



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## BOARD OF SELECTMEN MEETING MINUTES November 7, 2016 4:00 PM

### **PRESENT:**

G. William Helm, Jr., Chair  
Nancy Rollins, Selectman  
Janet Kidder, Selectman  
Kim Hallquist, Town Administrator  
Wendy Johnson, Finance Officer

### **ALSO PRESENT:**

Richard Lee, Public Works Director  
Phyllis Piotrow, Budget Committee Member  
Peter Bianchi, New London Resident  
John Raby, *The Intertown Record*  
Jaclyn Goddette, *Argus Champion*  
Celeste Cook, Welfare Officer  
Scott Blewitt, Recreation Director  
John Wilson, New London Resident  
Sandra Licks, Library Director  
Collin Campbell, Budget Committee  
John Ellis, New London Resident  
Bill Spear, New London Energy Committee  
Jason Lyon, Fire Chief  
Steve Ensign, Board of Firewards  
Bob Odell, New London Resident  
Casey Busio, Recreation Commission  
Jack Sheehan, New London Resident  
Ed Andersen, Police Chief  
Donna Larrow, Police Department Administrative Assistant

Chair Helm opened the meeting at 4:00pm.

### Justin Garzia, Recreation Commissioner – Town Skating Rink

This first item on the agenda will be addressed at a future meeting. Mr. Garzia was not prepared to discuss the matter that evening.

### John Ellis – Solar Lighting

Mr. Ellis presented some information for the Selectmen to review regarding solar energy. There were project examples from the towns of Durham, Lee, Andover (Proctor Academy), and Alexandria NH, as well as finance information from a project done at Colby-Sawyer College. Bill Spear, Energy Committee, said his committee will look into these ideas at their next meeting. They are interested in lowering energy costs for the town. Mr. Ellis was encouraged to attend meetings with the Energy Committee.

### New Business

#### *FY2018 Budget Preparation: Nonprofits, Welfare, Recreation, Library, Archives, Health, Energy, Conservation* **Chapin Center (COA)**

Kelly Keith, Executive Director, was there to represent the Chapin Center. She is asking for the same amount as in the last several years. There were no questions or comments from the Selectmen.

#### **Chamber of Commerce**

Sarah Colson, Executive Director, was unable to be at the meeting. There were no questions or comments regarding the request.

#### **Ambulance Service – New London Hospital**

No one was present to discuss the request from the ambulance service. It was noted that the amount has gone down by about \$45,000. Ms. Hallquist explained that the hospital analyzed the runs and calls for the towns and proportioned the fees for each town accordingly. Selectman Rollins wonders if the Town can get more detailed data from the hospital as she thinks the amount can go down even further.

#### **Lake Sunapee Regional Visiting Nurses Association (LSRVNA)**

No one was present from the LSRVNA. There were no questions about the request, as it is the same from the last several years.

#### **CASA**

Jane McMurrich, a CASA Volunteer, was there to answer any questions. There were none.

#### **Community Action Program (CAP)**

There was no one present to discuss this request. Selectman Rollins said last year New London made a substantial increase in the line as they were adding a position which was supposed to reduce the time spent by New London's Welfare Officer. She is interested in seeing more data on how this has offset the costs that would be coming from New London's budget. Ms. Hallquist said CAP's goal was to have someone else in the CAP office so there could be more outreach to people needing their service, including those from New London.

Celeste Cook, Welfare Officer, said CAP deals with people that she never sees; they go directly to CAP for fuel assistance. Selectman Rollins asked that Ms. Reed be invited to attend a meeting to discuss her budget. Selectman Kidder agreed; Ms. Reed has been working for CAP for about a year now and should be able to explain where the funds are going.

#### **Regional Planning Commission (RPC)**

Chair Helm said they have increased their rates by 1%, a little under \$6,000.

#### **Garden Club**

Sue Showalter and Kathy Pfann were there to discuss their budget. Chair Helm asked why the club hired a vendor for some special projects instead of asking the Public Works Department to help. Ms. Pfann said the Town has been very helpful in the past however she feels the Public Works Department has their hands full and the Garden Club needs to get some of their more specialized projects done on their own. Mr. Lee said this is accurate; at times they are too busy to help but they do what they can. Also, some of the projects the Garden Club require a set of skills that staff of the Public Works Department does not have.

#### **NHMA**

It is \$5,986.00; there were no questions or comments.

### **Lake Associations**

*Messer Pond Protective Association, Pleasant Lake Protective Association, Lake Sunapee Protective Association, Little Lake Sunapee Protective Association*

There were no questions for any of these lake associations. There were no increases.

