



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES November 14, 2011

PRESENT:

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

ALSO PRESENT:

Michele Holton, New London Resident
Tom Galligan, President of Colby-Sawyer College
Nick Ciarlante, Colby-Sawyer College student
Zhou Dong, Colby-Sawyer College student
Doug Atkins, Colby-Sawyer College
Eric Palson, New London Resident
Peter Ruth, New London Resident
Renate Kannler & Bruce Hudson, New London Residents
Steve Jesseman, Jesseman & Associates
Fred Downey, New London Resident
Jim Wheeler, Budget Committee Chair
Robert Brown, Conservation Commission Chair
Joe Cardillo, New London Resident
Richard Lee, Public Works Director
Dave Seastrand, Police Chief
Dave Kidder, New London Resident
Leigh Bosse, Owner, *The Messenger*
Merry Armentrout, *The InterTown Record*

Chair Kaplan called the meeting to order at 6:00pm. He welcomed those in attendance, including Zhou Dong, a sophomore at Colby-Sawyer College. Ms. Helm said that Ms. Dong was interested in learning more about local government, so was there to observe. She noted that she would be mentoring the student, who would be keeping a journal while attending various meetings.

Tom Galligan & Doug Atkins – Colby-Sawyer College

Mr. Galligan, President of Colby-Sawyer College was there to present a slide show that explained their vision for the future of the college.

President Galligan said that the college and the town have been linked since 1837. The Town Office building was the original Academy building, from when the college was an academy called “The New London Academy.” He noted that today, the college is the second largest employer in town after New London Hospital, and is the largest tax payer.

In 1837 the institution began as an Academy, became a Junior College for women, was a women's college, and is now a co-educational institution. They have never faced a more challenging economic environment as they are in now. There are more educational opportunities, and smaller schools are at risk. Regardless of this notion, President Galligan opined that the educational experience they provide is second to none. 98% of graduates are either employed or in grad school within two months after graduation.

Their goals are continued academic development, growth, to improve facilities, to improve their financial strength, and to re-finance their debt.

President Galligan was pleased to share that only five years ago there were five students from outside of the USA. This year, there are 40. This is due in part to their globalization initiatives. He also noted that they have on-line pilot course offerings. An example of this is the nursing program. Students travel to DHMC for their clinical and every nursing student has passed their nursing boards on the first try.

President Galligan explained that student growth has come about because they have spread the word. Many students want to attend Colby-Sawyer College. The average class size is 17, with the largest being 25. They have found that having larger numbers of students helps to create a better learning environment, to keep clubs and activities thriving, and to be more competitive technologically. The three significant overlap colleges (schools where students attend if not accepted at Colby-Sawyer College) are the University of New Hampshire, Plymouth State University and Keene State College. Their direct competition is public education.

President Galligan offered that since the beginning of the college's existence, they have been gradually growing; they would like to continue pursuing this path. He showed some slides of the campus, which were broken into three areas: residential, academic and athletic.

Strategic Facility Expansion

President Galligan said that they would like to construct a new Arts Center, 60,000 square feet in size. They would do this by raising \$21.8 million dollars and financing about \$5 million dollars. This building would go into the academic zone. Views of Kearsarge and Ragged Mountain would help to celebrate the sense of space. President Galligan offered that this would also provide good space for the community to gather for art exhibits, plays, and performances. It would include a 500 seat theatre.

Residence Hall Space

President Galligan explained that they need residence hall space desperately. They would meet this need in a first phase by turning the basements of Abby and Burpee Halls into garden-level apartments. This is a possibility due to the fact that the Windy Hill School, that used to occupy these spaces, has moved into its own building. He added that approval from Planning Board has already been secured for this phase, to add 44 beds.

Dining Hall/Student Center

President Galligan said that they would also like to renovate the Ware Center to expand the dining hall capacity. The dining hall has not expanded since 1958 but they certainly have increased the population. It is simply not big enough. President Galligan said that besides the space issue, they need to renovate this area to compete with the other colleges of this size that have larger, more attractive dining facilities.

They would like to double the capacity of the dining hall by building an addition around the current dining hall and knocking out an interior wall. This would move the building back about 50-100 feet. President Galligan added that there are currently no restrooms on the floor that the dining hall is in. There

is also no elevator that would be useful in assisting physically challenged people to access a restroom from the dining hall. The renovation of this building would result in doubling the size of the large room in Wheeler Hall, restrooms would be on each floor, and the mail room size would be increased. Student club space could be added here too.

