



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN DRAFT MEETING MINUTES May 2, 2011

PRESENT:

Mark Kaplan, Chair, Board of Selectmen
Tina Helm, Selectmen
Peter Bianchi, Selectman
Linda Hardy, Interim Town Administrator

ALSO PRESENT:

Chad Denning, Recreation Director
Jerry Coogan, Recreation Department Chair
Bob & DJ Lavoie, New London Residents
Edward Anderson, New London Police Department
Jack & Pat Sheehan, New London Residents
Bruce Hudson, New London Resident
Renate Kannler, New London Resident
Steve Ensign, Board of Fire Wards
Charlie & Carol Foss, New London Residents
Chip Spalding, Mont Vernon Resident
Jeanine Berger, New London Resident
Bill Berger, New London Resident
Peter Messer, New London Resident
Jennifer Schad, New London Resident
Gatia McChesney, New London Resident
Jim Wheeler, New London Resident & Budget Committee Chair
Hardy Hasenfuss, New London Resident
Rich Anderson, New London Resident
Sandra Licks, Tracy Library Director

Chair Kaplan called the meeting to order at 6:00pm.

Public Hearing – Beach and Parking Ordinance

Chair Kaplan asked Mr. Denning for a summary of the changes they hoped to make to the Beach and Parking Ordinance. Mr. Denning said that they would like to make the parking by permit only on Dump Road for 300' and then "No Parking" signs would be posted until the end of Dump Road. On Camp Sunapee Road they wished to sign "No Parking" for 300'. For the beach/transfer station sticker/passes, every household resident would get one sticker per car. Every household would also get one transferrable hang tag (for beach parking only) which would cost \$25 to replace if lost. The Inns in town would receive one of these hang tags per every two rooms, also with a replacement fee of \$25 each. Mr. Denning said that they are trying to cut down on the number of people who park on Dump Road, as currently anyone and everyone is parking there to access the beach.

Ms. McChesney said that she lives below Elkins Beach and noted that they have a parking problem there as well. She commented that there are about 20-40 out-of-town visitors who come to the beach every day;

some of them she knows. The people are unloading all their beach gear in front of Elkins Beach, and are then parking in the space in front of the old MESA building. She worried that these changes to parking at Bucklin Beach would send more people to Elkins. Mr. Denning said that the properties surrounding Elkins are private, and they are not allowed to sign those areas with “no parking” or “permit parking only.” It is up to the private land owners to address this parking issue themselves, if they feel it is a problem. Unless they were to put a huge fence around the beach and have one entrance to check people in, they couldn’t monitor it. Mr. Denning said he understood the concern, but it was all private property.

Ms. McChesney asked if the landowners could be contacted by the town to see if they would do anything about the parking. She felt the beach was being abused by out-of-towners. Mr. Denning said they could look at the traffic flow at the beach and he could work with the police department to monitor what is going on there.

Ms. Helm asked if the police department could do a better job monitoring the parking at Elkins, making sure the passes are being used. Mr. Denning said they do monitor the parking, but the only town-owned parking areas are the small parking lots on either side of the post office. Ms. McChesney noted that they saw an out-of-towner ask a lifeguard on duty where they could park to use the beach. The lifeguard told them where they could park down the street. She wondered why they would do this when the beach was for residents and their guests only. Mr. Denning said that most of their lifeguards had grown up in this area and know all the loopholes. He said he would make sure that they understood about how they are to respond in cases like this in the future.

Ms. Schad wondered if they could have a beach host to check the parking areas, like the lake host program does, or even to go to a beach tag system so the people using the beach could be monitored. Mr. Kaplan said the lake host program is run by Pleasant Lake Protective Association, and didn’t think the town would have objection of going to them to ask. Ms. Hardy commented that at the moment there is nothing that says a non-resident couldn’t be on the beach. It was discussed that they would not be enforcing this in the upcoming year. Mr. Denning agreed and said that they would focus their energy on the parking situation first and then if they need to go to the next step, they may do something like an individual tag system. If they first go to requiring permits and hang-tags, it makes it easy for the officers to be able to enforce the parking.

