



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## BOARD OF SELECTMEN MEETING MINUTES September 15, 2014

### **PRESENT:**

Janet Kidder, Chair  
Peter Bianchi, Selectman  
Nancy Rollins, Selectman  
Kim Hallquist, Town Administrator  
Wendy Johnson, Finance Officer

### **ALSO PRESENT:**

Ed Andersen, Police Chief  
Jason Lyon, Fire Chief  
Mary Miller, New London resident  
Chip Mathewson, Elkins resident  
Julia Brisbane, Elkins resident  
Bruce Hudson & Renate Kannler, New London resident  
Rob Prohl, New London Residents  
Phyllis Piotrow, New London Resident  
Minette Sweeney, *The Intertown Record*

Chair Kidder opened the meeting at 6:00pm. She noted that two weeks prior, the Town's former Recreation Director, Chad Denning, passed away leaving his wife and two small children. A memorial service is planned for Sunday, September 21<sup>st</sup> from 1-3pm on the Town Green.

Chair Kidder thanked the Highway Department and Fire Department for volunteering during the Recreation Department's Touch-a-Truck event on Saturday that was held at the shopping plaza. She also thanked the Police Department for their help with traffic during the road race that was held the same day.

### Chip Mathewson, Pleasant Lake Dam

Mr. Mathewson, met with the Board to discuss the flow of water from the Pleasant Lake Dam. He explained that since the electric gate was put in, there is no water coming through the dam and into their nearby stream unless it rains. When the dam is opened, it will dump 40,000 gallons/minute into the stream. He said the stream goes from almost stagnant to flooding. The Pleasant Lake Protective Association (PLPA) is happy with the system, but he was asking for a little water to come through the dam on a regular basis to keep the stream going. Mr. Mathewson noted that there is wildlife below the dam that would benefit from the water. He was promised that the dam would modulate the flow but unfortunately it isn't working quite the way it should. He'd prefer a more environmentally friendly fashion.

Julia Brisbane, a resident of Sherman Street, agreed with Mr. Mathewson's comments. She informed the Board that she lives behind Mr. Mathewson and they share the same brook. When the dam is allowed to be wide open, her lower area will flood. When the gate is shut, there is no water circulation which results

in mosquito larvae occupying the area where the stream used to flow. She also noted a concern that they used to have crawfish and frogs but no more, the lack of water has made it impossible. They would like to have some water coming through there to keep the brook at a more constant level.

Selectman Bianchi said he had suggested previously that Mr. Mathewson speak with Mr. Lee, which he did. Selectman Bianchi noted that the dam is shut down more tightly now than in the past and agreed that more water should be coming through. He thought it might be able to be adjusted so it is not closed off so tightly. Mr. Mathewson said the purpose of the dam is to hold the water back, not let it scream through when there is a rain storm. He felt the levels of the lake are good, compared with other bodies of water, and so letting just a little out should not be a problem.

Chair Kidder said she spoke with Mr. Lee and found that DES, Fish & Game, the PLPA, and other residents were present at the meeting where the formula was determined on how the dam should function. Fish & Game is concerned with the salmon spawning. Perhaps these people need to get back together again to discuss this topic. The Selectmen could arrange for a meeting to address this concern. Mr. Mathewson said this sounded like a good approach but didn't want to make it too complicated. He has spoken with PLPA but found his concerns to fall on deaf ears. The Selectmen will contact the interested parties and schedule a meeting and will alert the public when they are able to get together.

#### Town Administrator's Report

Ms. Hallquist said the Single-Stream Recycling Committee was moving along with their mission. A report they had been waiting for had just come in from Northeast Recovery, enabling them to gather more data.

Ms. Hallquist said the Request for Proposals (RFP) for Whipple Hall is out and responses are due by October 5, 2014. The Selectmen can wait until their next scheduled meeting on October 13<sup>th</sup> or they could schedule another meeting to discuss it sooner, if preferred.

Ms. Hallquist shared that Mr. Lee (Public Works Director) was getting some quotes to strip and reside the academy building, or have it painted. Those quotes would be forthcoming.

Ms. Hallquist said most of the revaluation letters went out the previous Friday and the rest went out that day. The assessors are meeting with taxpayers on Wednesday, Thursday and Friday this week and next, and beyond, if necessary. They hoped to get any issues resolved before the tax rate is set.

Ms. Hallquist reported that on September 18th, she, Mr. Lee, Pathways Consulting, and members of the Elkins Committee would meet to discuss the sidewalk project. They would discuss railings, paint, signs and the bridge, among other things. The meeting would need to be posted if more than one Selectman planned to attend. The meeting would begin at 8am in the Syd Crook room.

