

**Minutes
Nottingham Selectmen's Meeting
August 26, 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 and Mark Carpenter. Absent: Mary Bonser

Others: Charles A. Brown – Town Administrator, Dawn Wirkkala – Secretary, William Netishen, Pat Netishen, Kathleen Matthews – Library Trustee, Lee Gilman, Rhoda Capron – Librarian, Celia Abrams, Sara Wotton – Library Trustee, Susan Medeiros – Library Trustee

MANIFEST SIGNATURE:

Motion: by Mr. Carpenter, second by Chair Rafter to approve the 8/26/2013 manifest.

Vote: 2 – 0 in favor.

OUTSTANDING MINUTES:

Motion: by Mr. Carpenter, second Chair Rafter to approve the minutes of the August 12, 2013 meeting as written.

Vote: 2 – 0 in favor.

Town Administrator Reports, General Business/Review Items, Signature Items:

Highway: Mr. Brown reported the new truck has been received. The new bridge is complete, curing of the top coating of cement needs gravel top and can be used soon. The Town engineers are happy, wetlands repair has been completed, a report is being drafted, and the wetlands repair will be reviewed in one year to make sure it has been maintained.

Town Clerk: Mr. Brown reported the Town Clerk has submitted a request to become a Boat Registration Agent. The agreement was submitted for Selectmen review but will also need review and approval from the Tax Collector. Mr. Brown stated he has requested additional information about authorizing both the Tax Collector and Deputy Tax Collector, if accepting Boat Registration requires annual approval, and how the required weekly deposits process will be implemented.

Motion: by Mr. Carpenter, second by Chair Rafter to approve the Town Clerk's request for Boat Registration Agent.

Vote: 2 – 0 in favor.

Tax Collector: Mr. Brown reported the Tax Collector submitted a request to extend the lien date.

Motion: by Chair Rafter, second by Mr. Carpenter to extend the 2013 lien date from September 12, 2013 to September 16, 2013.

Vote: 2 – 0 in favor.

Health Insurance Options: Mr. Brown reported information has been supplied by the LGC to meet the new notification requirements regarding federal health insurance changes. This notice must be provided to employees to explain the upcoming health insurance requirements.

Cell Tower Bond: Mr. Brown reported he has received a request to cancel an old and accept a new demolition bond for the cell tower on Route 4, the request is due to a change in bonding company. This bond provides demolition funds for the cell tower if the owner abandons it and the Town must have it removed.

Health Insurance: Mr. Brown reported a new insurance company requested health insurance information in order to submit a new health insurance bid. Mr. Brown would request the bid if

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the Selectmen agreed. After discussion the Selectmen decided they would request a bid to consider all health insurance cost options.

Electric Improvements: Mr. Brown stated the energy audit results were received and if the Selectmen agree, a request for funding will be made to upgrade lights at town buildings. PSNH funding assistance will be requested this year, but they may not be available until next year. There will be minimal budget increases for the upgrades but significant electric savings. After discussion the Selectmen decided to budget for the changes and submit the application to upgrade equipment.

USA Springs Application Extension: Mr. Brown reported MicroWaters submitted another letter and they requested additional information from NH DES about extending the submittal deadline, options to change the submission requirements, and asked about reporting alternatives for filing the extension request. Mr. Brown stated the letter has been submitted to the town attorney for review and possible answer; the Selectmen requested the opinion of town counsel regarding the letter in order to be prepared to respond if necessary.

General discussion took place about the renewal process, the requests being submitted to NH DES about the permits, testing methods and options and whether a new application might be required. Chair Rafter stated the Town should respond after NH DES has responded; Mr. Carpenter agreed.

2014 Budget Cycle: Mr. Brown reported he has started drafting warrant articles for 2014, requested the Selectmen consider or submit warrant articles they would like to include, and would submit a proposed increase to the income and asset levels for property exemptions and credits for the Selectmen to review and consider.

Board of Selectmen Department/Board/Committee Reports:

Planning Board: Mr. Carpenter reported the Planning Board decided against the cul-de-sac access for The Crossings sub-division plan and there will be a through road instead; a review took place of the conceptual plans for the Fernalds to lease a building on their property to a lawn care company for storage use, and there was also a review of a sub-division plan for children of an owner to build a house.

Budget Committee: Mr. Carpenter reported the committee met to review 2nd quarter Town expenses and revenues, preliminary 4th quarter school expenses, and the next meeting will be sometime in September.

