

**Minutes
Nottingham Selectmen's Meeting
October 20, 2014**

5:30 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, Dawn Wirkkala – Secretary, Susan Medeiros, Eric Stern – Librarian, Mike Russo

MANIFEST SIGNATURE:

Motion: by Ms. Bonser, second by Ms. Danis to approve the October 20, 2014 manifest.

Vote: 3 – 0 in favor.

OUTSTANDING MINUTES:

Motion: Chair Carpenter, second Ms. Danis to approve the public minutes of the October 6, 2014 meeting as amended.

Vote: 3 – 0 in favor.

Motion: Chair Carpenter, second Ms. Danis to approve the non-public minutes of the October 6, 2014 meeting as written.

Vote: 3 – 0 in favor.

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

Health Officer: The Health Officer Michael Kennard has resigned and will not renew his appointment as Health Officer. The position now falls back to the Selectmen, until another person is appointed. Ms. Bonser would discuss option with Mr. Sterndale to recognize the services provided by Mr. Kennard.

Fire Department: A full-time staff member has resigned; the department will be short-handed until a new fire fighter can be hired. The Selectmen discussed holding a strategic planning meeting to discuss hiring considerations for the Fire Department to try and establish options to keep the department full staffed. Those hired appear to seek training in Nottingham and then move to busier stations in other towns.

Police Department: Two people have accepted offers to fill the vacant full time and part time positions at the department, bringing the department back to full staff. Background checks and any additional testing are being completed now.

Mail: Chair Carpenter reviewed the received mail which included a timber class hosted by the UNH Cooperative, a notice of a timber sale for Pawtuckaway State Park land for 2015, finally the Strafford Regional Planning Commission (SRPC) annual billing statement. The Selectmen agreed to continue using SRPC services on an hourly basis versus a regular member.

Election Warrant:

Motion: by Ms. Bonser, second by Ms. Danis to post the Election Notice Warrant, indicating the time and date for the November 4, 2014 Elections.

Vote: 3 – 0 in favor.

Board of Selectmen Department/Board/Committee Reports:

CIP: Chair Carpenter stated the committee will have their first meeting at 7:00 pm on October 21, 2014 in Conference Room #2.

Budget Committee: Ms. Danis reported the Town 3rd quarter and School 1st quarter financials were reviewed. There was some confusion about the negative amounts with the changes taking place with the accounting software and those with off-setting revenues. There were questions about Fire

Minutes
Nottingham Selectmen's Meeting
October 20, 2014

Department vaccinations and making sure that money is spent; vaccinations are taking place. There were questions about the differences in revenue amounts from last year to this year, specifically Recreation Revolving and Road Bond information. Mr. Sterndale stated the changes to the accounting software are continuing and many of the escrow and during the transition the information will change in how it is reported.

Mr. Sterndale stated vehicle registrations are higher than expected, building permits are higher, state revenues are as expected, Town interest and penalties will be lower; but overall revenues should be slightly higher than expected.

Ms. Danis stated it was a successful meeting.

MPEC: Ms. Danis reported the community session is this Friday. Doors open at 6:00 pm with a session start at 6:30 pm, light refreshments and child care will be available. The current registration count is between 50 to 60 people, but people can just show up without pre-registration.

Thanks were expressed to Skip Seaverns, Janet Horvath, Chet Batchelder and Lauren Chaurette who completed some cosmetic debris and trash pick up at the Marston property Saturday, October 18th, which resulted in a truck load of trash. There are some underground cables that may need to be removed, a number of plastic planting pots, and a significant amount of broken glass; there is no guarantee that all the glass was picked up and people should contact Ms. Danis if they are interested in taking some of the plant pots. The next step is to find a way to make the property available for public access.

Ms. Bonser suggested having the Building Inspector check the property to make sure it is safe. The Selectmen agreed people could walk the property if it is considered safe and a sign will be posted. Ms. Danis suggested people take a trash bag with them if they walk the property to help with the clean-up.

Ms. Danis reported she attended the Senior Luncheon that is hosted by the Recreation Department and spent about 1 ½ hours reviewing the Marston Property project, seeking suggestions for the development. Some very good ideas that hadn't been thought of before were presented, such as benches along the walking trails, archery, shooting range and further uses for a pavilion.

