



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## BOARD OF SELECTMEN MEETING MINUTES May 28, 2013

### **PRESENT:**

Selectmen  
Tina Helm, Chair  
Peter Bianchi  
Janet Kidder  
Kimberly Hallquist, Town Administrator  
Wendy Johnson, Finance Officer

### **ALSO PRESENT:**

Merry Armentrout, the Intertown Record  
Richard Lee, Public Works Director  
Lucy St. John, Planning and Zoning Administrator

Chair Bianchi opened the meeting at 8:00am.

The Board discussed Board appointments and committee assignments as is traditionally done the first regular meeting after Town Meeting. Janet Kidder moved to appoint Tina Helm as Chairman and Peter Bianchi seconded the motion. All were in favor, the motion passed. Tina Helm moved to appoint Janet Kidder to the Budget Committee for one year and Peter Bianchi seconded the motion. All were in favor, the motion passed. Janet Kidder moved to appoint Peter Bianchi to the Planning Board for one year, and Tina Helm seconded the motion. The motion passed.

The Board asked that appointees to the various Boards and Committee with expiring terms be contacted to see if they would like to be reappointed. There is a two term limit so those members will receive a letter from the Board thanking them for their service. A notice will go out on the town's e-mail list asking for those interested in serving on a town board or committee to fill out the volunteer form that is on the town's website, and submit it to the town office and it will be considered.

Richard Lee, DPW Director, met with the Board to discuss the price quotations received for paving services. Those quotations (per ton) were: Pike: \$70.42; Continental: \$72.32; R&D: \$73.50 (and \$75.00 for shimming); Blacktop: \$78.20 (\$79.75 for shimming). He noted that the Pike and Continental quotes are the same for paving or shimming. Mr. Lee noted that he has worked with Continental for many years and is very satisfied with their service. He noted that he has not been as satisfied with Pike and noted that they generally sub much of their work out, which he felt led to a lower quality of service and more time needed from his department in supervision. Mr. Lee asked that the Board allow him to use Continental at the price of \$72.32/ton, which is \$1.90 per ton more than Pike.

Selectman Bianchi felt that the main concern must be for the taxpayer and he felt that the cost savings of going to Pike is worth it. He noted that this will also alert other companies to the fact that the Town is price conscious. Mr. Lee agreed but pointed out that going with Continental will result in better quality of work and the work will be done faster. Selectman Bianchi noted that he understood Mr. Lee's position and was sympathetic but felt that if Pike dropped the ball then they will not get another contract.

Selectman Bianchi moved to award the contract to Pike, locking in the price of \$70.42 for work to be done in FY2013 and FY2014. Selectman Kidder seconded the motion. Vote on the motion: Peter Bianchi: YES; Janet Kidder and Tina Helm: NO. The motion failed.

Selectman Kidder moved to award the shimming contract to Continental and Tina Helm seconded the motion. Vote on the motion: Janet Kidder and Tina Helm: YES; Peter Bianchi: NO. The motion passed.

Lucy St. John, Planning and Zoning Administrator, met with the Board to discuss two permit applications.

Jeffrey H. Wheeler, 275 Route 103A (Map & Lot 080-012-000) construct deck

Ms. St. John explained that Mr. Wheeler would like to put a deck on his home with the use of three sonotubes, which would be within the wetland buffer. The ordinance states that this is not allowed and his building permit should be denied. Mr. Bianchi said he would recuse himself from any vote taken, as he works for Mr. Wheeler occasionally. Ms. St. John said that this is one part of the ordinance that continues to be an issue because of lack of clarity. Ms. Helm wondered if this is a part of the ordinance that should be changed sooner rather than later. Ms. St. John said there are people within the community who would appreciate some further clarity.

It was noted that it didn't make a difference if a different location for the deck was permitted, as the entire house is non-conforming and within the buffer. Ms. Helm said that this being the case, probably putting three posts into the ground for a deck wouldn't make that big of a difference save for the extra runoff from the deck. Ms. Hallquist said that they can't justify this by saying it is "just a deck" because if they grant permission, someone else could justify putting another room or an addition on to the house. The ordinance doesn't differentiate between a deck and a room; it is considered as an expansion.

Ms. Kidder said even if they may disagree with the ordinance, the Wheelers need to be sent to the ZBA for special exception.