President Galligan said that it would cost about \$6.1 million dollars to renovate this building to address these needs.

Athletics/Turf Field

President Galligan explained that students in high schools are competing on turf fields. The existence of a turf field (or lack thereof) may sway a prospective student from coming to Colby-Sawyer College. Without such a field, they lose two months of the year to weather. The Outing Club, high school, and others could use this field as well. They would need to have lights erected to take full advantage of the facility. They would eventually like to have a track around it, as they have a track team but no track. Stands and a media box could be added at some point.

The total cost for this upgrade/renovation is \$3.5 million dollars. They have received pledges totaling \$1.6 million dollars already.

President Galligan explained that they have broken this renovation down into two phases: Phase 1 is the implementation of a turf field. Phase 2 is the rest of the complex. A future phase would be the addition of a road to get to the fields more easily and event parking. A comfort station could be added to avoid outhouses. Students from other colleges could change their clothes in such a facility instead of on the bus or in the crowded Hogan Center. President Galligan also has visions of perhaps a turf baseball and softball field, tennis courts, etc. at some point in time.

Classrooms

President Galligan said that they would ideally like to provide for 6-7 updated classrooms, and to renovate 3-4 classrooms.

It was noted that construction projects of this sort will give positive economic benefit to the town, as the college would use local businesses to do the work.

Chair Kaplan asked about the priorities of these projects. President Galligan said that they'd do all the projects at once if they could, as they think each are equally important. He went on to say that the Art Center is crucial and they desperately need it, but it is over \$21 million dollars. Their immediate short-term needs are residence hall space and the dining hall space. The turf field is a \$3.5 million dollar project, (less for the first phase) and they have been successful in getting funds. This project may happen before the art center. Timing, reality, and available funds determine the order of these projects.

Chair Kaplan recognized that the College is growing and it was good for President Galligan to come and explain things. Chair Kaplan noted that it didn't surprise him that residence hall space was on the list. He thought it was a smart thing to do to create more space in the basements but felt that this didn't replace the need for a residence hall. Ms. Helm asked if off-campus students would move back on campus if there was room for them. President Galligan said he thought there would always be some students living off campus as some prefer it. He pointed out that even when they had no space issues, only about 86% of students lived on campus. He thought that trend would continue. Ms. Helm asked how many off-campus houses college owned. Mr. Atkins said they owned five. President Galligan added that the college's board has approved their growth up to 1,500 students.

Chair Kaplan said he was glad they had a plan for the future and understood they needed to grow together. If the college grows too quickly, the town would not be able to keep up. New London and the College work because they work together.

Mr. Bianchi wondered if they would need an increase in the institutional zone. President Galligan thought everything was within that zone, but one area that would require some zoning change would be the proposed athletic area. They would work with the Planning Board on this.

Bruce Hudson asked if there were no current issues with classroom space. President Galligan said they do have concerns about this but have been told by an expert that if they reconfigure their current classroom space they would be okay for now. As they get bigger they would need to make a change. Beyond 1,250 students they would need to add rooms.

Mr. Hudson asked what the overall expansion in the next five years would do to the infrastructure and the sewage system in the town. Mr. Atkins said that this would be part of their master plan discussions with the Planning Board. That is part of the growing together and not going out of synch. Mr. Stanley said that new buildings would hopefully be more energy efficient than the older buildings and would contribute less to these systems than one would imagine.

Fred Downey & Dave Kidder – Proposed Kearsarge Community Center

Dave Kidder said he and Mr. Downey wanted to get this issue on record. They wish to make use of the 1941 building which was part of the old middle school, and part of the “L” that includes the dining area. Mr. Kidder noted that for him, the building is an iconic building in New London. He attended 1st – 7th grade in it and graduated in the gym. His junior year homeroom class was Mr. Bianchi’s. Mr. Kidder said that he and Mr. Downey came from different perspectives. He wants to save the building but Mr. Downey is interested in the importance of having a community center in town. He thought it not too far-fetched to think about the King Ridge community asset, which he felt was a similar situation, and the town lost it. He doesn’t want this iconic building to be torn down. He knows that within the context of the town’s expenses, people look at things and want to cut more. They lost the middle school which brought revenue to the community. Bringing a community center to that area would bring some of that revenue back. They don’t want the center to be a burden on the town. At some point down the road, however, there will need to be town involvement to make it work. They want a community center to allow other organizations in town to do a better job and to give them space to do what they want to do. It is not about a community association. COA, the Outing Club, and other organizations and towns would be able to use the space at a reasonable cost.