### **American Red Cross**

Selectman Rollins said they have not funded the Red Cross in the past and feels they should continue as such. There were no objections.

### **Center for the Arts**

Jean Connolly, Executive Director, was present to answer questions. Selectman Kidder asked how Ms. Connolly estimated the number of people (or clients) served. Ms. Connolly said it is difficult to determine this. They provide free community programs. There are 20 New London organizations they work hand and hand with throughout the year on these community programs. There are more than 200 individuals they work with. There are more than 1,200 participants each year, in addition to an e-calendar that people are signed up for, which is about 1,300 people.

Selectman Kidder asked what differentiated the Center for the Arts vs. the Chamber of Commerce. Ms. Connolly said the Center for the Arts focuses on cultural events. Both organizations have e-calendars but the Center for the Arts focuses on events that individuals can participate in. The bulk of what they do is to showcase what they have here in town. The Chamber of Commerce does good work but they don't give a voice and a venue to what is here in our town and region. Center for the Arts provides an opportunity for those individuals.

Selectman Rollins asked about "Donations from FF." Ms. Connolly said this is funding that comes from the First Friday events. This year they took in \$800 and anticipate it going up 10% each year. The funds go towards scholarship programs. They are trying to develop their youth arts program by working with the Recreation Department to help kids who don't participate in sports to do something in town. They have started working with the schools and teachers to start this program. They have had to hire a part-time administrative assistant to schedule and keep things in order.

Selectman Rollins noticed there was \$15,000 that had come in for membership. How much is membership and how many members are there? Ms. Connolly said they have 150 members at the moment and membership is \$25. Less than half of the members are philanthropists who donate money to the Center for the Arts for the work they do.

Ms. Connolly shared that the Center for the Arts has done art auctions with some organizations in town (such as Ausbon Sargent Land Preservation Trust), where artists donate their art and the two organizations split the proceeds. They help with the Strawberry Festival, and Dancing with the Stars.

Ms. Connolly explained their scholarship program, which is budgeted at \$3,400. This is a separate item in their budget and people donate specifically to the program to keep it separate from their expenses. One donor gives a sizeable donation specifically for this program each year. The funds are awarded to the students each year.

Chair Helm asked if there was an annual fund for the Center for the Arts. Ms. Connolly said they have a membership letter that goes out asking for donations each year. Chair Helm asked if they have asked other towns for money. Ms. Connolly said this is the first time they have ever asked a town for money. They plan to do more of this in the future. The New London residents are more than half of who they serve and she feels it is reasonable to ask for half of the amount in their budget where they are short, because of these figures. She plans to go to the other towns to ask for funding as well.

Chair Helm wonders where the Town will stop providing funding to worthy organizations. How can they stop other well-meaning organizations from asking for funding? They need to have some standard or else each year they will have more requests. Selectman Rollins said they will make decisions on each request, which will send a message. They could have this discussion at another time.

Ms. Connolly said there are budget cuts in the school system and they are trying to create programming to benefit both children and adults. They can provide services the Recreation Department cannot; she doesn't see them as an outside agency because they work hand in hand with Recreation.

Mr. Bianchi asked how much the Center for the Arts is asking for. Chair Helm said they are asking for \$2,500. Mr. Bianchi asked if other towns will be asked for funding in the future. Ms. Connolly said they would, but this year they were only asking New London.

Mr. Blewitt said if it wasn't for Ms. Connolly and her group of volunteers, they would have a hard time finding the instructors and offering the variety of things they do. The Center for the Arts does a great deal of work for the Recreation Department programming and the Town would need to hire another employee to be able to provide what the Center for the Arts is providing.

Mr. Bianchi feels the Town should be careful about providing funding to all organizations that ask.

#### **Merrimack County Advocacy Center**

There was no one present to discuss this request. Selectman Kidder wonders how this organization is different from CASA. Selectman Rollins said the center does assessments that have to do with abuse and neglect cases that rise to the level of a criminal offense and victim advocacy work. CASA is a volunteer organization that provides a representative for children in court. She doesn't feel this is one organization the Town should support. She feels they need to work closer with DCYF.