Ms. McChesney asked if the town could contact the land owner of the old MESA building to ask for help. Mr. Denning said they could send a letter to the owner. Mr. Anderson of the New London Police Department said that they would be using bikes this summer to issue tickets so as not to draw attention to there being a police cruiser in the area. People tend to move their cars quickly if they see an officer in a cruiser writing tickets at the beach.

Mr. Bianchi noted that the beaches are signed for “New London Residents and Guests.” He didn’t think the intent was to let anyone use the beach this year and just worry about the parking. He added that a tag system may be the next step if the parking enforcement doesn’t work. Mr. Kaplan said they are proposing rules that include the need for a sticker or a hang tag to use beach parking. No one is going to pay a \$25 fine each time to come and park without a pass.

Mr. Denning said he would talk to the owners of the Masonic Lodge and the MESA building about perhaps putting up a sign that notes “business parking only.” Mr. Bianchi recalled that the Masonic Lodge had given permission for people to park boats there. If they can’t park the boats anywhere else, there would be boats and trailers all along the side of the road. He also added that Melendy Park (the dam area) is signed for “no swimming.”

Ms. Helm said that the tag system had worked extremely well in the town she used to live in. Changing the parking, however, is worth doing first. If it proves that the parking changes alone do not work, they may need to resort to a tag system.

Ms. Foss, Camp Sunapee Road, questioned whether after 300' there would be parking allowed on Camp Sunapee Road. Mr. Denning said that they didn't want to prohibit parking on the entire street, as residents may want to have the option of parking cars on the street, like for a gathering at their home. Mr. Ensign thought they should watch the parking on Camp Sunapee Road, as the push may get people to park beyond the 300' which could cause major problems should emergency vehicles need to get down the road. Camp Sunapee Road was noted to be very narrow.

Mr. Berger, Camp Sunapee Road, opined that if they measure 300' from 114, it barely gets them onto Camp Sunapee Road. If an emergency vehicle has to get through there and there were cars parked beyond the 300' he thought there would be a problem. He didn't think 300' would be enough. Mr. Denning wondered how far down Camp Sunapee Road they should sign. Mr. Berger thought the Police Department, Fire Department and the Public Works Department would be better judges of that. He added that there shouldn't be any parking allowed from Camp Sunapee Road to Twin Lake Villa Road. Mr. Denning said that there would be no parking allowed on Route 114 at all. Mr. Anderson said that they could start with signing "no parking" 300' down Camp Sunapee Road and if it gets to be a problem, they could install some laminated "no parking" signs that the Police Department has on hand. Mr. Denning said that if they post it as "no parking" all the way down Camp Sunapee Road, and residents needed to have cars parked on the road for a gathering, they only need to call the Police Department to inform them of this so no ticketing would ensue.

Mr. Lavoie asked how many people could park legally within this new parking ordinance. Mr. Denning said that 18 cars could park in the lot at Bucklin, and 20 cars could park on either side of Dump Road. That was a total of 58 cars.

Mr. Bianchi thought that in the text that referred to the annual beach parking sticker, it should be specified that it should be put on the right side, not the left. He also suggested that they should specify that the temporary beach parking permits would be good for one year or for one season. A season may be from Memorial Day to Labor Day. He didn't think it necessary to include information in the ordinance about having different color stickers each year, as that was just one option for renewals.

Mr. Bianchi also asked about hang tags for swimming lessons. Mr. Denning said that the tags will be a different color for swimming lessons and that they would be good only until 1:00pm. Mr. Bianchi thought that information should be included in the swim lesson part of the text.

With regards to where it said "transfer station/ brush disposal area" Mr. Bianchi thought it should say "transfer station or brush disposal area" as they are two separate areas. Ms. Hardy added that the text noted the permits were stated as being valid for four months, but they are currently being issued for one year. Mr. Bianchi noted that the wording should say that the stickers should be placed on the right front, not the left front.

Mr. Bianchi asked about the college students and those attending Gordon Research in the summer. He didn't think the students were even in town during the prime beach times. Ms. Hardy noted that many kids who rent apartments receive a sticker for their cars, which entitles them to park legally and use the beach. Mr. Denning said that Gordon Research does come down to the beach but are considered residents of the town while they are here. It was noted that the participants of Gordon Research visit the beach very infrequently. Ms. Hardy said that Colby-Sawyer College has called to ask if they could get a pass to

use their van to bring people to the beach. Mr. Denning said they have done this previously on days when it wasn't busy at the beach and it wasn't a problem. He noted that this was all up to the Board of Selectmen to decide if visitors are considered a resident or a guest while they are in town. Mr. Kaplan said that guests of the college, such as Gordon Research, are considered temporary residents for the purpose of obtaining parking passes.