**IT WAS MOVED (Janet Kidder) AND SECONDED (Tina Helm) to deny the building permit for Mr. Wheeler and suggest that they meet with the ZBA.**

**Mr. Bianchi did not vote.**

**THE MOTION WAS APPROVED.**

David & Caroline Ryan, 143 Lighthouse View Rd. (Map & Lot 115-001-000) Renovate Existing Garage

Ms. St. John said the Ryan family has a house and two garages. They want to convert a second garage into a bunk house. Based on what she has read in the ordinance with regards to accessory dwelling units, this would be permitted. It will have a bathroom but no kitchen. Mr. Bianchi said once a unit has a kitchen that makes it a stand-alone home which could be rented, and is different from a bunk house where people are just sleeping.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Janet Kidder) to allow the Ryan's to convert the building into a bunk house without a kitchen contingent upon proper state and local septic approvals. THE MOTION WAS APPROVED UNANIMOUSLY**

Little Lake Sunapee Boat House

Chair Helm asked about a new boat house on Lake Sunapee near Twin Lake Villa. It was noted that this was a rebuild and permits were acquired and everything they have done is allowed. Ms. St. John said that the State will give permits for work to be done on New Hampshire bodies of water. It is not up to the towns to decide.

Question of Debris

Ms. Kidder wondered about a home at the corner of Seamans and Gould Roads where debris from a project has been sitting for one year. It was noted by Ms. St. John that the ordinance does not prohibit this. She said she has had residents come to her with concerns about similar situations. In one case, citizens are planning to submit a letter of complaint to the Town.

Patrolman Appointment

Ms. Hallquist indicated that Interim Police Chief Andersen was requesting the appointment of Richard Mastin for part-time patrolman. It was noted that Mr. Mastin is a certified officer. There were no comments from the Selectmen.

**IT WAS MOVED (Janet Kidder) AND SECONDED (Peter Bianchi) to appoint Richard Mastin as a part-time patrolman for the New London Police Department. THE MOTION WAS APPROVED UNANIMOUSLY.**

Abatement Request of Myron & Rose Simon for Refund on Late Tax Fees

Ms. Hallquist said they generally do not grant any of these requests unless Ms. Hardy (Town Clerk/Tax Collector) has identified an error she has made that has resulted in fees to be charged. This was not one of those instances.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Janet Kidder) to deny the abatement request of Myron and Rose Simon for \$8.37. THE MOTION WAS APPROVED UNANIMOUSLY.**

Concerned Citizens Letter

Chair Helm read a letter aloud regarding Comcast charges for devices that might not be needed. The letter suggested the Town alert its citizens of the possibility of unnecessary Comcast fees. Mr. Bianchi said he was not in favor of notifying the citizens about this issue. It is the responsibility of each citizen to analyze their services and decide what they do/do not need.

Old/Pending Business

Mr. Bianchi said they got a report back from the Building Committee (Jim Wheeler, Frank Anzalone and Bruce Parsons) about the bandstand repairs. They have to decide if they will do the work before or after the busy summer season. The Town has the money in a capital reserve account to do this work. Ms. Hallquist said she would get estimates from the suggested builders and would report back at the next meeting.

Concerned Recreation Commission Member

Chair Helm said she received a call from Recreation Commission member, Laura Lorio, who was upset about there being \$20,000 taken from the Recreation Commission funds and given to the Police

Department for necessary upgrades to the server and the surveillance system. She was concerned that this possibility wasn't discussed at any Recreation Commission meeting of late. Ms. Kidder confirmed that this was not discussed and said it wasn't really the Commission's place to say if it could or should be done. Mr. Blewitt made his request for what he needed for staff, signs and equipment. They didn't know at the time of the last Recreation meeting how much money was left in the budget. She said they will still have enough money to do the things they want to do.

Chair Helm suggested Ms. Kidder explain the budget process to Ms. Lorio to explain how this came about. Ms. Hallquist confirmed that this transfer of funds wasn't going to be a cut to the Recreation budget; it is mainly monies coming from Chad Denning's unused salary. They are actually spending more in beachfront staff than in previous years and this money would have gone back to the taxpayers had it not been moved to the Police Department.

#### Town Meeting Remark

Chair Helm said someone mentioned to her that at Town Meeting there were no hand-outs given with implications of the articles on the tax rate. Ms. Johnson said the tax rate implication was not on the warrant as discussed at a previous Board of Selectmen meeting. There was a hand-out available on the check in table although few people picked one up and it did not show the tax rate implication. It was right next to the Conservation Commission's hand-out.

#### Recreation Director – Position Posted

Chair Helm asked Ms. Hallquist if they had received any resumes from the Recreation Director posting. Ms. Hallquist said they had received a few, and the deadline was June 7<sup>th</sup>. She assumed the Recreation Commission would review the applicants and make a recommendation to the Selectmen. Ms. Hallquist said she would remind Mr. Blewitt that he would need to submit an application as well, should he be interested in the position on a permanent basis.