#### **VNA of Vermont and NH**

Terry Highland, Community Relations Coordinator, said they are a different VNA than the LSRVNA. Selectman Kidder wonders why this VNA is visiting six New London residents when there is already a local VNA in town. Mr. Highland said New Hampshire is different on how VNAs are used. Unlike Vermont, New Hampshire allows crossing over of areas with VNA services. It is the patient or the doctor that determines which VNA visits a home. They had just one patient in New London in 2008, four in 2011, and six this previous year. It isn't a massive service, which is why they aren't asking for a lot of funding (\$600). They come to the towns to recover funds not paid for by Medicaid. With Dartmouth Hitchcock and New London Hospital aligning, the VNA of Vermont and New Hampshire name is coming up more and it is up to the patient to choose which one they use.

Chair Helm noted that based on the dollars they give to the LSRVNA, divided by how many people they serve, the funding for the VNA of Vermont and New Hampshire would be just \$275; using a dollars basis compared to the funding and numbers served by LSRVNA, and he feels that would be equitable.

#### **Welfare**

Requests were way down last year because of a mild winter and low energy costs. Celeste Cook, Welfare Officer, recommends keeping the funding stable as they can't anticipate the same winter conditions and energy prices as last year.

#### **Health Administration**

There were no questions or comments.

### **Energy**

The request is down slightly from last year. Mr. Spear said there are no commitments for the funding; the Energy Committee uses it to pay for advertising for their events. They are fiscally conservative so everything they do pays for itself. If the Board needs to have this funding removed from the budget, the committee will understand.

### **Archives**

There were no questions or comments.

### **Patriotic Purposes**

It was asked get some detail about what the \$300 is used for. The money is being sent to Doug MacMichael, son of Bob MacMichael, who used the funds to purchase flags for veterans buried in the town's cemeteries. Since Bob's passing, it wasn't clear as to what the funds were used for each year. Ms. Johnson would contact Mr. MacMichael to get some details.

### **Care of Trees**

It was noted that the Tree Warden uses this money for planting and cutting trees. Mr. Lee said the warden has planted some trees and isn't sure about plans for the upcoming year. Selectman Rollins said the funding has not been used, even in half, in the past several years, so she would suggest reducing it by half if not more.

### **Conservation**

The Board noted that the request is about \$5,000 more than what has ever been spent.

### **Tracy Library**

Sandra Licks, Library Director, and Wendy Dumas, Trustee, were there to discuss the request. Ms. Licks said the library trustees commissioned the same person the Town did to do a wage study for the library employees (full and part time). The study was started in September and she expects the report any day now. The library trustees will receive it and vote on it and discuss what will happen. They meet next on November 15<sup>th</sup> and again on December 20<sup>th</sup>.

Selectman Kidder asked about supplies. Custodial is \$1,500. Ms. Licks said this is to pay for cleaning products; the maintenance contract they have is for labor only. Selectman Kidder asked about maintenance. There is a "Cleaning" line for \$2,000. Ms. Licks explained that this is supplemental and pays for carpet shampooing once/year, and windows that are cleaned every three years or so.

Selectman Kidder asked about "Grounds" which has \$4,000 listed. In 2016 they spent \$2,500. Ms. Licks said the actuals are the same; they were under budget last year due to the mild winter.

Selectman Kidder asked why the Computer Maintenance line is so high. Ms. Licks said they are moving to a new integrated library system; software that runs their circulation. The new system with added features and hosting will be an extra \$4,000. This is an increase in the previous request by \$3,000. If the State Library upgrades to a newer system, they could be tied into the Inter-Library Loan Program.

Selectman Rollins asked if the Library imposes a charge for use of the conference room. Ms. Licks said they do not. Their policy is to allow use of the conference room for free for cultural/educational purposes. Ms. Piotrow wonders why the book expenditures are going down by \$3,000. Ms. Licks said she is happy with their book budget. She noted that they have received funding/donations earmarked for book purchases as well, so those funds will be used in addition to what is in their budget.

Selectman Rollins asked about donations of books as it is her understanding that people feel they cannot donate books to the library. Ms. Licks said they don't want to take boxes of used books, as it could get tricky with having

to manage large quantities of books that may/may not be usable. They will take a new book or two from people who would like to donate. Selectman Rollins suggested making this clear to patrons of the library who may have a new book they read and would like to donate.

### **Recreation Department**

Mr. Blewitt explained that he recently shared a PowerPoint presentation with the Selectmen showing how the department/programming has extended over the last few years. He has made a lot of connections to help facilitate programs. There is very little increase over last year in his requested budget.

