



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## BOARD OF SELECTMEN MEETING MINUTES June 10, 2013

### **PRESENT:**

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

### **ALSO PRESENT:**

Peter Messer, New London Resident  
Carolyn Ellison, New London Resident  
Casey Biuso, New London Resident  
Renate Kannler, New London Resident  
Andy Deegan, John Garvey: Ausbon Sargent Land Preservation Trust (Ausbon Sargent)  
Phyllis Piotrow, New London Resident  
Merry Armentrout, *The Intertown Record*

Chair Helm opened the meeting at 6:00pm.

#### *1941 Building Update – Casey Biuso*

Casey Biuso wanted to give an update on the 1941 building. Their group met just recently and they have talked about their timeline and who should maintain ownership of the “to do” list. She noted that they have reformed as a private 501(c)(3) and are no longer an ad hoc committee of the Board of Selectmen. Ms. Biuso remarked that they hope to add some more people to the group and will meet with those interested on June 22nd. The group plans to meet every other Thursday at 8:30am in the Syd Crook Conference Room and will continue to provide monthly updates to the Selectmen.

#### *Phillips Preserve Conservation Easement*

Andy Deegan, Ausbon Sargent, and member of the Conservation Commission, was present to discuss the easement language that had caused a dispute between Ausbon Sargent and the Town. It was noted that they had discussed three main issues at a recent meeting between the town (Bart Mayer, Town Counsel and Kim Hallquist, Town Administrator) and Ausbon Sargent (Andy Deegan and John Garvey) and the easement was revised. Ausbon Sargent is happy with the language and feels it protects the Town, Ausbon Sargent and the property. Ms. Hallquist confirmed that Town Counsel is also satisfied with the document as revised. Chair Helm thanked Mr. Deegan and John Garvey for their work on this issue.

The Selectmen will review the revised document and will consider it for approval at their next scheduled Selectmen’s meeting on Monday, June 17 at 4:00pm. It is anticipated that the Board will sign the document at that time. Mr. Deegan said he would attend the meeting.

### New Business

#### *Elkins Dam*

The Board noted receipt of a letter from the State DES Dam Bureau that responded to the town's letter of January 24, 2013. The State agreed with the Town's request to revise the schedule for dam upgrades. The new deadlines are: (1) by November 1, 2015 the Town is to have the engineering done, a plan submitted, and permits applied for to bring the dam to the requirements for those being of "High Hazard" status, (2) by November 2017 the work should be completed. The letter also requests that the Town continue to address the cracks in the concrete face wall. Chair Helm thought it would be appropriate to send the State a letter confirming the town meeting vote and the town's intention to address the issue of the cracks this fall.

#### *LLSPA Letter*

The Board noted receipt of a letter from the LLSPA regarding the idea of having a concession stand at Bucklin Beach, which was brought forth by the Recreation Department. Ms. Kidder explained that the Recreation Department has decided to forego those plans, there will be no concession stand at Bucklin Beach.

#### *Request from the Chamber of Commerce*

Ms. Hallquist noted that a request was submitted by the Chamber of Commerce to serve alcohol at an event on Thursday, August 1<sup>st</sup> (the opening day of Hospital Days) under a tent. They have outlined how they will keep consumption under control and legal. Mr. Bianchi said that in the past they have required an officer to be at events such as this, at the expense of the host of the event. He said there has been a concern in the past about having alcohol at Hospital Days as it changes the tenor of the event. Chair Helm said that this is being held on Thursday night and although the midway would be active that evening, the tent was not an event that children would be interested in or would likely attend. The event will be held in the area where the skating rink was and would not be near the bandstand. Ms. Hallquist noted that Acting Chief Andersen will be meeting with Chamber representatives about this request next week. The Selectmen decided to wait to hear the report from Chief Andersen before making their decision.

### Old/Pending Business

#### *Sewer Pipe Question*

The Board discussed a letter from Fred Sladen regarding the status of a 33' piece of Town sewer pipe. Mr. Sladen requests that the wastewater department to take back responsibility of it. Currently the pipe is Mr. Sladen's responsibility to maintain. Ms. Hallquist said that Richard Lee (Public Works Director) submitted a memo indicating the sewer pipe in question was formerly the main line that properties from Woodcrest to the Catholic Church ran through. Mr. Lee agreed that the Sladen family should not be responsible for the line.

