



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES April 1, 2013

PRESENT:

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

ALSO PRESENT:

David Seastrand, Police Chief
Ed Andersen, Sergeant
Leigh Bosse, *The Messenger*
Minette Sweeney *The InterTown Record*
Eben Lamson
Police Officers: Russell Lamson, Dave Zuger, David Keith, Joshua Fisher

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

New Police Officer – Eben Lamson

The Board welcomed Eben Lamson to the meeting. Police Chief David Seastrand previously recommended, and the Board approved, the hiring of Eben Lamson as a Police Officer for New London.

IT WAS MOVED (Janet Kidder) AND SECONDED (Tina Helm) to appoint Eben Lamson as a Patrolman for the Town of New London. THE MOTION WAS APPROVED UNANIMOUSLY.

Town Clerk Linda Hardy then administered the Oath of Office to Mr. Lamson in the presence of his fellow officers and family members. His father, Russell Lamson, a retired State Trooper and currently a part-time police officer for the Town, congratulated his son and presented him with the badge he will wear as a police officer. In presenting the badge to his son, Officer Lamson noted that he was very proud of his son and encouraged his son to remember the high standards that must always be observed as a member of law enforcement.

Bob Brown - Conservation Commission Chair

Mr. Brown came before the Selectmen to give an update on a couple of things. The first thing was in regards to the recent tree cutting at the Philips Preserve. The Conservation Commission updated the forestry plan for this parcel in 2012 from the first version, written in 1994. Leo Maslan, a licensed Forester managed the plan for the 70 acre parcel. About 80% of the trees they had planned to cut were actually cut, as it was felt it to be in the best interest of the forest to leave some of the valuable trees standing. Their main concern was the view and the habitat. About 80% of the cut material was only suitable for pulping or converting to wood chips. 20% of the cut was sent to be cut into lumber. Lou Cadwell was the logger and Mr. Brown opined that he was meticulous about what he did. He took out the understory to enable the pines to re-seed. This measure did not make him any money, but showed that he

was forward thinking and knowledgeable about his work. In the end, they came up with a balance of \$7,288.25 for the material taken from the parcel. The Conservation Commission is very pleased with the outcome of the cut. It was noted that this money is deposited into the General Fund.

Mr. Brown said that the other issue he wanted to discuss was the Land Acquisition Fund request for the coming year. He explained that the first six years the fund existed, the deposits averaged about \$92,000 per year. In the last six years, when the economy started to fail, the deposits have been under \$8,000 per year. He understood that there was a lot of money in the fund (just under \$450,000), but when they look at their desirable land list in the Master Plan, there are over 40 parcels they would like to conserve. The Conservation Commission currently has one parcel they are working on which will deplete the fund noticeably. They feel that their desired request is more than what the Budget Committee is comfortable with. They planned to request \$50,000 for 2014, but after discussing the matter, they agreed to reduce the request to \$25,000. This request went to the CIP Committee, whose recommendation was \$12,500. Mr. Brown wondered if the Selectmen had approved a certain amount and if so, what it was. Chair Bianchi said that the Selectmen had decided on \$12,500. He also noted that it was not the Budget Committee that cut their request to \$12,500; it was the Planning Board during the CIP process.

Mr. Brown wondered if it was felt that the Conservation Commission wanted a larger number put into the Land Acquisition Fund, could that amount be amended on the floor at Town Meeting. Chair Bianchi said that any amount or item can be amended on the floor. Mr. Brown said they do not really want to do that but they are trying to work towards their mission.

Mr. Brown asked if the Selectmen would consider adding the monies derived from the tree cutting at the Philips Preserve to the Land Acquisition Fund. Chair Bianchi said he was not in favor of this. The money for this sort of thing has traditionally gone into the General Fund. He was happy with the amount that had been appropriated and felt that the money from the tree cutting should stay in the General Fund. Mr. Brown said he respected Chair Bianchi's opinion.

Ms. Kidder said she agreed with Chair Bianchi. The revenue from the tree cutting is coming in during the current fiscal year and shouldn't be put forth into future fiscal years. Ms. Helm agreed and added that there are a number of sources that become revenue for the Town and not just Conservation. The revenue for these things goes back into the General Fund. She felt that allowing the Conservation Commission to gain possession of these revenues would set a precedent for other committees who bring revenue back into the Town. She was comfortable with the \$12,500 appropriation. If more money is needed for the purchase of a parcel, as long as people get a concrete knowledge of what money is needed, the voters would likely be in favor of it. Ms. Helm thanked Mr. Brown for his ongoing communication with the Board of Selectmen.

