



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## BOARD OF SELECTMEN MEETING MINUTES

May 2, 2016  
6:00 PM

### **PRESENT:**

Bill Helm, Chair  
Nancy Rollins, Selectman  
Janet Kidder, Selectman  
Kim Hallquist, Town Administrator  
Wendy Johnson, Finance Officer

### **ALSO PRESENT:**

Richard Lee, Public Works Director  
Rob Prohl, Budget Committee Chair  
Mark Vernon, Conservation Commission  
Jim Perkins, Town Archivist  
Frank Anzalone, New London Resident  
Minette Sweeny, *Intertown Record*  
Lyndsay Lund, Budget Committee member  
Heather Dion, *The Messenger*

Chair Helm opened the meeting at 6:00pm.

### Public Comments

There were none.

### Old Business

Jim Perkins, Town Archivist, said he was dismayed reading that the Board was considering replacing the cupola on Whipple Hall. He feels doing this would be a tragedy. Mr. Perkins understands that the cost quoted by Trumbull-Nelson was high and warranted questioning but added that he didn't believe this was the right company to do restoration work. He has made some calls to some people he has worked with in the past on similar projects. They came back with bids that totaled \$11,500. It was his hope to restore the cupola, and the weathervane as well, and feels it would be \$15,000 to do it all. Mr. Perkins has confidence in the two people he contacted about the work.

Selectman Rollins wondered what was included in the \$11,500 quote; she understands there are high costs for things such as scaffolding. Mr. Perkins said Foster's, who provided a quote for the painting and repair of decorative portions of the woodwork, have a lift and would not use scaffolding. The cupola itself is only about 4' wide so they can reach all four sides with the lift. The lift would be positioned on the Seaman's Road side of the building and will not interfere with the police department functions.

Mr. Perkins went through the estimate to explain what work the painters would do; he is confident that this work would be done properly. With regard to the windows, Mr. Perkins noted that Arch Weathers has been recommended for the windows restoration. Mr. Perkins feels the windows are in pretty good shape and are fairly sound.

Mr. Perkins said the weathervane at the historical society, which was stolen in the past, was in the \$4,000 range to be replaced. That weathervane was a much more intricate design than the one needing repair at Whipple Hall. He anticipated the purchase and installation of the weathervane to Whipple Hall to be less than \$4,000. Mr. Anzalone commented that Foster's is a good company and remarked that the quotes Mr. Perkins got were a lot less than what Trumbull-Nelson quoted. It was noted that Trumbull-Nelson had included costs for scaffolding and also a foreman for the job. Mr. Perkins would email the details to Mr. Anzalone and they would work together to make sure the quote included the appropriate work. Mr. Lee remarked that perhaps Foster's can give the Town a quote for painting Whipple Hall. Mr. Perkins said this could be done and perhaps it could be painted in time for the building's centennial, which will be in 2018.

Selectman Kidder said she asked her husband, Rep. David Kidder, to ask around at the State Offices for companies that do work with LCHIP funds. Mr. Perkins said the names listed specialize in structural repair but the cupola is structurally sound. Selectman Rollins asked if the Town was eligible for LCHIP funds. Mr. Perkins said they were eligible for consideration for such funds. LCHIP has limited resources and have never given any money to New London. While this is an upside, the downside is that New London is a fairly wealthy town and thus may be seen as a town that can afford to repair its own buildings. He noted that there are strings attached to LCHIP funds, which the town may not be interested in.

It was decided that the Selectmen will vote on this expenditure at their next meeting after Mr. Perkins and Mr. Anzalone have discussed it further.

#### License Agreement – Eversource/Town of New London Re: Powerline Trail

The Board reviewed the proposed license agreement that will allow the Conservation Commission to establish a walking trail on New London Hospital property and part of the Eversource easement area. Ms. Hallquist noted that the license agreement has been approved by the attorneys for the town and hospital; the Joint Use Agreement, which will include Eversource, is not yet completed. Mr. Vernon, member of the Conservation Commission, said they had hoped to allow any non-motorized use on the trail (such as bicycles), but the document provided states the trail is for foot traffic only. Down the road they may be able to expand the use. The surface will hopefully be bluestone.