Mr. Blewitt said he had \$1,000 in the Van Maintenance line, but due to it being a new vehicle, it could be lowered to \$750. The van has 3,000 miles on it. He plans to do one or two programs a month for the older aged people. Selectman Rollins thanked Mr. Blewitt for reaching out to the seniors in town. She wonders if the Recreation Department is working in conjunction with COA to get a broader cross-section with regards to what the seniors may be interested in doing. Mr. Blewitt said there isn't enough collaboration in this area. He did have some communications when Nancy Freise was at COA; now that the new Director is on board (Kelly Keith) he will get together with her once she has settled in and discuss the needs of COA patrons.

Selectman Rollins asked about the revolving fund; she doesn't quite understand it. It looks like there is more income than expenses. She isn't clear on the split between the Outing Club and the Recreation Department, and the Center of the Arts. Mr. Blewitt said instructors for the Junior Summer Camp are paid 70% and the Town gets 30%. Other classes are 80% paid to the instructor, 10% to the Town, and 10% to Center for the Arts. All revenue he makes goes into the revolving fund. His balance is about \$40,000 right now. Last year at this time it was in the \$30,000 range. Because of the programs he does, like winter carnival, he needs to front money for things and then gets revenue in. He often times needs to spend money first and then he gets it back.

Chair Helm asked at what point the revolving fund reaches the point where some funding goes back to the general fund. Mr. Blewitt said it is a fine line to determine the correct balance of the fund as it depends on the programming the commissioners want to do. He might want to buy Red Sox tickets which can be as much as \$5,000 per game. They have talked in the past about appropriate amounts for the account. He had a really good summer this year; the day camp numbers were way up. Looking long term, it is hard to tell what will happen. Chair Helm said he would like to see some information about how the account goes up and down. Ms. Johnson said she has a summary sheet that she can provide to the Selectmen. If they look at the whole year of income and expenses, they can see what comes in and out and get a good idea of how the fund works.

Selectman Rollins said she recalls the Budget Committee making a suggestion on what the maximum should be in the revolving fund, which she knows is less than what is in there now. She also encourages someone to create a "Friends of the New London Recreation Department" which could be used for scholarships and other things.

Selectman Rollins wonders if there is a Waterfront Director hired for 2017. Mr. Blewitt said there is not; he is working on recruiting currently. Discussion ensued about the importance of this position and the difficulties dealing with the management of teenagers and college-aged employees.

Mr. Bianchi feels that if non-profits are asking for money, they should, out of common courtesy, attend the meeting where their requests are being discussed.

### **Discuss Employee Health Insurance, Compensation**

As requested, Ms. Hallquist provided more information on available plans. One plan has a slight reduction in cost with similar benefits. Another has a higher deductible and is the least expensive of the three. She provided this information to the Selectmen. It was thought that the Employee Committee should meet with the insurance representatives to get more information, should the Selectmen wish to change programs. Ms. Hallquist said the

employees have expressed often in the past that they would like stability in the insurance programs so she expected that they would be interested in learning about the additional two offerings. Chair Helm said the employees weighing in on this is fine, but if they have found a plan that costs less and is almost the same, it would be hard not to make the switch.

Ms. Hallquist said the Town pays \$1,000 towards each employee's deductible. Option #2 (the similar program to the one they have now) does not allow for this; the town would be limited to 50% of the deductible, which would be \$500 for the single plan. Chair Helm expressed surprise that an insurance company can make rules about how much the employer chooses to pay of the deductible.

Selectman Rollins is fine with the Employee Committee reviewing the options and would like an answer by the next meeting.

#### Changes in the Compensation Plan

Selectman Rollins has met with many municipalities about this issue and to come up with her proposal. She thanked Ms. Johnson for condensing the information for her. A handout was distributed to those at the meeting.

Selectman Kidder thanked Selectman Rollins for the work she has done on this issue and noted that she would like to hear from the Employee Committee on their thoughts before they make a decision.

Selectman Rollins said the reason they embarked on this process is that the employee compensation study hadn't been revised since a study done in 2006; nothing was done with that study. The salaries, 10 years later, were shown to be lower than market rate. They weren't being fair and equitable to their employees. The study provided the Town with a baseline of salary ranges and the Board should now consider COLA and step increases.

The Board reviewed the memo dated November 7 as prepared by Selectman Rollins. Ms. Hallquist asked about the 2.25% step notation in point #4 of the proposal. It was agreed that it should actually be 2.5%.

Selectman Rollins pointed out that the first year is a challenge for the start-up in this kind of program. The proposal calls for salary adjustments on the anniversary date of the employee's employment; currently adjustments are effective at the start of the fiscal year, in July. Her proposal recommends a 1% COLA at the start of the next fiscal year for all employees.

