



TOWN OF NEW LONDON, NEW HAMPSHIRE

375 MAIN STREET • NEW LONDON, NH 03257 • WWW.NL-NH.COM

BOARD OF SELECTMEN MEETING MINUTES January 22, 2013

PRESENT:

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

ALSO PRESENT:

Rob Prohl, Budget Committee
Doug Homan, Budget Committee
Sandra Licks, Library Director
Mark Kaplan, 1941 Building Committee Member
Richard Lee, DPW Director
David Seastrand, Police Chief
Ed Andersen, Sergeant
Linda Hardy, Town Clerk/Tax Collector
Jason Lyon, Fire Chief
Casey Biuso, 1941 Building Committee Member
Conservation Commission Members: Emma Crane, Dan Allen, Ruth White, Sue Clough, Laura Alexander, Rick Anderson, and Terry Dancy
Leigh Bosse, *The Messenger*
Minette Sweeney, *InterTown Record*
Lucy St. John, Planning & Zoning Administrator

Chair Bianchi called the meeting to order at 8:30am.

Conservation Commission – Possible Easement Purchase, Bob Brown (Chair)

Bob Brown began by noting that at the last Selectmen's meeting they discussed important lands the Conservation Commission would like to conserve and that there was one parcel, the details of which could not be discussed at that time, which was under consideration for a possible easement. The owner is now comfortable allowing the discussion to be made public. Mr. Brown noted that the parcel, owned by Big Hilltop LLC, is on the top of the list of lands to be conserved in New London's Master Plan. Brian Hotz from the New Hampshire Forest Society was scheduled to attend the meeting with Mr. Brown but was unable to attend as he had a family emergency.

Mr. Brown said that his hope that day was to ask for the Selectmen's approval and support of moving forward with the purchase of an easement for a parcel that sits along Route 103A and Davis Hill Road. It has 650' of frontage on Davis Hill Road and 1450' on Route 103A. It is across the street from the Exit 12 Park and Ride and it looks out over the Clark Lookout parcel. The parcel is about 40 acres in size and is largely wooded. There are existing hiking trails on the parcel that were once carriage roads. There are also three small forest openings, and 30 acres of soil that, after being tested, proved to be of the highest quality. The project will not result in the Town having outright ownership of the property, but they plan to purchase an easement in partnership with the landowners and the Forest Society. The property would still be on the tax rolls. There is some potential for some fairly nice building lots on the property but neither the Conservation Commission, Forest Society or the landowner wants this to happen.

Mr. Brown explained that this easement would be a group effort between a number of people and no one is expecting the Town's Land Acquisition Fund to fund the entire project. The next step would be to move forward with an appraisal so they know what the fair market value and the easement value is. He was hoping they could get the numbers back prior to the April 9th public budget hearing so they could discuss it more and get a feel for what kind of funding they would be asked to provide to obtain the easement.

Chair Bianchi asked if the land was in current use. Mr. Brown said it was and that its tax status would not change. Chair Bianchi said he had no problem with Mr. Brown talking further with the Forest Society and doing the legwork to find the value of the land and easement. He was not sure how he would feel if they would be required to deplete the entire Land Acquisition Fund. Chair Bianchi asked that the Conservation Commission do all it can to get the numbers to the Selectmen as soon as possible. Mr. Brown agreed.

Chair Bianchi asked how much the appraisal would be. Mr. Brown said that they would be partnering with two other entities and the Forest Society would organize the project. He estimated that the total cost could be as much as \$8,000.

Mr. Homan asked how long ago the owners purchased the property for \$700,000. Mr. Brown said that it was about four and a half years ago. Mr. Homan asked if there was any waterfront access from the land. Ms. Alexander noted that there was not. Mr. Homan asked if there was land that could become available later on that abuts this piece, which might give waterfront access. Mr. Brown thought perhaps this could happen but they were not sure at this time. The land they are currently discussing does not go down to the water but the owners welcome people to walk the property if they wish.

Ms. White said that one of the advantages of the parcel is that they already have handicapped access to it via the road that runs parallel to it. It gives a nice place for the Town to have an activity or event. It was felt that this parcel would be a benefit to the Town in an effort to fill in the pieces around the Clark Lookout area.

Ms. Clough shared, as someone who walks the land frequently, that having the trails and the main road to Clark Lookout is a tremendous advantage for the Town. The trails are beautiful and

it is a short enough walk so that people who are not regular hikers can go and enjoy the forest without worrying about getting lost. There is also good parking available.

Mr. Anderson commented that the opportunity on the easement side is that it is shared by three partners. The owners would absorb a portion of the work, as would the Forest Society and the Town of New London.

The Selectmen agreed that the Conservation Commission could move forward with the appraisal.

