fourteen towns along the Lamprey. Mr. Russo read the letter from Ms. Washburn thanking all those who assisted in her studies, research and graduate report.

Mr. Russo reviewed the history of the LRAC, stating he is the current acting Chair. The committee has created bylaws to assist towns with maintaining a higher quality on the Lamprey River, an active project review committee and stated the LRAC can review any plans the Town might have

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for the new bridge to the Town Sand Pit prior to submission to NHDES. Mr. Brown reported the plans are still in the work phase.

Mr. Russo stated work continues on bylaws and management plans.

Chair Bonser asked if there was work between the LRAC and the NH Dam Bureau. Mr. Russo stated the LRAC is aware of what is happening with the Lamprey River Inflow stream process and Pawtuckaway, but as a group doesn't have an opinion either way. Chair Bonser stated there is concern about withdrawing water from one source, releasing it into another without considering the consequences to the originating source and even further upstream.

Mr. Russo stated the management plan has created sections on water quality, quantity, and wild life, and continues working on ecology, history and recreation. Once complete it will be returned to all towns for review and consideration. There is the goal to possibly have the management plans included in individual town Master Plans. Mr. Carpenter asked if there were any specific concerns regarding the Lamprey. Mr. Russo stated there are the same concerns with the Lamprey as with other water bodies; the difficulty is maintaining the high quality the river currently has.

Mr. Rafter asked about the authority and purpose of the committee. Mr. Russo reported it is a quasi governmental agency, to advise and assist NH DES. The rivers management and protection law has been in action for a while, which created the LRAC. Mr. Rafter asked if the plan is a goal for municipalities to meet to maintain river quality. Mr. Russo stated that is the plan and to assist with including the management plans into Master Plans.

Mr. Russo asked if Nottingham had any input about specific issue that were of greater concern that should be included with drafting the management plan.

Chair Bonser stated there appears to be a lack of coordination between the different agencies and committees causing potential conflict for the other groups. The activities and actions each individual group makes or takes don't always agree with the activities and actions of the other agencies, Towns, and/or committees and when it happens who has the higher priority plan. When the Selectmen spoke with Mr. Cedarholm, there did not appear to be any coordination between the Lamprey River Inflow Stream report actions and the NH Dam Bureau in the management of the flows into and out of the Lamprey River. Mr. Russo reported it is a purpose of the LRAC to have representation regarding the processes.

Mr. Carpenter asked if the LRAC communicated with the PLIA. Mr. Russo stated he wasn't aware. Mr. Carpenter stated it is his impression that there is a lot of concern about taking care of the Lamprey but not as much concern with taking care of Pawtuckaway. NHDES has stated the pulses from Pawtuckaway are needed to maintain the quality of life in the Lamprey, without regard to what may happen to Pawtuckaway Lake ecology. If there is a desire to have a comprehensive strategy, all the water bodies need to be under consideration. Mr. Russo stated he isn't as familiar with the drawdown of NH lakes, and is more aware of the lack of draw downs in other states that cause spring floods. Chair Bonser stated spring flooding is a concern of the lake residents to review with the decision to change the draw down.

Mr. Carpenter stated he would like the LRAC to help try and raise some of the questions Nottingham has about the change in draw downs to NHDES for possible answers. Chair Bonser stated she is concerned the natural evolution is being adjusted, and doesn't understand the reasoning why NH DES wants to change Pawtuckaway.

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Mr. Russo stated Nottingham offered the Town Van to review the majority of the watershed, allowing committee members a better understanding of the Lamprey River and entire watershed. The installation of the fish ladder at Wiswall is astounding and has allowed for a greater return of fish further up in the watershed; with many new and continuing wonderful developments.

Mr. Rafter stated presentation from many groups have been given to and for Nottingham in the past. However all of the parties and persons responsible for specific tasks are not necessarily known; it would be wonderful to get such a list of who work with and around the river, lake and watershed.

Mr. Russo stated the LRAC plan includes impact plans that municipalities can use with potential hazards. The LRAC works with towns for management of better storm water impact, works with partners to rehabilitate the parks and playgrounds near the river to increase citizen connection, and works with partners to build recreational activities such as fishing derbies.

