

**Minutes
Nottingham Selectmen's Meeting
July 29, 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,

MANIFEST SIGNATURE:

Motion: by Mr. Carpenter second by Ms. Bonser to approve the 7/29/2013 manifest.

Vote: 3 - 0 in favor.

OUTSTANDING MINUTES: the Selectmen postponed the approval of the July 15, 2013 minutes.

General Business and Department Reports:

Highway Department: Mr. Brown reported a complaint regarding a road was received from a Garland Road property owner. Understanding and patience was requested from citizens as all regular road maintenance is taking place around the pit bridge installation schedule. Small portions of clean up work may remain, but everything will be taken care of as soon as possible. There also was notice of some knot weed being mowed and all Highway staff would be instructed to be more cautious when they mow.

Construction work for the pit bridge will be starting with the delivery and installation of the concrete sections. Discussion took place about whether or not guardrail should be installed for the bridge and if so, how long it should be. After discussion the Selectmen determined they wanted the estimated cost of putting guardrail on only the bridge before making a decision to install any guardrail.

Police Department: Mr. Brown reported Chief Foss is on vacation and the new Ford Explorer is in service.

Fire Department: Mr. Brown reported the Fire Chief had repair completed on the ambulance, the new ambulance will arrive sometime in October, and the full time department staff has started a new schedule that will have the station be staffed 7 days a week. The Fire Chief reported he had been contacted by a citizen who has an application before the Planning Board, but he did not discuss the issues with him, and requested that any discussion for an active application be held during Planning Board meetings.

Recreation Department: Mr. Brown stated the new Recreation Assistant appears to be working well.

Town Office: Mr. Brown reported the office has been very busy lately.

Building Department: Mr. Brown reported that Mr. Colby will not attend the coastal mapping meeting but Ed Viel from the Planning Board will. Mr. Colby is on vacation for the next two weeks, Mr. Gene Perrault is providing substitute Building Inspector office hours, and Ms. Serino is helping out as the temporary Planning/Zoning Clerk.

Selectmen Reports:

Planning Board: Chair Rafter reviewed the concerns of the Fire Chief regarding an application. There is concern of having potential safety road access hazards during emergency situation from the proposed intersecting housing developments with cul-de-sac road access, or single entry/exit, as the road lengths are at a significant distance from the main road. The developer wants to submit multiple plans under one application while he seeks for additional conservation funding, but town counsel indicates applicants aren't allowed to submit multiple plans under one application. The developer suggested he may withdraw the original plan and submit a new plan with a three phase

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process. If the Police and Fire Chief object to the cul-de-sac entrance the Planning Board will take the objections under consideration.

The Selectmen agreed it was better to err on the side of caution for road and emergency access, and not possibly trap citizens in their homes until a road could be cleared.

Chair Rafter asked for another Selectmen to attend the August 14, 2013 Planning Board meeting, as he will be on vacation. The Selectmen requested a determination if a vote is needed to have an alternate member attend the meeting. Ms. Bonser and Mr. Carpenter agreed to determine which of them would attend the Planning Board meeting at their next meeting and also agreed to vote on the application with the opinion of the Fire and Police Chief.

Ms. Bonser asked if the Ledge Farm Scenic Road paving needed a public hearing and if the funds had been received for the escrow account. Chair Rafter stated a hearing is needed and has been posted and the escrow funds were finally received.

Chair Rafter stated concern was expressed about secondary roads being used as through roads by large trucks that may need future discussion for possible posting.

The Planning Board Secretary Ms. MacInnis will be out on extended leave and the new Assessing Coordinator Ms. Serino will be her substitute.

Ms. Bonser reported no information was received from Police or Building.

Recreation: Ms. Bonser reported Irish music from the group Bradigan will be at the gazebo for the Concert Series. The Theater Project will be acting out the story of the Princess and the Pea.

Mr. Carpenter had no department reports.

SIGNATURE FILE:

Mr. Brown reported there was not a lot to sign or review. However a couple of people who left their trash outside the dump illegally received notice from the Town.