1941 Building Committee Update – Mark Kaplan & Casey Biuso

Mr. Kaplan informed the Board that the Committee has submitted an estimate of the funds needed to maintain the 1941 building for one year. The Committee is looking for \$75,000 from the Town to pay for expenses for one year. During that year the Committee will use donated funds to have an extensive survey of the building performed in order to determine the exact costs to fix things that need to be fixed. The \$75,000 would be used to pay for heat, electricity, water/sewer, cleaning/janitorial services, and insurance. If this idea is approved by the School Board, they will have one year to enter into a lease and come up with exact costs to fix the building. He noted that there is no question that there are serious problems with the building which will need to be addressed. Mr. Kaplan noted that they (the 1941 Committee) envision a committee that works collaboratively with the Town and with those who are interested in using the building such as the college, hospital, VNA and COA: organizations that are all interested in utilizing the building. He observed that acquiring the 1941 building is a good thing for the Town and a good thing for the Town to be involved in.

Chair Bianchi understood that this request did nothing but keep the building whole for one year. Mr. Kaplan agreed and explained that the money to be raised would be in anticipation of a lease. Ms. Biuso said they hoped to establish the lease they are working on now. If they find, within the year, that there are problems with the building that are too big for them to take on, they can get out of the lease. Operationally they want to keep the building healthy. Mr. Kaplan explained that the school district now pays for the heat for the building. This proposal would have the Town assume those expenses. During this period they could bring potential donors through the building to share their vision. Ms. Biuso said it was a good faith effort. The school board is willing to negotiate with the committee, but the committee wants to have a safety net.

Mr. Prohl said they would know before April if there is an agreement with the school board. They would then determine if they even wanted to move forward with it. Mr. Kaplan said if the agreement is not satisfactory to either party, they can just walk away. If they do not go forward with the lease, the Town will not have to appropriate the money. Ms. Biuso hoped to be able to make use of the usable space sooner than later. The money from the Town being discussed now is not meant for any programming or fixing up the other portions of the building. The funds to do those things would come from donors.

Ms. Helm was not sure if they would put this funding in their operating budget or in a warrant article. Chair Bianchi said that he thought two warrant articles should be written. One article

would be to sign the lease, the other would be to appropriate the money. If the first article did not pass, the second one would be moot.

Mr. Homan asked why no one has asked the School Board for another year because the Town is not ready at this time. He also questioned if the committee would ask the Town for money without having a lease in place. Mr. Kaplan observed that the School Board wants to get rid of the building and they have stated this. The Town will not enter the lease unless they have an option to get out in one year.

Mr. Homan wondered why the Town should put all this money into an old building instead of contributing to COA and other non-profits for the Town. Mr. Kaplan said that they would not do this instead of, but in addition to, helping those organizations. He understood there were limited resources but felt it could be done. Ms. Biuso noted that if they do not have an exit from the lease, they will walk away from the School Board and the building.

Letters Received

The Board noted receipt of a letter from Mrs. Joan Lamson who had concerns that the Town was holding two elections (one in March for the school and one in May for Town Meeting). She felt this was expensive and that the Town voted on having a May Town Meeting without considering this aspect. Chair Bianchi said that the Town pays for one election only, the Town election in May. The school pays for their own election, in March. Ms. Helm asked Ms. Hallquist to send an acknowledgement to Ms. Lamson and to let her know that the March Election is paid for by the school.

The Board noted receipt of a letter from Ann Marie Thomas, a resident of Wilmot, commending the actions and professionalism of one of the New London dispatchers, Kim Lavin. The resident was very happy with the way New London Dispatch handled the call. Chief Seastrand said that Ms. Lavin had also received a copy of the letter. Chair Bianchi thanked Ms. Lavin for her work, on behalf of the Selectmen, and stated that this was the kind of letter they like to get. Ms. Kidder suggested forwarding a copy of the letter to the Town of Wilmot so they can see the quality of the dispatch service they are paying for.

The Board noted receipt of a letter of resignation of Health Officer Don Bent, Ph.D. The Board noted that Dr. Bent served the Town well for 32 years and although he is retiring as Health Officer, he has agreed to take on the position of Deputy Health Officer. He suggested promoting Deborah Langner, Ph.D. from Deputy Health Officer to Health Officer. The Board recommends the appointment of the Health Officer to the Commissioner of the State Department of Health and Human Services for the formal appointment by the Commissioner.

IT WAS MOVED (Tina Helm) and seconded (Janet Kidder) to recommend the appointment of Deborah Langner to the position of Health Officer. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Janet Kidder) AND SECONDED (Tina Helm) to appoint Don Bent as the Deputy Health Officer. THE MOTION WAS APPROVED UNANIMOUSLY.

Ms. Helm suggested that after 32 years of service, it seemed appropriate to do something to thank Dr. Bent for his years of service. It was noted that a thank you would be given at Town Meeting where more people could be present to acknowledge Dr. Bent's service to the Town.