Fred Downey said that he lost his mom when he was five and that his local community center was a second home for him. He has also run centers in the past which have been a big part of his life. Mr. Downey felt that they were talking about the same things Mr. Galligan spoke of in terms of space. He believed the center would help New London to be competitive with other towns. This is a strategic move on the part of the town and would help strengthen the non-profits in the community. By offering space to non-profits at low-cost or no-cost it would allow them to contribute to the quality of life within the town. He explained that he was asked by the IRS when filing for a 501(3) (c) (non-profit status) how much of the services would be provided by the center and how much by non-profits. He estimated that 80% would be used by non-profits other than the center. He saw that this was more than preserving what was lost when the school left, but to reach out and meet unfilled needs.

Mr. Downey recalled that at their first meeting with the Board of Selectmen, they presented a \$3.5 million dollar project. With the help of the Kearsarge Regional School District, the total is down to \$1.8 million dollars and a phasing of \$900,000 dollars. He said that non-profits need space and always have. In the

process of working with many organizations in town, he has received endorsement letters from Tom Galligan (President of Colby-Sawyer College), Jerry Frew (Superintendent of KRSD), Bruce King (President of New London Hospital), the President of the Chapin Center, among others.

At this time, Mr. Downey reviewed a printed copy of a PowerPoint presentation he had provided to the Board of Selectmen, with details about the proposed Community Center.

Mr. Downey said that it was important to reach families, younger children and teens. Many in this area cannot afford the current programming offered in this community. He added that intergenerational activities do not occur today but they hope to offer this through the Center. When asked, Ms. Helm said that she did see the benefit in these types of activities.

Mr. Downey stressed that their goal was to form cooperative relationships, not competition. They want to help strengthen the existing organizations. He felt it was a unique opportunity to find a space such as this in the middle of town. They have been approved for a \$1/year lease through the school district for 55 years.

Ms. Helm asked if they had looked into any grant money for the preservation of historical buildings. Mr. Downey said that they are looking into this currently, explaining that Bud Dick had pointed them in that direction. He felt that it was hard to find this kind of grant money, but was encouraged that it was out there.

Mr. Bianchi said they were calling this building the "Kearsarge Community Center." He wondered if they had given any presentations to other towns and wondered how much others would be contributing towards the project. Mr. Downey said that to begin with, it would be just New London contributing but other towns would be asked to help in the future, as they do with COA.

Chair Kaplan pointed out that they had a sewer bond approved by the town last March for \$5.4 million dollars, which is more than the town has ever borrowed before. They are in the midst of tough times now and in today's climate, he didn't think the town would want to put forth even more money at this time. Chair Kaplan commented that they could always bring this issue to Town Meeting and ask for a bond issue to get the money. Last year they got the bond they asked the town for and he didn't feel comfortable asking for any more.

Mr. Kidder said that if the Board of Selectmen wanted them to come back at a later date they could sit and talk with Mr. Wheeler and other Budget Committee Members about this. He understood that there was a lot of pressure on everyone to keep costs down. Mr. Kidder offered that they should look at this as an investment and not an expense. He said he wouldn't be there if he didn't feel it was an investment for the town down the road.

Doug MacMichael said it is nice to have someone have interest in the building because otherwise it will be torn down. He hoped to be able to help keep funding it one day as a community center.

Mr. Downey hoped Chair Kaplan would re-think his position. It is a unique situation and agreed that it would take a lot more talking before everyone would be in agreement. He thanked them for their time.

Michele Holton said that she and her husband fought against having the Middle School moving to Sutton. New London was 50/50 on the vote for the new school. She knew the folly that King Ridge was and the mourning that that area is still going through. She said that they were there because there is such an opportunity to unite the community by creating this Center. She felt they'd be passing a lot up if they let it

go. She doesn't want them to look back 5-7 years down the road to wish they had used the building. Ms. Holton said she had a community center in her childhood growing up and that it was important to her. She felt a lot of kids in the area needed this as there was a lot of downtime. She has become a believer in this community center after talking to many non-profits in the area who have expressed a need for this space.

