



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## BOARD OF SELECTMEN MEETING MINUTES January 28, 2019 6:00 PM

### PRESENT:

Nancy Rollins, Chair  
Janet Kidder, Selectman  
G. William Helm Jr., Selectman  
Kim Hallquist, Town Administrator  
Wendy Johnson, Finance Officer

### ALSO PRESENT:

Ed Andersen, Police Chief  
Peter Bianchi, New London Resident  
John Lewis, New London Resident  
Bob Harrington, Public Works Director  
Phyllis Piotrow, Budget Committee Member  
Vahan Sarkisian, New London Resident  
Joe Cardillo, Budget Committee Member  
Minette McQueeney, *Intertown Record*  
Russell & Lisa Lamson

Jay Lyon, Fire Chief  
John Wilson, New London Resident  
Bob Bowers, New London Resident  
Scott Blewitt, Recreation Director  
Jerry Gold, New London Resident  
Tim Paradis, Energy Committee Member  
Graham McSwiney, New London Resident  
Leigh Bosse, *The Messenger*  
Eben & Marciana Lamson

Selectman Rollins called the meeting to order at 6:05 PM.

### **Eben J. Lamson – Swearing in as Corporal, New London Police Department**

Chair Rollins welcomed the friends and family of Eben J. Lamson, in attendance for the swearing in ceremony as a Corporal for the New London Police Department. Chair Rollins administered the oath of office to Officer Lamson. Police Chief Andersen and Russell Lamson (father of Corporal Lamson) made remarks of congratulations; Mariana Lamson, wife of Corporal Lamson, affixed the Corporal badge to her husband's uniform.

### **Public Comment**

Peter Bianchi stated he heard that the town lost the Police Officer that handled the K-9 dog for the department, and he questioned what happens with the dog. Chair Rollins confirmed that yes, the officer has resigned, and the dog will be reassigned to another officer in New London.

### **Transfer Station Survey**

Town Administrator Hallquist stated that the Solid Waste Committee met and reviewed the report from Horizon's Engineering which outlined the wetlands on the town's transfer site, noting that the Committee was pleased that the wetlands are not as big as previously thought so they will leave it up to the Selectmen to determine next steps. The town has not appealed the state's decision on the additional land.

Selectman Helm, a member of the committee, noted that he is not pursuing re-election to the Board of Selectman and Alison Seward, the chairman of the Solid Waste Committee has resigned. Bob Harrington is also new to his role. Based on all of these changes, Selectman Helm recommends putting this discussion on hold until the Spring. He doesn't feel there is any urgency to this project, and the new committee chair will want to look closely at changes that could be made based on this information. It appears to him that this site would be a viable site for the foreseeable future. He thanked Alison Seward and the Committee for all their work. Chair Rollins agrees that this should be referred to the new administration and this can be discussed later.

#### **Request for abatement of land use change tax assessment for Samuel Drive, LLC**

Kim Hallquist stated that Norm Bernaiche's recommendation is to abate from the value of \$148,000 to \$125,000 which would result in a reduction of \$2,300 taxes. Mr. Benaiche feels that the subject lot is inferior to both the other lots as it is a higher traffic road lot and has no view.

**IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to accept the recommendation. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### **Energy Committee recommendation to place an article on the warrant to exempt solar**

Kim Hallquist stated there is a law that allows a town to exempt solar arrays from property taxation. Currently the assessors do not include the value of solar as part of the property value, however the information is noted on the property cards. A vote to adopt the exemption will make formal what we have been doing all along. The Energy Committee wants to make sure that if the town decides to change this in the future, this warrant article will make it so solar cannot to be taxed.

**IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to include the language of article 23 to deal with this matter. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### **Authorization to withdraw \$56,500 from GIS Capital Reserve Fund (CRF)**

Wendy Johnson stated that the GIS project is complete. The total cost was \$115,000 and this \$56,500 is the balance to be taken out of the Capital Reserve Fund to pay for the rest of the project. This will leave approximately \$200 in the GIS Capital Reserve Fund account.

**IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to withdraw \$56,500 from the GIS Capital Reserve Fund. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### **Discontinue of GIS CRF as project is complete**

Kim Hallquist recommends putting this on the warrant to discontinue this completely as there will not be another GIS project done anytime soon. The remaining \$200 will go into the general fund.