The Board discussed a request of Colby-Sawyer College for a one-year raffle permit. A town may grant a permit for an entire year, pursuant to RSA 287-A:7.

**IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to authorize Colby-Sawyer College to have a one year blanket raffle permit.
THE MOTION WAS APPROVED UNANIMOUSLY.**

Budget

Chair Bianchi noted that the Selectmen needed to finalize the budget so they could hand it over to the Budget Committee the following night. They would go through the budget department by department, not line item by line item. They would vote by department. They had received a great amount of information and were ready to vote. Chair Bianchi indicated that they see a 3.5% increase in the operating budget, which does not include any warrant articles that may come in.

Ms. Helm said they should emphasize the fact that there will be 27 pay periods for the 2014 fiscal year versus the 26 in fiscal year 2013. This will impact the budget. Chair Bianchi acknowledged this point and said that the biggest part of the budget is salaries and benefits. Compensation is at \$2,874,364 which is an increase of \$244,482 for nothing more than salary and associated benefits. Some of these increases the Town has no control over such as retirement.

Executive Department

The total is \$300,026 and includes salaries for the Town Administrator, Administrative Assistant and the Assessing Coordinator/Benefits Administrator. Ms. Kidder asked about the Selectmen's Discretionary Account. It was noted that the funds in the account are used for annual employee bonuses and also to provide coffee for the Citizens Advisory Committee meetings. Ms. Kidder observed that perhaps annual bonuses are not needed given that the Selectmen have recognized the employees in giving raises and maintaining benefits.

IT WAS MOVED (Janet Kidder) AND SECONDED (Tina Helm) to reduce the budget by \$7,000 by eliminating the funds from the Selectmen's Discretionary Account.

Mr. Kaplan did not think they should zero the account out completely. They do not know what would happen and they might want a few dollars for something down the road. Perhaps they should just bring it down to \$3,500 or \$5,000.

Chair Bianchi called for a motion: **THE MOTION PASSED. Janet Kidder: Yes, Tina Helm: Yes, Peter Bianchi: No. The total revised amount is \$293,026**

Town Clerk, Elections, Vital Statistics Department

The total is \$81,745, which is a decrease of about \$955 from last year. This includes the salaries for the Town Clerk and the Deputy Town Clerk.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate the amount of \$81,745 for the Town Clerk, Elections and Vital Statistics Department. THE MOTION WAS APPROVED UNANIMOUSLY.

Finance Department

The total is \$272,116, which is an increase of \$11,391 over last year's appropriation. This includes the salaries for the Finance Officer, Tax Collector and Deputy Tax Collector. Ms. Helm thought the increase could mostly be attributed to the one extra pay period.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate the amount of \$272,116 for the Finance Department.

Chair Bianchi wanted to defer the \$2,800 for the electronic payment and presentation program. He explained that he was not convinced that the Town needed it at this point in time. He wished to amend the motion to decrease it by \$2,800.

Ms. Hardy said that there would be additional expenses if the program is not funded. They have had a number of contentious phone calls from people regarding their tax bills (property owners who overlook paying it when due) and because of this, the office will have to notify taxpayers in between tax bills to eliminate this. Notifying taxpayers of past due bills this frequently, instead of once/year will cost more.

Ms. Helm thought that Ms. Hardy gave a very credible presentation on how this technology would aid the whole collection process and she was in favor of keeping the \$2,800 in the budget. Anything to help people pay things on time will help those in the office. She felt it would be money well spent. Ms. Kidder asked if they purchased the program, would it lower the amount spent for postage. Ms. Hardy said the postage budget is not just for her mailings, but if they do not get the program, the postage will surely go up as more reminders will need to be sent out.

Chair Bianchi did not feel that this electronic system would eliminate the problem of people not paying their tax bills on time.

IT WAS MOVED (Peter Bianchi) AND SECONDED (Janet Kidder) to amend the above motion to deduct \$2,800 from the Finance Budget to bring it to \$269,316. THE MOTION DID NOT PASS.

Peter Bianchi: Yes, Tina Helm: No, Janet Kidder: No

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$272,116 for the Finance Department Budget. THE MOTION PASSED.

Peter Bianchi: No, Tina Helm: Yes, Janet Kidder: Yes

Assessing Department

Chair Bianchi said that New London pays for 1/3 of the assessing service of the Tri-Town Assessors. The assessors are on the payroll in Newbury and New London reimburses their portion. It has gone up to \$82,900 which is an increase of \$1,088 over last year's amount.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$82,900 for the Assessing Department. THE MOTION WAS APPROVED UNANIMOUSLY.