Mr. Bianchi asked if people parking without a permit could get a warning for a first-time offense. Mr. Denning said that they have found that a warning doesn't work. Mr. Bianchi wondered if it was a legitimate guest who received a ticket, a problem could present itself. Sgt. Anderson said that officers are instructed to issue a ticket if there is no parking permit. If there is a complaint, the Chief will take it on a case by case basis. If they can show the error or special case, the Chief can take care of the ticket and the offender will owe nothing.

Ms. Berger said that she has seen busses come down and let a bunch of kids off at the beach. Mr. Denning wondered if this was the day camp bus, as they occasionally bring the kids down to swim. She said that it was not. Mr. Denning was not aware of this and asked her to alert him if she noticed it happening again. Mr. Denning said that one big problem at Bucklin is that people walk their dogs on the beach, which is prohibited; it is even written on the sign. Dogs are not allowed on the beach for sanitary reasons.

Mr. Kaplan said that the text should be changed to reflect that Town Meeting would be held the second Tuesday in May, not March.

Mr. Bianchi said that with regards to parking around the fire station, they shouldn't ticket someone for parking there for a funeral. Mr. Denning said that this would be handled at the discretion of the Police Department. Mr. Ensign noted that they have always been accommodating to those parking at the fire station for funerals in the past.

IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to approve the transfer station and beach parking permit ordinance, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to approve the parking ordinance, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.

Mr. Denning said that he would like to re-visit this issue in September to see how it went during the summer. Ms. Helm said that anyone there at the meeting should give input on how they feel it is going, as well. Mr. Denning added that at 12pm, 2pm and 4pm each day, someone will count the cars in the parking lot, as well as how many people are in the water and on the beach. They are trying to get some hard data to help them plan for their needs in the future.

Sandra Licks, Bruce Parsons – Construction Projects/Bond

Ms. Licks had two contracts she hoped the Board of Selectmen would sign. One was for Precision Building, a subdivision of Bruss Construction, who would do the bulk of the work on the project. The second contract is with Granite State Mill Works, who will be restoring the old windows.

Mr. Bianchi pointed out a couple of instances in the contracts where there were figures that seemed transposed or that differed when mentioning the same information. Ms. Licks said that the higher numbers should be considered, but that the contract would cover what was necessary to be done. She said she would fix the errors. Mr. Bianchi added that under the specifications he didn't see the rating of the concrete to be used. He said if they use cheaper concrete it wouldn't last as long. Ms. Licks said that the specifications didn't go into that much detail. Mr. Bianchi was concerned that there should be someone

overseeing these projects to make sure they were being done right. They don't want to get into a position where 3-4 years down the road they find things were done wrong. This has happened in the past at the library, specifically. He wondered what safeguards or controls will happen in this project to make sure the detailed specifications are met and that the work is done in a proper or professional manner. Ms. Licks said that Bruce Parsons, who is a trustee and qualified to review such specifications, was planning to be involved in some way. She noted that part of the reason they have decided to go with Bruss Construction is because they have a good relationship with them and they have done work for them before that they were happy with. She was confident that Bruss Construction would stand behind what they do. She added that the contractor for the window restoration was chosen because they have worked with him previously and have seen his work.

Ms. Helm thought Mr. Bianchi's concern was valid. She thought that Mr. Parsons would be on top of things. Ms. Licks said that previously, he has kept an eye on things as projects progressed. Mr. Bianchi said that he would like to see if there was any way to get someone to help them out, for sure, in the event that Mr. Parsons was too busy to be able to commit to the entire project. He opined that it wasn't fair for Ms. Licks or a volunteer to be held responsible for this type of thing.