Mr. Brown said they are working out some of the final easement language with the Big Hilltop, LLC parcel. They decided, along with the Forest Society, to hold off on this purchase until the next Town Meeting. He said he would provide an early draft of the easement to the Selectmen to get their response to it. They hope to fundraise for this purchase. Chair Bianchi welcomed this effort. Mr. Brown wondered if any funds could be encumbered to pay for the appraisal for this parcel. It was discussed that there was a \$13,000 account the Conservation Commission has that has been made up of donations that could be used to pay for the Town's portion of the appraisal should that be needed.

Department of Revenue Administration Letter

The New London-Springfield Water Precinct has requested that the DRA allow them to collect additional money from the water precinct taxpayers to allow the precinct to meet its obligations now that the Town pays over the taxes collected later than it used to. This is the result of the town going to quarterly tax billing. Ms. Hardy explained that the Water Precinct has collected their full amount but did not get it when they wanted it. They are collecting extra money to get them on a better collection schedule. She believed that the tax rate in 2012 was set at the correct amount, but the timing was off. Ms. Hallquist said that this will continue to be a problem because they will never get all their money by December 31st. The Water Precinct Commissioners who were at the meeting assured Ms. Hardy that this extra collection would fix their problem and they wouldn't need to do it again. She said it was her intention to include a letter with the supplemental billing to let people know what the extra amount was for. The DRA and the Water Commissioners said this did not have to be done and the amount could be added with no indication to the consumers as to why. The Selectmen did not feel that this was the way they wanted to run their Town. Ms. Hardy said she did not see how they could collect in 2013 for the 2012 tax bills. It was the consensus of the Selectmen that a simple explanation of why the extra amount was added should be included with the next water precinct bills.

Ms. Helm hoped that going forward they could have better communication with the Water Precinct and be updated annually by them on what they are doing.

Budget Committee Meeting Update – Linda Hardy

Ms. Hardy said that the Budget Committee thought she should try to find money in her budget to pay for the "Invoice Cloud" program. The ballots will cost much less to print as there are no zoning amendments this year. A few other odds and ends were eliminated to enable her to come up with \$2,000 of the \$2,800 necessary to purchase the software. She contacted the company and told them they couldn't come up with the \$2,800 up front but that she had come up with about \$2,000. The vendor said they could provide the software to the Town for \$2,000. Ms. Hardy said she would like to have the program in place when the first billings were due. Her request is that the \$1,200 taken out of the budget for Computer Support for the software be put back in for FY2014 and supported by the Board of Selectmen.

Ms. Hardy added that they do several hundred boat registrations per year using a work-around system with the State. The software they use to do the motor vehicle registrations is being upgraded to include boat registrations. This would eliminate the double-entry and hand-written reports they currently have to do. The cost for the upgrade is \$1,000 and it costs \$220 for support per year. The total amount Ms. Hardy was requesting for Computer Support was \$1,420; \$1,200 for the Invoice Cloud support and \$220 for the boat registration upgrade. Ms. Helm and Ms. Kidder were in favor of Ms. Hardy's request and thought she did a good job with her department. It was noted that the Budget Committee had suggested Ms. Hardy find the money in her budget this year to purchase the Invoice Cloud program, which she has done. Ms. Kidder said that Ms. Hardy did the work to find the money in her budget and negotiated with the vendor to get a lower price.

Chair Bianchi said he was not in favor of this. He said the Board of Selectmen increased the department head budgets by \$1,769. The Budget Committee then added \$1,000 more. They are not all about cutting, as some people think.

IT WAS MOVED (Janet Kidder) AND SECONDED (Tina Helm) to recommend to the Budget Committee that \$1,420 be included in the computer software support line as Ms. Hardy was able to find the money in her budget this year to purchase the Invoice Cloud software. In addition, Ms. Hardy is recommending the upgrade and support of the upgrade to the Motor Vehicle Registration module, to include boat registrations.