Legal Department

Chair Bianchi felt that this amount was a guess; they do not know what will happen 15 months from now as far as legal issues go. They generally budget \$25,000 per year. It is at \$22,500 right now, which is a decrease of \$2,500.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$22,700 for the Legal Department. THE MOTION WAS APPROVED UNANIMOUSLY.

Personnel Administration Fund

This fund includes insurance items for other departments, and reimbursement for insurance from the library. The amount requested is \$85,582 which is a decrease of \$8,815.00 from last year. The decrease comes from the Board's decision to eliminate the sick-time buy-out program and decreasing the employee tuition reimbursement by \$2,000.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$85,582 for the Personnel Administration Fund. THE MOTION WAS APPROVED UNANIMOUSLY.

Planning & Zoning Department

The total is \$87,455, which is an increase of \$2,537 over last year. This pays for one full-time employee, fees they pay to the UVRPC and printing costs. The increase is attributed to conferences and training which has gone up from \$100 to \$2,500.

Ms. Kidder asked what the \$1,500 was for "Engineering Review." Ms. St. John explained that if someone submits a plan, the Planning Board can have a third party review it and offer a second opinion. Ms. Kidder said that if they did not feel comfortable with a plan from someone, it should be on the person presenting the plan to prove it is correct. Ms. St. John agreed and said that if the Planning Board wants the review, they can bill the applicant for the second opinion. It is more or less a pass-through account.

Ms. Helm thought it important to help pay for Ms. St. John's certification training. Chair Bianchi said he would like to cut the amount for training from \$2,500 to \$1,250. Ms. St. John commented that the way the budget was set up last year, the Zoning Administrator had resources allocated for travel and meals and training. In 2012, under Zoning, as opposed to Planning and Zoning, the amount was \$1,000. The increase is not that great when they consider this. It has just been categorized differently. Ms. St. John said that typically when she attends a national conference she can get her required credits for the year. She noted that it was possible to take some classes locally.

Ms. Helm suggested that they had talked about taking some of Ms. St. John's certification training out of educational reimbursement fund.

Mr. Homan asked if the Town was paying all department heads to go to the national conferences in their fields. The Board answered in the negative. Mr. Homan thought they should be consistent and also encourage training closer to home as it will be more applicable to this area and it will be more cost efficient.

Ms. Hardy said that she and Ms. Pankhurst have made the conscious decision not to go for Town Clerk/Tax Collector national certification because they have a New Hampshire certification. Going for "International Municipal Clerk" is not any more of a benefit to the Town. It is more of a personal benefit. Ms. St. John said New Hampshire does not have a certification program which is why she needs to travel for her certification. She added that she has to do 32 hours of training per year to keep certified. The cost to keep her membership is about \$400/year. Some classes are available on-line and through LGC. Mr. Prohl asked what the conference, itself costs. Ms. St. John estimated that it is between \$400 and \$700 depending on where it is. The total cost to attend (with travel costs included) would be a couple thousand dollars. She noted that she was willing to contribute some to the conference expenses because she realized that smaller municipalities did not have the funds to pay the entire amount.

Ms. Kidder thought \$1,000 would be a reasonable amount to offer for Ms. St. John's necessary training, based on their budget. She thought they should reduce the conferences and training line item by \$1500 making the total \$85,955.

IT WAS MOVED (Janet Kidder) AND SECONDED (Tina Helm) to appropriate \$85,955 for the Planning & Zoning Budget. THE MOTION WAS APPROVED UNANIMOUSLY.

General Government Buildings

The total for this fund is \$179,746, which is a decrease of \$1,645 from last year's budget. It includes minor repairs to the Academy Building, Whipple Hall, the Transfer Station, the Fire Station, and \$5,000 was added for estimated costs to repair the boat launch. There is no personnel component to this fund.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$179,746 for General Government Buildings. THE MOTION WAS APPROVED UNANIMOUSLY.

Cemetery

The total is \$26,836 which is an increase of \$3,594 from last year's budget. The increase is for the replacement of the lawn mowers, which was discussed at length at a previous Selectmen's meeting. Typically, two riding mowers are replaced every two years with machines that are about \$1,500 each. The discussion was whether to purchase a zero-turn, commercial-grade mower instead of lower cost, non-commercial mowers. Mr. Lee said that he had provided information and costs for both types of mowers. Upon consultation with the Board of Selectmen and the Public Works Department, a decision was made to purchase one zero-turn mower and

one regular mower to try out the new kind. It would be \$1,500 for the regular riding mower, and \$4,600 for a zero-turn mower. They would need \$7,800 for the two mowers plus maintenance costs. The new total would be \$30,436.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$30,436 for the cemetery department. THE MOTION WAS APPROVED UNANIMOUSLY.

Other Insurance

The total is \$76,274 which is a decrease of \$5,729 over last year's budget. \$66,500 is Property Liability and Vehicle Insurance. LGC has reevaluated their buildings and they are not sure how it will change their premiums.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$76,274 for the Other Insurance fund. THE MOTION WAS APPROVED UNANIMOUSLY.