Bob Brown – Conservation Commission Chair

Mr. Brown explained that they have done a lot of work on the trails in town. He said the most frequently used trail is Cricenti Bog Trail, which is comprised of about 90% boardwalk. This consists of about one mile of linear trail. In the last year they have replaced about 60% of the boardwalk. They have worked in the Low Plains clearing and maintaining trails, and have done a lot at the Clark Lookout, Lyon Brook, Great Brook, and Clark Pond trails, to name a few. Commission member Dan Allen has done a lot of work and is in the trails 3-4 days/week. Mr. Brown explained that signage is another big project that they spend time and money on. The materials for signs come out of their operating budget but the creation of signs is all by volunteer help.

Mr. Brown said that this past summer they had tremendous success with an intern who was hired to do trail maintenance. The intern worked a maximum of 240 hours. At first they had some concerns about being able to keep the person busy, finding the right person, etc. They had 13 applicants and Doug McKenna, a Colby-Sawyer College student, was hired at \$10/hour. It worked out very well and they would like to do the same program this year. They have a small group of local people to help with the trails, but Mr. Brown said that it is difficult to get more help, as they do most work during the week. He added that the majority of volunteers are 70+ years old and the work is hard. They are trying to do this work at little or no cost. Mr. Brown felt that they have exhausted the local volunteers.

Mr. Brown shared that this year they worked with the Merrimack County Correctional Facility a few times and was impressed at how hard they worked. They did some work in Low Plains hauling brush. Another day they worked in the Bog and carried heavy lumber a long distance. He found them to have good attitudes and even the corrections officer worked along-side them. Mr. Brown felt they had a never-ending list of things to do to be able to keep up with everything. He added that there was no fee charged for this program and they hope to make use of this labor again next year. He said that there were some concerns regarding the County budget and the future of this program.

Mr. Brown said that the Commission had come up with a list of desirable conservation lands. Additionally, the Master Plan identifies a number of properties that are desirable to them. There was also a Colby-Sawyer College Natural Resource Inventory Study done in 2009/2010 that identified some additional parcels that would be beneficial to conserve. They combined these lists to come up with 40 parcels of interest to conserve. Some are not likely to ever become available but they wanted to be a little more proactive considering the funds they have set aside for the purchase of land. They wrote letters to 15 property owners explaining that their properties were of value for conservation. The property owners were encouraged to contact the Commission if they wanted more information, without commitment. They heard back from four people and have had some initial discussions. The list will be monitored and updated as they see necessary.

With regards to the CIP, Mr. Brown said that their Conservation Land Acquisition Reserve has approximately \$437,000 in it. They had set a cap of \$500,000 for the fund. It is their plan to not make a request for funding to the land acquisition fund. In lieu of that, they would like to proceed again with RSA 36-A which was not successful at Town Meeting last year. They need a lot of support from the Town, and education for everyone to get this to pass. Part of their plan, after meeting with the Planning Board, was to get the support of the Budget Committee, Planning Board and the Board of Selectmen for this proposal. He submitted copies of the RSA he was referring to for the Board of Selectmen to review:

RSA 36-A:4-a (I) (b): Expend funds for contributions to "qualified organizations," as defined in section 170(h)(3) of the Internal Revenue Code of 1986, for the purchase of property interests or facilitating transactions relative thereto to be held by the qualified organization, when such purchase carries out the purposes of this chapter. Because such contributions further the protection of the state's natural resources, they are hereby declared to be a public purpose.

Mr. Brown said that last year there was a second part of the RSA, including the use of funds for parcels outside of New London, which will not be included this year.