Chair Helm said he knows the hospital is concerned about possible expansion encroaching on the trail. Mr. Vernon said Bruce King, New London Hospital President, said he still has that concern except they don't foresee expansion going underneath the power line. It was noted that noise from those using the trail may be an issue if the hospital expanded near it.

Mr. Vernon said he envisioned using Mary Haddad funds to pay for the work on this trail. He feels it would be \$80,000 or less to do the work.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to approve the license agreement with New London Hospital for the Power Line Trail. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### Note Receipt of Wage and Compensation Study

Ms. Hallquist said the next step with the salary and wage compensation study is to have Gary Thornton, the consultant that prepared the study, meet with the Board to explain the results and answer questions. Ms. Johnson (Finance Officer) has worked up various scenarios using the recommendations provided in the results. If all of the recommendations were adopted all at once, it would be over the \$80,000 they have allotted, so they feel a phased-in method would work best.

The Selectmen decided to hold a meeting on Tuesday, May 31<sup>st</sup> at 9:00am to meet with Mr. Thornton regarding the results of the study.

Consideration Recommendations of Appointments to the Emergency Management Committee

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to appoint Jim Culhane, VNA, and Kristen Lindamood, New London Resident, to the Emergency Management Committee. THE MOTION WAS APPROVED UNANIMOUSLY.**

Use of Capital Reserve Fund for Purchase of a Recreation Computer

Ms. Hallquist asked the Board to consider use of the computer capital reserve fund to pay for the recently purchased computer for the Recreation Department. She reminded the Board that during the budget process, Scott Blewitt, Recreation Director, requested a new computer and at that time it was suggested that the expenditure should come from the capital reserve fund established for that purpose. They now have the computer and need to find where to take funds from to pay the \$1,200 that is due. Ms. Lund commented that computers should be factored into all departments' regular operating budgets as they are something that need to be replaced every few years.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to fund the computer for the Recreation Department from the computer capital reserve fund. THE MOTION WAS APPROVED UNANIMOUSLY.**

Temporary Parking Area at the Town Office Building

Mr. Lee and Ms. Hallquist said they are both in favor of keeping the parking spaces that were installed in connection with the Academy Building renovation project. Mr. Anzalone cautioned that the parking in that area was meant to be temporary and may sink and settle over time. Mr. Lee said they will take two inches off, add two inches of fill and then pave it. He feels that the temporary parking area was probably installed better than the rest of the parking lot; he noticed no problems over the winter and spring. This will add about seven spots of parking.

The Selectmen were all in favor of making the temporary parking permanent.

Town Administrator's Report – Kim Hallquist, Town Administrator

Ms. Hallquist said she and Mr. Lee met with the engineering firm Dubois & King to discuss engineering for the Pleasant Lake Dam. She feels the firm is well suited for the task and they will start gathering some alternatives for the Town to consider by July 1<sup>st</sup>. The engineer will submit their plans to the State by July 18<sup>th</sup>.

Ms. Hallquist noted that she attended a school board meeting on April 21st with Doug Lyon and Mark Kaplan. Some estimates regarding the 1941 Building were put in the Selectmen's mailboxes prior to that night's meeting. The school board has set a deadline of June 6<sup>th</sup> as the date when the town must, if it wants to acquire the building, to submit its proposal to the ad hoc committee. The school board will consider the material submitted by the town, and the ad hoc committee's recommendation, at its June 16<sup>th</sup> meeting.

The Energy Committee has started distributing their press release information on the LED lighting option for the town's street lights. She has received one comment so far and the person is in favor of the lighting.

Ms. Hallquist explained that Eversource will be installing three phase power to the college. The power will come from the area near the Elementary School and go up Gould Road and into the college property. Eversource and the college heard concerns raised by property owners on Gould Road that currently have underground power lines, so the new lines will be placed underground in those areas. The work is expected to be limited to existing right of ways.

Ms. Hallquist said the option of voting at public works seems to be a popular idea among the Town Clerk/Tax Collector, Moderator, and others in charge of organizing the voting. They are not sure which building they will

use. This will be determined once everyone involved can go take a tour together to discuss the options. Once they choose the building they will start to publicize the new location.

