



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## BOARD OF SELECTMEN APPROVED MEETING MINUTES June 1, 2015

### **PRESENT:**

Nancy Rollins, Chairman  
Peter Bianchi, Selectman  
Janet Kidder, Selectman  
Wendy Johnson, Finance Officer

### **ALSO PRESENT:**

Rob Prohl, Budget Committee Chair  
Bruce Hudson, Budget Committee member  
Renate Kannler, New London Resident  
Minette Sweeny, the Intertown Record

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

Chair Rollins announced that the Bandstand Committee would not be in attendance that evening as planned, as they had not had a chance to meet regarding the two bids they had received for repairs to the bandstand. She added that the other appointment that had been planned for that evening, David Breed of Moyah's Lane, is also unable to attend. Both have requested to be on the agenda for the June 15<sup>th</sup> meeting. She shared a letter from State DES to Mr. Breed regarding work he did within the 50 foot protected shore land zone (this issue was addressed at the May 26<sup>th</sup> meeting of the Board).

### New Business

#### **New London K9 Study Committee**

The recommendation from the Town Administrator is to appoint Wendy Johnson, Finance Officer, to serve on the New London K9 Study Committee as approved under Warrant Article 21 at Town Meeting. The report the committee plans to submit by January 4, 2016 has to include financial information and it was agreed that Ms. Johnson would be helpful in this regard.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Janet Kidder) to appoint Wendy Johnson, Finance Officer, to the New London K9 Study Committee. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### **Project Dashboard**

The Board reviewed a draft project list, also known as a dashboard, as prepared by the Town Administrator at the request of Chair Rollins. The chart listed various projects that the Board is either currently working on, or will be working on in the opinion of the Town Administrator. The list also includes the status of the projects, whether there is funding in place and suggested next steps. Chair Rollins noted that the list is a living document and observed that is a high level, transparent, status report of what they are doing in town. Chair Rollins said she welcomes others to identify other projects or column suggestions to Kim Hallquist, Town Administrator.

Mr. Prohl suggested adding the facilities study being done by the CIP committee to the list.

Old/Pending Business

**Elkins Project**

The scheduled bid opening of May 29<sup>th</sup> has been delayed two weeks, until June 12<sup>th</sup> at 10:00 AM to allow a change in the project schedule. A change was necessary because the guard rails specified in the plans could not be delivered within the original project deadline. Selectman Bianchi opined that they were told that the black powdered rail is difficult to obtain and thought their engineers would have taken this into consideration when preparing the specs for the project.

**Status Report – Nobis Engineering – Sewer Lagoon Project**

Chair Rollins said they have identified a timeframe in the report, closure report, and the cost to the Town by June 26<sup>th</sup>. Selectman Bianchi said he is concerned that they want to investigate a previously filled-in lagoon; he wondered why they would do this. He said there are three lagoons that were covered and three that are still open. This investigation will increase the cost by \$1,450. Chair Rollins said the covered lagoon in question is within the 50' setback and needs to be part of the review. Selectman Bianchi said he is under the understanding that all three covered lagoons are within the 50' setback. The breakdown for the charges is \$1,000 for the survey and \$450 for the wetlands delineation.

Selectman Bianchi said they have committed to spending \$23,000 with a potential of spending \$15,000 more. He would like Nobis come in to explain the possible costs. Selectman Kidder feels this is reasonable and it will be good to get a new scope of work for the project. They will delay the approval of the change-order until after Nobis comes to a meeting.

**Discuss Rules of Procedure**

Chair Rollins said Selectman Bianchi had asked Ms. Hallquist to research rules of procedure from various towns. She was surprised to find that New London didn't have any rules of procedure to help provide an operational structure for the board. She asked if there was interest from the board to look further into this issue. She feels there are some things that are critically important to include in a set of rules of procedure. Once agreed upon, the board members will sign off on what they come up with and they will have their own rules of procedure.