**IT WAS MOVED (Janet Kidder) AND SECONDED (Peter Bianchi) to accept Richard Lee's recommendation for the Town to assume responsibility for a 33' section of sewer pipe from the Sladens. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### *Police Department Recording Equipment Question*

Ms. Piotrow said she had read something in the *Intertown Record* about the Police Department hiring Beltronics with regard to wiring the station with upgraded cameras and microphones. She wondered what was being done about doing this work as it was not clear how much it cost and how it was being paid for. Ms. Hallquist said the acting Chief, Ed Andersen, has put in some purchase orders for new equipment at the Police Station. One was for a new server from Systems Plus in the amount of \$13,643. Another was from Digital Ally for cruiser cameras in the amount \$9,520. The last was from Beltronics for four microphones, a DVR switcher, two new interior cameras, an exterior camera for the front door, cable,

connectors and installation, in the amount of \$12,173.60. In total, they would be spending \$35,336.60. Ms. Hallquist said that the equipment would be paid for from a combination of transfers from the Recreation Department's current year budget of unspent money (from wages and related costs that resulted from the previous Recreation Director leaving) and \$15,000 was in a non-lapsing fund that was available for Police Department equipment needs. Because of these funding options, the Town did not have to ask for more funding at Town Meeting. Ms. Kidder, a member of the Recreation Commission, explained that the Recreation Department had about \$20,000 remaining after they had submitted their equipment requests for 2013 so the unspent money was moved to the Police Department. This money did not come from the revolving fund.

*Paving Question – Peter Messer*

Mr. Messer said after the last meeting he had been involved in some discussions with others about competitive bidding after it was decided to not save the town \$12,000 by going with Pike, the lowest bidder, for the Town's paving. He wondered why this was the case.

Ms. Kidder said that while Pike was the lowest bidder, they are a company that uses subcontractors and in the past they cost the town \$25,000 in additional costs because they didn't do the job right. Continental was the second lowest bidder. Chair Helm felt Mr. Lee managed their town roads well and it was his recommendation that they go with Continental instead of Pike. She thought they should trust his recommendation.

Mr. Messer said that when the Town gets the opportunity to save \$12,000 they should take it. He opined that while he had no problem with Mr. Lee, he (Mr. Lee) is not the one who runs the town; the Selectmen do. They should take his recommendation and then decide for themselves what would be best for the town.

Mr. Bianchi explained that 22 years ago, Pike made a \$23,000 paving error of which the Town had to split the cost of. He felt it was a communications problem that was to blame. Ms. Kidder said the \$12,000 figure was not accurate and while there would be a savings if going with Pike, it would be more in the amount of \$5,700. Mr. Bianchi said that Town Meeting approved the appropriation of \$561,000 to pave and shim roads. If they were to go with the lower bid, they did have the potential to save \$12,000. He added that it is the Town's responsibility to make sure they hire people who do the best work and they cannot just look at the bottom line. Mr. Messer thought there should be more competitive bidding within the town to get the best price for things. Chair Helm said going forward they could encourage businesses like Pike to come in and stake their claim on a job so they can hear the bidder "sell" their product but she didn't think they could reconsider their decision. Mr. Bianchi thought that they would still be able to change their decision, should they feel differently on the matter and if a contract had not yet been signed with Continental.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Janet Kidder) that if they do not have a signed contract with Continental, that they discuss going with Pike.**

Ms. Kidder remarked that if Mr. Messer had heard Mr. Lee's comments regarding Continental over Pike, he may be more understanding as to why it was Continental that they decided to go with. It is one thing to look at a number but it is also something to trust that a company is going to do the best work.

**THE MOTION FAILED.** Peter Bianchi: Yes, Tina Helm: No, Janet Kidder: No

Ms. Piotrow commented that companies using subcontractors often times come in with low estimates because they do not have to pay for the staff. The quality is not always as good as the higher-priced

companies. Chair Helm thought Mr. Messer's points were very well made and she appreciated him coming forward. She felt comfortable with their decision to use Continental. Mr. Messer said that there are a lot of people who are unhappy about this decision. Chair Helm said she would invite those people in to discuss the issue. Carolyn Ellison said that if a company subcontracts any of their work, they must come forward to indicate that. There seemed to be conflicting reports as to whether Pike did or did not use subcontracted labor.