With regards to the sewer lagoons, Ms. Hallquist said that Charley Hanson expected that the closure plan would be submitted to DES at the end of last week. She hasn't heard from him yet and thinks it may be because it has not been sent in yet. They are thinking they will hear about the approval and permits issued in about a week. Northern New England Field Services has been at the site doing prep work that does not require permits.

The Brookside Drive RFP went out on Friday. Ms. Hallquist shared the list of contractors who were sent the RFP with Peter Bianchi, who asked for it. Seven people were on the list. The RFP is posted on the Town's website as well. The bids are due on May 18th.

Mr. Lee said Dennis Thompson wasn't there that day but has another week to get things ready to start working on the lagoons. Mr. Thompson is almost done with the road but still has to cut some trees and put silt fence up. Once the Brookside Drive bids come in on the 18<sup>th</sup>, the Board will have a better idea of whether more funds will be available to continue with the sewer lagoon closure project. Mr. Lee said he recommends adding a 10-15% contingency to the amount given in the bids received. Ms. Hallquist noted that if the Board wants to commit to more work on the sewer lagoons, they will need a meeting to decide how to proceed. She noted timing is important because if Mr. Thompson leaves the site and then the Board decides to do more work, the remobilization fee will be incurred.

Selectman Kidder feels it important for Mr. Lee to observe the work being done. The Board may not want to continue with the contractor if the current lagoon is not done as expected. Mr. Lee stated that he does not expect the contractor to do a substandard job; he noted that the biggest problem he foresees is with water, suggesting that it might be hard to stop the water from coming into the first lagoon as it is where water from two other lagoons goes. Mr. Thompson has expressed confidence that he can stop the water. Chair Helm feels they should leave the discussion for the 31<sup>st</sup> unless they find issues prior to the meeting on the 18<sup>th</sup>.

With regards to the town's property and liability insurance issue, Ms. Hallquist said the Town received quotes from Davis & Towle and from Primex. She explained that Primex operates as a risk pool, like the town's current insurer, Property-Liability Trust, while Davis & Towle would seek coverage from commercial companies like Travelers and Trident

Ms. Hallquist said companies like Primex are easy to work with when there are losses because they are used to working with municipalities. The Primex cost is \$21,000 more than the lowest Davis & Towle quote (from Trident). Ms. Johnson noted that the Town is not that familiar with these newer companies like Trident and Travelers; those companies are not used to working with municipalities as Primex is. Ms. Hallquist noted that the benefit of going with Primex is that their services/trainings are close to what they had previously with LGC. She also noted that Davis & Towle is a reputable insurance agency and the town has used them for its life and disability policies for employees for many years, and has always received excellent service. She noted that Davis & Towle is investigating the possibility of establishing a new risk pool, and she has agreed to participate in a round-table discussion on this topic. Both Ms. Hallquist and Ms. Johnson recommend going with Primex for the upcoming year and then reevaluate whether the additional benefits of training that Primex will offer, are worth the additional cost.

Selectman Rollins said she would be willing to go with Primex for a year and at that time, check back in with the other companies to see how they are progressing with working with municipalities/offering services. Ms. Hallquist feels the training is important. She is hoping Davis & Towle will begin to offer training and noted that they have hired someone from LGC so they have staff on board who are familiar with working with municipalities.

**IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to approve the contract with Primex for the next year at which time they will revisit the insurance options.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

Quotes for the \$460,000 Loan

Ms. Johnson said she got three responses from the local banks. The commitment date is soon, which is why she is bringing the information forward that evening. The rates are as follows: Mascoma Bank and Sugar River Savings Bank both offered 2.75%. Mascoma charges no loan origination fee, Sugar River charges \$1,000. Lake Sunapee Savings Bank is offering 1.9% and no origination fee. Besides these details, the loans all had the same terms.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to approve the loan terms with Lake Sunapee Savings Bank for the \$460,000 loan for the Town of New London.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

Ms. Johnson was asked to continue the process and get the money as soon as possible.

Committee Reports

There were none.

