



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES October 1, 2018 5:00 PM

PRESENT:

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

ALSO PRESENT:

Will Gatchell, Harriman
Police Chief Ed Andersen
Fire Chief Jay Lyon
Michael & Karen Murphy, New London Residents
Peter Bianchi, New London Resident
Phyllis Piotrow, Budget Committee
Howard Hoke, Kings Solomon's Lodge
Doug MacMichael, New London Resident
Paul Gorman, Planning Board Chair
Joe Cardillo, Budget Committee
Rob Prohl, Budget Committee Chair
Minette McQueeney, *Intertown Record*
Jim Wheeler, New London Resident

Chair Rollins called the meeting to order at 5:00 PM.

Presentation of the Capital Improvement Program (CIP)

Paul Gorman, Chair of the Planning Board, attended the meeting to present the Capital Improvement Program (CIP) as prepared by the Planning Board. He reported that the CIP Committee met several times and used these meetings as an opportunity to meet with the Fire Chief, the Director of Public Works and Wendy Johnson, Finance Officer.

Mr. Gorman informed the Board that the committee reviewed where the town is with regards to the recommendations made a year ago. It was noted that the Goose Hole Bridge engineering study that was recommended has not been done. Additionally, the improvement of the culverts on Pingree Road and Brookside are in process but have not been completed.

The committee was happy to see the Transfer Station Study has been done and the results have been shared. An action plan should to be developed and decisions will need to be made by the Board of Selectmen with regards to that plan.

In preparing the CIP, the Planning Board discussed increased funding for sidewalk and bridge projects and the capital reserve account and that hasn't been addressed. They made recommendations regarding investing in heavy duty equipment to meet fire safety, highway maintenance and trash collection requirements of the town.

The recommendations made this year:

- The town should facilitate the development of either a new facility or a rehab of a present facility to house the New London Police Department and New London Dispatch. This is the top priority that the CIP is recommending to the Board of Selectmen.
- The review of the Transfer Station study has been completed and now the task is for the Board of Selectman to take the findings and develop a plan of action.
- The committee reviewed projects carried over from previous listings and proposed at that time repairs of the Elkins Road Bridge and Bunker Road.
- The town should initiate a process of developing a plan for the establishment of a multipurpose community center. This would be for the recreation department and also for the use by the town's citizens.
- The Police Department needs to expand their radio communication coverage.
- The town should begin efforts to fulfill the warrant passed at the 2018 Town Meeting to achieve 100% renewable sources for electricity by 2030 and 100% renewable fuel sources for heating and transportation by 2050. Additionally, the town should aid local institutions, businesses and residents to reach the same goals considering cooperative efforts with Colby-Sawyer as they have set a similar goal of net neutrality by 2050.

Selectman Helm asked about correspondence that took place between Chair Gorman and Rob Prohl with regards to the Community Center. Mr. Prohl felt the Master Plan should be completed first to let the community speak to that issue. Chair Gorman stated the committee met with Mr. Prohl in September and he voted to approve the proposal as it was presented.

Contract with RPC for Master Plan Support Staff

Chair Gorman stated there has been a subcommittee of the Planning Board that has been working for the past eight months on developing a questionnaire that would be distributed to members of the town to solicit input to amend or make necessary changes to the Master Plan. The Master Plan is a document that is supposed to drive the activities of the town. Once this information is gathered there will be a series of recommendations and they will convene for public comments. A work plan has been developed that picks up where we are at the present time and moves it forward. Chair Gorman is asking for an appropriation to support this effort, using staff from the Regional Planning Commission (RPC). This will cost the town \$23,090.

Chair Rollins asked what the status was of the questionnaire and can she review it? Chair Gorman stated it is finished and yes, it is available for review. Chair Gorman stated the plan is to distribute the questionnaire via mail, at various meetings of different groups in town and at the transfer station. It will also be available electronically using survey monkey.

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to approve the request to engage the services of the RPC to assist with the Master Plan. THE MOTION WAS APPROVED UNANIMOUSLY.

Buker Study

Will Gatchell of Harriman attended the meeting. He explained that since the last meeting they have done a more specific review and have eliminated many options to try to get to a single recommended option. At the last meeting it was requested that there be an option where the Recreation Department is removed, and the focus is only on the Police Department for this site.

Option 5-1 is a renovation project that doesn't satisfy the fundamental goals for the project. Total cost is \$4,883,977.

