



Cramped Parks & Recreation Office in Town Hall Picture by Bridget Hart

Nottingham Board of Selectmen Meeting November 28, 2022

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Following a windy and cold but sunny fall day, the Nottingham Board of Selectmen (BOS) met Monday at 6:30 PM on November 28, 2022, in the Community Center for the 22nd time this year. For the record, here is the [COVID -19 report](#) for Nottingham: 8 new cases last 14 days; 1187 total (0 new) as of November 25, 2022. Present were 4 members of the Board, Ben Bartlett, Donna Danis, Tony Dumas, and John Morin, as well as the Interim Town Administrator (IAT), John Scruton. Also present were 3 residents. The BOS planned its December meetings and looked at the Tax Cap.

After the Pledge and the acceptance manifests, there was a discussion on ways to edit the BOS minutes- by email or during its next meeting. It decided to review the minutes in detail during its meetings. Such discussions would make the minutes more accurate and transparent. It approved minutes from Oct. 31 and Nov. 14 as amended. Currently, minutes are being taken remotely.

For committee reports, Budget heard from Department heads and will meet this Thursday. The 300th last official event will be its participation in the [Holiday Parade](#), Saturday, December 3, 2022. CIP will clarify its composition and relationship to the Planning Board by a Warrant Article. Marston has been paved and parking lines painted.



Marston paved and parking lines painted.

The Interim Town Administrator (IAT), John Scruton then reported. Due to the need to meet the Tax Cap, the BOS will hold a ‘workshop’ next Monday, December 5, 2022, with other sessions on December 12 and December 27 (a Tuesday). To protect the contract snowplow drivers legally, the BOS, at the recommendation of the town’s insurance agent, [Primex](#), voted to add a clause covering “snow plowing trespassing”. The BOS then took \$6,704, from the Marston impact fees (now at \$31,000) to pay for the community well there.

He noted that has been a [delay in issuing town tax bills](#). This was caused by the Nottingham School filing its New Hampshire Department of Revenue Administration ([NHDRA](#)) information late. As a precaution, the BOS reluctantly approved setting up a pre-bank loan process to account for delays in tax returns. Next, he launched into a discussion of the Tax Cap. He proposed that the BOS include in the Operating Budget (OP) Warrant Article (WA) # 5 voter-approved \$300,000 for the full-time firefighters. That addition to the OP, the BOS would have to the town budget by \$157,000. Without it, the BOS would have to cut the budget by about \$457,000. The BOS approved the WA#5 \$300,000 addition to the 2022 OP.

Then the subject turned to the Town Hall. Active Shooter protection alterations would cost about \$10,000. These would include dark curtains and new security doors. The money might come from the Rotating Recreation Funds. This is being looked into. The big issue is that the Parks & Recreation Department (NP&RD) has outgrown its cramped space. It now has 3 full-time employees as well as often New Hampshire University interns. The ITA offered two space options. One was that NP&RD would move to the Community Room next to Food Pantry. The second is that Conference Room 1, where the BOS meets, becomes part of NP&RD. And the Community Room becomes the new BOS headquarters. The Facilities Assessment Committee recognizes the NP&RD space issues as a priority. The BOS approved looking at the price of each option.

Scruton continued. The town is approved to send its septic material to Allenstown. The Recreation Department is now listed with [Guidestar](#). The Conservation Commission has no enforcement powers. In response to paving cost concerns, \$50,000 would pave about 3,000 feet of road.



As the Public BOS meeting ended, Danis reviewed the [Municipal Resources, Inc \(MRI\)](#) search for the new Town Administrator (TA) results. The application process closed November 14, 2022. There were 20 applicants with 10 from New Hampshire. One half of the applicants had Masters Degrees. The essays by the applicants are due November 28, 2022. Early in December, MRI will develop a list of approximately 6 candidates for the position. Next, the BOS will do the first round of interviews in the week of December 12. A second round with the BOS and Department Heads will be the following week.

Here is MRI's depiction of [Nottingham](#). "The Town of Nottingham, NH (pop 5100), is seeking an experienced professional to serve as its next Town Administrator. The former Town Administrator is leaving after serving the Town for 8 years. Nottingham is located in the southeast portion of the state within 30 minutes of Manchester, Concord and the Seacoast. The center of town is located on Route 152 at the intersection with Route 156. Nottingham is approximately 46.5 square miles of land area and 1.9 square miles of inland water area, including 14 lakes and ponds. Nottingham is rich in history and, despite modern growth, maintains a small-town atmosphere."

And this is the description of the town's [TA position](#).

The BOS then went into non-public session.