Selectman Bianchi agreed that they should have rules of procedure. The boards in the study were five person boards. He thinks having that many people on a board is cumbersome. He is not interested in getting into rules they can't get out of but thinks there should be some rules set. Selectman Kidder thinks they do most of the things suggested in the other town's procedures but believes this should be explored further.

Chair Rollins said Ms. Hallquist would draft some components of their own procedures as they come up with things they would like to include. She noted that she attended a Select Board training last year and they never discussed rules of procedure. Without these rules, everything is unwritten an unspoken, which is not ideal.

**Dispatch**

Chair Rollins suggested that they determine what the next course of action is and suggested a working meeting of one member of the Budget Committee, one Board of Selectmen member, Chief Andersen, Ms. Hallquist, Ms. Johnson, and John Wilson. They need to come up with the total costs for dispatch and what percentages would be shared throughout the member towns. They should also discuss the meeting dates/times they can schedule with the member towns. Would like to find out what people's availability is to get these meetings scheduled.

Selectman Bianchi believes they have already set a payment schedule for the towns. Ms. Johnson said they only set the payment schedule for calendar year 2015. Selectman Bianchi understands that Chief Andersen came up were just one iteration of what he thinks the figures might be. Chair Rollins agreed and said that Dr. Wilson also came up with a formula as did Ms. Hallquist and Ms. Johnson. They need to decide the implications for each town and what New London's portion will be. Selectman Kidder thinks this is too many people to make this decision on the recommendation. She suggests maybe just a couple people meet to discuss and then the Board of Selectmen can meet with the area towns and explain why the numbers will work. Chair Rollins doesn't believe there had been a thorough review of the numbers and feels the Budget Committee needs to be a part of it. She thinks there should be more than just a couple of people on the committee.

Selectman Bianchi wondered who Chair Rollins envisioned to be on the committee. Chair Rollins said she would ask Rob Prohl (Budget Committee Chair) to identify one or two people, the Board of Selectmen would be present, Chief Andersen, Dr. Wilson, and Ms. Hallquist and/or Ms. Johnson.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Janet Kidder) to form a committee of no more than seven people, to discuss the potential formulas for dispatch for the towns, and have them report back to the Board of Selectmen by mid-July.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

Selectman Kidder said she would like to represent the Board of Selectmen on the committee.

#### Committee Meetings and Reports

There were none.

#### Meeting Minutes

**IT WAS MOVED (Janet Kidder) AND SECONDED (Peter Bianchi) to approve the minutes of May 26, 2015, as circulated. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### Upcoming Meetings & Special Events

Recreation Commission – Tuesday, June 2 – 5:00 PM, Whipple Memorial Town Hall

Planning Board – Tuesday, June 9 – 7:00 PM

Next Selectmen's Meeting – June 15, 6:00 PM

Citizen's Advisory Committee Meeting – Saturday, June 13 – 7:30 AM – Public Works Garage

#### Application for Building Permit

- Jonathan & Sara Scheuch – 192 Andover Road (110-008-000) AMENDMENT to APPROVED Building Permit #15-04 to move the solar array from the ground to the rooftop – APPROVED
- John & Christa Hill – 10 Old Village Road (059-039-000) Place 10' x 16' shed on property and complete two decks – APPROVED

#### Temporary Sign Permit

- Our Lady of Fatima – Attic Treasure Sale – Sign at the Info Booth 7/25/15
- Summer Music Association – Concert Info – Sign at the Info Booth 6/20-27, 7/16-23, 8/6-13, 8/20-27, 9/5-12

#### Other Items to be Signed

- Tax Abatement Form – Paul & Ruth Pratt – 144-001-022, 22 Hilltop Place

- Tax Abatement Form – John L. Peterson Trust – 144-001-040, 40 Hilltop Place
- Land Use Change Tax Warrant

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

The meeting adjourned at 6:39pm.

Respectfully submitted,

Kristy Heath, Recording Secretary  
Town of New London