

Minutes
Nottingham Selectmen's Meeting
July 15, 2013

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

Members Present: Hal Rafter, Mark Carpenter and Mary Bonser

Others: Charles A. Brown, Town Administrator, Dawn Wirkkala, Secretary, Susan Serino, Cliff Bullock, Chris Mills

Manifest Signature:

Motion: by Ms. Bonser, second by Mr. Carpenter to approve the 7/15/2013 manifest.

Vote: 3 – 0 in favor.

Town Office: Mr. Brown introduced the new Assessing Coordinator, Ms. Susan Serino. Ms. Serino is familiar with completing assessing work and functions, having worked for other towns and an assessing company. Ms. Serino stated she is happy to be here and working for the Town. She will be getting familiar with the location of paperwork, documentation and files, learning about the Town and properties and is being filled in on upcoming special projects and/or tasks that need to be completed.

Outstanding Minutes:

Motion: by Ms. Bonser, second by Mr. Carpenter to approve the minutes of the June 17, 2013 meeting as amended.

Vote: 3 - 0 in favor.

Motion: by Ms. Bonser, second by Mr. Carpenter to approve the minutes of the July 1, 2013 meeting as amended.

Vote: 3 - 0 in favor.

The Selectmen reviewed action items: Mr. Brown reported there has been no feedback from Rockingham County Commissioners regarding the proposed dispatch fees; it was unknown if the Planning Board Office has received the required installment payments for the developer escrow account; there has been no further meeting requests from the Rymes attorney and the status of the Rymes/Fernald propane building permit is unknown; the Building Inspector did not find any structural issues with the Town Office rear space roof but indicated it may need some type of sealant to repair minor leaks; the Dowling Corporation HVAC maintenance contract hasn't been received, but the inspector stated during inspection that the furnace did not need to be replaced at this time and recommended creating a capital reserve fund to plan for any possible future maintenance and/or replacement; the gasoline company is no longer charging federal tax, a refund was received for any amounts previously paid to them and the prices from other companies are higher than the price being paid but prices will be periodically monitored; it was unknown if a scenic road hearing is needed with the Ledge Farm Road paving plan but it would be determined.

Mr. Brown reported he attended the LGC meeting regarding the affordable health care changes. Attendees were told some of the requirements will be postponed and no fines will be issued, as long as employers make a reasonable effort to comply with the rules. However, additional information continues to come from the federal government weekly. Mr. Brown stated he believes Nottingham falls below the 50 full time employee requirements but calculations to determine that continue and will be reviewed again per the waiting to be received proposed formula. The LGC indicated there are still more questions than answers at this time.

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General Business and Department Reports:

Police Department: Mr. Brown reported the new Ford Explorer has been received; the needed decals and racks are being installed, but it should be in service soon. The officers state they are very happy with the new smaller SUV. The police version of the Explorer has been designed with emergency department needs in mind, with specially placed lights and other equipment.

Channel 22: Discussion took place about the Conservation Commission and other committees being on Channel 22, and the possible scheduling and date conflicts. The Selectmen requested the other committees rearranging their meeting schedules to have their meetings in Conference Room #1 and be on TV. Location of files is not a valid reason to not have the meeting on Channel 22.

Motion: by Mr. Carpenter, second by Ms. Bonser, to request that the Board of Assessor and Conservation Commission meetings are aired live on Channel 22.

Vote: 3 – 0 in favor.

Signature and Mail File:

Chair Rafter reviewed a letter from UNH scheduling a meeting on August 1st to review new coastal mapping changes and requested that Mr. Colby attend for the Town. Mr. Brown would see if Mr. Colby would be available to attend.

The Selectmen discussed the individual summer staff salary history/wage forms, and expressed concern about the percentage of increases. After review it appears there was an approximate 6% wage increase, however, town employees only received 2%. The Selectmen stated while they did not have a problem with the actual salary amount being paid to the summer staff, consistency is preferred and it is difficult to offer one rate of increase to seasonal staff when a smaller change was given to regular year round staff. Mr. Brown stated Ms. Horvath indicated some increases are in an effort to get better trained, familiar and qualified staff to return to the department.

The Selectmen requested to see the new recommended wages along with the prior year amounts in the future.

Conservation Commission: Mr. Rafter reported the Commission is recommending re-appointment of Ms. Kimball and Ms. Mooney for another three year term.

Motion: by Mr. Carpenter, second by Ms. Bonser to appoint Ms. Kimball to the Conservation Commission.

Vote: 3 – 0 in favor.

Motion: by Mr. Carpenter, second by Ms. Bonser to appoint Ms. Mooney to the Conservation Commission.

Vote: 3 – 0 in favor.

