



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## BOARD OF SELECTMEN MEETING MINUTES August 8, 2011

### PRESENT:

Mark Kaplan, Chair, Board of Selectmen  
Tina Helm, Selectman  
Peter Bianchi, Selectman  
Kimberly Hallquist, Town Administrator

### ALSO PRESENT:

Doug MacMichael, New London Resident  
Bruce Hudson, New London Resident  
Renate Kannler, New London Resident  
Mary Armentrout, Intertown Messenger

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

### Meeting Minutes

July 11, 2011

**IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to approve the minutes of July 11, 2011, as circulated. THE MOTION WAS APPROVED UNANIMOUSLY.**

July 22, 2011

**IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to approve the minutes of July 22, 2011, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.**

Two small grammatical errors will be corrected.

July 22, 2011 - Non-Public

**IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to approve the non-public minutes of July 22, 2011, as circulated. THE MOTION WAS APPROVED UNANIMOUSLY.**

July 25, 2011

**IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to approve the minutes of July 25, 2011, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.**

The list of those in attendance will be corrected to include Mr. Maneras.

### Old/Pending Business

August 2<sup>nd</sup> Tour of Ludlow, VT sewer treatment plant by Mark Kaplan, Richard Lee & Kim Hallquist, along with employees of Sunapee Sewer Treatment Plant and Neil Cheseldine of Wright-Pierce. Chair Kaplan said that they looked at the grit removal system. They found out that the system cost between \$100,000 and \$150,000 and was contained in a separate building which cost \$500,000. The building needs to be constructed of solid concrete because when dealing with wastewater it is important to contain any leak that might occur. He opined that if they keep on adding new equipment to their Sunapee Wastewater Treatment Plant, it will become even more expensive due to the buildings that need to be built to house them. Ms. Hallquist felt that the tour was very informative and it appeared to be a well-run

facility. Chair Kaplan said that Ludlow's busy season is the winter, as they are tied into Okeemo Mountain Ski Resort.

Ms. Helm asked if Sunapee's initial design included a grit removal system. Chair Kaplan confirmed that it did and that was why they went to see it in action. They would need to wait to hear from the engineers to see if a concrete building would be required or if it was already part of the design. During the tour, Mr. Cheseldine explained that the angle of the building that housed the system in Sunapee would be more flat than the one in Ludlow, and wouldn't be as high.

Chair Kaplan shared that they have a separate building in Ludlow for their chlorine. If Sunapee uses the ultra-violet method, a separate building would not be needed. The question remains as to which is better, chlorine or ultra-violet; if something goes wrong with the ultra-violet and it stops working to destroy the E-Coli, they won't know for 24 hours. This would cause a possible contamination of the water being put into the Sugar River. It is something they need to consider.

#### New Business

##### *CAC meeting in September – Guest Speaker suggestion*

Chair Kaplan asked if they would like to have the hospital come to give a presentation. He felt they did a good job with their presentation at the Board of Selectmen's meeting and thought it would be good to come to the CAC to get the word out about how they were doing.

Mr. Bianchi noted that it was his feeling that it was not appropriate to have the hospital come and talk to the CAC about their budgets and their requests to the Town before they have approached the Board of Selectmen. Ms. Helm said that that wasn't their intention; they merely wanted to discuss how the hospital was doing and had no plans to discuss the details of their budget and any requests to the Town they planned on making. Chair Kaplan wondered if the ambulance study would be completed by this time and perhaps they could get a report. Mr. Bianchi thought that it would be nice for the ambulance study results be revealed at that time. If that wasn't available, they should invite the hospital to come back to meet with the Board of Selectmen at a later date. Ms. Helm felt the hospital would be happy to come again to discuss just the ambulance study with the Selectmen.

It was determined that Ms. Hallquist would contact the hospital to see if they could meet with the CAC at the October 15<sup>th</sup> meeting and if not, that the September 10<sup>th</sup> meeting as originally suggested would be reserved for them.