Advertising Regional Associations and Chamber of Commerce

Chair Bianchi said that there was an increase of \$2,598 for the Chamber of Commerce, who wished to add a weekend person at the information booth.

IT WAS MOVED (Janet Kidder) AND SECONDED (Tina Helm) to appropriate \$12,100 for the Advertising Regional Associations and Chamber of Commerce funds.

Ms. Kidder said that this increase would help support the local businesses by being open on the weekends to assist tourists. They feel it is important to be there more.

Chair Bianchi called for a vote. **THE MOTION WAS APPROVED UNANIMOUSLY.**

Police Department

The total is \$947,690 which is an increase of \$58,834 over last year's budget. It was noted that quite a bit of the increase is due to salaries and benefits. Chair Bianchi explained that retirement for the Police Department is high and it has gone up by 18%. They voted to cut the Taser budget by \$3,000 at an earlier meeting. Chair Bianchi wondered if "New Employee Expense" line item covered training at the academy. Chief Seastrand said that it did not, but rather, pays for gear for new officers. The salary line item pays for academy training.

Mr. Homan asked how long the Police Department was down one man in 2012. Chief Seastrand said they were down less than two months because they hired Rick Kelley to come on from part to full-time as a on a temporary basis when Matt Pickering left. Mr. Homan still believed the Town was without a full time officer for seven months and opined that no one had even noticed. Chief Seastrand said that this information was not accurate and that it was noticed when they were down. They did not have an increase in complaints as they strive not to get any complaints. Sergeant Andersen said that they are a 24/7 department and some officers were getting only four or six hours of sleep between shifts and it is noticed in their health and in their families.

Ms. Helm said they got a mandate at last year's Town Meeting to hire a full complement of officers. Chair Bianchi agreed and said that they are required to staff at the eight officer level for the rest of the fiscal year as mandated at Town Meeting. If anyone wants to make a change in the staffing level, it would be for the next fiscal year. If there is a push by citizens or anyone else, they could bring it up at Town Meeting.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$947,690 for the Police Department.

Chair Bianchi believed that once the new hires were on, the line item for salaries would go down as they will be hired at lower salary levels than the departing officers were being paid. Ms. Hallquist said that this would likely not be the case since there have been some promotions within the department, and adjustments in salaries. Chief Seastrand said that one new hire would be starting at a higher level than an entry-level position, and another new hire would be paid at the base level. Ms. Hallquist did not feel there would be a huge change in the salary line item.

Chair Bianchi called for a vote: **THE MOTION WAS APPROVED UNANIMOUSLY.**

Fire Department

This includes salaries for two full-time personnel, and part-time employees and on-call fire fighters. Chief Lyon said that the Board of Firewards makes recommendations about salaries. For this year they were not requesting any additional increases for the part-time wages. The part-time wages are one aspect of the budget that they have no control over. The money paid out is based upon calls. There is no overtime or holiday pay. They were over in 2010 in part-time wages due to an unusually high number of calls.

Chair Bianchi asked about on-call versus part-time pay. Chief Lyon said that full-time employees are there from 7am – 7pm. It is the daytime hours they have difficulty filling as their volunteers work outside of town. The Firewards decided to hire some part time employees. There are now nine officers, including himself, who take calls 24 hours/day. Most of the calls are covered by the on-call officer. This way the volunteers are not being over-taxed. There are approximately 650 calls/year. Of these, only 175-200 calls/year are answered by volunteers. This saves on manpower and financially it reduces the cost to the Town.

Chief Lyon noted that from a clarity standpoint, the Selectmen need to know one line item is for on-call coverage and the other is for part-time wages.

Chair Bianchi questioned if part-timers would be included in the 2% raise. Ms. Hallquist noted that according to the salary wage scale, part-time employees are paid a percentage of what full-time employees are paid, so they would receive some percentage of the 2% raise the full-time employees would be getting. She noted that there are only a few employees who fit into this category. Chair Bianchi said that was not his intention but the motion they made and voted on was not phrased to exclude part-time employees.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$299,189 for the Fire Department. THE MOTION WAS APPROVED UNANIMOUSLY.

Board of Firewards

The total for this item was \$593.00 which is a decrease of \$1 from last year's budget.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$593.00 for the Board of Firewards. THE MOTION WAS APPROVED UNANIMOUSLY.

Emergency Management

Chair Bianchi said that this has increased by \$1,500 to \$7,350. Last year the Selectmen designated the Recreation Director as the Emergency Management Director and it was included in his salary. Currently they do not have a Recreation Director but are in the process of finding a replacement for Mr. Denning.