Ms. Kannler wondered if there were strict specifications that have to be met by pavers and their subcontractors. Mr. Bianchi said he has never seen any specifications for paving, shimming or gravel road laborers. Ms. Hallquist said the State builds their roads to their standards and the Towns build their roads to theirs.

#### Town Administrator's Report

##### *Expired Terms for Various Board Members*

Ms. Hallquist said she sent the Selectmen a list of people who are on boards whose terms have expired. She wondered if they wanted to look through their list of volunteers who have expressed interest in being on various boards, or if they wanted to put an ad out to help fill the positions. Chair Helm suggested sending one more request to those whose terms are expiring and give a date upon which she would consider their answer to be "no." After that date, a Streamsend message could go out. Those who have filled out volunteer applications should also be considered.

##### *Municipal Parking Lot Question*

Sandra Licks, Library Director at the Tracy Library, has contacted Ms. Hallquist regarding some complaints she has heard about people parking for extended periods at the municipal parking lot near the library, making the spaces unavailable for library users. Ms. Hallquist indicated that the lot allows for this type of parking unless the Selectmen decide otherwise. She thought that the New London Inn also makes use of the spaces for overnight guests and there may be members of the Barn Players who are parking there as well. Ms. Kidder commented that it was a public parking lot and she would hate for the Inn to lose that parking option for overflow parking, and it is there for such uses. Mr. Bianchi and Chair Helm agreed. It was decided that it was a public parking lot and was not being misused.

##### *Workplace Violence Workshop – LGC*

Ms. Hallquist shared that the staff attended a workshop on workplace violence and that LGC would be coming to see how they can make the New London Town Office workplace safer. Most importantly, they would be looking at the Town Clerk/Tax Collector offices as well as public access to the internal offices within the building. LGC will do this review at no expense.

##### *Recreation Director Applications*

Ms. Hallquist noted that the application deadline was the previous Friday. They received 20 applications of which Laura Lorio and Ms. Hallquist would whittle down to four or five. They would like to interview the top applicants on Monday, June 17<sup>th</sup> at 5:00pm in the Syd Crook Conference Room.

##### *Swimming Program Question*

Ms. Hallquist noted the receipt of a letter from Sarah Lester, a disappointed Master's Swim Class participant. Ms. Hallquist noted that she believed that the issue has been addressed by the Recreation Commission. It was noted that all swimming programs at Hogan were now being handled by Colby-Sawyer College and are no longer under the management of the New London Recreation Department.

##### *Communications from Pike*

Ms. Hallquist said that Caleb Connor from Pike spoke with her about why Pike was not chosen for the paving contract with the Town. He wanted a letter explaining the reasons. She encouraged Mr. Connor to come in to talk with the Selectmen after receipt of the letter, which Mr. Lee is currently composing.

*Cliff House in Elkins – Letter Received*

Chair Helm noted receipt of a request for information from Flo Lilley who is planning a family reunion in New London this summer. Ms. Lilley's grandparents owned the *Cliff House* in Elkins, and Ms. Lilley was interested in knowing if the building is still there and who owns it. Mr. Bianchi believed the building to be the apartment house above Hillcrest, the old Town Line Store. This issue will be investigated more, and Ms. Lilley will be informed of the status of the former *Cliff House*.

Committee Reports

Ms. Kidder said that at the last Recreation Commission meeting, she learned that Mr. Lee and his staff will construct eight picnic tables for use at Bucklin and Elkins beaches. Also, the docks will need their decking replaced at the end of this summer season.

Ms. Kidder said she attended a LGC Selectmen's Seminar a week ago Saturday. She suggested they may want to consider adopting a conflict of interest ordinance for volunteers in the Town.

Mr. Bianchi wondered if the Recreation Commission had come up with a listing of what programs they would eliminate yet. Ms. Kidder said that Scott Blewitt, part-time Interim Recreation Director, was very busy working on getting the summer programs going, hiring/training staff, etc. and while they have made some decisions on programs they would eliminate, they have not had a chance to come up with an official list or brochure as of yet.