Kennard Easement: Mr. Brown reported a comparison of Bear paw easements was completed. The Selectmen requested the information be submitted to the Conservation Commission for their review and consideration, as the stewardship fees appear high.

General Business:

Master Plan: The Selectmen reviewed their selection of items to consider working on from the Master Plan List.

Mr. Carpenter suggested modifying NR 6.7 continuing to dedicate LUCT to the Town Conservation Fund by capping the total amount placed into the fund, with a significant reasonable amount. If the limit is reached any new additional funds would revert back to the general fund and if the fund falls below the capped amount the LUCT funds would go to the fund. This is in an effort to try and offer some property tax relief when and if possible. It was stated the change would take a warrant article. Ms. Bonser supported the idea and Chair Rafter asked for further discussion regarding the decision on the amount of the cap for the fund.

The Selectmen requested a report on the amount of funds that have been in the Conservation Fund and LUCT over the prior ten years.

Ms. Bonser stated she would like to see work finished on completing the municipal office complex, item 7. CS 4.3, to undertake a space needs study to optimize utilization of the approximately 6,400 square foot building attached to the back of the Municipal Office Complex building.

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Chair Rafter stated he wanted to have concrete uses of the back area spaces before moving forward. Ms. Bonser stated storage, recreation and school use have all been discussed. Mr. Brown reported he received information about possible improvement and structural work has been recommended, however, prior engineers have indicated if the roof does not need additional supports.

General discussion took place about possible intentions for renovating the back area, the possible consideration of moving office spaces around, access, parking, and other possible uses.

Ms. Bonser also suggested dry hydrant installation, item 7. CS 2.2, to develop a funding stream for the installation, maintenance and replacement of cisterns and dry hydrants. After discussion the Selectmen requested information regarding dry hydrants and estimate the possible number needed over the next # of year. There was concern with regular maintenance being provided to the existing and installation of new hydrants.

Chair Rafter suggested invasive weed control and general discussion took place about methods and options available to eliminate the invasive plants and/or reduce the spread of the weed.

Chair Rafter stated he established a list of items that were previously discussed or mentioned via email to consider:

Item NR 1.11 Evaluating ground and surface waters for future water supplies and take steps to establish source water protection districts. The Selectmen wondered if this work would give the Town enforceable water value, similar to a consumptive water plan.

Item NR 4.5 Update large format display maps in the Municipal Office with recent updates. Discussion took place about the cost to update the maps and Mr. Brown stated the maps were received from Strafford Regional for free but the framing was approximately \$1,600.00.

Item T 1.5 Work with NH DOT to enforce and/or reduce speeds on Rte 152 and 156, near and around school area. Discussion took place about possibly petitioning the State to reduce the speed limit, options and requirements for enforcement, and a lot of concern and personal experiences indicating that there is a problem with speeding.

Ms. Bonser suggested petitioning the State of NH to consider permanent conservation of Pawtuckaway State Park, to work with item OBJ.NR 6, to support and encourage protections of high value conservation and open space land. Mr. Carpenter asked what the change would mean and Ms. Bonser stated it could prevent selling lands from the state park. It was stated a petition could be submitted to the legislature along with an easement to prevent future legislative reversal. Meeting and discussing the matter with the state representatives could help with the process.

Mr. Rafter suggested items T 3.3 and HR 2.3, to review the town's scenic road policy to determine if new roads should be considered. After discussion the Selectmen decided they would review the existing list of scenic road, and indicated possible additional roads and sections of road for consideration.

Mr. Rafter suggested item HR 1.2, preparing a historic building and site inventory. The Selectmen asked to check with the Historical Society about a potential list of resources, buildings and sites, use the existing building inventory list, and possibly involve local groups such as the Boy Scouts or Girl Scouts to get involved in helping with the process.

Mr. Carpenter reviewed item OBJ.ET 1, to establish community policies and programs to encourage small business development and retention of existing small business the objective to develop and retain small business. The language appears to encourage more than agricultural businesses, there should be an attempt to encourage commercial research and development business on Route 4. Ms. Bonser stated she didn't believe there was much more commercial development land available.