Ms. Hallquist noted there is a property up for tax deeding : 106 Hilltop Place. Ms. Hallquist recommended that the Board not accept the deed at this time due to the liability that the town would take on as a result of the condominium fees applicable for the property (see RSA 80:76, II-a). She noted that real estate taxes would continue to be assessed and billed and the town can take the property if it is determined that the liability is not too large for the town to take on. The Board agreed not to accept the tax deed at this time.

Ms. Hallquist suggested the Selectmen start thinking about budget schedules, as she hoped to work out a schedule at the next meeting.

### New Business

Communications (dispatching) Study: Chair Kidder noted receipt of the dispatch report, prepared by Primex. Ms. Hallquist recommended that the Selectmen meet with the towns served by New London Dispatching to discuss the report. She indicated that the other towns New London currently services, as well as New London Hospital Ambulance, all got a copy of the report, which is also online. Chair Kidder wondered if meeting on a Saturday would work better than a night meeting during the week. Selectman Bianchi thought they should discuss the report as a board before they discuss it with other towns.

Selectman Bianchi said some of the figures in the report were not accurate; \$75,000 was reported to have been appropriated for a repeater. Although that is the amount appropriated, the amount being spent by the town is actually \$37,000 because they got a grant. He wondered what they would tell the other towns. The report indicated that the way they bill the towns for dispatch service wasn't sustainable. New London's portion was 62% and the other six towns pay \$3,000 per year plus a percentage of the balance for the calls. He said this doesn't include capital expenses and things like a 10% maintenance agreement for new equipment. He wondered how they would apportion capital expenses to the other towns. New London spent \$86,000 this year on special warrant articles for the repeater and console.

Ms. Hallquist suggested that the Board not wait to schedule the meeting with the surrounding towns, as it is very difficult to get such a meeting scheduled and felt as much lead time as possible was best. Chair Kidder suggested each Selectman come up with recommendations as to the billing issue and then they should set a date. She noted that October 11<sup>th</sup> was the only Saturday she could meet with her colleagues. It was thought a better attendance would be realized on a Saturday morning than a meeting on a weeknight. It was suggested that they may need to move the meeting to Whipple Hall due to lower capacity maximums in the Syd Crook Conference room.

The Selectmen decided they would discuss the matter further at their next meeting on September 30<sup>th</sup>. Chiefs Lyon and Andersen said they would not be at the meeting on 10/11 due to prior commitments. Chief Andersen said one part not included in the study was if dispatch leaves, the Police Department would need to add a full-time administrative dispatcher for the daytime hours. The model he would recommend looking at was in the town of Henniker. They are a college town and are similar to New London. The only calls that Henniker has to pay for are the 911 calls that go through the Merrimack County Central Dispatch. New London would still need an employee and a console.

Selectman Bianchi said the study also didn't consider the new equipment and condition of the current equipment. Chief Andersen said he was getting quotes from another company (Ossipee Mountain Electronics) besides Beltronics. Through this bidding exercise, he discovered that the equipment needed has to be purchased from the State bid (from any vendor) and the differing factors in cost would be that charged for labor and installation.

It was determined that the CAC meeting on October 11<sup>th</sup> would be changed to 9am, and the dispatch topic would be discussed. Ms. Hallquist would contact the other towns to invite them to this meeting.

### Finance Officer Report - Wendy Johnson

Ms. Johnson said they are in the process of getting the tax rate set. The "MS-5" is a financial report of the town and a summary of what happened in the last fiscal year. It compares prior years voted expenditures with voted budgets, balance sheets, and the assigned and unassigned fund balance. She prepared the report with their auditing firm but it is unaudited and says so on the form. Encumbered funds are something they need to talk about. Currently there are \$192,030.88 encumbered. She presented purchase orders (PO's) in the amounts of \$184,500 for paving, \$1,700 for the FCC license for the new repeater, and

\$1,836 for the Police Department laptop computer. These were obligations from FY 2014 and she had the corresponding PO's there.

Ms. Johnson said they have an unassigned fund balance estimate of \$1,433,469. The Selectmen can use any part of this to reduce the tax rate. She hoped that the next meeting they could vote on how much of it they wanted to use. She offered a schedule that showed how the tax rate would be affected depending on the amount of unassigned fund balance put towards it.

#### Planning Board resignations

Chair Kidder noted receipt of resignations from Planning Board members John Tilley, Michael Doheny and Deirdre Sheerr-Gross. Bill Helm would like to speak with the Selectmen about filling the positions at the September 30<sup>th</sup> Selectmen's meeting.

#### Pancreatic Cancer Awareness Month

Ms. Hallquist noted that there had been a request to proclaim November as Pancreatic Cancer Awareness Month in New London, recognizing the seriousness of pancreatic cancer.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Peter Bianchi) to proclaim November as Pancreatic Cancer Awareness month in New London, NH.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

#### School Municipal Budget Committee resignation

Ms. Hallquist noted the receipt of the resignation of Kyle Kennedy from the Municipal Budget Committee of Kearsarge Regional School District. The Superintendent's Office called and is looking for a recommendation from the Selectmen. There were no recommendations made for replacement. It was noted that Mr. Kennedy was resigning because he was moving out of the area.