Ms. Johnson suggested adding \$118.00 to the fund to compensate for FICA expenses associated with the salary, bringing the total to \$7,468.

IT WAS MOVED (Janet Kidder) AND SECONDED (Tina Helm) to appropriate \$7,468 for Emergency Management. THE MOTION WAS APPROVED UNANIMOUSLY.

Dispatch

The total is \$339,983, which is an increase of \$15,217 over last year's budget. This is a 5% increase. Chair Bianchi said that there are four full-time dispatchers. Ms. Kidder asked about \$500 for uniforms. Chief Seastrand said it is for shirts they provide the dispatchers so that they look professional while at work. They provide two short-sleeve shirts and two long-sleeved shirts. Sometimes they use all the \$500, sometimes they do not.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$339,983 for Dispatch. THE MOTION WAS APPROVED UNANIMOUSLY.

Highway Administration

The total is \$846,925, which is an increase of \$45,920. There is an added \$21,000 for a new facilities manager position (approximately \$20/hour, 20 hours/week) plus \$1,600 for FICA. It also includes salaries for the Public Works Director and his employees, Workman's Compensation, and part-time wages. Part-time wages had increased last year by \$15,000 because Mr. Lee chose not to hire a new fulltime person when someone left.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$846,925 for Highway Administration. THE MOTION WAS APPROVED UNANIMOUSLY.

Streets and Highways

The total is \$499,700, which is a decrease of \$18,400. Chair Bianchi asked about the "special projects" line item which he understood was to fill cracks in the Pleasant Lake Dam. Mr. Lee said he did not put the cost for this into his budget yet. It would be \$14,500 to fill the cracks.

Chair Bianchi said that they are depositing \$10,000 into the Pleasant Lake Dam Capital Reserve Fund (CRF) fund to have a feasibility study done. This work is necessary due to the letter of deficiency issued by the State of NH Dam Bureau. Mr. Lee said the letter of deficiency from the State instructed the Town to pay attention to cracks on the face of the dam, so the \$14,500 could be considered as additional funds being put to address the letter of deficiency. He noted that he received an estimate from someone who could repair the cracks for \$14,500.

Chair Bianchi asked if the crack repair now would be a wasted effort when the dam upgrade work is done. Mr. Lee said it would not be as the scenarios presented for the dam upgrades have to do with the top or the back of the dam. The face of the dam (where the cracks will be fixed) will not be replaced so these cracks need to be repaired. He felt that paying \$14,500 to address one portion of the letter of deficiency shows the State that they are maintaining what they have and are taking care of what they had asked them to do.

Ms. Hallquist suggested moving the \$14,500 into the Pleasant Lake Dam Maintenance & Repair Fund (01-4194-825-430) instead of the Streets and Highways fund. The Selectmen agreed.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate the amount of \$499,700 for the Streets and Highways budget. THE MOTION WAS APPROVED UNANIMOUSLY.

Street Lighting

The total was \$16,000.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$16,000 for Street Lighting. THE MOTION WAS APPROVED UNANIMOUSLY.

Transfer Station

The total was \$386,977, which is an increase of \$13,489 over last year's budget.

Chair Bianchi said he wanted to make a final appeal to hold off on purchasing a new tractor this year to replace the one they currently have that is used 11 hours per week. The contracted service would be \$27,300. Outsourcing this particular function would give the Public Works Department and extra 11 hours/week for employees to work in town which might help eliminate the one-man down situation they have discussed. The existing tractor they own outright could be kept to move trailers around in the yard. He thought this would log minimal hours onto the tractor throughout the course of the year and thus would have minimal upkeep expenses. He recommended this approach for a one-year trial basis. If it does not work, they would reconsider for the next fiscal year.

Chair Bianchi proposed adding \$27,300 to the trash hauling fee making the total \$96,300.

Mr. Lee responded that they would spend \$28,000 every year and they would not get it back. They were doing it all now with the people they are already paying. They are not offsetting the salaries. Doing it themselves still saves \$4,000/year. If they do not put \$85,000 into the CIP next

year, the money is not going to be there. They would spend that amount over just three years of trucking, or they could purchase the truck for \$85,000 and get 12-15 years out of it. Chair Bianchi disagreed and felt more man-hours could be spent in town rather than trucking.

Ms. Helm was not convinced it would make that much of a difference. Ms. Kidder thought they would still have to insure and maintain the truck they have. They spent \$4,000 on maintenance for it last year, and there are still costs involved with the truck they have. They cannot count on it and she thought it prudent to go ahead and get the other, newer, truck.