Chair Kaplan said they don't have a building inspector in town, as they have always felt that if people hire the right builder, they won't need one. However, there will be no one representing the Town to make sure the project is going as planned. They are using contractors they've had before and they have done good work for them in the past. He thought Bruss Construction came very well-recommended. Chair Kaplan agreed, however, that when spending \$300,000, they should have someone there to oversee. Mr. Bianchi said that in order to make sure the project was done right perhaps they should try to scale the project down so they could have enough money available to pay for some oversight. Perhaps they could find someone on an on-call basis to give the library people and the town some confidence that everything had been done right. Ms Licks asked if there were any names of such people who they could recommend. Chair Kaplan suggested talking to Mr. Parsons, who could probably recommend someone, or who may volunteer to do it himself.

Mr. Bianchi asked when they expect to start work. Ms. Licks said that they want to start as soon as possible. Chair Kaplan said she should talk to Mr. Parsons and they would hold onto the contract until the meeting the following week.

Mr. Hudson asked if there were payout terms in the contract. Chair Kaplan said a 15% deposit is required upon signing. Upon completing, the percentage paid is based on the percentage of completion. Mr. Hudson thought that they should get an independent inspector to come in at the end before the final payout to review the project.

Mr. Wheeler thought Mr. Bianchi brought up a great point; someone needs to oversee, no matter what. If Mr. Parsons was able to do this, he would certainly trust him. If they hire someone, it would cost a lot of money. If Mr. Parsons has no time, he suggested getting someone to do this as a hire. Chair Kaplan said usually it is an architect who would come check things out.

Mr. Ensign asked if they weren't actually having a discussion about establishing a procedure for new construction in town. Chair Kaplan said that it seemed they were. Mr. Ensign thought there should be something included in the major projects requiring someone to come in to make sure the work was done appropriately before the project was concluded. He thought the town may want to identify and engage someone for this type of thing for the future.

It was determined that Mr. Parsons would be asked to appear at the next Board of Selectmen's meeting to talk about this. Mr. Wheeler said he would not like it to get involved with having a building inspector in town. He thought someone should come in for a major project, but didn't know how it could be limited and not turn into a building inspector role.

It was agreed to postpone the vote on the library bond work for a week, after Mr. Parsons appeared at the next meeting to be held the following Monday.

Hardy Hasenfuss – Update on Finance Officer Search

Mr. Hasenfuss commented that he and Ms. Levine had started the process in November to set out a plan they wanted to follow for hiring a replacement for Carol Fraley, Finance Officer (FO). They knew at that time that the date of Ms. Fraley's retirement was early September. Shortly after they began their planning, Ms. Levine announced her own resignation and since that time, everything has been on hold. Mr. Hasenfuss said that they talked about whether they should still try to proceed or whether they should consider waiting until the next Town Administrator (TA) was hired. Before Ms. Levine gave her resignation, they had decided that she would have the time and ability to do the advertising and initial screening of the candidates. They had not planned to hire a search firm. For that purpose, they suggested the \$6,000 in the initial budget for a search firm be struck and so it did not appear in the final budget.

Mr. Hasenfuss suggested waiting until after the new TA was hired to proceed with the search for the new FO. He thought, however, that they should do some of the work in the meantime. He recommended not hiring anyone until the TA was in place. This way, they can know what the financial qualifications are of the new TA, which will help determine what type and level of FO they will need. He opined that to hire a new FO and giving the responsibility of training and administering them to new TA may be unfair. Mr. Hasenfuss believed that if the TA has input on the choice of the FO, it would be helpful.

Mr. Bianchi was concerned that if they wait until a TA is hired, they may find themselves under the gun to fill the FO position. He hoped they could get a pool of people who were interested in the position now and then interview and move forward after the TA was hired. Mr. Hasenfuss said that was an option. He wondered if they wanted to hire Barry Cox or some other firm to continue the process. His recommendation would be to get some professional help to do the culling of the resumes and the communication with the applicants. He noted that Ms. Levine had planned to do these things, but he didn't know if they would want to put these tasks on the current staff.

Mr. Hasenfuss added that sometime between when Ms. Levine left and when the next TA would start they would have some savings that they could apply to pay someone to do a minimal amount of help with this search process. Mr. Bianchi thought they had budgeted some overlap for the time between when the new FO started and Ms. Fraley left, to accommodate for training. He thought maybe they would be able to spend some of that money to hire someone to conduct the search.