Minutes of April 13, 2016

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to approve the minutes of April 13, 2016, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.**

Upcoming Meetings and Special Events

Next Regular Selectmen's Meeting – Monday, May 16th - 6:00 PM  
Planning Board – Tuesday, May 10<sup>th</sup> - 6:30PM  
Budget Committee – Wednesday, May 11<sup>th</sup> – 7:00 PM  
Conservation Commission – Wednesday, May 18<sup>th</sup> – 8:30 AM  
Recreation Commission – Tuesday, May 3<sup>rd</sup> – 5:00 PM – Whipple Town Hall

Other Business

*Project list*

Ms. Hallquist read through the current list of projects and gave status updates. Many projects will conclude in May.

Mr. Prohl asked about the recreation van. He asked if they should spend the extra money to get a wheelchair accessible van. Selectman Kidder said Mr. Blewitt will rent a special van if needed for those circumstances where a participant will need to travel on the van with a wheelchair. Mr. Prohl wondered if it would be a need in town to buy such a van and rent it out to other organizations that need it. Selectman Rollins said the need is still an unknown.

Application for Building Permit

- Thomas & Karen Schwendler, 229 Gay Farm Road, TM 070-032-000. Renovations of kitchen & two bathrooms. Changing entry way to include a hallway from the garage. BP # 16-039. **APPROVED.**
- KG Enterprises, Inc., 11 Pleasant Street, TM 084-073-000. Repair wall & replace window frames. BP #16-040. **APPROVED.**

- Sandra L. Rowse, 18 Sutton Road, TM 122-002-000. Renewal/Extension of Approved Permit # 15-034 of 5/14/15. BP #16-041. **APPROVED.**
- Theodore Dascoli, 76 Lamson Lane, TM 049-030-000. Construct 12 X 12 shed. BP # 16-042. **BP #16-040.**
- Chris and Lori Niehaus, 155 Owls Nest Road, TM 141-001-002. Remove seasonal dock and replace with permanent dock. BP # 16-043

Application for Sign Permit

- Temporary Sign Permit (6 sq. ft. A frame) at Chamber of Commerce Information Booth from June 26 to July 2 by St. Andrew's Episcopal Church, 52 Gould Road, for St. Andrew's Episcopal Church Summer Fair. **APPROVED.**
- Temporary Sign Permit (2 banners measuring 10' x 1' on stakes) at Academy Building on July 23, 2016 by Sue Jaggard for New London Garden Club. **APPROVED.**
- Temporary Sign Permit (18" x 24" A frame) at roadside parking lot by First Baptist Church for Vacation Bible School for not more than 7 days prior and removal within 24 hours of event. **APPROVED with conditions.**
- Temporary Sign Permit (18" x 24" A frame) at roadside parking lot by First Baptist Church for Community Concert on May 15 through May 22. **APPROVED.**
- Permanent Sign Permit for exterior of Colonial Place TM 059-008-000 for "Women & Kids and Kids" by Mark & Alison Vernon, 323 Pingree Road. **APPROVED**
- Permanent Sign Permit for exterior of Colonial Place TM 059-008-000 for "Go Lightly Kids Consignment" by Mark & Alison Vernon, 323 Pingree Road **APPROVED**
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Requests to Use Town Property

- Whipple Hall by Joanna Murphy for ABC Committee of School Financing, 86 Main Street, Sutton Mills, NH on June 7, 2016 at 7:00 pm.
- Whipple Hall by Cathy Todd for Contra dances on from 3:00 pm to 7:30 pm on June 12, July 10, August 14, September 11, November 13 and December 11, 2016.
- New London Inn Common by Harvey Best of St. Andrews Episcopal Church on July 1, 2016 from 1pm to 4pm and July 2, 2016 from 9am to 2pm for St. Andrews Episcopal Church Summer Fair.

Application for Property Tax Credit/Exemptions Form PA-29 & Elderly Exemptions

- 2 Veterans Credits **GRANTED**

Other Items to be Signed

- 6 Appointment Cards
- Payroll Authorization Voucher by Wendy Johnson for May 2, 2016
- State of New Hampshire Warrant-Land Use Change Tax-Current Use for \$17,000.00
- GIS Internet Services Maintenance Agreement from 7/1/16 to 6/30/17
- Birthday cards for town employees

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

The meeting adjourned at 7:20pm.

Respectfully submitted,

Kristy Heath, Recording Secretary  
Town of New London