Mr. Russo reported a big impact for Nottingham is the amount of siltation and salt getting into the river and potential flooding. Chair Bonser reported the people who live around the lake have taken an interest in keeping it clean.

Chair Bonser asked about the bank stabilization. Mr. Russo stated he didn't know if it was an issue and would get back to the board about it. One of the problems that should have been considered in the past is the installation of the bridge on Router 152, which changed the original flow of the river. If there ever were an event to cause major damage to the bridge, any new bridge plan would be reviewed for better planning and installation. Mr. Brown stated that is similar to what happened with the Mill Pond Road Bridge.

Chair Bonser suggested the LRAC have a booth at Nottingham Day. Mr. Russo responded the group did. Mr. Russo stated the Selectmen can reach him at any time with additional questions or concerns.

Chair Bonser stated she is seeking appeal information about the change in Pawtuckaway drawdown.

General Business and Department Reports:

Welfare Guideline Approval: The selectmen had minor changes to the guidelines.

Motion: by Mr. Rafter, second by Mr. Carpenter to approve and adopt the new Welfare Guidelines as of November 2012.

Vote: 3 - 0 in favor.

Vendor Donation Request: Mr. Brown reviewed that a request was received to assist with start up business costs from a newly planned company, Ready Rides, to provide elderly and low income citizens with public transportation to doctor appointments and to help keep individuals independent. There would be minimal or no charge for the ride. Mr. Brown stated there are currently other similar services, but schedules are limited in what they provide and where they go.

The Selectmen agreed further information was needed before making a decision, but felt the idea was a good one. Mr. Carpenter asked about the specifics of the program and if it was a non-profit organization. Mr. Brown would gather more information about the service.

Performance Award: Mr. Brown received a request for a performance award to recreation assistant Kate Sanderson for Selectmen review. Mr. Brown stated that with her education and experience she has been a significant help to the Recreation Department this year, providing great service and additional training to local lifeguards without their having to travel.

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The Selectmen asked if any other requests have been presented. Mr. Brown stated he believes there is one coming from the Police Department, but he would send out a reminder.

Recycle Center Hours: After counts of citizens going to the Recycle Center, previous meeting discussion and consideration, the Selectmen determined the Recycle/Solid Waster Center would reduce operations from five days to three days a week. This will provide an approximate \$50,000.00 savings for the Town.

It was stated the reduction may affect services, but it is too serious a consideration to lower the budget. The majority of attendance research documented that the majority of deliveries take place within a three day period and the challenge will be to absorb the remaining amount of people within the available three days.

Mr. Rafter stated the three days should be consecutive on a Thursday, Friday and Saturday, and the previous action of giving employees Saturday's off for a Monday holiday will no longer work and will need to be reconsidered. There was agreement the three days should be consecutive to save on additional building operation costs. Hours would remain the same with winter schedule of 9:00 am to 5:00 pm and a summer schedule with Thursdays of 11:00 am to 7:00 pm and Friday and Saturdays 9:00 am to 5:00 pm.

It was decided the change of schedule would take place starting January 1, 2013. Notice of the change will be posted in and on all available locations: Town website, channel 22, notice to go home with the school students, Town Newsletter if possible, and a sign at the Recycle Center.

Mr. Viel asked about the change of days of operations and if there would be consideration for emergency situations. Mr. Brown stated extra containers have been used in the past and the process would be the same for future emergencies.

Mr. Brown polled the board about the change of operating days for the Recycle Center.

Bonser - yea, Rafter - yea, Carpenter - yea

The Selectmen also reviewed the idea of the pay-as-you-throw (PAYT) trash program. There was concern about making too many changes in one year.

Mr. Viel reviewed his questions and concerns about the PAYT program, the biggest being a possible lowering of the amount of recycling. Nottingham has some residents who use private companies for trash pickup, which isn't necessarily recycled. If the PAYT program is implemented at a cost similar to private trash pickup, it is possible more people will use the more convenient road side services from the private companies who pick up their trash at their home.