Mr. Bianchi said he would be attending the Planning Board meeting the following evening.

Approval of Minutes from May 28, 2013

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Janet Kidder) to approve the minutes of May 28, 2013, as amended.**

**THE MOTION WAS APPROVED UNANIMOUSLY.**

Upcoming Meetings

June 11, 7pm (Planning Board)

June 17, 4pm (Selectmen)

June 24, 6pm (Selectmen)

July 8, 8am (Selectmen)

Other Business

*Estimates for Repairs to Town Buildings*

Ms. Hallquist reported that estimates for the bandstand roof and the Academy Building structural issues are in the process of being completed.

*Part-Time Building Manager Position*

Mr. Bianchi thought they should start looking into putting an ad into the *Kearsarge Shopper* and the *Intertown Record* about the part-time building maintenance position. Ms. Hallquist agreed and said she would start by putting together a job description for their review.

*Boat Ramp Application*

Mr. Bianchi suggested that this be in the works as the lake would be lowered this fall and work needed to be done to the ramp at Pleasant Lake. Ms. Hallquist said that Mr. Lee is working on getting the application to the State.

#### *Transfer Station Hours*

Ms. Kidder wondered about Transfer Station Hours on Sundays. There have been requests for this from the public and they have talked about it but haven't made a decision. Chair Helm suggested that at the June 24<sup>th</sup> meeting the issue should be discussed. Mr. Bianchi thought if they closed the transfer station for part of a day on either Wednesday or Thursday, they could open it up for half a day on Sunday. They could do this on a rotation so people would not have to regularly work six days a week. Chair Helm suggested giving Mr. Lee a heads-up that they would like to see a plan for having the transfer station open for part of the day on Sunday.

#### *The Pleasant Street Sidewalk*

Ms. Kidder said that while the sidewalk is complete, the landscaping is not and the weeds are high. There is no access to the trail and the sign is still on their property. They would like to get rid of the sign and have the project completed.

#### *Propane Savings*

A handout was provided by Ms. Johnson that showed that propane savings were realized this past heating season, thanks to the new boiler that was installed in the Academy Building last fall.

#### Application for Building Permit:

- Ed Burt, 201 Little Sunapee Road (Map & Lot 059-040-000) continue work on storage shed – Extension of building permit #12-049 – approved.
- Ann Beardsley Bedard, 792 Bunker Road (Map & Lot 076-015-000) build shed w/ramp & build hot tub pad – Permit #13-047 – Approved.
- Harold Oberkotter, Jr., 98 Newport Road (Map & Lot 059-030-000) demolish building – Permit #13-048 - Approved
- Harold Oberkotter, Jr., 86 Newport Road (Map & Lot 059-031-000) demolish building – Permit #13-048 – Approved
- Sandra Licks, 30 South Pleasant St. (Map & Lot 084-053-000) rebuild existing garage – Permit #13-050 – Approved.
- Harold & Nancy Lindsey, Jr. 135 Old Route 11 (Map & Lot 056-021-000) build garage with shop below and bedroom and bathroom above. – PENDING

#### Application for temporary sign permits:

- Wilmot Bandstand committee – sign at the information booth – approved.
- First Baptist Church – sign at the information booth for church fair – approved.
- First Baptist Church – sign on front lawn of church – bible school – approved.
- Bandstand Committee – wants to hang a banner on bandstand on Friday night concerts – DENIED
- Center for the Arts – wants to hang a banner on the green – DENIED (see memo)

#### Application for permanent signs:

- New London Hospital – 273 County Road – permit being reviewed at 6/11/13 PB meeting – Approved.
- Tatewell Gallery 277 Newport Road – relocating business within in building, moving signs to accommodate – Approved.

Other Items to be signed:

- Disbursement voucher
- Sewer Betterment, Edmunds road – in the amount of \$5000.
- Warrant for Wastewater Charges, first half – in the amount of \$347,494.82

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

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

The meeting adjourned at 7:41pm.

Respectfully submitted,

Kristy Heath, Recording Secretary  
Town of New London