#### **Health Officer Appointment**

Kim Hallquist reported that until we find a permanent Health Officer, the town needs to let the state of New Hampshire know that the Board of Selectmen will be performing these duties and would like one of the selectmen to be the point person. Bill Helm has volunteered for this. Kim Hallquist and Bill Helm are in the process of talking with Colby-Sawyer College to see if anyone in the Environmental Science faculty or nursing faculty is interested in a permanent appointment.

**IT WAS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to appoint Bill Helm as the Health Officer point person until a Health Officer is appointed. THE MOTION WAS APPROVED UNANIMOUSLY.**

**Johnson request for abatement of interest on late payment of taxes**

The Board reviewed a letter requesting abatement of interest for late payment of the 1<sup>st</sup> and 2<sup>nd</sup> quarter tax payments; the property owner explaining that she was unaware that the automatic payment feature of the town's on-line payment was discontinued. Linda Nicklos, Tax Collector at the time, prepared summarizing what transpired. In March, 2018 the company used for online tax payments was changed as the company that was being used was not as effective as it should be. A new company was secured, but it was discovered that people who had previously signed up for automatic payments through the old company were not automatically switched over to the new company for auto payments. In this case, the person did not notice that she didn't pay July and October payments. Linda Nicklos sent a courtesy late payment letter to her and it was only then that she realized the payments weren't deducted from her account. The property owner believes that because she wasn't told in advance about the change, she shouldn't be held responsible for the interest due. Ms. Nicklos pointed out that one way the property owner would have realized the payment wasn't received was by noticing that she didn't receive a confirmation email. When an auto payment was done, an email was sent confirming that the transaction was done. Another way would have been by noticing her checking account was higher than it should be.

Selectman Helm would like to know how many people were on auto pay and how many were affected by this change. Ms. Hallquist responded that she was made aware of a few people that realized this and had to pay interest. Ms. Hallquist asked Ms. Nicklos to check with the previous company to see if there was a policy that it was the responsibility of the payer to track that their payments were being made and that the onus is on them. She has not gotten a response to this.

Selectman Helm stated a letter should have been sent to notify people of this change and would like to know how many others this affects and how much money is involved.

Chair Rollins agrees and stated it is good customer service to notify people when a switch is being made. Ms. Hallquist stated that when the tax collector made the decision to change companies, she didn't know this would happen and be an inconvenience for people.

Selectman Kidder stated a letter should have been sent to everyone that used this online service to alert them of possible glitches. She stated this should have been anticipated and would like to remember this for the future so people will be notified of any computer changes. She would be inclined to abate the interest. She would also like to know how many were affected.

**IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to abate the interest due on the property at 375 Whitney Brook Road. THE MOTION WAS APPROVED UNANIMOUSLY.**

**Naming of streets in New London Place Development: Clough Circle, Griffin Way, Hope Stryker Drive**

The Board considered a request by Continuum Development for street names in the proposed New London Place development. Kim Hallquist stated that the Selectmen are the ones who can approve the names of public and private roads. Ms. Hallquist checked with the Police and Fire Chiefs and the E911 coordinator and even though the state doesn't particularly like having

people's names for road names they wouldn't say no. If the Selectmen don't have any issues with these names, they can approve them. The three suggestions reference individuals that have been involved with New London Hospital in some capacity. All agreed these names were fine.

### **Town Administrators Report**

Ms. Hallquist provided the following report:

- The last day to sign up to run for Town Office is Friday. There are several open positions.
- The last day to submit a petitioned article is Tuesday, February 5, 2019. This is the day before the budget public hearing.

### **Committee Meetings & Reports**

Planning Board - Selectman Kidder reported there was a meeting on January 8, 2019. There was a public hearing regarding the two zoning amendments for solar energy systems and tree cutting.

On January 22, 2019 there was a Master Plan meeting and the survey is almost complete. There will be another meeting either next week or the week after. Chair Rollins asked how soon this will be completed as this has been underway for almost a year. Chair Rollins asked for an update regarding the survey at the second Board of Selectmen meeting in February.

Selectman Helm noted at the last Budget Committee meeting, he chose not to vote on the revenue item as the Selectmen had not discussed it.

### **Meeting Minutes**

**IT WAS MOVED (Janet Kidder) AND SECONDED (Bill Helm) to approve the minutes from the January 7<sup>th</sup> meeting. THE MINUTES WERE APPROVED.**

Chair Rollins noted that Katie and Peter Vedova were at the last meeting and expressed safety concerns about Sutton Road. A letter was supposed to have been written and Chair Rollins asked if that had been done. Ms. Hallquist stated a letter went out last week. Bob Harrington spoke with the Sutton Town Administrator, a Town Selectman and the Road Agent to give them a heads up about the letter regarding the painting of lines on the road. Vahan Sarkisian stated that given that New London is the largest contributor to the school system and this is a safety issue, the school department should pay to have this done, suggesting that the Selectmen push for it to be done.