Mr. Carpenter stated income isn't generated from the sale of trash bags; it is that the Town is paying less for solid waste removal. Other towns with PAYT programs show an increase in recyclables because people become more conscious about what is being thrown away, especially when they pay a per bag disposal fee. If there is a way to encourage more recycling without a PAYT program, the PAYT program wouldn't be needed. Chair Bonser stated citizens who throw away less trash actually help subsidize the cost for citizens who throw away a lot.

General discussion took place about the possible positives and negatives to the PAYT program, including a lower rate of recycling, an increase in possible litter, private company disposal. Chair Bonser asked Mr. Viel to submit any information he might have about the PAYT program and private trash removal.

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2013 Budget Review: Mr. Brown stated some budgets include a 1.5% and other 2% and requested the Selectmen choose a COLA. Mr. Carpenter stated it should be modeled on 2% with the first submission to the Budget Committee and if the amount needs to be reduced, it can be.

Mr. Brown stated there is a good chance for the Town 2013 Operation budget to remain level funded to 2012. There are two employees that have refused a COLA for 2013, and now that the COLA has been established the tax and unemployment information can be calculated.

Mr. Brown reported the Library information isn't expected until November 19, but expects a slight increase to their budget numbers. Mr. Carpenter asked if there were any areas that they could reduce at the Library in an effort to remain level funded.

Chair Bonser asked about health insurance. Mr. Brown stated the only option that is available is a change in the prescription plan, for a deduction of approximately \$20 per person.

General discussion took place about possible methods for slowing the rate of increase in health insurance premiums, including reducing the amount set aside to help pay for employee deductibles, insurance management, and alternative payment methods.

Chair Bonser asked for a review of the changes to the health insurance costs with an increase in the amount of deductible. General discussion took place about possible options for health insurance savings.

Mr. Rafter asked about the difference in salary amounts with the change of 1.5% to 2% for all employees versus some. Mr. Brown stated it was an approximate \$2000.00 increase.

Mr. Rafter stated given everything in the budget, the Town is currently saving an approximate \$5750.00. However, that amount will change with the salary percentage increases and FICA/Unemployment changes.

Mr. Rafter asked about a warrant article to include the tax rate impact on the warrant. There was agreement to include the warrant article.

Mr. Brown reported the delay with getting a tax rate is the processing of SAU documents.

Mr. Rafter asked about the Cable Franchise Fees of approximately \$40,000.00 per year, stating that amount seems to be an excessive amount to set aside on an annual basis. Mr. Brown stated the agreement is 50% of the funds. Chair Bonser asked about the possibility of utilizing some of the funds to off set taxes in the future. Mr. Brown stated it could be done but would have to go on a warrant article.

School Space Needs: Chair Bonser would ask someone to sit on the committee for the selectmen.

Mr. Carpenter asked about the communication with the School Board, as it started well but it appears to be some current issues. Chair Bonser would reach out to the Chair of the School Board to continue trying working together.

Voting Schedule: The Selectmen reviewed the schedule presented to make sure there is a minimum of two selectmen available at all times through the day.

NON-PUBLIC SESSION: The Board entered non-public under RSA 91-A:3 II(a)

8:44 PM Motion: by Chair Bonser, Mr. Carpenter seconded to enter non-public under RSA 91-A:3 II(a).

Vote: Bonser – Yea, Carpenter – Yea, Rafter – Yea. 3-0 in favor.

Motion: by Chair Bonser, second by Mr. Carpenter, to seal the non-public minutes.

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Vote: Bonser – Yea/Nay, Carpenter – Yea/Nay, Rafter – Yea/Nay. 3-0 in favor.

9:12 PM Motion: by Mr. Rafter Carpenter second to exit non-public session.

Vote: 3 - 0 in favor.

The Selectmen approved non-public minutes during the non-public session, no other decisions were made.

ADJOURNMENT: Having no further business,

9:13 PM Motion: Rafter, second Carpenter to adjourn.

Vote: 3 - 0 in favor.

Respectfully Submitted,

Dawn Wirkkala