#### May 24, 2013 Current Year Expenditure Hand-Out – Questions for Ms. Johnson

Mr. Bianchi and Ms. Kidder said they had some questions for Ms. Johnson's regarding the recent hand-out.

Ms. Johnson explained that the Computer Expenditures were way over in FY2013. They have asked for more from the Budget Committee for FY2014. Ms. Hallquist noted that the Town hasn't spent very much for computer support in years.

With regards to New Employee Expenses, Ms. Johnson said that there were 2-3 new employees from the Police Department that needed to be outfitted. There is a non-lapsing fund for New Employee Expenses that is supposed to be funded each year up to \$3,000 but due to an error last year, the account was not fully funded. They would have over-spent this fund anyhow, as they have spent \$6,700 in New Employee Expenses.

With regards to Reassessment of Property - Tax Map Update, Ms. Johnson explained that this was over budget due to street numbering for houses on the tax maps. Ms. Hallquist said this cost should be offset by the building permit fee.

With regards to the Sidewalk fund, Ms. Johnson said the \$58,000 is for the Pleasant Street Sidewalk, which they will be reimbursed for.

With regards to the Recreational Facilities Upgrade, Ms. Johnson said that this shows there is about \$2,100 left for the sign at Bucklin Beach.

Mr. Bianchi commented that they have expended 84% of the general fund. They still have to pay for paving (\$250,000) which should still bring them to expending about 92% by the end of the year.

#### Town Admin Report

Ms. Hallquist said the Bucklin Beach Bath House is pretty much done. Mr. Gaherty (contractor) has assured her that it is all ADA compliant. The fence is up and new picnic tables will be built by the Highway Department as well.

Ms. Hallquist said she would be meeting with Bart Mayer and John Garvey in Concord on Thursday about the Conservation Commission Easement language issue. She anticipated a memo from Mr. Mayer being sent back to the Board of Selectmen after the meeting. Ms. Hallquist suggested an option may be for the Town to give the property away to Ausbon Sargent but then to hold the easement. That would be a “safer” way to go. Ms. Kidder said that at the meeting, she should stress that the Board of Selectmen is not against conservation, but just the language; they are supportive of their effort. She added that they have spent way too much money on easements in some instances and before they are brought to the Town, the Conservation Commission should try and be as frugal as possible.

#### Committee Reports

Chair Helm said she attended the Planning Board meeting on May 14. At the meeting, Colby-Sawyer College was given permission to begin installation of upgrades to Kelsey Fields. They were also approved for some upgrades to lighting in some parking areas. The college was also approved to erect an arbor at the entrance to their sustainable garden off of Main Street.

There was a tree-cutting request on Lakeshore Drive, and a conceptual discussion about separating the Reynolds' property on 153 & 157 Seamans Road. Chair Helm remarked that John Tilley (Planning Board member) suggested some things to allocate the land with an access road.

Chair Helm added that Allioops, which is moving to where OMG was, has requested permission to sublease their space in the Colonial plaza, which was declined. New London Hospital has also requested permission for a signage upgrade.

Mr. Bianchi suggested that Paul Gorman and John Tilley were due to renew their membership to the Planning Board. Deirdre Sheerr-Gross is also up for her alternate position. Ms. Kidder believed that the Planning Board members had given their power over to the Zoning Administrator and were not active in the process. New members should be more involved. Chair Helm felt that they were more involved now than in the recent past. Mr. Bianchi said that if there is a problem with what is or is not happening with the Planning Board, they should sit down with them to discuss the situation. Chair Helm suggested having a joint meeting with the Planning Board. Mr. Bianchi suggested that Ms. Hallquist find out if the three Planning Board members wish to be reappointed. They could then meet with the Planning Board on the 11<sup>th</sup> of June (at the regular Planning Board meeting). They could discuss their topics to discuss with the Planning Board at the Selectmen's meeting on June 10<sup>th</sup>.

#### Approval of Minutes

**IT WAS MOVED (Janet Kidder) AND SECONDED (Peter Bianchi) to approve the minutes of May 13, 2013, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.**

Page 1. Add Kidder

Page 2. 5<sup>th</sup> paragraph: finished “with” the first round....

Page 7. Paddle Boards only at Bucklin

**IT WAS MOVED (Janet Kidder) AND SECONDED (Peter Bianchi) to approve the minutes of May 21, 2013, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.**

Page 2, 3: change dates on top of page.

Page 3: "a" tax abatement

Upcoming Meetings

The Selectmen would meet on June 10 at 6pm, June 24 at 6pm, July 8 at 6pm, and July 22 at 6pm.

CAC Meetings

Chair Helm wondered if they could make the CAC meetings bi-monthly instead of monthly. Mr. Bianchi felt that people enjoy the meeting and it was a popular committee; he'd like to keep it once/month with no meetings in December or August. Ms. Kidder felt every other month was plenty. Ms. Kidder suggested skipping the June meeting and meeting again in July.