Selectmen Reports:

Recycle Center: Mr. Carpenter stated he is proposing a couple of changes for the Recycle Center due to some recently discovered situations.

It has been noted that there are some citizens using the recycle center, who are known to have moved to other towns, and is suggesting an annual Recycle Center tag/sticker. How to issue a new tag can be determined, but it was also suggested the same tag can be used to monitor users of the Town Beach.

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Mr. Carpenter asked Mr. Brown to take implementation under consideration for a quick change. Ms. Bonser suggested easing the transition to allow for purchase of a new tag during vehicle registration, however concern was expressed about that process taking a year to fully implement and that is too long. Chair Rafter stated he agrees to the change and understands the need, but wishes it wasn't necessary.

Motion: by Mr. Carpenter, second by Ms. Bonser to implement a yearly tag system for privileges at the Recycle Center and Nottingham Town Beach.

Vote: 3 – 0 in favor.

Mr. Carpenter stated his other concern is that some citizens appear to be recycling less, or are less concerned with sorting, and as more recyclable material is ending up in the trash it is increasing the cost of trash disposal. Some citizens are very diligent about separating their trash from recycling, but there are others who are not as careful, and many people are observing the disposal of recyclables into the trash.

Mr. Carpenter stated he will be calculating quantity information from the Recycle Center materials receipts and proposed a short-term work group. The work group should come up with steps and programs to encourage and increase the amount Nottingham recycles; documenting how an increase in recycling can decrease taxes.

After discussion the Selectmen decided to establish a work group to try and establish better recycling methods and requested citizen volunteers to participate. An article would be written for the Nottingham Newsletter and information put together for Channel 22 seeking volunteers to the work group and recommendations for increased recycling.

USA Springs: Chair Rafter stated a consulting firm for USA Springs submitted a request for an extension of the filing deadline for the large ground water permit renewal application; not a request to extend the permit. Mr. Brown reported Mr. Hadley submitted a letter objecting to the request, however there was confusion about the actual date the renewal paperwork should have been or should be filed and an answer hasn't been received yet.

The Selectmen discussed their concerns regarding the request for extension and identified issues and questions that needed further clarification, including:

Can the permit be renewed when the permit was never activated? Does NH DES have the authority to approve an extension to file the renewal? Is the deadline to file the permit renewal paperwork 90 days or one-year prior to permit expiration? Does the permit renewal require two years worth of water withdrawal testing as part of process? Does Nottingham have any input during the process of extending the renewal; can the Town respond to the request before a decision is made? When will a decision be made on the extension to file request?

Mr. Brown stated he believed NH DES may be able to give a procedural answer regarding the deadlines and criteria for filing permit renewals paperwork and would have town council review the current activity and requests of USA Springs.

Mr. Mills stated there are additional questions about permit renewal with the passage of the Nottingham water ordinance; does the ordinance provide an additional valid reason for denial for permit renewal? If the building permit has expired, does it matter and will they need to seek a variance with the ZBA based on the changes applied with the water ordinance. Does the bankruptcy court have an opinion about spending money on the renewal process with potentially

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expensive fees? Mr. Mills stated it appears the request for permit extension is to try and keep the implied monetary value of the permit attached to the property.

The Selectmen agreed the Town would oppose the request to an extension to file and any extension to the permit. NH DES would be contacted about the rules and regulations regarding the extension process and Mr. Brown would schedule a phone conference with town council to discuss the issues and objections to extension; extending both the deadline to file and the permit renewal.

Video Streaming: Chair Rafter reviewed the options and costs for possible video streaming of meeting videos and the suggested costs of providing a DVD copy of a meeting. After discussion it was determined online/internet video streaming would not be an option considered at this time, but maybe in the future. The charge for a movie DVD for a DVD player would be \$30.00 and the charge for a copy of the video file to play on a computer would be \$10.00. The approved costs reflect the amount of time needed to produce the material and the cost of the disk.

Conservation Commission Kennard Road Easement: Chair Rafter reviewed the Bear Paw proposal for the Kennard Property Easement. Mr. Brown stated the easement holder will be responsible for monitoring the follow through on the activity established in the easement agreement.

Mr. Brown stated it was the intent with the purchase to have a conservation easement on the Kennard property; however, the proposed costs appear to be very high. The Selectmen stated the cost of the easement is almost 50% of the purchase price and requested additional information regarding the proposal from the Conservation Commission before a decision is made.

Master Plan List: The Selectmen postponed their discussion regarding the Master Plan list to the next meeting.

ADJOURNMENT: Having no further business,

8:27 PM **Motion:** by Mr. Carpenter, second by Ms. Bonser to adjourn.

Vote: 3 - 0 in favor.

Respectfully Submitted,



Dawn Wirkkala