#### Pine Hill Ski Club

Ms. Hallquist said there was a request from Pine Hill Ski Club to use the Town's property, as they have in the past, for cross country ski trails.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Peter Bianchi) to allow the Pine Hill Ski Club to use town land.**

Selectman Bianchi said he would approve this assuming they had all the proper insurance in place. Ms. Hallquist said the organization submits a certificate of insurance each year.

**THE MOTION WAS APPROVED UNANIMOUSLY.**

#### Committee Reports

##### *Planning Board*

Selectman Bianchi said the Planning Board met on August 26<sup>th</sup>. There were some tree-cuttings, a public hearing for the Flying Goose pub (granted all exceptions and requested some waivers which were granted as well). There was a site plan application from Colby-Sawyer College for Lethbridge Lodge for the commercial kitchen/outdoor patio and the ability to serve alcohol at a campus bar. This was approved by both the Planning Board and the ZBA. There was a continued hearing on the site plan application for the subdivision on Seaman's Road, which is ongoing. It appears as though they have come up with a new arrangement of the lots from their original plan. The Town's engineer will look at it. As of August 26<sup>th</sup>, there had been no subdivision approval received from the State. There was continued discussion of the

capital improvement program (CIP) with a work session on how to modify the current program using models from other towns in the area.

Chair Kidder wanted to thank Hardy Hasenfuss, Michael Todd and Ann Bedard and the many ballot clerks for their recent work at the polls. She opined that it is a long day and hard work; they are fortunate to have so many volunteers that do such a great job.

#### *Recreation Commission*

Chair Kidder reported that there was discussion about having bicycle safety signs posted near the Post Office going towards Georges Mills, on 103-A, and on Route 11 from Andover. Signs are about \$200 each and Mr. Blewitt (Recreation Director) could get money for them from the Lake Sunapee Wellness Group. She asked her colleagues what they thought about installing such signs, noting there will be no cost to the Town. It would mean additional signs in the town's right of way. Chair Kidder said the Recreation Commission was ambivalent about getting the signs. Ms. Sweeny noted that in her opinion, people ignore the signs. Mr. Hudson questioned if permission would be needed for the signs on state right of ways. Ms. Hallquist said they would need permission, but suggested it would likely not be a problem to get it if the town wanted the signs installed. The Board did not take action but noted if there is interest in the future they will reconsider the matter.

Chair Kidder said the Recreation Department has a new boat and motor, thanks to the outpouring of offers generated after Ms. Sweeny's article was published on the front page of the Intertown Record. Mr. Blewitt chose the best boat and motor offered, paying a total of \$600.

Chair Kidder noted that the proposed foot-wash at Elkins beach was not installed. Instead, Mr. Blewitt is working on a plan to make the bath house ADA compliant. Lastly, she noted that sand had been added to the Bucklin Beach playground, and the beaches have not been staffed following Labor Day Weekend.

#### Approval of Minutes

**IT WAS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to approve the minutes of August 25, 2015, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.**

Selectman Bianchi recalled that an offer was extended to Pleasant Lake Protect Association (PLPA) to discuss their concerns before Mr. Canane gave his presentation, and this is not reflected in the minutes. Others at the meeting did not recall this sequence of events, however, it was felt that the minutes accurately reflect the comments of all parties.

P. 3 5<sup>th</sup> paragraph: "the" day, not "they" day.

P. 4 4<sup>th</sup> paragraph: "to reduce the confusion."

P. 6 top of page: when "he" saw the skidder.

P. 7: Chair Kidder said they would get back a formal letter once "the Selectmen" went over what was talked about that evening.

Selectman Bianchi, referring to the September 11<sup>th</sup> letter from the Chair Kidder to the PLPA, said he was concerned with the first sentence of the letter (*The Board has had an opportunity to review your letter of August 13, 2014 regarding the Ed and Cynthia Canane property on Pleasant Street (attached).*) Selectman Bianchi said that he and the Board had not had a chance to review the letter from PLPA. Chair Kidder said they all received the letter. Selectman Bianchi agreed that they all received the letter, but pointed out that the Board did not discuss it together. Ms. Hallquist explained that the sentence was intended to convey that the Board did get the letter and that each board member read the letter. Selectman Bianchi said he didn't know a letter would be drafted. Chair Kidder said this was agreed at the

meeting when everyone was there as Ms. Wilson asked for a written response. Selectman Bianchi was concerned with the procedure as he would like to have made a comment about the letter before it was sent. He thought the Board as a whole should have been able to review the content before it was sent out.

