NOTTINGHAM SELECT BOARD
09/14/2026
DRAFT Meeting Minutes

Call to Order

Chairman Shirland called the meeting to order at 7:00 PM.

Members Present: Chairman Matt Shirland, Vice Chair Charlotte Fyfe, Selectmen Steve Welch, Adam Ryan and John Morin

Members of the Public Present: Please refer to the sign-in sheet at the end of this document.

The meeting began with the Pledge of Allegiance

Approve Manifests: A/P 8/31/2026 and 9/14/2026 and Payroll 9/1/2026 and 9/15/2026

Selectwoman Fyfe moved, seconded by Selectman Welch, to approve the Accounts Payable of 8/31/2026 and 9/14/2026 and Payroll of 9/1/2026 and 9/15/2026. The motion passed with a 5-0 vote in favor.

Approve Minutes: Public and Non-Public 8/3/2026

Selectwoman Fyfe moved, seconded by Selectman Welch, to approve the public and non-public minutes of August 3, 2026, as presented. The motion passed with a 3-0-2 vote in favor with Chairman Shirland and Selectman Morin abstaining.

Selectwoman Fyfe moved, seconded by Selectman Welch, to approve the public and non-public minutes of August 17, 2026, as presented. The motion passed with a 3-0-2 vote in favor with Selectmen Morin and Ryan abstaining.

Amendments to minutes of 8/31/2026: Line 27-replace “Dolph” Dam Road with “Dollof” Dam Road; Line 118-replace “construction” moratorium with “data center” moratorium.

Selectwoman Fyfe moved, seconded by Selectman Welch, to approve the public minutes of August 31, 2026, as amended, and approve the non-public minutes of August 31, 2026, as presented. The motion passed with a 4-0-1 vote in favor with Selectman Welch abstaining.

BOS Reports from Assigned Boards/Committees/Departments:

Selectman Ryan reported that the **Highway Department** continues to focus on both maintenance and preparation for the upcoming winter season. Current activities include screening for winter sand, preparing plows and sanding equipment along with continuing to grade the town roads. The F350 truck remains out of service. Selectman Ryan thanked Steve Black and the highway department crew for their hard work and provided the following additional information:

- The **Planning Board's** scheduled September 9th meeting had to be cancelled due to lack of a quorum. The case involving a subdivision at 151 Round Pound Road will need to be re-scheduled to a future date.
- At last Tuesday's election, the Nottingham voters strongly approved a moratorium blocking data centers with over 90 percent support. The final vote tally was 1,335 in favor and only 143 opposed.
- The **CIP** had its first meeting with all members present on September 3rd. Since then, all required information has been received from department heads and another meeting is scheduled for Wednesday, September 16th at 6:30 PM.
- The **Police Station Building Committee** met and reviewed updated architectural civil engineering plans. The project is moving into preliminary pricing. A public workshop is scheduled for September 24th to gather resident feedback. Current scheduling anticipates budget discussion with the Select Board this fall and maintains a target timeline towards March 2027. The Committee is discussing framing the roof in such a way to allow for future solar panels to be placed.
- Friends of the Blaisdell Library's Octoberfest will be held on September 26th from 2:00 to 6:00 PM. Over 100 tickets have already been sold. Tickets can be purchased at the library.

Selectman Morin said he recently had the pleasure of meeting the two newest **Police Department** officers. He praised the department for doing "a nice job of keeping the public informed with town happenings" through the Nixel advisory system that notified residents of the Route 156 closure due to a downed tree on September 14th.

Selectman Shirland said the **Recycling Center** was doing well. There is still no market for recyclables. Administrator White said they netted a profit on plastics of $205.00.

Selectwoman Fyfe said the **Fire Department** fundraiser for Chief Curry was a big success. The event was a team effort headed up by the Nottingham Fire and Rescue Department Association. On the morning of the spaghetti dinner fundraiser the fire staff were called to a fire at Sig Sauer to aid Epping. The department is fully staffed, and Deputy Chief Mark Pedersen is still stepping up to take care of many extra duties while Chief Curry continues his recovery. Lieutenant Kevin Dolan will be on duty during the day to allow for constant coverage. The department received a very high volume of calls for service during the month of August.