The Conservation Land Acquisition Fund is to be used for the purchase of land or an easement which must be purchased and owned by the town. This means the land is removed from the tax roll. Whatever that cost is, that is what is paid. These deals are subject to recommendation to the Conservation Commission, approval by the Budget Committee and the Board of Selectmen, and must go to Town Meeting for voter approval. In addition to buying the land outright, the town could, if the RSA as described above is adopted by town meeting, with approval of the Board of Selectmen, the Budget Committee and Town Meeting, make a donation to a qualified organization defined as a 501(c)(3) such as the Forest Society, Lake Protective Association, Audubon, etc. The town could vote to make a contribution of a specified amount, or a portion of the purchase price which would get the town the same benefit without paying the full price. It would allow the land to stay on the tax roll to remain a revenue source for the town. Mr. Brown said that he would like their endorsement to say publically that the Board of Selectmen approves, recommends/supports this warrant article. It seemed to make a lot of sense to maximize the usage of their fund.

Mr. Stanley said that this requires no fee interest and the town would not be responsible for anything further down the road, but allows for conservation project participation. It allows them to accomplish a goal they wanted to accomplish, but does not involve ownership. Someone else would own the property and maintain it. Chair Kaplan thought that what seemed to get people on edge at Town Meeting was the prospect of land outside of town being conserved. Mr. Stanley agreed that this was a bone of contention at last year's meeting.

Mr. Bianchi asked how many times in the past it would have been beneficial to have this RSA in effect. Mr. Brown said it was hard to answer, but since 2009 approx 40 other towns have passed this RSA and about half have passed the out of town portion. When a project is identified, an obvious question is how much do they contribute. One of the questions that came up was "is making contributions by the town counterproductive" and are they donating money that others would have donated privately. He has learned that just the opposite happens. When a town steps up, people see that it is a real project that is going to happen and they are more inclined to give.

Mr. Stanley said there have been a number of projects that this would have been beneficial for. Low Plain was one instance where they wouldn't have had to purchase the property. Another instance is the Outing Club property on Knights Hill Road (the "Core" property, which is 50+ acres in the center of town). The majority of easements in New London have involved no money at all but have been contributed to the town. This may not be the case in the future so this RSA would be helpful in conserving with other organizations.

Mr. Cardillo felt that the matter did get convoluted last year at Town Meeting. He asked if the town buys the property would there be no property taxes on the land. Mr. Stanley said that under a contribution to a 501(c)(3) organization, whoever holds the title to it still pays property taxes on the land. If they purchase a conservation easement, someone else owns the land. The land is still privately held and the owner has to

pay taxes but it is at a reduced amount because there are no development opportunities on the land any more. He felt this made good sense to have this as an opportunity and they would be more inclined to use the fund if they had this ability.

Mr. Wheeler was appreciative that the Conservation Commission would forego a contribution to the fund this year. The Budget Committee expects to fully support this RSA being passed.

Mr. Bianchi didn't see a problem with it and thought it would have passed last year if it wasn't so confusing at Town Meeting. They don't really know how much of a benefit it would be to do it, however. Mr. Stanley said the benefit is the ability to use the funds in these additional ways, in the future. Mr. Brown said that it doesn't mean they have to do it, and still requires approval across the board, as it was before. Mr. Stanley said that the benefit is the ability to contribute to these easements without having any responsibility for them down the road.

Mr. Bianchi asked if the Conservation Commission would say that they wouldn't ask for money in writing. He said that last year there was the same talk but they did end up asking for some. Mr. Brown said he would, but this would only be true for one year. Mr. Wheeler said that there are people at Town Meeting who would stand up and ask for more money on behalf of the Conservation Commission. Mr. Brown said that they wouldn't be asking for any money this year.

IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to endorse the Conservation Commission's request for warrant article for RSA 36-A: 4-a (I) (b) for the 2012 warrant. THE MOTION WAS APPROVED UNANIMOUSLY.

Mr. Brown said in an effort to maximize the value of town land and their efforts, the Conservation Commission would like permission of the Board to review two parcels owned by the town, approximately 30 acres, which are forested. One is on Mountain Road, and one is on Laurel Lane. They would like to have the parcels evaluated to find the forest value. If appropriate, they would like to put together some type of forestry plan with the guidance of the tree warden. They would like to try and make the parcels more valuable. Mr. Stanley said these were not conserved lands, but are parcels the town owns and if properly managed could yield a significant amount of revenue for the town. The Board had no objection to the Conservation Commission looking into the issue of a forestry plan and reporting back to the Board.

Approval of Minutes from October 27, 2011

IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve the minutes of October 27, 2011, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.

There was one very minor grammatical change.