Chair Helm wonders why not use the COLA that all the retirees must live with, noting that there is one number that is generally used instead of choosing a month which could have a dip or a raise. Selectman Rollins responded that she doesn't think it is fair to use the overall number; Chair Helm suggests using a moving average. Selectman Rollins said she is open to discussion on this. What she has compiled shows what other municipalities are doing. Chair Helm does not disagree with the 1% COLA for this year, but in other years, a policy may need to be adopted to determine this figure.

Chief Lyon asked about the Employee Evaluation. He has an employee coming up on his six month period. If they would like him to test out a new evaluation, he is willing to do so. Selectman Rollins said at this point there is no change in the evaluations; he should use what they have.

Ms. Hallquist said the Employee Committee will discuss the steps and the insurance options. She will report back at the next Selectmen's meeting.

#### 2016 Dispatching Fees

Selectman Kidder said after meeting with the towns of Sutton and Wilmot, it was found that they are happy with the dispatch service. Training has been excellent and there has been good communication. Both towns are

interested in contributing to a capital reserve program for purchase of future equipment. Over the next few months they will determine how to apportion that amount. This would be for the 2019 budget. Selectman Rollins asked how this is booked into the budget. Ms. Johnson said what other towns pay is on the revenue side.

Selectman Kidder noted that the next meetings to be had will be in Sunapee, Newbury and Croydon.

Chiefs Andersen and Lyon had nothing to add to Selectman Kidder's report.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to adopt the fee schedule for dispatch as presented. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### Fees for Use of Town Facilities

Chair Helm wonders if people would stop using the hall if they charged \$50 instead of \$35. Selectman Kidder said the organizations who want to use Whipple Hall are not trying to generate a huge amount of money. She wonders if they want to discourage people from using town facilities when they are offering things that benefit the community. Some of the organizations generate a cleaning bill, which is why they should ask for some payment. Selectman Rollins doesn't want to nickel and dime people and feels it will become cost prohibitive for some organizations if they increase the amount.

#### Appointment of Forest Fire Wardens

Chief Lyon said this is the renewal or modification of Forest Fire Wardens. These individuals issue permits which are done through the dispatch office. This is good because it is a common location, open 24/7 and the dispatchers will be aware of fire permits in the area since they issue the permits.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to approve the list of Forest Fire Wardens. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### Consider Request for Alcohol on Town Property: Fire Department Pay Night Dinner

Chief Lyon said they keep a crew that does not drink to enable them to answer calls if needed.

**IT WAS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to approve the request for alcohol to be served on Town property for the Fire Department's annual Pay Night Dinner. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### Discuss Invitation to Participate in Ribbon Cutting at Cataleya's Caribbean Grill on November 15, 2016 at 1pm

Selectman Rollins feels a representative from the town should welcome new businesses in town. Someone will be there; Selectman Rollins could not be there.

#### Capital Reserve Funds and Town Buildings Discussion

\$999,000 is the number Ms. Johnson used. Chair Helm feels they should bond for some things to cut this number down.

Ms. Johnson noted some changes to the 2018 Capital Reserve Fund proposed by the Budget Subcommittee.

- Add \$50,000 in for Town Buildings.
- The Board of Selectmen had discussed taking \$37,000 out for repairs to the Fire Station.
- No change for the Master Plan funding for \$5,000.
- The Fire Vehicle Fund is going to change from \$105,000 to \$150,000; the cost of the vehicle is changing from \$500,000 to \$550,000.

- They did not discuss dispatch equipment. Ms. Johnson said she has put \$5,000 in as a placeholder from 2016; that figure is open for discussion.
- The subcommittee recommends taking \$250,000 out for The Pleasant Lake Dam and \$115,000 out for the Sewer Lagoon.
- They will move one sewer expenditure up to 2018 in the amount of \$20,000 to purchase a generator.

\$726,510 is the new amount, including the \$20,000 for the sewer.

Chair Helm worries that the bridge repair will be such a significant item that they should look to bond instead of putting money aside, as they did for the Brookside bridge. His colleagues agreed with him. They decided to take the \$75,000 out of the Bridge Repair Fund, which gets them down to \$631,510 (town, not Sewer portion).

The Fire Vehicle Fund needs to stay the same to insure they can purchase the vehicle on time.

Dispatch equipment – they put in \$34,000 last year. Chief Andersen said he would like to see them put in \$25,000 each year. Ms. Johnson noted that they get 35% back from the other towns. Chief Andersen said there is about half a million dollars in equipment that will need to be replaced in about 10-15 years. He thinks New London should keep putting \$25,000 away each year to reach a total of \$500,000.