##### *Speed limit sign on Newport Road just before Spruce Lane*

Ms. Helm said that on January 10<sup>th</sup> the Board promised the people in that area that they would appeal to the State Department of Transportation (DOT) to have another 30 MPH sign put closer to Spruce Lane. She thought they should follow through on this promise. She recommended that Ms. Hallquist send a letter on behalf of the Board requesting the installation of another 30 MPH sign on Newport Road, before Spruce Lane.

Ms. Helm added that she received a call from someone who was concerned that Crockett's Corner had not been cut and was messy. She agreed that this was the case and wondered if they could include a request in the letter to the DOT (as discussed above) for the grass to be cut. Mr. Bianchi pointed out that since they were two different requests, he was not sure that the person who would deal with the signs was the same as the one who would cut the grass. Ms. Hallquist will contact DOT to see who needed to be contacted about getting the grass cut.

*Brook Ross – Miss NH USA*

Mr. Kaplan said that Ms. Ross has chosen to represent New London, NH in the Miss NH USA Pageant and will be wearing a sash saying so in the competition. Ms. Ross is Tracy McKenna's daughter. The Board of Selectmen wished Ms. Ross luck in the competition.

*Memo from Richard Lee: repairs needed to Pleasant Lake Dam gate*

Chair Kaplan reported that the estimate for the service and the equipment is \$2213.50 and Mr. Lee has indicated that the budget did not take into account this type of repair being needed. Mr. Kaplan felt that Mr. Lee could find the money somewhere in his budget. Mr. Bianchi agreed and noted that the Board would find the money somewhere in the budget. The Board agreed that it needed to be fixed. A new probe will be ordered and installed to see if the problem will be resolved. Ms. Helm questioned if the part in question is still under warranty. Chair Kaplan and Mr. Bianchi thought it unlikely given that the equipment was installed a few years ago.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to authorize Mr. Lee to proceed with the repairs to the dam gate as proposed. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Engineering Contact for Main Pump Station Improvements Project – Electrical Upgrade – Underwood Engineers*

Mr. Bianchi recalled authorizing Mr. Lee to hire Underwood to do the work for \$19,475. He commented that he had wanted this to be put out to bid but was informed that Underwood had the only engineers who could do this type of work.

Ms. Hallquist said there was an addendum attached to limit the liability of the engineers to a maximum of \$50,000, thereby placing most of the liability onto the Town. She suggested that the Board look into removing that clause from the contract. The Board agreed to authorize Ms. Hallquist to investigate removing that clause by speaking with Underwood, or, if not successful, by contacting Town Counsel Bart Mayer to check on this issue.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to defer signing the engineering contract with Underwood Engineers, pending Kim Hallquist checking into the addendum regarding the limit of liability. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) that if the issue of the addendum is resolved, either by removal of it from the contract, or with the review and consent of Town Counsel finding the addendum from Underwood Engineers acceptable as is, the Board of Selectmen would agree with and sign the contract. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Replacement of computer in Finance Office*

The Board discussed a request to replace the computer in the finance office because for the past several months it has been freezing up and not performing adequately. Chair Kaplan said that the quote is \$1,066 which includes the desktop computer and labor for file and data transfer. Ms. Hallquist understood that the Board of Selectmen were agents to expend a computer Capital Reserve Fund, which this expense would fall under. This was confirmed by Mr. Bianchi who read from the 1998 Town Report when the fund was established and the Selectmen were appointed as agents to expend. The fund currently has in excess of \$5,000.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to expend \$1,066 out of the Computer equipment Capital Reserve Fund for the replacement of the Finance Office computer, which also includes labor for set-up and file and data transfer. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Appointment of Brian Armentrout to Energy Committee*

**IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to approve the appointment of Brian Armentrout to the Energy Committee. THE MOTION WAS APPROVED UNANIMOUSLY.**

*SKIT Community Theatre group would like shades in Whipple Hall*

Mr. MacMichael suggested that since SKIT was a non-profit group, they should contact King Solomon's Lodge or another group to help with the expense. Mr. Bianchi said that it is only an idea right now. He suggested at the CAC that they make a request to the Budget Committee for this expense. He didn't think they could do it now as there was nothing in the budget for it. Ms. Helm agreed. Chair Kaplan said they should check on this possible addition to Whipple Hall, as he believed it to be a historical building and it may need to be approved before anything is done. Mr. Bianchi thought they should check the status of the building to see if it was, in fact, on the historical list.