### **Upcoming Meetings & Special Events**

- Next Regular Selectmen's Meeting – Monday, February 11<sup>th</sup> – 6 PM
- **PUBLIC BUDGET HEARING** – Wednesday, Feb. 6<sup>th</sup> – 7 PM @ Whipple Town Hall
- Selectmen's Meeting to approve Warrant – Wednesday, Feb. 6<sup>th</sup> – 7 PM @ Whipple
- Recreation Commission – Wednesday, Feb. 6<sup>th</sup> – 10 AM @ Whipple
- Energy Committee – Wednesday, Feb. 6<sup>th</sup> – 5:30 PM
- Planning Board – Tuesday, Feb. 12<sup>th</sup> – 6:30 PM

## **Other Business**

### **Revenues for FY2020 Budget**

Selectman Helm stated that the building fees line item was flat and he suggested it be given that the New London Place was going to begin construction in FY2020 that would generate substantial building fees and suggested raising the revenue by at least \$10,000.

**IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to increase building fees from \$30,000 to \$40,000 and approve the information on the January 28, 2019 run, subject to adding the bond numbers. THE MOTION WAS APPROVED UNANIMOUSLY.**

Selectman Kidder stated that she has been appointed to the State's Lakes Management Advisory Committee. She was appointed to represent the Planning Board so she will need to stay on as the Planning Board Representative.

It was decided that the bond hearing will be held on February 25, 2019. The notice for this hearing will be in the newspaper and posted in town.

The Selectmen agreed to authorize Kim Hallquist to contact Dartmouth Coach soliciting their approval to put a port-a-potty at the Park n' Ride.

### **Items to be signed**

- Accounts Payable Voucher
- Payroll Authorization Voucher
- Appointment card
- Land Use Change Tax
- Veteran Credits
- Birthday cards
- Applications To Use Town Property
  - ✓ Town Common/Green & Bandstand – On Fridays, during the months of June July & August from 5pm to 8:30pm for The Summer Concerts of the Green by the New London Bandstand Committee.
  - ✓ Whipple Town Hall conference room – On Friday, March 8<sup>th</sup> from 9am to 11am for a Creative Economy meeting by the Center for the Arts.

### **Applications Approved &/or Denied**

#### Temporary Event/Sale Permits

- NL Hospital Days events for NL Hospital, on the Town Common, on Saturday, August 3<sup>rd</sup> from 7:30am to 7:30pm. APPROVED

#### Sign Permits

- Temporary Sign – By Jim Dedman for a 2'x3' sandwich board sign at the Information Booth for the Springfield 250<sup>th</sup> Celebration during January 11<sup>th</sup> - 26<sup>th</sup>. APPROVED
- Temporary Sign – By Elkins Fish & Game for 33"x22" sandwich board sign at the Information Booth for the Fishing on the Common event during May 13<sup>th</sup> – 18<sup>th</sup>. APPROVED
- Temporary Sign – By NL Hospital for various banners and sandwich boards at various places for the NL Hospital Days events during August 1<sup>st</sup> - 4<sup>th</sup>. APPROVED

- Temporary Sign – By NL Hospital for directional signs posted along race route for the NL Hospital Days events during August 3<sup>rd</sup> - 4<sup>th</sup>. APPROVED
- Permanent Sign – Lisa Kirchmeier, 428 Main Street, TM 035-042-000. APPROVED

Building Permits

- Hugh A. Chapin & Trust of Judith K. Chapin, 267 Lamson Land, TM 062-007-000. An "after-the-fact" modifications to deck & interior renovations. BP 16-031 APPROVED
- Domum Caelo Trust-Rachel Kalin, 425 Lakeshore Drive, TM 037-008-000. Build 2 story garage w/2 half baths. BP 19-001. APPROVED
- Jack & Jamie Wade, 128 Knollwood Drive, TM 035-051-000. Reconfigure space to create master suite and half bath. BP 19-003. APPROVED
- John & Martha Cassidy, 122 Andover Road, TM 110-010-000. Ground mount solar 7.8kw. BP 19-006. APPROVED

The Board of Selectmen meeting stayed open to allow for a joint Budget committee Meeting that began at 7:00 PM.

Respectfully submitted,

Trina Dawson, Recording Secretary  
Town of New London