Chair Helm wonders if a bond might be the way to go with the dispatch equipment and other additional items that are coming up. The dam is going to be about \$500,000. The Sewer Lagoon is \$133,000. Bridge repair engineering for Goose Hole Road is \$80,000 and some guardrail work in Elkins at \$47,000. The dispatch move would be \$100,000, and the engineering for the School Recreation department is \$25,000. Chair Helm feels since they will have some bonds maturing, they should take out more to get some of these items done. The Pingree Road Bridge is also in need of repair in a few years. Chief Andersen noted that \$50,000 of the move of dispatch would be for new consoles which could be moved to any new location if need be.

After some calculations, these things would cost \$803,000. A 20 year bond would yield a yearly payment of \$44,150 plus a yearly payment of \$17,660 for interest (2%).

Ms. Hallquist said the dam will hopefully be less than \$500,000. Dubois & King's estimate for option #2 as selected by the Board is \$440,000; additional funds will be required for engineering oversight during construction, so \$500,000 is a reasonable estimate at this time. Recent communication from Dubois & King is that they may be able to make modifications that are less costly than first thought; they are in contact with State DES and will be in contact again when they have more definite information. Mr. Lee said the difference in the plan will be the size of the riprap needed; the rest will still need to be done as planned. The top still has to be armored in some way.

Mr. Wilson wonders why Whipple Hall isn't mentioned in the bond. Where does the building come into their thoughts for the future? Chair Helm said they think they have to decide who will be housed in that building and who will use it. Once that is determined, they will decide what needs to be done to the building. Upgrades to that building will likely be added in the next wave of bonding in the future.

Mr. Bianchi thinks what is done with Whipple Hall is contingent upon what happens with the school building engineering with regards to a possible move there of the Recreation Department. Chair Helm said they have to prioritize the projects and Whipple Hall isn't an immediate need for repair. He said over the past years they have used more of the undesignated balance to lower the tax rate than probably they should, so this year they are being a bit more mindful. It is tricky to determine what the best way to handle this is.

Ms. Piotrow said the Academy Building isn't included in the bond either, and will need a new roof and insulation in a few years. She pointed out that there is also another bridge on Brookside Drive that needs to be done and questioned whether they will also have enough money for paving. It seems to her that the bond they are suggesting doesn't include these important things. Chair Helm said they are at least starting the discussion on this; there is a lot to be done.

#### Town Administrator's Report – Kim Hallquist, Town Administrator

Ms. Hallquist noticed receipt of an email from a citizen concerning a responding police cruiser; the citizen felt that the officer was traveling at an excessive rate of speed. Ms. Hallquist noted that she spoke with Chief Andersen who spoke with the officer who reported that he was not traveling as fast as estimated by the citizen. Chief Andersen said he felt the speed was appropriate for the conditions. The person asked to see the Selectmen if the officer disputed the estimate of speed. Chief Andersen said he spoke to the officer about the speed he was traveling at, which was about 20mph slower than alleged by the citizen. Chief Andersen noted that he used this email to remind the officers that emergency response speeds must be reasonable for the area they are traveling in, and in this case, he believes the officer was traveling at an appropriate speed. He noted that he will consider scheduling a safe driver training as traveling at excessive speeds is an important issue and one that he trains his officers on. The Board asked Ms. Hallquist to respond to the citizen to see if he would like to meet with Chief Andersen to discuss this issue in more detail.

It was noted that there was some graffiti at the dam gate house. Richard Lee (Public Works Director) will get it painted as time/weather permits.

Ms. Hallquist said with regards to Veterans Credits, there is a new law that can be adopted by Town Meeting, allowing all veterans to qualify for the real estate tax credit instead of those in qualifying wars. It is hard to say how this will impact the town, however based on the number of veterans currently receiving the credit, an estimate is it would cost \$74,500 in additional credits if they were to adopt the law. Ms. Hallquist said she will put the State law in the Selectmen's mailboxes for review.

Ms. Hallquist noted receipt of a citizen letter regarding building permits and surveys. She will discuss this with Lucy St. John (Planning & Zoning Administrator) and report back at the next meeting.

Ms. Hallquist said Little Sunapee Protective Association returned \$39 in unused funds from last year's funding from the Town.

#### Committee Meetings & Reports

Selectman Kidder said she attended dispatch meetings with the towns of Wilmot and Sutton, which she reported on already that evening.