Town Administrator's Report

Ms. Hallquist said that the first day for the new Finance Officer, Wendy Johnson was that very day and that it went well.

With regards to Hospital Days, Ms. Hallquist noted that her observation as a volunteer at the triathlon on Sunday was that it went very well. She noted that Chief Seastrand reported to her that he did not have any significant problems to report. He did receive some comments about not having a midway. Ms. Hallquist also received an e-mail from a citizen concerned that there were no lifeguards at the beach on Sunday. It was noted that it had been raining earlier that day and the lifeguards were released. The weather changed later in the day and it became sunny, however the lifeguards had already been sent home. The citizen indicated that they used the boats, and used their own lifejackets. This was confusing, as the boats are supposed to be secured in some way. Mr. Denning will be contacted about this, as it was a liability for the Town to have people using the sailboats unsupervised.

With regards to the Elkins project, Mr. Bianchi thought the Elkins subcommittee had done a great job coming up with their specifications, but reminded those in attendance that it is the Board of Selectmen's responsibility to hire the right engineer. They need to make sure that what the engineer recommends will still be paid for by the State. Ms. Helm said that it will be vital for them to talk with William Rose, State DOT, about these issues during the engineering process.

Safe Roads to School – Ms. Hallquist said that Mr. Lee is frustrated with this project as he is having difficulty getting the required state approvals to move forward, and the curbing portion has not yet gone out to bid. She said she would speak with Mr. Lee to see if she should get involved and talk to the State. Mr. Bianchi warned that if they start school without it at least being started, there would be a lot of angry citizens. It was passed to do this project in 2009 and it still isn't done. Ms. Helm said that they need to support Mr. Lee while at the same time, push the project along.

Ms. Helm remarked that Ms. Hallquist's report about the status of the sewer grant application (to be prepared and submitted to State DES by Neil Cheseldine of Wright –Pierce) indicated that Mr. Cheseldine had noted that it "was not a high priority at this point" because DES will not be looking at the applications for some time. This was frustrating to the Board of Selectmen, as they have been adamant

about getting this done and that it should be a priority. Ms. Hallquist noted that she has a message in for Mr. Cheseldine for an update, and to impress upon him that the Board would like the application to be submitted as soon as possible.

Bandstand Committee – Mr. Bianchi said that he has talked with several people, including a trustee and Ms. Hallquist about the fact that there are some concerns about how money is being spent and there are loose ends that need to be addressed. Ms. Hallquist will be meeting with the Trustees of the Trust Funds the following day to hear the updates. Chair Kaplan said there is a memorandum of understanding about the trust and how the committee receives funds from it. He didn't believe the Board of Selectmen had much to do with this other than making sure the Trustees follow the proper procedures. Mr. Bianchi noted that he was under the impression that the Trustees were in charge of investing the money and to determine if the requests are valid. If they look at their request this year, one thing they requested was spending \$2,000 for a musical librarian to run the concerts. Chair Kaplan didn't think it was up to the Town. Mr. Bianchi thought it was the Town's money. Chair Kaplan said that those were not the Town's funds, they are trust funds being held by the town for a specific purpose. It was left in Mr. Mendelson's will for the money to be used for the operation of the bandstand and to bring music to the Town. The committee can't spend the principal, but the income can be used for whatever purposes they deem appropriate.

Mr. Bianchi said that there has been a lot of time spent reviewing the will and looking at legal issues. Ms. Hallquist said that who approves the money requests is not clear. It has gone through various groups and there is some confusion. Chair Kaplan said that he understood that the bandstand committee can spend the income and they decide what to spend it on. Mr. Bianchi said that they can only spend the money in light of what Steve Mendelson put in his will.

Mr. Bianchi said that some are concerned that the requests go beyond the intent of the will, which was for band music on the common. Now they are talking about buying uniforms, instruments, a librarian, etc. They are in a "fuzzy area" of the intent of the requests. He felt that at some point they need to go through it together. The Board will await further information from Ms. Hallquist after attending the meeting of the Trustees of Trust Funds where this topic will be discussed.