Ms. Helm was concerned that Ms. Levine had some vision of perhaps looking for someone with a little different skill set going forward. If they were to hire a TA with more of a CFO background, then they might have to redefine the FO position. She envisioned the FO hire directly relating to the hire for the TA. They won't know what they are looking for until after the TA has been hired. Mr. Bianchi agreed and said that come September 1, someone has to be in the position of Financial Officer. Chair Kaplan thought that when they put the ad out for Ms. Levine's position, about 20-25 people would apply. Actually, 86 people applied. He thought they should let the person they hire to help with this process do the "heavy lifting" and sift through all of the resumes and do the advertising.

Mr. Hasenfuss commented there may be a fairly decent candidate for the FO position among the 86 who applied for the TA position. He also asked how the office ran during the times Ms. Fraley had been on vacation. Ms. Hardy noted that Ms. Fraley had trained Amy Rankins (Land Use Coordinator) so that some things would continue to get done in her absence. She noted that another option would be to hire someone from MRI to perform the FO functions temporarily, until they hire someone.

Ms. Helm thought they should ask Mr. Cox to look at the resumes that have come in for the TA position with both positions in mind.

Police Department Update

Sgt. Anderson noted that they are having a problem with the circulator pump in the basement (mechanical room) at the Town Hall building. They ran out of hot water in dispatch the other day, and the room was very hot. He went to check the boiler room and found that the pump's bearings seemed to be gone. It was found that it would cost \$740 to purchase and install a new circulator pump through Century Mechanical.

Ms. Helm asked if they should get more than one estimate. Mr. Bianchi said that Century Mechanical is the company they use most often so it would make sense to continue with them.

IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to expend \$740 for a new circulator pump through Century Mechanical. THE MOTION WAS APPROVED UNANIMOUSLY.

Approve Minutes of 4/25/11

IT WAS MOVED (Bianchi) AND SECONDED (Helm) to approve the minutes of 4/26/11, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.

Mr. Bianchi said that on page four, second paragraph, 3rd line: Mr. Lee said the state was giving him better concession... The word "state" should be changed to "dealer."

Ms. Helm said that Chip Spaulding should have his name added to those in attendance.

Ms. Hardy noted that the CAC members were not expected to "expire", but that their terms were.

Ms. Helm said that on page one, 3rd paragraph: "...it was found that due to a bad connection" should be specified as "...a bad phone connection."

Ms. Helm said that on page six, 3rd paragraph: "mixed directions" should replace "mixed feelings."

Ms. Helm said that on page 11, 3rd paragraph from bottom: it should read "to "her" liking, not "their" liking.

Conservation Commission Appointments

Ms. Helm said the issue was that the Conservation Commission has an opening due to the resignation of Vicki Koron and they had a recommendation for an appointment. Chair Bob Brown recommended Rick Anderson to carry out the remainder of Ms. Koron's term, which expires in 2012.

IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to appoint Rick Anderson to fill Vicki Koron's term on the Conservation Commission. THE MOTION WAS APPROVED UNANIMOUSLY.

Chair Kaplan asked if due to the fact that they will now have a May Town Meeting, people were aware that the terms of office went until May instead of March. Ms. Hardy confirmed that the current terms would continue until the next appointment in May.

Town Administrator Search Committee Update

Chair Kaplan said they picked eight people for the search committee. Of the eight, there is only one person he has not spoken to because he was away. The seven he spoke with have agreed to participate. Ms. Helm was sure that Mr. Cook (the eighth person) would be on board as well.

Elkins/Dam/Single Stream/Others

Single Stream Recycling - Ms. Hardy noted that a single-stream vendor, New England Regional Solid Waste, called and is eager to get the Town signed on as clients. Chair Kaplan thought they should have Richard Lee (Public Works Director) there to talk about single-stream if they wanted to move forward with it. Ms. Helm said they've had town approval for this. Ms. Hardy added that New London hadn't yet signed a contract.

Land-Fill Reporting - Ms. Hardy updated that Mr. Lee is talking to Nobis about a contract to include testing and reporting for the land-fill.