Mr. Homan said he could only agree with Chair Bianchi if the 11 hours would result in a reduction in the budget. Then it makes sense monetarily. However, if they are not doing that, it is just an "add" to the budget and he is not in favor of it.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to amend Transfer Station budget to \$414,277. THE MOTION FAILED.
Peter Bianchi: Yes, Tina Helm: No, Janet Kidder: No**

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$386,977 for the Transfer Station budget. THE MOTION WAS APPROVED UNANIMOUSLY

Landfill Monitoring and Solid Waste Cleanup

With the solid waste drive added, there was a \$6,000 increase bringing the total to \$27,400.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate the amount of \$27,400 for Landfill Monitoring and Solid Waste Cleanup. THE MOTION WAS APPROVED UNANIMOUSLY.

Health Administration

The total is decreased this year to \$5,436. This is due to the fact that they will not pay the new Health Officer the same that they paid Dr. Bent.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$5,436 for Health Administration. THE MOTION WAS APPROVED UNANIMOUSLY.

Health Agencies

Chair Bianchi explained that this is for the VNA, COA, New London Hospital and CASA. There is an increase of \$17,928 over last year's budget. COA is asking for \$15,000 more this year. Ms. Helm asked about CASA as the Town has consistently not contributed. Ms. Hallquist said they could delete that line.

Ms. Helm felt the request from COA was not in line with the other requests from the agencies and department heads. She noted that it was a 75% increase. While COA is a fantastic organization that works hard to raise money, she thought they should reduce their contribution by \$5,000. Chair Bianchi said 48.5% of their population is over 50 years old. This State average is 35%. If they remove the college students from the population of New London, that raises the

percentage of residents over 50 years old to 66%. He thought that COA does a great job in servicing their elderly population. He acknowledged that it was a large increase but felt the services they provide is a huge benefit to the Town. He was in favor of the proposal as presented. Ms. Kidder felt it was a substantial increase and knew they did a lot of work for a lot of people, but felt it was too large of an increase. She suggested splitting the increase and giving them \$7,500. Ms. Helm agreed that this would be an acceptable solution.

**IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$16,620 for Health Agencies. THE MOTION WAS APPROVED.
Peter Bianchi: No, Tina Helm: Yes, Janet Kidder: Yes**

Welfare Administration

The total is \$2,697 and includes the welfare officer's salary from \$1,730 to \$2,500. Ms. Hallquist indicated that she initiated this increase to keep on par with what other appointed officials receive in yearly stipends.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$2,697 for Welfare Administration. THE MOTION WAS APPROVED UNANIMOUSLY.

Inter-Government Welfare (Community Action Program)

Chair Bianchi said this was a level-funded account \$3,809.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$3,809 for Inter-Government Welfare (Community Action Program). THE MOTION WAS APPROVED UNANIMOUSLY.

Welfare Vendor Payments

Chair Bianchi said this was \$16,000 which was the same as last year.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to approve \$16,000 for Welfare Vendor Payments. THE MOTION WAS APPROVED UNANIMOUSLY.

Recreation Department

The total is \$162,205, which is an increase of \$7,075. The department has one full-time employee.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$162,205 for the Recreation Department. THE MOTION WAS APPROVED UNANIMOUSLY.

Library

The total is \$460,900 which is an increase of \$27,480 over last year's budget.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$460,900 for the library. THE MOTION WAS APPROVED UNANIMOUSLY.

Patriotic Purposes

The total was \$300 and has been this amount for many years.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$300 for Patriotic Purposes. THE MOTION WAS APPROVED UNANIMOUSLY.

Other Culture, History & Archives

The total was \$1,000 which was the same as last year.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$1,000 for Other Culture, History & Archives. THE MOTION WAS APPROVED UNANIMOUSLY.

Conservation Administration

The total is \$15,830 which is an increase of \$82 over last year's budget.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$15,830 for Conservation Administration. THE MOTION WAS APPROVED UNANIMOUSLY.

Energy Committee

Ms. Kidder asked what the Energy Committee did. Ms. Hallquist noted the Committee conducted energy audits on some of the town buildings and they discuss energy projects that might be beneficial to the Town. She noted that there is a new Chairman in place. She was not aware that they are working on any big projects on the horizon. After a decision to cut \$450 from the budget that had been intended for meetings and expenses, this brought the total to \$539 which covers the cost for Recording Secretary fees for the year.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$539 for the Energy Committee. THE MOTION WAS APPROVED UNANIMOUSLY.

Other Conservation (Care of Trees & Milfoil)

The total was \$25,525, which was the same request as it was last year. Ms. Kidder wondered if their contribution to Milfoil prevention had been worthwhile. Chair Bianchi said that the boat launches and weed watchers do prevent the Milfoil from coming into the Town's lakes. Ms. Helm felt it was a successful program. Mr. Lee said that at Elkins beach they caught at least one case of Milfoil on a trailer before it came into the lake. Ms. Helm said that the Little Lake Sunapee Protective Association returns unused money to the Town at the end of the year.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$25,525 to Other Conservation (Care of Trees & Milfoil). THE MOTION WAS APPROVED UNANIMOUSLY.