#### Upcoming Meetings & Reports

CAC Meeting, August 6, 2011 - Mr. Bianchi said there were many complaints about having the meeting on the Saturday of Hospital Days. They generally skip the August meeting and they will need to be careful not to overlap these events again. Mr. Hudson remarked that in spite of the complaints, the meeting was well-attended.

Mr. Bianchi said they did not cover everything on the list of suggested topics that were emailed to Ms. Hallquist by the members of the CAC. He thought it was a good meeting. There was some talk about leaving a container at the Stump Dump for people leaving town on the weekend to throw their trash away. Mr. Bianchi thought they should think that through before suggesting it to Mr. Lee. There is a transportation cost, and questions surrounding what would happen if the truck got full, and about how recycling would be handled. Ms. Helm thought this was a good idea to think about but that they should approach Mr. Lee to talk about the possibility of opening the transfer station on Sundays.

Chair Kaplan said that they had received the new rates for the retirement system. He wondered what the difference was between this year and last. He wanted to know the number of dollars, not just the rate. Mr. Bianchi said that the rates were posted online. Ms. Hallquist said that she would have Ms. Fraley and Ms. Johnson come up with the figures. Mr. Bianchi said the bottom line was that the Town would need to pay more.

Chair Kaplan said they received a letter from the Department of Revenue Administration, dated July 5<sup>th</sup> that rescinds the earlier Warrant that required the town to send about \$1 million dollars to the state for education. Instead, the money will be kept in the Kearsarge School system and not sent to Concord. This will be the status quo for the next two years.

Mr. MacMichael said he has a lot of latex and oil based paint, as well as other chemicals to dispose of. He wondered if there was a limit on how much he could dispose of at the Hazardous Waste day coming up on August 20th. Mr. Bianchi said that if there was, there were other Hazardous Waste Days being held that New London residents could go to in order to drop off their waste. It was suggested that Mr. MacMichael come early to the event. The Board gave him a flyer so he could contact the event organizers with specific questions.

Ms. Helm said she attended the Eagle Scout ceremony for Robert Sherman from Wilmot to offer the Board's congratulations. Mr. Sherman is the person who worked on the Story Walk project. She commented that it was a nice ceremony.

#### Upcoming Meetings and Special Events

The next meeting is scheduled for August 22, 2011.

Ms. Helm said that at the Planning Board meeting on July 6<sup>th</sup> they were figuring out the timing to work on the CIP schedule. They will be doing it differently this year and would be going back to the process the statute defines. She was asked to check with the Board of Selectmen to find out when they'd be coming up with their budget plan, and also how they would like to proceed. Mr. Bianchi didn't know what the Planning Board needed the Board of Selectmen's schedule for. Ms. Helm said that they are new to the process and last year Ms. Levine handled most of it herself. The Planning Board will be asking for two members from the Budget Committee to be put on the CIP, who will join the three or four members from their own board.

Mr. Bianchi said that last year the Planning Board didn't know what was going on and didn't seem to care. Ms. Helm said that they had been led into some complacency and now understands that they are mandated by statute to prepare the CIP. She suggested telling them to go forward with their own CIP schedule for now.

Chair Kaplan asked how long it took to come up with the CIP plan. Ms. Helm figured it would take approximately two or three meetings, as well as meeting with each department head. Chair Kaplan said that the Planning Board needed to be sure to allot enough time to get all of this done. Ms. Helm said she would bring this up at the Planning Board meeting the following night.

#### Other Business

Mr. Bianchi said that he received some complaints, as did Ms. Helm, that the American flags along Main Street were wound up and did not look good. The Board observed that the flags have been removed from the telephone poles. It is not clear whether or not Mr. Leach will put them back up.

Ms. Armentrout commented that she has been told that there were some funds collected from citizens to purchase flags, and the flags never appeared. She is looking into what happened. Ms. Helm said that the twelve flags they are talking about, which were placed on telephone poles on Main Street, were donated by Mr. Leach. Another citizen, Michael Doheny, thought it was a good idea and collected additional money to purchase more flags. It was privately done and the Town has nothing to do with it. Mr. Bianchi explained that the Town's involvement was only to the extent that permission was needed from PSNH for use of their poles. The Board has no information about privately donated funds for flags.