Option 5-2 involves moving the Sally Port but doesn't meet space needs. This includes purchasing the abutting property (McEnrue property) for expansion. Total cost is \$5,614,162

Option 5-3 fundamentally meets the space needs. There is still a slight space deficiency, but it is very close. Total Cost is \$6,839,260

Option 1B has the highest square footage and keeps the sally port where it is. Because of its inefficiencies, this option is the second most expensive at \$7,200,929.

Option 6 is the new stand-alone facility with all new construction with a new entry way on the back of Whipple Hall. This involves five phases. The first phase would be to have the PD move into the 1985 portion of the Buker building and the lower level of Whipple to enable the existing dispatch area to be removed to allow the new construction to happen. The new police department would be built, the police move in, the rest of the Buker building is demolished and the new entrance to Whipple is built. Laying out the spaces on a new footprint will yield a more efficient layout. Total Cost is \$8,953,735 in part due to almost \$250,000 dedicated to the Whipple Hall entry that is separate from the police department.

Harriman's recommendations are to focus on the options that meet the program needs and provide more efficiency. Mr. Gatchell noted that entertaining any other options besides 5-3 and 6 would require significant capital investment and would result in a temporary solution similar to the current facility condition. He observed that Option 6 is really the only option that allows Whipple Hall to regain its independence as a single historic structure. It creates operation separation for the police which improves safety for users of Whipple Hall and the Police Department. It provides the most efficient layout and the level of construction can be controlled. It offers a phasing plan that limits the amount of times the police department is disrupted throughout the project.

Selectman Helm feels this topic requires more discussion but any of the options that try to add to the existing structure creates more problems. The real discussion should be about doing the 3.5 million dollar renovation or doing the best thing which is starting from scratch to ensure all program needs are met. He also noted in option six, the basement of Whipple Hall would be unassigned. The difference in cost between 5-1 and option 6 is about 1% on the tax rate. He would like to pursue acquiring the adjoining land regardless of what is decided. The Recreation Department needs to be considered while making this decision and Selectman Helm stated they will need to have recommendations for the town regarding this. Selectman Helm also asked for clarification regarding the site work number for option 6. Mr. Gatchell explained it was mostly due to the development of the courtyard area. Mr. Gatchell will reach out to the estimator for more information.

Chair Rollins stated the board has agreed to meet again on October 8, 2018 for further discussion about this.

Peter Bianchi noted there are some discrepancies and he wants to understand what some of the comparisons are. Mr. Gatchell explained some of the square footage numbers changed because the Recreation department space was pulled out. The focus was just on the Police Department.

Phyllis Piotrow wanted clarification about purchasing additional property. Chair Rollins responded that several of the options include purchasing the additional property and this would be additional cost. She also noted finding a place to put the recreation department becomes an additional cost.

Ms. Piotrow asked about the cost for placing solar panels on the south facing roofs. Mr. Gatchel stated they would have to do an analysis and would mean additional cost. Ms. Piotrow asked if there are any grant funds available for this facility. Chair Rollins stated they are not sure at this time but certainly a possibility.

Chair Rollins asked if anyone had any specific questions to please send them to Kim Hallquist in advance of the meeting on Monday, October 8, 2018.

Public Hearings

RSA 231:133-a Changing Street Number on Hall Farm Road from 48 to 60

Property owners, Michael & Karen Murphy attended the meeting. Ms. Hallquist explained that the town is responsible for numbering homes and businesses according to E-911. The number that is generated helps responding emergency vehicles to know where the home is located. In this case, the town assigned the number 48 Hall Farm Road, and this was incorrect due to a calculation mistake on the part of town staff. The correct number is 60 Hall Farm Road. When the error was realized, the town notified the property owners to let them know. The property owners have the opportunity to voluntarily accept the change but if they do not, which is the case here, the law requires that a public hearing be held. Prior to scheduling this public hearing, Ms. Hallquist noted that Chief Andersen had to leave the meeting to respond to a call but he has stated that he is in favor of changing the address to 60 due to the need for consistency of the E-911 system.

Mr. Murphy addressed the Board and explained that they built the house over the course of a year and a half and moved in August of last year. They received a letter 9 months later in March stating there was a miscalculation of distance and in a follow up letter it stated there was a clerical staff issue. They notified everyone that their address was 48 Hall Farm Road and this included licenses, estate and will paperwork that all have the address of 48; changing to 60 will require them to spend approximately \$500-\$600 to change. He stated that due to this error and the negligence of the town, they should not incur these expenses. He is willing to change it to 60 Hall Farm Road but will want reimbursement from the town for all the reasonable costs that are associated with making that change.