Bonded Debt Principal

Chair Bianchi said that this has remained level the last two years at \$198,264.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$198,264 for Bonded Debt Principal. THE MOTION WAS APPROVED UNANIMOUSLY.

Bonded Debt Interest

The total is \$54,148, a decrease of over \$8,000 over last year.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$54,148 for Bonded Debt Interest. THE MOTION WAS APPROVED UNANIMOUSLY.

Tax Anticipation Notes

Chair Bianchi said that they did not need to use this fund this year, however, he recommended placing \$1 in the line so that should they have a need to transfer money into the account later on, they could do so.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$1 into the Tax Anticipation Notes fund. THE MOTION WAS APPROVED UNANIMOUSLY.

Capital Outlay – Machine

Chair Bianchi said they have one for Fire Equipment, Repair and Maintenance, Police Cruiser, Refuse Tractor. The total is \$125,500 which is a slight decrease of \$384. Mr. Lee wondered about the new one-ton as he thought he requested it in the CIP. Ms. Hallquist reviewed the CIP and noted that it appears to be slated for purchase in FY2015. Mr. Lee said that was fine and he would try to get another year out of the current one-ton.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$125,500 into Capital Outlay- Machine. THE MOTION WAS APPROVED UNANIMOUSLY.

Capital Outlay – Buildings

This included a \$20,000 appropriation for Tracy Library repairs.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$20,000 into the Capital Outlay - Buildings fund. THE MOTION WAS APPROVED UNANIMOUSLY.

Capital Outlay – Improvements

The total was \$175,100.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$175,100 into the Capital Outlay - Improvements fund. THE MOTION WAS APPROVED UNANIMOUSLY.

Transfer to Capital Reserves

Transfers to these funds are in accordance with the recommendations made in the Capital Improvements Program as prepared by the Planning Board. The total is \$486,600, which is an increase of \$486,500 over last year's budget.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$486,600 for the Transfer to Capital Reserves. THE MOTION WAS APPROVED UNANIMOUSLY.

Expendable Trust Fund

Chair Bianchi said that this was \$30,000 last year. The Board does not feel that additional funding is required this year.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to not appropriate any money into the Expendable Trust fund. THE MOTION WAS APPROVED UNANIMOUSLY.

Sewer

Chair Bianchi said that this is a wash. Money that is expended is reimbursed by the sewer users.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$557,994 into the Sewer Disposal fund. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appropriate \$2,431,755 for the total sewer fund, including bonded debt principal and interest and capital outlays. THE MOTION WAS APPROVED UNANIMOUSLY.

Pleasant Lake Dam Maintenance/ General Government Building Fund

The Board went back to the General Government Building Fund to discuss the \$14,500 to repair cracks on the face of the dam. This will increase the amount in this fund to \$194,246.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to amend the General Government Building total from \$179,746 to \$194,246. THE MOTION WAS APPROVED UNANIMOUSLY.

Chair Bianchi said the next meeting would be the following night with the Budget Committee at 7:00pm. They would also meet at 5:00pm on Thursday with the Recreation Department to continue the interview process for the interim director position.

Due to the meeting taking so long that morning, he suggested deferring the remainder of the agenda until another meeting. The Board agreed to meet at 4:30pm on Thursday (just before their meeting with the Recreation Commission) to deal with the remaining agenda items.

Upcoming meetings scheduled

Next regular Selectmen's Meeting – Monday January 28th – 8:30am

Selectmen and Budget Committee – Wednesday, January 23rd – 7:00pm

Selectmen – Thursday, January 24th – 4:30pm – Whipple Town Hall

Selectmen and Recreation Commission – Thursday, January 24th – 5:00pm – Whipple Town Hall

Planning Board Meeting – Tuesday, January 22 - 7:00pm

Future meetings scheduled: CAC: February 2 at 7:30am and March 2 at 7:30am; Selectmen: February 4 at 6:00pm and February 19 (Tues) at 8:30am. March Selectmen meetings were scheduled for March 4 at 6:00pm and March 18 at 8:30am.

Application for Building Permit:

- Alf & Michelle Rylander, 158 Hemlock Lane (Map & Lot 089-007-000) repair deck – Permit #13-003 – Approved
- Blanchard & Burt Properties LLC, 21 Hilltop Place (Map & Lot 144-001-021) interior renovations – Permit #13-004 – Approved.

Other Items to be signed:

- Disbursement voucher
- Intent to cut – Town of New London, Goose Hole Road (Map & Lot 029-001-000) Approved.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to adjourn the meeting. THE MOTION WAS APPROVED UNANIMOUSLY.

The meeting adjourned at 12:50pm.

Respectfully submitted,

Kristy Heath, Recording Secretary
Town of New London