Elkins Project – Mr. Bianchi thought they should have a meeting with the people of Elkins soon. Ms. Levine had recommended someone from the Regional Planning Commission, Nate Miller, to be involved. He is a Transportation Planner with the planning commission and has been particularly involved in the Elkins project. She also thought they should include Mr. Lee and Mr. Stanley (Zoning Board Administrator). Mr. Bianchi wanted to know what the people from Elkins felt about the project. Chair Kaplan felt if they have questions, the person who drew up the plans should be there to discuss it. Mr. Miller has said that he would be willing to facilitate a discussion with the Elkins people. Mr. Bianchi didn't think they should have the person come in and try to sell it to the Elkins people. Chair Kaplan said if the people don't want it, all they have to do is say so. Ms. Helm suggested first having a public meeting with the Elkins subcommittee and anyone else who wants to come. Their first goal is to make sure of what the people of Elkins want. If they decide to have a second meeting, Mr. Miller could be there to give more input on where the plans stand.

Chair Kaplan said the question that is asked at this type of meeting is, "How would they like to see Elkins changed?" The residents say that they want to "make it better" and don't really come to terms with what mechanics and physical things need to be done to solve the problems they are bringing up. That is why they need the planner. He will be the one best able to explain the things that can be done. Otherwise he feared that the Board of Selectmen wouldn't be able to answer the questions.

Ms. Hardy said that Mr. Miller would help facilitate a public discussion, but not conduct a presentation or try to "sell" it. Mr. Bianchi didn't know why they needed a person from the outside to facilitate the discussion. Ms. Hardy said if it has already been discussed and voted on at Town Meeting, why start a whole new round of meetings? Mr. Bianchi said that the engineering phase is coming up and needs to be tailored around what the Elkins people want. Some parts they want: safety of the intersection and upgraded sidewalks. He noted that Ms. Levine had said that they have money to do the study and engineering work and they could bow out at any time. He has heard comments from people wondering who started all of this and maybe it is going in a direction the Elkins people aren't interested in. Ms. Hardy said they don't generally hold meetings like this with other things after they are approved at Town meeting.

Chair Kaplan said that some people were nervous about the Elkins project at Town Meeting. He believed they should have everyone in the same room: the planner, the citizens, and the Board of Selectmen. Mr. Bianchi thought it was possible that there were some people from Elkins who don't want it changed, other than for safety issues. He thought this engineer would facilitate a discussion of the ideas he has already come up with. If what they want is what is planned, they can go forward.

Ms. Helm wondered if it would be possible to have Mr. Miller at the meeting to listen to the opinions voiced by the people of Elkins. When they were talking about their feelings that came from Town Meeting, she was concerned that there were differing opinions about the Elkins project. She opined that it would be important for Mr. Miller to hear what people want. She suggested including Mr. Miller in the meeting, but to not act as a facilitator. If they ask him to be the facilitator, he may lead the discussion in the direction he wants. Her major concern was that the people she has spoken to want to proceed with some of the plans and don't want to see it die on the vine. The Board of Selectmen was fine with this idea of inviting Mr. Miller to the meeting to hear the opinions of the people of Elkins.

Mr. Lavoie thought it would be good to have the engineer there to have a dialogue between the people and himself. That way, they could come to a consensus about the details.

Mr. Wheeler thought the whole town should be invited to the meeting, not just the Elkins residents. He also noted that only the engineering costs have been approved. The costs of the things they would like to have included in the project would need to be addressed.

The date of the meeting with the Elkins residents was planned for May 23rd, and would be part of the regular Board of Selectmen's meeting. Ms. Hardy said she would put an ad in the Kearsarge Shopper to note the special topic of discussion for the 23rd, at the Selectmen's request.

Pleasant Lake Dam – Ms. Hardy said that Mr. Lee has not heard back from Jeff Blaney, the person who was going to review the RFPs for the Pleasant Lake Dam work. He has yet to hear from him.

Lamson Lane Project – Ms. Helm said that another public meeting was needed for this project. Ms. Hardy said that Mr. Lee needed to meet with the engineering services.

Pleasant Street Sidewalk – Ms. Hardy said she would check with Mr. Lee on where this project stood.

Ambulance Study – Mr. Bianchi said he talked to Fire Chief Jay Lyon about the ambulance study. They are still gathering information. He asked Chief Lyon to keep them in the loop.

It was determined that updates for several upcoming projects were needed, which would be best presented by Mr. Lee. They would ask him to attend the next meeting of the Board of Selectmen.