Ms. Danis suggested looking at some of the other Town owned properties for some of the suggestions that might not work at the Marston Property.

Planning Board: Ms. Bonser stated review of the Sach's Sub-division plan/development will be taking place at the next meeting on October 22, 2014.

APPOINTMENTS:

6:00 pm: Library Trustees/Change to 5-Member Board: Ms. Medeiros stated that the Library Trustees would like to change from a three member board to a five member board. Consideration of the change took place when the Trustees needed to hire a new Librarian at the same time a regular member resigned and the one alternate wasn't able to participate. The comments received from Library Trustees in other towns indicate a five member board seems to be the best number.

The Selectmen expressed a concern about the change and making it more difficult for the Trustees to reach a quorum with a higher number of members. Ms. Medeiros stated it shouldn't be a problem to establish a five member board and one alternate member; the previous problems were an anomaly.

Discussion took place about the duties of the Library Trustees, the status of eradication of invasive plant species and making the outdoor patios useable. Ms. Medeiros stated the Trustees are responsible for hiring and budget planning, fundraising, coordination of volunteers, purchase

**Minutes
Nottingham Selectmen's Meeting
October 20, 2014**

approval, and monthly meeting attendance. Mr. Stern reported the follow-up invasive plant treatment was just completed and they seem to be working well. Mr. Sterndale stated he and Mr. Stern will work on a long-term plan to keep the landscape in a useable state, maintaining the investment just made. Ms. Medeiros stated Kathleen is the trustee that knows the most about the process. Chair Carpenter requested feedback about the eradication process.

The Selectmen agreed with the presented proposed warrant article language to change from a three members to five members.

Motion: by Ms. Bonser, second by Ms. Danis to ask the citizens of Nottingham to change the number of Library Trustees from three members to five members.

Vote: 3 – 0 in favor.

The Selectmen suggested having an article in the upcoming Nottingham Newsletter and posting the proposed change on the All Nottingham Facebook page.

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

6:11 PM Motion: by Chair Carpenter, second by Ms. Danis to enter non-public under RSA 91-A:3 II(e).

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

6:41 PM Motion: Ms. Bonser, second Ms. Danis to exit the non-public session.

Vote: 3 – 0 in favor.

Motion: Chair Carpenter, second Ms. Bonser to seal the non-public minutes of October 20, 2014.

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

The Selectmen made no decisions during their non-public session.

General Business:

Republican Party Inspectors of Elections: Mr. Sterndale reviewed the request from the Moderator Bonnie Winona-MacKinnon.

Motion: by Ms. Bonser, second by Ms. Danis the Board of Selectmen appoints the following Republican Party Inspectors of Elections, to terms effective November 1, 2014 to October 31, 2016: Andrea Ovens, Trudi Griswold, and Lynn Kerkhove. Alternate Inspectors: Raelene Shippee-Rice, Karen Noel, Lori Anderson, Jean Eichorn and Jean Covill.

Vote: 3 – 0 in favor.

Mr. Sterndale would let the Moderator know of the Selectmen's appointment approval.

Sale of Town Property: Mr. Sterndale reviewed the input he received from other Boards and Committees and Department Heads regarding the Town owned property list. He is still waiting on some answers from the Highway Department.

Each group identified the properties on the list according to most value to the Town and least value to the Town; 1 being the most valuable to keep and 4 being no value in keeping the property. There are an approximate 15 properties that were identified as having little to no interest in being kept by the Town, with a smaller number of properties that could be kept. There are a few of the properties that need additional research and feedback prior to a final Selectmen consideration regarding a sale. Chair Carpenter asked about the Smoke Street property, which received recommendation to be kept but it should be considered as it is a possible buildable lot. It was stated information was provided by the Conservation Commission, Mr. Sterndale could request additional information but the

Minutes
Nottingham Selectmen's Meeting
October 20, 2014

Selectmen did not need to make a decision at this time. The Selectmen agreed to include Smoke St as a possible sellable property.

The Selectmen agreed that Mr. Sterndale should start the due diligence process for those properties that were deemed to have no value for the Town to keep.

ADJOURNMENT: Having no further business,

6:49 PM Motion: by Ms. Bonser, second by Ms. Danis to adjourn.

Vote: 3 – 0 in favor.

Respectfully Submitted,

Dawn Wirkkala