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

Dave Seastrand – Police Chief

Chief Seastrand submitted his letter informing the Board that he is retiring, his last day being April 30. Chair Bianchi expressed his sorrow at hearing this but respected Chief Seastrand's decision to retire. Ms. Helm opined that Chief Seastrand has been a loyal employee to the Town for many years. Chief Seastrand said the Town has been wonderful to work for and recalled getting over 300 get-well cards from the community when he was sick with cancer. He observed that the Town has always been supportive of him and the department and he has appreciated that greatly. He recognized that the timing of his retirement wasn't the best but believed it never was. He felt it was time for him to do something different. Chair Bianchi said they appreciated his 27 years of faithful service to the Town. Ms. Kidder said that Chief Seastrand has set a tone that they all respect and she thanked him for that. It is bitter-sweet and they wish him the best but noting his leaving will leave a huge hole to fill. Chief Seastrand said he was only a phone call away to help with anything people need. He noted that the decision wasn't a quick one for him as he has been thinking of retirement for several months. He thanked the Board of Selectmen and other boards, department heads and staff for the support he and the department has received over the years.

Consider Grant Approval- update of Local Emergency Operations Plan

Ms. Hallquist said the Emergency Operations Plan has to be updated every several years. The Town is eligible for a grant of \$2,500 to hire a contractor to assist in the update, and the Town will be required to use the same amount in the form of labor of the Emergency Management Committee. A grant was used recently to update the Hazard Mitigation Plan.

**IT WAS MOVED (Janet Kidder) AND SECONDED (Tina Helm) to approve the Emergency Operations Plan grant in the amount of \$2,500.
THE MOTION WAS APPROVED UNANIMOUSLY.**

Ms. Hallquist noted the receipt of a letter from Rosanne Palmieri in support of the gravel road paving program. Ms. Palmieri, a resident of Wellswood Road, would like the road paved. Ms. Kidder wanted to note that the end of Blueberry Lane was not paved by the Town; it was a privately funded job. The letter has been forward to the Budget Committee for consideration during the budget public hearing.

Chair Bianchi noted the receipt of an application for a sign to be put up at the Transfer Station by the Boy Scouts to signify the severity of fire danger. It was noted that Chief Lyon has approved this sign.

Chair Bianchi noted the receipt of a letter from the Elkins Fish & Game Club requesting permission to renew the Board's permission to allow the Club use of Town property on Mountain Road for parking. The Club would like permission to use it for six events this year instead of four. The certificate of insurance coverage was attached. The Board noted that no complaints were received last year. Ms. Hallquist said the Selectmen had agreed on four events last year because that is how many the Club had asked for. If more events were requested, they were asked to come back to the Board of Selectmen for approval. Ms. Kidder felt there was a lot of concern about shooting ranges and she didn't want the neighbors adversely impacted by the noise.

**IT WAS MOVED (Janet Kidder) AND SECONDED (Tina Helm) to approve the letter with the original four events and two additional events can be approved at the Selectmen's discretion.
THE MOTION WAS APPROVED UNANIMOUSLY.**

Ms. Kidder said that the club has made an effort to be good neighbors by helping out with the duck boxes in New London.

Old/Pending Business

Uses and Charges for the Town Common

Chair Bianchi said they have applications for using Whipple Town Hall, and guidelines for the use of the New London Town Common. The guidelines for the use of the common were written on November 8, 1993 and amended on August 30, 2007. He sees nowhere that there is a cost to use the Common. There is a fee to use the Academy Building and Whipple Hall, however. Ms. Helm suggested if they decided to charge a fee to use the Common, they would need to amend the ordinance. Chair Bianchi said they need to decide who can use the Common as they only allow non-profits at this point in time. They've never charged the Hospital, Garden Club, Rotary, and the College to use the Common. He wondered if a non-profit that is not local could use the common at no cost. Ms. Helm said that the Republican Party holds an event there once/year and they are not local. Chair Bianchi wondered if they want to have any nominal fees charged to use the Common. Ms. Kidder thought they should handle these requests case by case. The ordinance reads that organizations and events held on the Common can be approved only if they fall under the best interests of the Town.

Ms. Helm suggested that even though they'd take the requests on a case by case basis, they could still charge a nominal fee to use the Common. That could easily be added to the guidelines. Ms. Kidder said there is a maintenance fee deposit mentioned in the wording. They could simply re-name it a "non-refundable" fee. Ms. Helm thought they should be consistent for what they charge for the use of Town buildings and property. Ms. Kidder said that with the use of the Common there is wear and tear of the bandstand, the lawn, a need for rubbish removal, and electricity would be used. It was felt a fee should be charged.