Garden Club Requested – Shrubbery

Ms. Hardy said that the Garden Club has asked permission to plant shrubs donated from the former KRSD SAU location and around Whipple Memorial Town Hall, particularly the Seamans Road side. She added that the Town has given permission to the Garden Club to maintain plantings on town property, and so a public hearing to accept the shrubs as a gift was not necessary. Ms. Helm asked if once the shrubs were put in, the Garden Club would maintain them. She said that they need to confirm the mutual understanding of who would maintain the shrubs. Mr. Lee would be asked to help put the shrubs in.

CAC Letters

Ms. Hardy said that she wrote letters to the people who were coming off and to those joining the CAC. She used the same letter Ms. Levine had used in the past. She noted that Vahan Sarkisian and Rick Anderson, both of whom had only served one term, are both interested in serving a second term. Ms. Hardy noted that they now have an updated CAC list with contact information for each member.

Joint Sewer Meeting – Sunapee on 4/28

Chair Kaplan said they have received a draft letter written to Wright-Pierce, and a response from a member of the Sunapee Board of Selectmen who doesn't like it. Ms. Helm didn't agree with the letter's wording as it implied the two boards did not agree with each other. Chair Kaplan said that both boards do agree no to pay the up-charges. The last paragraph is the most important, as it explains the need for the project to go forward. Mr. Bianchi didn't think the intent was that the boards wanted to come back and revisit the up-charges again; they just don't agree with them. Ms. Helm suggested it say, "The boards disagree with the other up-charges to the contract price." Chair Kaplan suggested saying, "Both boards disagree." He said the additional charges were added in a manner that was unfair. If they came up with other numbers, would they consider paying? Ms. Helm felt that they all wanted a better explanation of the UV costs and both towns disagreed with the up-charges. They amended the letter to reflect what was discussed and decided at the last meeting. Chair Kaplan said he would respond to the email and copy the rest of the Board of Selectmen on the correspondence.

Chair Kaplan said that someone had suggested it was time both towns' lawyers got together and updated the agreement between the two towns. It wasn't urgent, but Mr. Bianchi thought they should let Bart Mayer (Town Counsel) know that this was coming up.

Mr. Bianchi said that there was a subcommittee needed to look at the design proposals. Richard Lee and Ed Rushbrook were slated to be on this subcommittee. Mr. Rushbrook is an engineer who will, no doubt, charge a lot to go to every meeting. Mr. Bianchi suggested putting another engineer on the subcommittee with Mr. Lee. He also thought Bob Lavoie would be a good person to include. He would be involved in making sure proposals fulfill what needs to be done. Ms. Helm thought a smaller subcommittee could deal with the specifics rather than the entire group. Chair Kaplan said the subcommittee was meant to watch over the entire project so that problems could be solved. Mr. Bianchi disagreed and said the first committee was to oversee the bid documents. Another committee would be set up to oversee construction. Chair Kaplan disagreed with this notion. He thought that there would be just one subcommittee for the whole project. Ms. Helm said they discussed two phases. The first phase would have a committee. They would reassess and perhaps maintain the committee during construction. Initially, they would need oversight of plans before it goes to bid.

Mr. Lavoie said if they want a third person involved, they should figure out when Mr. Rushbrook would go to the meetings and when the other person would go. Mr. Bianchi said that the initial meeting would involve everyone. They would use Mr. Rushbrook as a resource person later on. Chair Kaplan thought the new Town Administrator should represent the town on the subcommittee, not a citizen. He noted that Mr. Rushbrook had the necessary engineering background, Mr. Lee had the construction background, and the Town Administrator would have the best interest and knowledge of the Town at hand. Ms. Helm was concerned about dumping a lot on the plate of the Town Administrator so soon after they start. That person will be involved anyway, but perhaps someone else could be appointed to the subcommittee. Ms. Helm also felt they were putting Mr. Lavoie on the spot and thought they could wait and vote on it next week. Lavoie understood Chair Kaplan's point about the Town Administrator being a good participant on the subcommittee. They decided to think this issue over during the week and vote on it at the next Board of Selectmen's meeting.