Approval of Minutes from October 31, 2011

IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to approve the minutes from October 31, 2011, as amended. THE MOTION WAS APPROVED.

Mr. Bianchi abstained from voting as he was absent from the meeting.

There were three small spelling/grammatical errors that were to be changed.

West Side Drive Acceptance

Ms. Hallquist noted that this would be held on December 19th at 6pm in the Syd Crook Conference Room. This date gives 30 day's notice.

IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to hold a public hearing at 6pm on December 19th to approve West Side Drive and Snow Lane. THE MOTION WAS APPROVED UNANIMOUSLY.

Consider Quote to Repair Wall in Archives

Ms. Hallquist shared that they received a \$750 quote from Snow Building to make this repair. Mr. Bianchi thought this was well below the threshold that would require additional bids. He had no problem accepting the bid as long as they think they have the problem solved. The Board of Selectmen was in agreement that this bid should be accepted and the work should be done.

Finalize Award of Bid for Main Pump Station Electrical Upgrade

Ms. Hallquist reported that Ewing Electrical gave a bid of \$57,700 to do this work. Chair Kaplan said that this was the lowest bidder and asked if everyone was satisfied with it. Mr. Lee recalled that approximately \$60,000 was put aside for this portion of the project.

IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to accept the bid from Ewing Electrical for \$57,700 as recommended by Underwood Engineering. THE MOTION WAS APPROVED UNANIMOUSLY.

Employee Holiday Bonus

Ms. Helm thought they had to go into non-public to talk about this. Ms. Hallquist said it was not necessary as the Board was not considering any one specific employee but instead whether all town employees would be given a bonus. Wendy Johnson (Finance Officer) said that this is an annual tradition that is paid from the Selectmen's Discretionary Fund. The total bonuses if approved are \$7,019.41. Ms. Helm asked if that left enough for the remainder of the fund for whatever else the fund pays for. Ms. Johnson said that it is only used for coffee at the CAC meetings, which will go through June, 2012.

IT WAS MOVED (Tina Helm) AND SECONDED (Mark Kaplan) to approve Ms. Johnson's request for holiday bonuses as presented on November 14, 2011. THE MOTION WAS APPROVED UNANIMOUSLY.

Dispatching Fees

Chair Kaplan said this is a fee charged to various towns within their dispatch service area. The subject had come up as to whether they should stay the same or increase the fees. Chief Seastrand thought they should get as much from the communities as they can without them leaving and going to a less expensive service. Right now, New London's fees are low to "on par" with other agencies. They have some luxury in their demographics to keep some towns in New London's dispatch; some towns are too far away from other agencies to allow them to move easily. Some towns have found Newport's fees to be too high and have turned to New London for their service.

Mr. Bianchi wondered if they lost some towns if they could lower their personnel. Chief Seastrand said they are a 24/7 service and are as low as they could get. He wouldn't want another town to pull out at this point with finances the way they are. If New London is happy with what they are receiving and the towns are happy with the service, they should keep it flat. Ms. Hallquist suggested that the Board could keep the fee of \$3,000 unchanged. The only change in overall bills to the town would then be the result of call volume which is up for some towns and down for others. Chief Seastrand said that the overall call numbers for everyone, state-wide, are going down.

IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to keep dispatching fees as they were in 2011. THE MOTION WAS APPROVED UNANIMOUSLY.

Administrator's Report

Ms. Hallquist said that there would be a ribbon cutting ceremony at Faces, the spa under the Inn at noon on Wednesday. Rob Bryant from the Chamber of Commerce called to invite the selectmen or town administrator to attend to represent the Town. Ms. Hallquist noted that she would attempt to make it, and encouraged those in the audience to attend as well.

Upcoming meetings for the Board of Selectmen, Planning Board and Budget Committee were as follows:

November 23rd at 8am – possible Board of Selectmen
December 13th at 7pm Planning Board - Public Hearing on the Master Plan
December 27th at 8am Board of Selectmen Meeting
December 27th at 7pm Public Hearing on the Master Plan
January 9th at 8am Board of Selectmen Meeting
January 9th at 7pm Budget Committee Meeting

Community Advisory Committee, November 19, 2011

Ms. Hallquist said that Susan Bryant will be in attendance to discuss Hospital Days. Time permitting, Chad Denning (Recreation Director) has been asked to attend the meeting to discuss the success of the parking ordinance at the beaches. Chief Seastrand said he would touch base with Mr. Denning on how it went from their point of view.