APPOINTMENTS: 7:00 pm: Library Trustees/Library Weed Control; 7:15 pm: Recycle Sub-Committee/Increase Citizen Recycling

7:00 pm: Ms. Matthews reviewed the request of the Library to address an invasive weeds problem they are having, their current attempts to correct/eradicate the poison ivy and other weeds, issues and concerns with the invasive weeds, suggested solutions and possible costs, and requested treatment recommendations.

Ms. Matthews stated the Library is aware they are making a budget request outside the budget cycle and asked if there were funds available for a one-time \$1000.00 herbicide treatment this fall, which is considered the best time for the treatment. Mr. Brown stated the funds for the single treatment under the current year 2013 budget should be available. The Selectmen agreed additional funds for the 2014 budget cycle could be included to implement an herbicide treatment plan to get rid of the poison ivy and other weeds, plan for building repair and plant

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replacement. It was stated there would be additional funding requests over the next two to five years to continue eradicating the weeds, but it would be a decreasing cost.

General discussion took place about the estimated costs and timing for weed control, repair, and replacement. Ms. Matthews stated the weed control amounts and timelines for repair are estimates because the building repairs won't be considered by most contractors because of the amount of poison ivy.

Mr. Carpenter asked about possible fundraisers to pay for the work. Ms. Capron stated there is a Landscaping Fundraiser but feels the funds should be used specifically to upgrade the landscaping. Ms. Capron stated the Library Trustees are responsible for addressing the needs of the library and building, but the land should be cared for by the Town. Mr. Brown stated the initial herbicide funds should be available; if there are any excess 2013 funds they could be encumbered if the Library establishes contracts to complete any needed work into 2014. Any additional funds needed for 2014 will need a warrant article and increases to landscaping budgets might also be considered to raise the requested funds.

After discussion the Selectmen decided the 2013 fall herbicide treatment would take place and funds for continued treatments and building repairs would be included in future budgets; the Library has outdoor areas available and they should be a safe place to be used. Mr. Brown stated he would contact the Trustees later in the year for possible 2013 funds that could be encumbered for Library repairs. Chair Rafter asked about future monitoring after all the work is done. Ms. Matthews stated the Library Trustees plan to include methods to monitor and control the issues.

7:15 pm: Mr. Carpenter stated he was not able to schedule a meeting with the Recycling sub-committee members. Mr. Brown reported he would further research implementation of the new yearly sticker program. The Selectmen discussed the pros and cons of whether it would be better to implement a new tag system over a short time period or over a one year time period, including the best method for Recycle Center staff to enforce the center rules.

After discussion the Selectmen decided they would start putting the word out about needing to have yearly recycle tags, startup could take place as of January 1, Mr. Brown would talk with the Town Clerk about collecting the sticker fee during vehicle registration, Ms. Wirkkala would contact other towns for sticker vendors and possible cost, and a determination of how many stickers might be needed.

Mr. Carpenter requested the sub-committee meeting be postponed to the next meeting.

Next Agenda: Discussion took place about items for the next meeting agenda, including meeting with the Conservation Commission and the Recycling Sub-Committee Group.

Nottingham Day Participation: Chair Rafter reviewed having a joint booth with the School Board. The Selectmen discussed having a booth or not having a booth and decided to have a booth with the School Board.

Selectmen/Legislative Representative Meeting: Discussion took place about when the Selectmen would meet with the legislative representatives and what they would discuss. They would try to select a date that the School Board could also attend. Ms. Wirkkala would contact the House and Senate to determine when bills should be filed for consideration by the legislature.

Sign Policy: Chair Rafter asked if the Town should have a policy for signs posted on Town property and requested consideration of creating one. Mr. Carpenter stated no matter what is done, there are going to be some who will disagree with the decision to allow posting or not posting

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signs. Mr. Brown stated policies can tie the hands of the Town as well as others and one isn't necessarily needed. It was stated each request should be considered as it is presented. Chair Rafter stated he would research actions of other towns and the Selectmen could review the issue again.

Dry Hydrants: Mr. Brown reported additional information has been received from the Fire Chief about the dry hydrants, further information about the cost and actual locations would come before the start of budget planning.

Discussion took place about hydrants needing repair and Mr. Carpenter asked what a stand pipe was. Mr. Brown stated it is the same as a dry hydrant.

ADJOURNMENT: Having no further business,

8:25 PM **Motion:** by Mr. Carpenter, second by Chair Rafter to adjourn.

Vote: 2 – 0 in favor.

Respectfully Submitted,

Dawn Wirkkala