Fire Chief Jay Lyon concurs with Chief Andersen with regards to consistency when numbering buildings. He is aware of the issues with the misnumbering but is concerned considering the ambulance and mutual aid use the same system of numbering. In 2003 the whole town was changed so all property owners had to change their addresses. Selectman Kidder noted that at that time, everyone had to change their documents. Mr. Murphy responded that was different since it was town wide; in his case, it was a negligence on the part of the town.

Mr. Murphy stressed that he is not trying to be unreasonable, he would just like reimbursement. Selectman Helm proposed the amount of \$250 to reimburse the family for the mistake the town made. He noted in his experience with documents, this is reasonable. Mr. Murphy stated that is unfair and could produce invoices. Chair Rollins stated that a clerical error is not negligence.

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to reimburse the residents of the property \$250.00 towards the expenses to change their address to 60 Hall Farm Road for the town's clerical error. THE MOTION WAS APPROVED UNANIMOUSLY.

RSA 31:95-b Acceptance of \$15,216.57 in FEMA Funds: Severe storm Oct. 29-Nov 1, 2017

Ms. Hallquist explained that Emergency Management Director Lou Botta worked hard with the Fire Department, Public Works and the Police Department and submitted to FEMA for reimbursement in the amount of \$15,216.57. These funds will go into the general fund.

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to accept the amount of \$15,216.57. THE MOTION WAS APPROVED UNANIMOUSLY.

RSA 31:95-e Acceptance of donated equipment to the Fire Department: Thermal Imaging Camera (\$8,917 value) and Outboard Motor for rescue boat (\$9,952).

Fire Chief Jay Lyon reported that the New London Fire Department Association sent out solicitation letters this summer and there were several items they were hoping to raise money for. They are grateful for the support of the residents of the town. The association is asking the Selectmen to accept the donation of the thermal imaging camera and an outboard motor for the rescue boat.

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to accept these donations. THE MOTION WAS APPROVED UNANIMOUSLY.

Public Comment – None

New Business

Consider the request of the Ladies Benevolent Society to accept ownership of Elkins Bandstand Property

Ms. Hallquist explained that she was contacted by someone connected with the Ladies Benevolent Society informing her that the group intends to disband. They have filed paperwork with the Attorney General's office but she is unsure of the current status. The property deed states if the Ladies Benevolent Society ceases to exist, the property known as the Elkins Bandstand would be given to the town of New London. If that were the case it would be put on the warrant for town meeting because town meeting would need to decide if the town will accept the property. Selectman Kidder asked what the condition of the bandstand is. She also asked if the Ladies Benevolent Society has funds for the maintenance of the bandstand, would they provide that as well.

Howard Hoke attended the meeting. Mr. Hoke is the chaplain of Kings Solomon's lodge #14 in Elkins, NH. As a result of a vote they had at a meeting in September, based on interactions with Connie Reese of the Ladies Benevolent Society, it was suggested that Kings Solomon's Lodge accept a gift of the land. It was voted that they would inform the Selectmen that if such a gift is possible, they would be interested in considering it. There are members in his organization that are longtime residents of Elkins who are interested in the park activities and the band concerts and what the bandstand means to the community of Elkins. They would be willing as individuals to work in partnership to see the needs are being met.

The King Solomon's Lodge bylaws say that money needs to be given to organizations that are in Elkins. The Mason's Lodge is in Elkins physically, but it was chartered in New London. Fred Pryor, treasurer of the sesquicentennial committee, confirmed this morning that the Sesquicentennial Committee had received \$10,000 for the purpose of supporting the bandstand and the concerts. The other part of the treasury went to the Elkins Fish and Game Club for other purposes. So money is no longer available from the Ladies Benevolent Society to maintain the bandstand, but \$10,000 has been passed onto the Sesquicentennial Committee for maintaining the concerts and the bandstand. Mr. Hoke thinks this was done within the past month or two.

Mr. Hoke pointed out that Phil MacLeod has taken over the duties to paint and maintain the bandstand, which is in good shape. The Selectmen would like more information, such as who is involved with the Ladies Benevolent Society and can the Selectmen designate the Mason's as a group to maintain it. There would not be money available for maintenance of the bandstand. Selectman Helm suggested that Mr. Hoke work with Bob Harrington, Department of Public Works Director, to determine the condition of the bandstand. Chair Rollins would also like Mr. Hoke to work with Ms. Hallquist regarding the legal details.

The Board of Selectmen meeting was put on hold at 6:33pm due to the Joint Budget Committee meeting; it resumed at 7:27pm.

Appointment of a Conservation Commission Member

The Board considered recommendation of Conservation Commission to appoint Ruth White as full member (currently serving as an alternate).

