

**Minutes
Nottingham Selectmen's Meeting
August 25, 2014**

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

Members Present: Mark Carpenter, Mary Bonser and Donna Danis

Others: Chris Sterndale – Town Administrator, Eugene Reed

MANIFEST SIGNATURE:

Chair Carpenter reviewed changes in the presentation of the manifest and invoice review. The process and schedule are essentially unchanged, but selectmen will have a new summary of invoices to review alongside actual invoices, and match that summary to the manifest at the time of signature.

Motion: by Ms. Bonser, second by Ms. Danis to approve the August 25, 2014 manifest.

Vote: 3 – 0 in favor.

OUTSTANDING MINUTES:

Motion: by Ms. Bonser, second by Ms. Danis to approve the minutes of the July 28, 2014 meeting as amended.

Vote: 3 – 0 in favor.

Motion: by Ms. Bonser, second Ms. Danis to approve the minutes of the August 11, 2014 meeting as amended.

Vote: 3 – 0 in favor.

Motion: by Ms. Bonser, second Ms. Danis to approve the non-public minutes of the August 11, 2014 meeting as amended.

Vote: 3 – 0 in favor.

Town Administrator/Department Reports, Mail/Correspondence and Signature Items:

Mr. Sterndale reported the following:

- The Police Department's new vehicle is in service, and interviews are underway for vacant positions
- Engine 3 was out of service for two days last week for pump repairs
- Recreation summer camp and theater camp have concluded, staff are now preparing for Nottingham Family Day Sept. 20. Volunteers are needed for the day.
- Librarian Rhoda Capron is in her last week of work, and a retirement celebration will be held Saturday 2-4pm at the Library. New librarian Eric Stern is in place.
- The ZBA heard the appeal from the denial of a building permit for Rymes Propane, which was denied.

Board of Selectmen Department/Board/Committee Reports:

MPEC – Ms. Danis confirmed the date of October 24th for the Community Input session. They will be meeting with NH Listens again on September 2nd to continue planning for the event.

Planning Board – Ms. Bonser reported the proposed Planning Board Steep Slope Ordinance was reviewed and discussed by the board. The board was unclear as to the necessity of the proposed ordinance and decided not to support its adoption as the ordinance stands now.

Recycling Center - Mr. Carpenter reported a power outage occurred at approximately 1:15pm. The three phase power went out due to a branch on a line near the center, so no equipment could run but lights were still powered. Don called the power company by 1:20pm and then Chris Sterndale by

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1:25pm to get the word out. The Nixle alert came out by 1:30pm that a power outage occurred and the center was closed. Don kept the gates open until nearly 3pm, and during this time accepted trash to the point the compactor was full as well as all recyclables. The gates were closed approximately 3pm. No report available as to when power was restored.

APPOINTMENTS: There were no scheduled appointments.

General Business:

Recreation Revolving Fund: The Selectmen reviewed information regarding the Recreation Revolving fund, including the governing laws and rules regarding the type of fund. The Selectmen and Mr. Sterndale reviewed the fund and the ability to use monies from the fund to assist with the development of the Marston Property given the proposed installation of new recreation ball fields. After discussion the Selectmen requested additional information from the NH Department of Revenue Administration to establish if funds could be used.

Mr. Sterndale reviewed the prior and the future method that will be implemented and used to calculate the income and expenses for programs operating in the Recreation Revolving Account. Mr. Sterndale stated there are other factors to consider when reviewing the miscellaneous expenses for programs, such as insurances, payroll taxes and how it should be allocated.

It was stated further refinement of the details of some expenses would need to take place in order to calculate what would be paid from the Recreation Revolving Account versus the regular Town Recreation budget.

Ms. Danis and Mr. Reed asked for the information to be provided to the Budget Committee for review and comment. Ms. Danis stated she would bring the report to the Budget Committee at their September 4, 2014 meeting.

The Selectmen decided they would postpone adoption of any plans for the Recreation Revolving Account until the Budget Committee could complete a review. However, the Selectmen will utilize some type of plan as they prepare the 2015 budget.

Mr. Reed asked about the total amount in the Recreation Revolving Fund and Mr. Sterndale stated as of January 1, it is an approximate \$140,000.00; however it does not include the 2014 program expenses.

MS-4 Form: Mr. Sterndale stated he provided the wrong form number. The form the Selectmen will actually sign is the MS-5, which is the audited verification of the financial statements, reviewing the 2013 expenses. The Town Auditor assisted in the completion of the form.

Motion: by Ms. Bonser, second by Ms. Danis to sign the revised MS-5 as of August 2014.

Vote: 3 – 0 in favor.

Fire Department Boat Sale: Mr. Sterndale requested finalization for the sale of the old boat and trailer, with a final bid of \$310.00. The Selectmen requested to have a reserve amount on future sale of town property.

Sale of Town Property: The Selectmen reviewed the list of Town Owned Property for possible consideration of sale. Mr. Sterndale stated the information is regularly maintained information, included in the annual Town Report.

Ms. Danis stated in an effort to try and off set some of the expenses to develop the Marston Property. As the committee reviewed methods of financing the development without raising taxes and the possible sale of Town Owned property was part of the discussion, including seeking grants and benefactors. Review of the property list shall take place with Department Heads and other

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interested parties to determine which, if any of the properties could be considered for sale. The intent is to determine by Town Meeting, which if any of the properties could be sold.

Chair Carpenter stated the Selectmen should review the list of properties and their locations.

After discussion the Selectmen determined staff would review those properties that are realistic for consideration of possible sale. There are properties on the list that are actively utilized by the Town, as well as those that are under a conservation easement agreement. The Selectmen would review the information at a meeting during October.

Ms. Danis expressed her thanks for the work that Mr. Sterndale is doing to assist in moving the Marston Property project forward.

Mr. Reed asked if the list of Town Owned Properties included those properties where deeding properties has been waived. It was stated the list does not include those properties. The Selectmen agreed they always make an attempt to work with homeowners in trying to keep them in their homes.

General discussion took place about the process the Town is required to take when selling property that has been taken by tax deed, as dictated by law.

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

7:45 PM Motion: by Chair Carpenter, second by Ms. Bonser to enter non-public under RSA 91-A:3 II(a).

Roll Call Vote: Bonser – Yea, Carpenter – Yea, Danis – Yea. 3 – 0 in favor.

Motion: Ms. Bonser, second Ms. Danis to exit the non-public session at 8:13 pm.

Vote: 3 – 0 in favor.

Motion: Ms. Bonser, second Ms. Danis to seal the non-public minutes of 9/8/14.

Roll Call Vote: Bonser – Yea, Carpenter – Yea, Danis – Yea. 3 – 0 in favor.

ADJOURNMENT: Having no further business,

8:15 PM Motion: by Ms. Bonser, second by Ms. Danis to adjourn.

Vote: 3 – 0 in favor.

Respectfully Submitted,

Dawn Wirkkala