Ms. Helm thought Mr. Denning had said they would have Chief Seastrand come in at some point to give a full report on how it went this past summer. Chief Seastrand said that their role, as the Police Department, was to enforce the parking and to remove people who had been coming to the beach and parking for long periods of time without proper permitting. He thought they did a good job, although it was easier to enforce the parking at Bucklin than it was in Elkins. Ms. Helm has had some pushback about Elkins in that it didn't work. People were still parking there without permits and there were some questions about people not being ticketed enough. Chief Seastrand said that some people still had to use the post office parking lot who were not residents, and that coupled with the fact that the parking in that area isn't lined, made it hard for people to know where they can/cannot park. He thought it was helpful to have the "no parking" signs on Elkins Road. Chief Seastrand said that there were still issues with vandalism at Melendy Park, the gate house, and there was a broken window at the Post Office. Because of the way that area is laid out, it is difficult without keeping someone there full-time.

Ms. Helm told Chief Seastrand that she felt the speed on Newport Road was vastly improved.

Ms. Hallquist noted that she and Ms. Johnson would be meeting with LGC regarding insurance the following day.

Ms. Helm said that the Master Plan and it is pretty much done. The dates for the two public hearings were set and it would be completed and adopted by the end of December, 2011.

IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to go into non-public pursuant to RSA 92-A: 3(II) (a).....Roll call vote: Chair Kaplan – Yes, Ms. Helm – Yes, Mr. Bianchi – Yes. THE MOTION WAS APPROVED UNANIMOUSLY. The Board entered nonpublic session at 9:05 PM.

The Board returned to public session at 9:20 PM. Upon returning to public session, Chair Kaplan noted that Mr. Lee had lost an employee and would like to replace him. Mr. Bianchi said that if a position is open, right now is not a time to fill it and he would like to make do with what they have for employees.

IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to not fill the position with the Public Works Department.

Discussion: Chair Kaplan thought they should fill the position. They do not have an extra man and they have lost a man. The person they lost is not extra, but needed in the winter to clear the snow away. Ms. Helm saw where Mr. Bianchi was coming from with them being in tough times and they are being called on to be responsible stewards. If they could get along with four, she would be in favor of trying it. If it doesn't work they have the option of going back to hire someone. She leaned towards seeing if they could get along with one less employee. She understood that wasn't what anyone wanted to hear but they have to send the message to the taxpayer that they are being proactive in saving money for the town. Chair Kaplan said because they have dropped the tax rate by \$.50 in the last two years, which was equivalent to \$500,000 since 2008. He didn't think they could continue to keep cutting like this and there should be a line they don't go below. They need to keep the streets cleared; it has to be done. Chair Kaplan observed that things will deteriorate if they keep cutting.

Ms. Helm asked what else the employee did. Mr. Lee said that in the summer, his core people are broken up into three groups that run efficiently. With one less person he will have two teams and one team of one who will not be able to be as efficient. He noted that the Public Works Department has taken on wastewater, they have cut an employee, and there is talk of them taking on building maintenance as well. They can't continue to take on all of this especially with one man down. Production will go down if they cut one employee.

Mr. Bianchi said he has heard complaints that the third highest paid person in the Public Works Department is mowing lawns. Although she is probably one of the best workers he has, some feel that it is a waste of good man-power when they don't use part-time workers enough for things such as mowing. Mr. Bianchi felt that mowing could be done by part-time help on a seasonal basis. Mr. Lee said that the employee supervises the ground crew and can get the same work done faster than anyone else. Ms. Helm said she wasn't a believer in going to too many part-time workers. While part-time employees may save money, it will cause much more attrition of employees. She asked how long it would take to fill the vacant position. Mr. Lee estimated it would be late December/early January before someone could be hired.

**Chair Kaplan called for a vote for the motion made by Peter Bianchi.
THE MOTION WAS NOT APPROVED.**

Yes: Peter Bianchi. No: Mark Kaplan, Tina Helm.

IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to fill the vacant position within the Public Works Department. THE MOTION WAS APPROVED.

Yes: Tina Helm, Mark Kaplan. No: Peter Bianchi.