Selectwoman Fyfe also reported that the **Town Facilities Advisory and Assessment Committee** is wrapping up their assessments and will confer with the Safety Committee and the Building Inspector to help prioritize needed maintenance and repairs. Their overarching recommendation comes back again to the need for a Facilities and Maintenance Manager to help the transition to a DPW with the Highway Department and save costs by being more proactive in handling maintenance problems. The next meeting of the committee is Tuesday, September 22nd at 5:00 PM. The Harvest Supper is set for September 19th at 5:00 PM. It was a huge success last year with about 150 people in attendance. Funds raised go to help Save the Grange. Phil's tree service has offered to help clear the shrubs and bushes that are hiding the grange.

Selectman Welch stated that the **Parks and Recreation Department** has gotten four baskets up for disc golf and are scheduled to get some more up in a couple of weeks.

Town Administrator's Report:

- Selectman Ryan and I attended the Plaistow ALS meeting at Timberlane last Thursday. Chief Knutsen provided an overview of the program's performance since its inception following the closure of Exeter ALS approximately 15 months ago. During that period, the service has responded to 4,325 calls, including 199 in Nottingham, of which 64 were canceled before transport or service was provided. The GoNorth funding support letter submitted several weeks ago relates to a grant request submitted for $3+ million through the federal "Big Beautiful Bill" initiative to support regional EMS services. As part of the program's long-term sustainability plan, the 14 to 18 participating communities will be asked to consider a warrant article authorizing a five-year intermunicipal agreement with annual appropriations of approximately $15,000 in Year 1, $30,600 in Year 2, $46,824 in Year 3, $63,697 in Year 4, and $81,244 in Year 5. Participation in the agreement would guarantee a transport rate of $250 per transport compared to the non-participating rate of approximately $3,000/transport. The program has been sustained to date through more than $5.8 million in charitable donations, and private funding partners have indicated their willingness to continue support provided participating communities demonstrate their commitment through financial contributions.

- A public charrette on the proposed new Police Station will be held on Thursday, September 24, from 7:00 to 8:30 PM. Once the Guaranteed Maximum Price (GMP) has been finalized, a presentation will be scheduled for the Select Board.

- The Highway Director, Code Enforcement Officer, and I met with Thomas Mosier, a property owner on Barderry Lane, to discuss ongoing drainage issues affecting several properties. Property damage has been attributed to a combination of factors, including snow storage from winter plowing, windrows left during road grading, limited ability to properly crown the roadway, an inactive culvert, and runoff from higher-elevation neighboring properties. Mr. Mosier indicated that several abutters are willing to work with the Town on potential drainage improvements and, if necessary, provide land or enter into agreements to support a project. During discussions, an existing culvert that had become filled with debris was identified as a possible contributing factor. The Highway Department located and cleared the culvert, which is now actively conveying some runoff. Additional work, including ditching, grading, and directing runoff back into existing natural swales, will be needed to fully address the drainage concerns. A potential financial contribution has also been offered for the Board's consideration should it choose to move forward. Additional work will be required to determine the layout and extent of this offshoot of Barderry Lane, identify any necessary easements or right-of-way needs, and continue coordination with affected property owners. Further discussion is scheduled for the October 5 Select Board meeting.

- As announced at the August 31 meeting, the update to the Local Emergency Operations Plan has been completed. The associated grant has been finalized, and reimbursement of $4,000 has been received in full.

- The Housing Opportunities Planning (HOP) Grant is nearing completion. The final report is due by September 30, and reimbursement requests are being prepared to secure the remaining grant funds and fulfill the Town's $31,500 grant award.

- Closings have been completed on the four tax-deeded properties sold to abutting property owners. Lot merger applications will be submitted once the deeds have been recorded at the Registry of Deeds.

- Nearly all department heads have submitted their initial budget requests for FY2027. These requests are being compiled and will be presented to the Board for its first review on September 21. Department Head presentations will be scheduled in October.

- I received numerous compliments regarding last week's election, particularly on how smoothly and efficiently the voting process went for residents. Thank you to all who worked and participated in the process!

Assessing:

Selectwoman Fyfe moved, seconded by Selectman Welch, to approve the Intent to Cut Wood or Timber for Map 20, Lot 10; Map 21, Lot 1; Map 29, Lot 8; Map 29, Lot 8-1 and Map 53, Lot 17. The motion passed with a 5-0 vote in favor.