Ms. Hallquist said her impression at the meeting was that she should draft a letter in response to the PLPA letter of August 13<sup>th</sup>. Unless told otherwise, the general course of action would be to draft a letter and have either the Town Administrator or the Chairman sign it on behalf of the Board. If the Board wants to adopt a different procedure it certainly can, but that has to be made known.

Chair Kidder said there was no protest at the meeting to send a letter to the PLPA. Ms. Hallquist said it isn't unusual for the administrator to draft a letter on behalf of Selectmen. She noted that Chair Kidder did make some changes to the letter she wrote and it reflected what went on during the meeting that evening. Ms. Hallquist said these kinds of administrative things are commonly done by the Chairman of the Board.

Selectman Bianchi opined that it didn't feel right. He assumed that they would decide as a board how to respond and the assumption was that all the questions were answered at the meeting. Selectman Rollins said she interpreted Ms. Wilson's request (for a written response to the PLPA August 13<sup>th</sup> letter) as a request for a summation of the meeting as to what the Canane's would do and how the Town would proceed. She felt the letter was appropriate. Additionally, she felt there was consensus between the Selectman and those who participated at the public meeting; had there not been consensus, she would understand everyone reviewing the letter before it went out.

#### Other Business

Ms. Piotrow noted that when on County Road and turning right onto Burpee Hill Road, one can go without stopping. She suggested installing a stop sign where the turn-off is. It was noted that there was currently a yield sign there and that there had never been an accident in that area. Ms. Piotrow had heard of a near-miss accident at that location.

Ms. Piotrow suggested getting data about how many bikers travel along the roads they are suggesting posting the bicycle signs for, specifically reporting on how many accidents have occurred. She commented that many people bicycle around the lake, which wasn't a road that was mentioned in need of a sign. Chief Lyon said a fatality in Newport and Newbury prompted the installation of these kinds of signs.

Ms. Piotrow asked which unit at Hilltop was delinquent. Ms. Hallquist reported that it was 106 Hilltop Place. The property is three years delinquent and the Town can take ownership, via a tax collectors deed, two years and a day from the first tax lien (the lien in question is for unpaid 2011 taxes). Taxes and interest on these taxes continue to accrue.

#### Upcoming Meetings

September 20<sup>th</sup> at 7:30am – CAC  
September 23<sup>rd</sup> at 7:00pm – Planning Board  
September 30<sup>th</sup> at 6pm – Board of Selectmen

#### Application for Building Permit:

- David & Janet Kidder, 34 Blueberry Lane (098-006-000) – Replace roofing – APPROVED
- Craig Williamson, 873 Lakeshore Drive (051-022-000) – Replace roof – APPROVED
- Gary Anderson & Cornelia Boyle, 750 Little Sunapee Road (021-001-000) – 8' x 12' garden shed – APPROVED

- Dave & Janet Royle, 195 Tracy Road (118-002-000) – Replace countertops, sink & faucet – APPROVED
- Barbara Gournsey, 102 Edmunds Road (095-031-000) – Replace countertops and backsplash – APPROVED
- Richard & Susan Showalter, 216 Bog Road (106-012-000) – Convert porch into mudroom, interior renovations – APPROVED
- Ben & Kate Dulac, 1047 King Hill Road (130-005-000) – Demo barn that is attached to house (after-the-fact) – APPROVED
- Harold F. Oberkotter, Main Street (096-015-005) – Construct 32' x 62' barn/auxiliary building with bathroom – APPROVED
- Beaconwood 2012 Realty Trust, 231 Poor Road (091-006-000) – 28' x 66' barn with 2 upstairs bedrooms and 1 bath (no kitchen) – APPROVED
- David & Kathleen Almond, 80 Laurel Lane (089-014-000) – Build 10' x 32' addition – APPROVED
- Grant & Krystal Smith, 108 Sparrow Hawk Road (065-019-000) – Install two (2) 12' x 16' garden sheds - APPROVED

Application for Use of the New London Town Commons & Bandstand:

Steve Day (Caldera Productions, Wolfeboro, NH) – 9/21/14 10am – 8pm – filming movie – APPROVED  
Michele Holton - Kearsarge Republican Committee – 10/12/14 1pm – 3pm – Strawberry Shortcake Social (set-up on Friday 10/10) – APPROVED  
St. Andrews Church – 10/4/14 11am – 1pm – Blessing of the Animals – APPROVED  
New London Garden Club – 7/23/15 – 7/27/15 Antiques Show – APPROVED

Other Items to be Signed:

Town of New London Safety Manual  
Appointment Card for Meghan Wilkie to Trustee of the Trust Funds  
Warrant Yield Tax Levy PWIM Services Maintenance Agreement for the Town of New London

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

The meeting adjourned at 7:30pm.

Respectfully submitted,

Kristy Heath, Recording Secretary  
Town of New London