

Minutes
Nottingham Selectmen's Workshop
November 10, 2014

7:55 AM Chair Carpenter opened the meeting.

Members Present: Mark Carpenter, Mary Bonser and Donna Danis

Others: Chris Sterndale – Town Administrator, Jaye Vilchok – Fire Chief, John Fernald – Road Agent, Dawn Wirkkala - Secretary

Budget Workshop:

Fire Department: Chief Vilchok reviewed the proposed Fire & Rescue budget.

An increase in staffing was requested for additional part-time shift coverage, roughly 83 days/year. The current staffing and scheduling model was discussed, and it was agreed that the Selectmen and Chief would continue discussing retention of career firefighters at a non-public session in the next couple of months.

SCBA testing will be reduced next year, as will vaccination costs. Selectmen inquired about the progress in vaccinating firefighters, and Chief Vilchok reported that he is actively tracking and encouraging participation. Those without current vaccinations will need to sign a waiver by year-end. Protective gear and radio purchases were reviewed.

Road Agent John Fernald joined the meeting at 8:20.

The Deerfield Rd. dry hydrant project was discussed. Mr. Sterndale reported that progress has been slow again this year and that there were permitting issues from the initial installation. Chief Vilchok reported that the \$15,000 amount budgeted reflects a rough estimate from one contractor. Selectmen Danis expressed concern over lack of progress and wanted to make sure completion of the project was a priority for 2015.

Selectmen Bonser raised the issue of long-term planning for cisterns and hydrants, and she will work with Mr. Sterndale and Chief Vilchok in the coming months to incorporate these items in the CIP.

Chief Vilchok discussed the request for a utility truck through a warrant article in 2015, and provided a history and chart of vehicle purchases for the department.

Highway Department: Road Agent John Fernald discussed the department's budget proposal. The Parts/Equipment and vehicle repair lines continue to be a challenge, as overages here have been routinely covered by savings on the shim/sealcoat and culvert lines. It was agreed to increase the repair lines, while keeping shim/sealcoat at the proposed amount.

Salt prices are up again this year, and the budgeted amount reflects the change with the same quantity to be purchased.

Mr. Fernald and the Selectmen reviewed that it would be a positive decision to have to an electronic file tracking vehicle maintenance data and to track road maintenance and repairs providing the detail when it is needed. While he has tried to level fund the Highway budgets, vehicle maintenance has always been difficult to track and pulling the needed emergency funds from the Shim and Sealcoats line has been done in the past.

Mr. Fernald stated he is level funding Shim and Sealcoat for 2015, but he is proposing a 5% increase for 2016. The 2015 budget should see some savings with lower fuel expenses and he should be able to do the same amount of work for the same prices. It is the intent to complete 4500 feet of work on Lavoie Drive with new gravel re-paving with a total estimated cost of \$100,000.00. Overlays of new pavement will be completed on Freeman Hall Road, McCrillis Road, Stevens Hill Road and Lincoln Drive.

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Mr. Fernald suggested the Selectmen consider more money for hired equipment in addressing winter plowing needs, as a possible better alternative, although it is helpful for the department to own two trucks. The Town now has what could be considered five sections of Town that need to be plowed.

Ms. Danis asked about plowing Meindl Road and if the Town of Raymond assisted in the plowing. Mr. Fernald responded they don't; Raymond, like many other Towns, does not plow any private road. Ms. Danis clarified that the road in question is an Emergency Lane for Nottingham.

General discussion took place about the Highway Department budget and it was stated the Town saves money by having their own gravel pit, using the gravel and sand, preventing the purchase and delivery expense of materials; the pit should be able to be used for another 10 years.

Health Office:

Motion: by Ms. Bonser, second by Ms. Danis to authorize the signature of the letter permitting All Aboard Daycare to operate with their existing facilities.

Vote: 3 – 0 in favor.

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

9:08 AM Motion: by Chair Carpenter, second by Ms. Danis to enter non-public under RSA 91-A:3 II(a).

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

9:25 AM Motion: Ms. Bonser, second Ms. Danis to exit the non-public session.

Vote: 3 – 0 in favor.

Motion: by Ms. Bonser, second by Ms. Danis to seal the non-public minutes of November 10, 2014.

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

During the non-public session, the Selectmen discussed and agreed to revise the responsibilities, job title, and compensation for the Building Inspector.

ADJOURNMENT: Having no further business,

9:26 AM Motion: by Mary Bonser, second by Donna Danis to adjourn.

Vote: 3 – 0 in favor.

Respectfully Submitted,

Chris Sterndale

Respectfully Submitted,

Dawn Wirkkala