Appointment:

- Corey Clark, NHDES Dam Bureau Informational Update

NHDES' Chief Engineer, Corey Clark, updated the Select Board on the Pawtuckaway Lake dam rehabilitation effort, noting significant structural and overtopping vulnerabilities at Dollof, Drowns, and Gove structures. All classified as high hazard structures. He said NHDES is pursuing a design which raises Dollof and Drowns Dams, replaces part of Drowns Dike with a 180-foot spillway, and allows controlled overtopping at Gove Dike. NHDES has applied for a FEMA BRIC grant to support the expected $21M construction budget and continues design work toward full engineering plans. A temporary 20-foot drawdown in the fall of 2027 is also being evaluated to address a sinkhole and concrete deterioration at Dollof Dam. The full presentation can be found here: https://mail.google.com/mail/u/0?ui=2&ik=261a50890a&attid=0.1.0&permmsgid=msg-f:1876585536708050245&th=1a0af89a621e7d45&view=att&zw&disp=inline

General Business

- Tax Deeded Property – Abutters Bid Option

Administrator White said there was one remaining property that was offered to an abutter located at 18 Rogier Place. It is a 0.05-acre parcel. John Andrade has offered $150.00 on it and has paid the ten percent deposit required as part of the bidding process.

Selectwoman Fyfe moved, seconded by Selectman Morin, to accept the bid of $150.00 on Tax Map 1, Lot 91, a 0.05 acre parcel located at 18 Rogier Place. The motion passed with a 4-1 vote in favor.

- Policy/Procedure Review – NDAs, Outside Agency Request for Appropriation

NDAs – Chairman Shirland explained that when the data center matter came about there was some concern brought forward by residents that would restrict public access to governmental records/information via non-disclosure agreements (NDAs). To preserve public confidence and ensure that governmental actions are not unnecessarily shielded from public scrutiny, the town developed a policy that disallows any town entity from entering into a NDA.

Selectwoman Fyfe moved, seconded by Selectman Ryan, to accept the Town of Nottingham's government transparency and non-disclosure agreement policy. The motion passed with a 5-0 vote in favor.

Outside Agency Request for Appropriations

Administrator White said that during the budget process last year a question at the Budget Committee level came up regarding outside agencies that the town has been funding for several years and whether those agencies were "actually providing a service to Nottingham residents". To streamline the process, a funding request form was developed that would provide the same information for every request that comes in. Board members approved of the form.

Parks and Recreation Van Purchase (CIP Item)

The Board discussed Director Kortney Duball's request for the Select Board's approval to expend funds from the Recreation Revolving Fund for the purchase of an additional van/bus (used) to support the department's ongoing transportation needs and programming.

Selectwoman Fyfe moved, seconded by Selectman Welch, to accept the recreation department's request to expend up to $80,000 from the Recreation Revolving Fund for the purchase of an additional 15 passenger vehicle subject to the vehicle meeting the department's established requirements and all applicable town purchasing policies and procedures. The motion passed with a 5-0 vote in favor.

Action Items:

Selectwoman Fyfe moved, seconded by Selectman Ryan, to approve an expenditure of $500 for the Celebrate Nottingham Committee for the Harvest Supper taking place on Saturday, September 19. The motion passed with a 5-0 vote in favor.

Review Action Items from Prior Meetings:

Meindl Road Maintenance – Chairman Shirland asked Administrator White to request from legal counsel how best to move forward given that they serve as counsel for both Nottingham and Raymond.

Town Beach – Nothing new to report.

Review Action Items for Next Meeting:

- 9/21/26 NCC – Noyes Parcels Update; 2027 Budget First Look
- 10/5/26 – Police Station Building Committee/Ricci Construction Presentation

Public Comment:

Steve Soreff asked for and received the Board's permission to share more widely the police department's August statistics report.

Non-Public Session:

Selectman Ryan moved, seconded by Selectwoman Fyfe, to enter into non-public session per RSA 91-A:3, II (a)(b) and (e). The motion passed with a 5-0 roll call vote in favor: Mr. Ryan-aye, Mr. Morin-aye, Mr. Shirland-aye, Ms. Fyfe-aye, Mr. Welch-aye.

Selectman Welch moved, seconded by Selectwoman Fyfe, to come out of non-public session. The motion passed with a 5-0 roll call vote in favor: Mr. Ryan-aye, Mr. Morin-aye, Mr. Shirland-aye, Ms. Fyfe-aye, Mr. Welch-aye.

Adjourn:

Selectman Welch moved, seconded by Selectwoman Fyfe, to adjourn the meeting. The motion passed with a 5-0 vote in favor.

The meeting adjourned at 9:10 p.m.

Prepared by Suzanne Beauchesne from the video recording.