Meetings

Planning Board, April 26 - Ms. Helm said that Bruce Sanborn, owner of Hole in the Fence came before the Planning Board to see if they could put a patio out front. The general feeling was that it would make the whole front of the building look nice. He would be coming back with definite plans. Ms. Helm said she was impressed with how the Upper Valley Regional Planning Commission people were getting the Master Plan done. They were able to finalize the Telecommunications chapter and worked on reviewing the Utilities chapter. On May 10th they will start to review the Land Use Chapter, which will be more extensive.

It was noted that there would be a meeting with Barry Cox of LGC at 3pm on May 5 in the Syd Crook Conference Room.

Regional Select Board Meeting – May 5 at 6pm. Ms. Hardy noted that Jen McAuliff could not be there to speak. She has also not been able to contact with Jerry Frew as of yet. Additionally, May 5th was supposed to be a school board meeting, but it has been cancelled. Ms. Hardy said she would try to contact Mr. Frew.

Budget Committee – May 19 at 7pm at the Fire Station.

Ms. Helm wondered if the Budget Committee might wait until they get the new TA in place before the Budget Committee meetings start. They have an 18-month budget and really don't need to start until January. She felt it put un-necessary pressure on the Board of Selectmen and the department heads. She understood that it was the Budget Committee's choice, as the RSA says that they set their own schedule.

Mr. Bianchi said the Budget Committee is the only other elected committee in town and can meet whenever they want to. He understood that this would be their first organizational meeting. It was not the Selectmen's position to try and manage the Budget Committee. Chair Kaplan didn't see it as managing, but thought it would make sense to start a new budget season after the new TA was hired (hopefully in one month). Ms. Helm said she was concerned that the minute they have the meeting schedules in place, they will start pushing department heads to begin work on their budgets. She thought the Board of Selectmen should be able to set parameters for the department heads. Mr. Wheeler (who had already left the meeting at this point) had noted previously that he didn't expect the town budget to be presented to the Budget Committee until Jan. 9, 2012. Ms. Helm and Chair Kaplan both agreed that it wasn't necessary to start in May with the amount of things they have on their plate right now. Chair Kaplan said he would talk to Mr. Wheeler, Budget Committee Chair.

Other

Mr. Bianchi felt they should close the agenda items for the Board of Selectmen meetings at 4pm on Fridays. When people come to Monday evening meetings for presentations and provide three or four pages of information, it isn't fair to either party to try and make a decision without being able to have time to review prior to the meeting. Anything of substance should be submitted for the agenda by the previous Friday at 4pm.

Chair Kaplan didn't think it was that important. Ms. Hardy said that if someone is on the agenda, they should get supporting paperwork together to be presented prior to the meeting. Ms. Helm agreed that this idea would help them to be able to make comprehensive decisions.

Mr. Bianchi said he sent an email out relative to them making decisions or corresponding through email. This is against the rules and they should be careful that they don't do it. Ms. Helm thanked him for the reminder, as it was important.

Application for Building Permit:

- Robert Odell, Jr. 1807 Little Sunapee Road (Map & Lot 043-022-000) erosion control for wall & walkway – Permit #11-027 – Approved.
- Ilene Wheeler – Jeffrey Blake, 130 Sutton Road (Map & Lot 123-028-000) construct landing & stairway after the fact inside yard set back – Permit #11-028 – **DENIED**
- Janet Royle TTEE, 195 Tracy Road (Map & Lot 118-002-000) add new deck – Permit #11-029 – Approved.
- Cave Family Revocable Trust, 42 Page Road (Map & Lot 117-028-000) add new deck – Permit #11-030 – Approved.
- Peter Messer, 1047 King Hill Road (Map & Lot 131-006-000) remove porch & rebuild – Permit #11-031 – Approved.

Application for sign permits:

- Tracy Library community garden party – June 26th, 2-4 PM – Approved.
- COA Book Sale – July 23 & 24 – Approved.
- First Baptist Church – Relay for Life fundraiser – May 21, 6-10 – Approved.

Other items to be signed:

- Disbursement voucher for week of 5/2/2011
- Appointment card for Richard Pearson – Tri Town Assessor

IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to adjourn the meeting of May 2, 2011. THE MOTION WAS APPROVED UNANIMOUSLY.

The meeting adjourned at 8:55pm

Respectfully Submitted,

Kristy Heath, Recording Secretary
Town of New London