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The Selectmen agreed to summarize their suggestion to further refine their list. There are some items that could move forward with simple actions, others will need more research, further discussion with other groups for a multi-year plan and action, or gather additional information about the subject to determine how much work will be needed. Items considered should also consider the amount of money needed for completion, existing available funds, and the amount of work and/or labor needed.

Discussion to further refine the master plan list would continue August 12.

Recycle Center Emergency Closures: Chair Rafter stated he had received some complaints when the Recycle Center experienced a power outage on Saturday, July 20 and the decision was made to close the center. Power was turned back on during approximately early after noon, it could have been re-opened, and citizens expressed concern that there has been a reduction of days the center is open and then closing the center on one of the limited days it was open.

Mr. Brown stated the center can not be open without power; the trash build up can become a safety hazard for the workers when the equipment can't be run to manage it. It is difficult to request staff to stay and wait for the power to return.

Mr. Carpenter stated he contacted the electric company regarding the outage, and they would not guarantee any restart time because of the damage to the power lines. He understands the frustration, but the closing was not intentional; this was not a scheduled closing or outage, the electric company didn't know how bad the problem was, and the decision was made with the information that was available.

Discussion took place about how to handle future emergency closings, including consideration of purchasing an additional dumpster for \$5,000.00, installing a generator for approximately \$50,000.00, and alternative staffing and operation options. There was agreement the generator was too expensive, the extra dumpster could be considered if power outages become a regular situation, and to establish an alternate schedule for hours of operation if closed.

The Selectmen decided if the situation happens again the Recycle Center would close the center until 1 pm, staff would return at that time to open for operation if power has returned or close for the remainder of the day if it hasn't.

USA Springs/NH DES Correspondence: Mr. Brown reviewed the letter received from NH DES regarding the extension to file the large ground water withdrawal permit renewal request from USA Springs. The Town submitted an objection to the request with a letter from town counsel. NH DES appears to have responded regarding what work will be needed with the filing, didn't specifically mention or answer the request to extend the filing deadline, but it appears they have no provisions to allow an extension to file. The situation is in limbo, mainly because USA Springs still has a case before the bankruptcy court.

Ms. Bonser stated there also appear to be different testing criteria now that weren't required before.

Mr. Brown stated special counsel can be contacted to answer these questions, but it appears back to the hurry up and wait. Mr. Carpenter stated he was happy to see all the groups involved working together for a positive outcome.

BOA Meeting Topics: Chair Rafter asked if there were any subjects the Selectmen specifically wanted to discuss while meeting with the Assessor.

Mr. Carpenter asked to receive an update on the status of active work, what the assessor is hearing back from citizen, how and what are the changes implemented to complete the assessing tasks: such

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as eliminate early morning visits, notice of upcoming inspections, etc. Mr. Carpenter asked to also discuss the televising of meetings with the BOA.

School Board / BOS meeting: Ms. Wirkkala reported the meeting would be at the school on August 21. The Selectmen would meet the new Superintendent and Assistant Principal, discuss on going topics with the School Board for possible resolutions/solutions, and have a walk through of the school to review the physical storage needs and options the school is currently using.

Ms. Wirkkala asked the Selectmen to forward their suggestions for discussion.

The School Board also mentioned their meeting on August 7 would be a community forum meeting to review goals and plans the school would like to accomplish.

Televising Options: Mr. Carpenter stated if funds are available an additional camera could be purchased to make the process of filming multiple meetings at the Town Offices on the same night for airing on Channel 22. The other Selectmen agreed to purchase a new camera.

The Selectmen entered non-public to discuss legal issues.

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

8:27 PM Motion: by Chair Rafter, second by Mr. Carpenter to enter non-public under RSA 91-A:3(e).

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

8:42 PM Motion: by Ms. Bonser, second by Mr. Carpenter to exit non-public session.

Vote: 3 - 0 in favor.

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

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

The non-public session ended.

ADJOURNMENT: Having no further business,

8:43 PM Motion: by Mr. Carpenter, second by Ms. Bonser to adjourn.

Vote: 3 - 0 in favor.

Respectfully Submitted,

Dawn Wirkkala