Selectman Kidder said at the last Recreation meeting Mr. Blewitt reviewed all the recent events which were very successful. Justin Garzia, Commission member, is working on poles for the skating rink; someone from Newport will fabricate them. They are determining issues they may encounter. Dig safe will be involved.

The Recreation Commission discussed recreation facilities with regards to using the New London school complex. They do not recommend relocating the Recreation Department there because they can't use the cafeteria or the field and they feel that there is no sense in moving to a location that doesn't offer the space they need. The Commission feels it is important to locate to a site where they could build some kind of community complex that could offer recreation facilities, storage, meeting space, parking, etc. Over the next year they will look at this and come up with a plan they can propose for the 2019 budget.

Chair Helm said on October 28th he and Ms. Hallquist met with the Superintendent, two school board members, and the facilities manager who were interested in sharing the cafeteria space in the old middle school area. The possible use is not just for recreation but also in using the cafeteria as a Town Meeting facility. It is a question of whether they want access to the cafeteria to have elections and meetings that are too large for the Academy Building. They need to articulate what they want to do to possibly renovate the cafeteria and the old library. The question isn't just about recreation but other town uses. They discussed having someone work with the school to take care of the mural there to preserve it. Lastly, they thought Scott could work with the Outing Club to use the fields in the summer.

Chair Helm said he, Ms. Hallquist and Mr. Lee met with Dave Mercier from Underwood Engineers about flows from New London to the Sunapee sewer plant. Mr. Mercier thinks New London is in a reasonable place at 59% but says the Town should continue to push and raise questions about why they haven't put in automatic reading equipment instead of taking hand notes for flows.

Chair Helm noted that the school district has budgeted funds for the demolition of the 1941 building and if approved, they will have the money to do it at the start of the new fiscal year: July 2017. He added that they will need to go to the New London Planning Board before they can demo the building.

#### Review of Minutes

Minutes of October 17, 2016

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Bill Helm) to approve the minutes of October 17, 2016, as circulated. THE MOTION WAS APPROVED.**

*Selectman Kidder abstained from the vote as she was absent for the October 17, 2016 meeting.*

Minutes of October 24, 2016

**IT WAS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to approve the minutes of October 24, 2016 as circulated.**

Mr. Bianchi said there was nothing in the minutes about the questions he asked about the Brookside Drive culvert project; he asked if the work would be done this year and Richard Lee said it would not be done until the Spring. Mr. Bianchi felt that the topic should have been covered in *Municipal Matters*, like the update of the salt and sand shed. He felt that the public would be interested knowing where \$250,000 of tax money went. Chair Helm noted that the money is in the bank and will be expended when the project starts.

**THE MOTION WAS APPROVED UNANIMOUSLY.**

Minutes of October 27

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Bill Helm) to approve the minutes of October 27, 2016, as circulated. THE MOTION WAS APPROVED.**

*Selectman Kidder abstained from the vote as she was not present for the October 27, 2016 meeting.*

#### Upcoming Meetings and Special Events

Next Selectmen's Meeting: Monday, November 21 – 6:00pm

TOWN OFFICES CLOSED FRIDAY, NOVEMBER 11<sup>th</sup>: VETERANS DAY

Planning Board – Tuesday, November 15 – 6:30pm

Conservation Commission – Wednesday, November 16 – 8:30am

Budget Committee – Wednesday, November 30 – 7:00pm

Recreation Commission – Tuesday, December 6 – 5:00pm (Whipple Town Hall)

Future Board of Selectmen Dates: Wednesday, December 7 – 6:00pm

Monday, December 19 – 6:00pm

January 9, 12, and February 6 – 6:00pm

Items to be signed

- Pay Authorization Voucher dated 11/16/16 by Wendy Johnson, Finance Officer
- Accounts Payable Voucher dated 11/16/16 by Wendy Johnson, Finance Officer
- Tax Abatement Form TM 073-083-000, Hilary Cleveland, Trustee/David Kidder et al, Trustees
- Tax Abatement Form TM 074-047-000, Hilary Cleveland, Trustee/David Kidder et al, Trustees
- Tax Abatement Form TM 068-010-000, Town of New London
- 2016 Equalization Municipal Assessment Data Certificate

Requests to Use Town Property

- Whipple Hall by Peg Birch for NL Garden Club plant sale on Tuesday, May 23, 2017 from 9:00 am to 4:00 pm. **Requesting a fee waiver.**
- Whipple Hall by Peg Birch for NL Garden Club educational program (Water Issues: Quality & Conservation) on Tuesday, June 13, 2017 from 6:30 pm to 8:30 pm. **Requesting a fee waiver.**