Chair Helm thought they should inform the committee of this change, to try it for a year, and begin by skipping the June meeting. There was no motion needed for this change. The current CAC members would receive a notice of this change. July 13<sup>th</sup> would be the next CAC meeting and it would continue every other month thereafter.

Mr. Bianchi wanted it to be known that he wished to continue with the monthly meetings.

Other Business

Mr. Bianchi wondered if the review of the Police Department had begun. Ms. Hallquist said they have started and it should not take very long to complete. There are no ads out yet for the Police Chief position. The Sherriff's department will meet back with the Board of Selectmen when the review is complete.

Chair Helm thought they could possibly have the presentation to them in time for the June 10<sup>th</sup> meeting. Ms. Kidder said they should think about their own process for hiring a new Chief. How would they proceed once the position is posted? Mr. Bianchi recalled the process they used for Ms. Hallquist's position where they hired someone to whittle the resumes down to a reasonable number. He thought that Ms. Hallquist and a representative from the Sherriff's Department should be involved as they have volunteered their services. Chair Helm thought having a citizen's committee worked well for the Town Administrator's hire and it could be helpful in this case as well.

Ms. Kidder wondered if they had a policy of accepting gifts as a board member. Ms. Hallquist said they don't in New London but some other towns have such a policy.

Application for Building Permit:

- Daniel & Lisa Carlin, 111 Morgan Hill Road (Map & Lot 046-003-000) kitchen renovations and remove old deck & sunroom – Permit #13-038 – Approved.
- Harry Snow III, Cottage Lane (Map & Lot 085-016-000) build new duplex – Permit #13-039 – Approved.
- Bicknor Wilmot, Inc. 207 Main St. (Map & Lot 073-080-000) interior and exterior renovations – Permit #13-040 – Approved.
- Marion Willse Trust, 119 Quail Run (Map & Lot 108-002-000) enclose screen porch – Permit #13-041 – Approved.
- John & Christa Hill, 10 Old Village Road (Map & Lot 059-039-000) rebuild deck & shed, replace windows – Permit #13-042 – Approved.
- Colby Sawyer College, 541 Main St. (Map & Lot 085-033-000) build arbor in garden area – Permit #13-043 – Approved.
- Robert Scott Stallard, 178 Turkey Hill Run (Map & Lot 051-020-000) living room addition – Permit #13-044 – Approved.

- George Quackenbos Trust, 157 Poor Road (Map & Lot 091-011-000) rebuild dock – Permit #13-045 – Approved.
- David & Caroline Ryan, 143 Lighthouse View Road (Map & Lot 115-001-000) renovate existing garage – Permit #13-046 **TO BE DISCUSSED AT MEETING**
- Jeffrey H. Wheeler, 275 Route 103A (Map & Lot 080-012-000) construct deck – Permit #12-093-**TO BE DISCUSSED AT MEETING**

Application for temporary sign permits:

- Market on the Green – sign at information booth & on green day of market only – approved.
- The Fells – sign at information booth – approved.
- Little Dolce, 394 Main Street – temporary sign sandwich board style in front of shop – approved.

Application for permanent sign permit:

- Bonin Architects, 210 Main Street – 1 sign on building – 1 sign on post – approved.
- Allioops!, 394 Main Street – 1 sign on building – approved.
- Little Dolce, 394 Main Street – moving sign on building – approved.

Application to use town common

- Celebration for Deb Stanley's 25 years with ASLPT – approved.

Raffle Permit Applications:

- Raffle permit for Kearsarge conservatory group – approved.
- Raffle permit for Our Lady of Fatima – approved.

Other Items to be signed:

- Disbursement voucher
- First & Second Property Tax Billing 2013 – in the amount of \$8,455,002.84
- Intent to excavate, Seamans Road (Colby Sawyer Fields) – approved
- Warrant Land Use Change Tax – Current use – Michael Hansen, 1252 County Road Map & Lot 117-005-000 – in the amount of \$15,000.00
- Warrant Yield Tax Levy, 3 properties:
  - Cleveland/Jensen, Map & Lot 114-001-000 (\$465.33)
  - Candis Whitney, Map & Lot 022-008-000 (\$401.35)
  - Cindy Daley, Map & Lot 070-044-000 (\$365.15)
- Appointment card for Richard C. Mastin, part-time patrolman – approved.

With no other business, Chair Bianchi called for a motion to adjourn.

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

The meeting adjourned at 10:25am.

Respectfully submitted,

Kristy Heath, Recording Secretary  
Town of New London