Future meetings for the Board of Selectmen were chosen for:

August 29<sup>th</sup> - 6pm

September 12<sup>th</sup> - 6pm

September 26<sup>th</sup> - 6pm

October 10<sup>th</sup> - 6pm

October 24<sup>th</sup> - 6pm

Additional meetings may be scheduled if needed, and will be posted as required.

Mr. Hudson had a question and comment about a column he clipped from the Kearsarge Shopper regarding the "New London Sunapee Tax Fraud", which gave a website devoted to the topic. He asked for the Board to comment on the ad and assertions made regarding tax fraud and asked if there was any validity to the points made. Chair Kaplan said the gentleman (Dr. John Singer) had complained about his taxes in the past. They attempted to resolve the issue with him and he did not agree with the outcome. They wound up in court and the gentleman did not win, the Town's assessment was upheld. This is from years ago. The recent Shopper ad indicates that Dr. Singer still seems to be upset. Ms. Helm noted that it was her feeling that the Board should not respond to Dr. Singer or give it any validity. Mr. Hudson said that the website is pretty elaborate. Chair Kaplan said that it is upsetting but the Board feels it best not to stir the pot. Mr. Hudson thanked the Board for addressing his question.

Ms. Helm said that they have confidence in their employees and their assessors and feels that their assessing structure is working well and until they have reason to believe otherwise, they remain supportive of the job they are doing and the processes they follow.

Application for Building Permit:

- Nancy Anderson, 14 Cricenti Lane (Map & Lot 058-002-000) construct deck – Permit #11-068 – Approved.
- David Hanlon, 19 Fairway Lane (Map & Lot 146-002-019) extend existing deck – Permit #11-069 – Approved.
- Daniel & Eleanor Snyder, Elkins Road (Map & Lot 077-024-000) 30 x 50 garage – Permit #11-070 – Approved.
- Parker Revocable Trust, 74 Little Briton Lane (Map & Lot 123-031-000) build shed – Permit #11-071 – Approved.
- Paul & Susan Snow, 1331 King Hill Road (Map & Lot 129-001-000) build 18 x 20 storage shed – Permit #11-072 – Approved.
- John & Frank Souliotis, 1136 Main Street (Map & Lot 122-020-000) replace deck – Permit #11-073 – Approved.
- Kathleen Belko, 656 Main Street (Map & Lot 096-012-000) bathroom renovation – Permit #11-075 – Approved.
- Oglesby & Pamela Young, 734 Lakeshore Road (Map & Lot 051-012-000) build small porch – Permit #11-076 – Approved.
- Laura E. Davies, 1340 Route 103A (Map & Lot 127-003-000) replace window w/door – Permit #11-077 – Approved.
- Seth Nuttleman, 19 Pearl Street (Map & Lot 084-046-000) replace deck – Permit #11-078 – Approved.
- Justin Donaghy & Francis Canning (Map & Lot 062-029-000) demolish garage and replace – Permit #11-079 – Approved.

Application for use of Town Common:

- NL Historical Society – Main St. walking tour – 9/17/2011 – 10AM-1:00 PM – Approved.

Application for use of Town Conference room:

- Office of Congressman Bass – meet with public – 9/21/2011 9:00 AM-10:00AM Approved.

Application for use of Whipple Memorial Town Hall:

- Rotary International – Vaudeville Show – August 20, 2011 6:15 – 9:00 PM – Approved.
- SKIT – stage performances – January 2012 (6 days) – Approved.

Application for sign permits:

- Temporary: Kearsarge Community Presbyterian church – Wincycle Recycling waste day – 8/13/11 9AM-1PM – Approved.
- Permanent: Art of Nature, 9 Newport Road – Approved.

Other items to be signed:

- Disbursement vouchers.
- Plodzic & Sanderson representation letter for audit of 2010.

Peter Bianchi moved to adjourn the meeting at 7:50 PM and Tina Helm seconded the motion. All were in favor, the meeting was adjourned.

Respectfully submitted,

Kristy Heath, Recording Secretary  
Town of New London