Mr. Bianchi noted that this was the third time there had been an open position that they have filled and he disagreed with the decision to fill the position.

Mr. Lee handed out a letter from Wright- Pierce Engineers with an amended schedule for work to be done for the dam. The engineers will not be able to meet the original schedule because of the length of time needed for State review and approval. The EPA plan was sent as well but there is still some tweaking to be done. The Inundation modeling is done. He has heard that they may have a good case to get the dam lowered to significant hazard rather than a high hazard level.

Chief Seastrand – Request to Fill a Position

Chief Seastrand met with the Board to request approval to fill the vacant position of full-time dispatcher. Chair Kaplan asked if the part-time dispatcher wanted to become full-time. Chief Seastrand said that was a possibility. The three full-time dispatchers they currently have may be interested in moving their shifts around. His thought was to approach them first to see if they needed to do any shift movements and then see what was left for shifts. Then they could advertise and know what they are offering. In the past he has had more part-time dispatchers but it is hard to get them to be able to cover shifts on a needed basis. There is no incentive for part-timers to work holidays, which makes it hard to cover those specific shifts. Mr. Bianchi thought part-timers should get paid more than full-time employees because they don't get benefits.

IT WAS MOVED (Tina Helm) AND SECONDED (Mark Kaplan) to fill the full time dispatch position. THE MOTION WAS APPROVED.

Yes: Tina Helm, Mark Kaplan. No: Peter Bianchi

Chief Seastrand said that Halloween night was a busy night. Clarke's Hardware was broken into. All officers on call responded to the hardware store and the person was scared off. He was chased down Newport Road to the corner at Springledge Farm, and then bailed out of his van. An officer chased him until he noticed someone else was in the van. A woman who had been in the van was placed under arrest. State Police with K-9 tracked the suspect to Barrett Road and Everett Park. There were so many people out running around making it confusing to find the person. The following morning they found out that the suspect broke into four residences on Everett Park, three of which are occupied at the time. In one residence, he waited until the occupants went to sleep and then took the keys to steal their car.

Due to all the towing of vehicles (the suspects van and the stolen car, which was abandoned in Hooksett), they have piled up towing charges of \$722.00. They are trying to work with the County Attorney's Office to pay that bill. The suspect hasn't been found yet.

Application for Building Permit:

- Len Dorr, 1365 Little Sunapee Road (Map & Lot 031-007-000) add roof over main entrance, new porch and move sun room, new footings – Permit #11-112 – Approved.
- John Anderson, 706 Lake Shore Drive (Map & Lot 051-013-000) add new deck – Permit #11-113 – Approved.
- Thomas Little, Barrett Road (Map & Lot 084-038-000) build new house w/2 car garage – Permit #11-114 – Approved.
- Jonathan Mellen, 600 Hall Farm Road (Map & Lot 087-009-000) install solar electric system on roof – Permit#11-115 – Approved.
- David Gunn, 806 Little Sunapee Road (Map & Lot 020-008-000) repair front steps and rear door – Permit #11-116 – Approved.

Application for temporary sign permits:

- First Baptist Church – Holiday Fair – 11/19/2011 2 signs 1 at info booth – 1 at church – Approved.
- Ladies Benevolent Society of Elkins – 12/3/2011 2 signs 1 at info booth – 1 at Masonic lodge – Approved.

Application for use of Town common & bandstand:

- Lake Sunapee Region Chamber of Commerce, 328 Main St. put community Xmas tree in gazebo (12/1/2011 – 1/6/2012) approved.

Application for use of Whipple Memorial Town Hall:

- NL Garden Club – meeting & flower show – March 13, 2012 8AM-5PM – approved.
- NL Garden Club – meeting & auction – June 11, 1-5 & June 12, 2012 11AM-3PM – approved.
- Lake Sunapee Region Chamber of Commerce, 328 Main St. community Santa Claus event – Dec. 2, 2011 5:00 – 6:00 PM - Approved

Other items to be signed:

- Disbursement voucher.
- Request to serve alcohol at annual Fire Department pay night (12/5/2011) Approved.
- Application for Current Use – 309 Davis Hill (Map & Lot 068-019) Approved.

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

The meeting adjourned at 10:15 PM.

Respectfully submitted,

Kristy Heath, Recording Secretary
Town of New London