Chair Bianchi asked if Whipple Hall was being used for 12 hours or less, it was \$25 for local organizations and \$50 for non-local organizations. It was noted that a "package deal" was given to the Barn Players for multiple day use of the Town Hall. The "Friends of the Market on the Green" would also like a similar "package deal." There are 11 dates they would like to use the green, on Wednesday afternoon/evenings. Chair Bianchi thought there was more wear and tear on the property for this kind of an event, and thought \$275 was a good deal. It was felt by Ms. Helm and Ms. Kidder that this event was a good thing for the town and promoted local businesses and vendors. Ms. Kidder thought \$250 for the season would be appropriate.

IT WAS MOVED (Janet Kidder) AND SECONDED (Tina Helm) to charge "Friends of the Market on the Green" \$250 for the use of the common for the 2013 season. THE MOTION WAS APPROVED UNANIMOUSLY.

Ms. Hallquist noted there is a request from KCPA (Kearsarge Conservatory of Performing Arts) from Warner to use the common for a scholarship program involving music and dance. There would be a \$5 donation accepted at the event.

IT WAS MOVED (Janet Kidder) AND SECONDED (Tina Helm) to charge KCPA \$25 for the use of the Town Common. THE MOTION WAS APPROVED UNANIMOUSLY.

It was noted that there was a maintenance deposit fee referenced in the guidelines. Chair Bianchi suggested charging a \$100 refundable maintenance fee.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to charge KCPA a \$100 refundable maintenance fee. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to charge the “Friends of the Market on the Green” a \$100 refundable maintenance fee, to be collected should the services of the Town be used to clean up after the event. THE MOTION WAS APPROVED UNANIMOUSLY.

Review of Budget

Ms. Johnson provided a revised surplus calculation sheet. In the previous version, the formula used was incorrect.

Ms. Hallquist said she came up with a draft regarding the words they may use for the \$10,000 lease option with regards to the 1941 Building. It has been reviewed and adjusted by Town Counsel, Bart Mayer and has been sent to the School Board for approval. The Board reviewed a draft of the warrant article that will be placed on the warrant for voter consideration at Town Meeting.

IT WAS MOVED (Janet Kidder) AND SECONDED (Tina Helm) for the Selectmen to approve a warrant article for \$10,000 to be given to the KRSB for the option to enter into a long term lease for the 1941 Building. This article will appear on the 2013 warrant. THE MOTION WAS APPROVED UNANIMOUSLY.

Chair Bianchi said members of the 1941 Building Committee will be forming a new 501(c)(3) organization. He believed that once this organization is formed, there will be less of a need for the Selectmen formed 1941 Building Committee. He noted that the private entity would not have to work under the rules of the Selectmen and would thus give them greater flexibility. Ms. Helm wondered if instead they dissolve the Town's committee and then those who wish to continue with the private 501(c)(3) could do so. Chair Bianchi thought this would be appropriate. Ms. Kidder agreed with this idea.

Recreation Director

Ms. Helm thought they should vote on whether or not they want to have a full or part-time Recreation Director. She thought this would be helpful to the Budget Committee.

Chair Bianchi said when they began with an Interim Part-Time Recreation Director, there was talk of having a review of the program and what would be added or eliminated. He thought it would be premature to take a vote now. They have agreed to fund a full-time position but it may come about that they won't need a full-time person. He thought it was too early to take this kind of vote.

Ms. Kidder said the Budget Committee was not in favor of over-estimating a budget.. It seemed to her this was an opportunity for the Budget Committee to go after the Recreation budget to cut the total budget down by \$45,000 which is their goal. She felt they should back up the Recreation Department to vote that they plan to hire another full-time Recreation Director. Ms. Helm said the review of the department was never meant to be part of the Interim's job description. She felt that it would show very little vision for the future of the Town if they don't support a full-time Recreation Director position. She felt a vote would show leadership in the Town and support those who value recreation in the Town, of which there are many.

Chair Bianchi said he wasn't convinced they needed a full-time Recreation Director as yet. He thought it was too early to take this vote.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) that the Selectmen support the hiring of a full-time Recreation Director for the fiscal year 2014. THE MOTION PASSED.