Approved Building Permits

- Amy Johnson/Westwind Trust, 596 Lakeshore Drive, Elkins. TM 050-006-000. Change 100amp service to 200amp and add automatic generator transfer switch.  
**BP 16-115 APPROVED 10/28/16**
- John Cavender & Rosalind Stevens, 360 Whitney Brook Road, TM 039-006-000. Add 16'x25' cathedral ceiling with 8'X17' 2nd floor addition. Remodel of bath & Kitchen. Lighting and HVAC upgraded.  
**BP 16-121 APPROVED 10/26/2016.**
- Proudstone Corp: Tom Chadwick & Doug Dow, 195 Main Street, Tm 173-077-000. Conversion from six apartments to six hotel rooms with owner's apartment and medical space office.  
**BP 16-124 APPROVED 10/28/16**
- Samuel Drive LLC, Lot 22-1 Hall Farm Road, TM 086-022-001. Construct a new 2 story Cape style single family home. Total living space 2376 Sq. Ft.  
**BP 16-125 APPROVED 10/28/16**
- Clement/Eric Medeiros, 217 Main Street, TM 073-081-000. Interior renovations.  
**BP 16-126 APPROVED 10/26/2016.**
- Douglas Evans & Sandra Chouinard, 127 Sutton Road, TM 123-005-000. Skylight removal & roof replacement, new heating system, new 12'x16' porch, master bath upgrade.  
**BP 16-131 APPROVED 10/26/2016.**
- Thomas & Vicky Mills Trusts, 40 Andover Road, TM 122-001-000. Add 13' x 40 full-foundation two-story kitchen on existing fenced area in rear. New ADA restroom in front of building.  
**BP 16-132 APPROVED 10/28/2016.**
- Christopher J. Alepa, 178 Poor Road, TM 091-004-000. Construct 391 sq. ft. addition connecting garage and house. Add deck and covered entry to side of existing house. New impervious area proposed 549 sq. ft.  
**BP 16-133 APPROVED 10/31/2016.**

- Richard & Karen Epstein, 350 Barrett Road, TM 096-029-000. Renovations to kitchen, including a wall removal. **BP 16-134 APPROVED 10/26/2016.**
- John Clough, 306 Whitney Brook Road, TM 039-007-000. Install 14 solar panels on roof. **BP 16-136 APPROVED 10/28/2016.**
- Donald & Margaret Monticello, 78 Wallula Road, TM 033-016-009. Add a 28'x7' farmer's porch with roof. **BP 16-116 APPROVED 11-7-2016.**
- Robert & Donna Young, 25 Everett Park, TM 072-042-000. Construct one story addition incorporating in area of existing deck. **BP 16-127 APPROVED 11-7-2016.**
- Frank & Nancy Durocher, 108 Everett Park, TM **073-015-000.** Construct 890' addition with garage & renovations to interior and exterior. **BP 16-128 APPROVED 11-7-2016.**

Approved Sign Permits

- Temporary Sign Permit at Chamber of Commerce Information Booth on 10-29 to 11-13-2016 by The Fells for Christmas at the Fells on a 2'x3' sandwich board. **APPROVED.**
- Temporary Sign Permit at Chamber of Commerce Information Booth on 11-5-2016 by NL Outing Club for fall fling fundraiser on a 2'x3' sandwich board. **APPROVED.**
- Temporary Sign Permit at Our Lady of Fatima & at Chamber of Commerce Information Booth on 11-7 to 11-12-16 by Our Lady of Fatima for holiday fair on a 2'x3' sandwich board. **APPROVED.**
- Temporary Sign Permit at Chamber of Commerce Information Booth on 11-13-2016 by Kearsarge Chorale for concert at CSC on a 24"x36" sandwich board. **APPROVED.**
- Temporary Sign Permit at Our Lady of Fatima on 11-13-2016 by Kearsarge Chorale for concert at CSC on a 24"x36" sandwich board. **APPROVED.**
- Temporary Sign Permit at Chamber of Commerce Information Booth on 12-3 to 12-10-16 & 2-11 to 2-18-17 by NL Farmers' Market for winter's farmer market on a 2'x3' sandwich board. **APPROVED**

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to adjourn the meeting.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

The meeting adjourned at 6:55pm.

Respectfully submitted,

Kristy Heath, Recording Secretary  
Town of New London