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

Extra Pay Period Question

Chair Bianchi said that Mr. Wilson from the Budget Committee asked about the extra pay period for the 2014 fiscal year with regards to salaried employees. The extra amount the employees will be paid in that fiscal year will show up as what they had received in the budget year. In essence, a pay increase in the fiscal year will be observed. Ms. Hallquist said this is a function of the calendar and it is required by law to pay the employees. Ms. Johnson said the employees' W2 would not show this extra amount. Ms. Kidder said that this extra week is a week the employees have worked and they should be compensated for it. Ms. Hallquist wondered what it was that Mr. Wilson wanted to do; did he want to decrease salaries to compensate for this increase? She said this was possible but she had never heard of it happening before. She said that this kind of calendar anomaly happens and she has been through it before in a previous job. It wasn't clear what Mr. Wilson was trying to achieve or what answer he was trying to get.

Town Administrator's Report

Topic for the CAC Meeting: Chair Bianchi suggested informing the members about recent Town events and news. Discussion could go forward from there. Ms. Hallquist said that Mr. Hoke had suggested looking at the Town Report and have the members make comments about how it could be changed in future years.

Insurance: Ms. Hallquist said she spoke with Ben Barton about someone who could look at the Town's buildings to get the value of them to compare with what LGC has for figures. Chair Bianchi thought they should look further into this and see how much it would be to do this.

Ms. Hallquist said that the tri-town Assessing Board will need a New London Selectman representative in the next session. Ms. Kidder said she would like to do it.

Next Meeting

The next Selectmen's meeting is scheduled for April 9th at 6:30 PM to receive and consider recommendation of any petitioned warrant articles that may be submitted. April 9th is the deadline for petitions and the Public Hearing on the Budget will be held at 7:00PM.

The next regular meeting of the Board is April 15th at 6pm.

Planning Board Report

Ms. Helm said that the Planning Board met on March 26th. It was a quick meeting. The only application that came forth was from TDS Telecom who was allowed to put in a new generator.

Sewer Meeting

Chair Bianchi said there was a sewer meeting in Sunapee the past Thursday. There was some discussion as to a \$300,000+/- New London may be responsible for paying, beyond the \$5.2 million dollars.

APPOINTMENT OF ACTING POLICE CHIEF

Given the announced retirement of Police Chief David Seastrand, the Board discussed who would perform the duties of Chief, should a permanent Chief not be in place by May 1st.

IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appoint Sergeant Edward G. Andersen as Acting Chief of Police, effective May 1, 2013, upon the retirement of David Seastrand. THE MOTION WAS APPROVED UNANIMOUSLY.

Application for Building Permit:

- Edward & Jacqueline Jewell, Whitney Brook Road (Map & Lot 052-009-000) build new single family home – Permit #13-015 – Approved
- TDS – Kearsarge Telephone Co., 242 Main Street (Map & Lot 084-061-000) install outside generator – Permit #13-016 – Approved.
- Charles & Miriam Nelson, 521 Burpee Hill Road (Map & Lot 070-013-000) demolition of house in controlled burn – Permit #13-017 – Approved.
- Calerin, LLC, 37 Main Street (Map & Lot 073-053-000) erect temporary greenhouse & decking & railing – Permit #13-018 – Approved.
- New London Hospital, 273 County Road (Map & Lot 072-016-000) interior renovations – Permit #13-019 – Approved.
- Lake Sunapee Region Chamber of Commerce (Map & Lot 084-010-000) maintenance of building – Permit #13-020 – Approved.

Application for use of Town commons:

- Elkins Fish & Game, fly fishing demo day, May 18th, 2013 10AM-3PM (rain date May 25th) – Approved.

Application for sign permit

- Sign to be put in front of information booth Elkins Fish & Game, fly fishing demo day, May 18th, 2013 10AM-3PM (rain date May 25th) – Approved.

Other Items to be signed:

- Disbursement voucher
- Intent to cut – (Map & Lot 101-009-000)
- Application for current use – (Map & Lot 020-016-000)

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

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to adjourn the meeting of April 1, 2013. THE MOTION WAS APPROVED UNANIMOUSLY.

The meeting adjourned at 11:50am.

Respectfully submitted,

Kristy Heath, Recording Secretary
Town of New London