IT WAS MOVED (Janet Kidder) AND SECONDED (Bill Helm) to approve this request. THE MOTION WAS APPROVED UNANIMOUSLY.

Consider adoption of Resolution of Unincorporated Business as requested by Trustees of Trust Funds for Fidelity Investment Accounts.

Ms. Hallquist noted that the form was submitted by the Trustees for approved by the Board, stating that the Town is incorporated as a town and the trustees are authorized to sign on the Fidelity account.

IT WAS MOVED (Janet Kidder) AND SECONDED (Bill Helm) to approve this request. THE MOTION WAS APPROVED UNANIMOUSLY.

The Board noted receipt of request from Don Wright to have Maple Lane paved. The Board noted that the discussion held during the joint meeting with the Budget Committee touched on the subject of paving gravel roads and the need to include appropriate funds for paving.

The Board reviewed the MS-535 form and FY2018 Encumbered Funds as prepared by the Finance Officer.

IT WAS MOVED (Janet Kidder) AND SECONDED (Bill Helm) to approve the MS-535 from and FY2018 encumbered funds as prepared by the Finance Officer. THE MOTION WAS APPROVED UNANIMOUSLY.

Town Administrators Report

Ms. Hallquist provided the following report:

- The sprinkler system in the Academy Building should be done by Wednesday. There is additional equipment that is needed in the elevator shaft. Code requires a heat detector in the elevator shaft because there is a sprinkler head. Electrical work needs to be done as well.
- Sunapee sewer flow is now set at 66.67%. Sunapee agreed to remove three months of unusually high flows from New London to arrive at the 66.67%. Ms. Hallquist and Bob Harrington will find out why there is increased flow.
- Ms. Hallquist has asked for quotes on a survey for the Transfer Station.
- The town has been served a lawsuit by Spec Bowers, the owner of the cabin that burned to the ground in Georges Mills. Mr. Bowers is challenging the decision of the Zoning Board of Adjustment denying his request to add a second floor. Town counsel has been informed of the lawsuit.

Committee Meetings & Reports

Planning Board - Selectman Kidder provided a report regarding the meeting on September 25, 2018. The Planning Board reviewed Frank Anzalone's proposal for the property across from Spring Ledge Farm. The State Department of Transportation denied two entrances at that site. The Planning Board decided to continue this discussion until they know what the outcome is of the DOT issue.

The Continuum discussion about the Senior Living Facility at New London Hospital was postponed but the Planning Board did vote to allow Continuum's engineer from Jones and Beach to discuss issues with our engineer from Horizons Engineering.

There was an issue about pedestrian crossings and sidewalks at Colonial Pharmacy, but Police Chief Andersen stated there have not been people crossing at that point. The Planning Board signed off on it.

Meeting Minutes

IT WAS MOVED (Janet Kidder) AND SECONDED (Bill Helm) to approve the minutes from the September 17, 2018 meeting. THE MINUTES WERE APPROVED.

Upcoming Meetings & Special Events

- Next Selectmen/Budget Committee Meeting – Monday, October 15th – 5 PM
- Recreation Commission @ Whipple Hall – Tuesday, October 2nd – 5 PM
- Energy Committee – Wednesday, October 3rd – 7 PM
- Planning Board – Tuesday, October 9th – 6:30 PM
- Conservation Commission – Wednesday, October 17th – 8:30 AM
- Solid Waste Committee Meeting – Monday, October 22nd – 8 AM

Other Business

Items to be signed

- Accounts Payable Voucher

- Payroll Authorization Voucher
- Arbor Day Proclamation
- Veteran Credit
- October birthdays cards
- Raffle Permit
 - ✓ Lake Sunapee Region Chamber of Commerce, 328 Main St. “Guess the Date” Snow Fall 2018, date of drawing dependent on snowfall.
- Applications To Use Town Property
 - ✓ Whipple Hall Conf. Rm. – On Tuesday, October 16th from 5:30pm – 8pm for a focus group by the Dartmouth College, Norris Cotton Cancer Center.
 - ✓ Whipple Hall – On Saturday, November 3rd from 8am – 3pm for adjudication training by NL Barn Playhouse.

Applications Approved &/or Denied

Temporary Event/Sale Permits

- 13th Annual Benefit by NL Hospital, at NL Historical Society, on Friday, September 28th from 4pm to 10pm. APPROVED

Building Permits

- Muller Investment Trust, 267 Main Street, TM 084-070-000. Reno apartment with 20X24 addition. BP 18-091 DENIED 9-17-18
- Barbara Carroll, 201 Little Sunapee Rd, TM 059-040-000. Interior renovations & 12x20 slab for hot tub. BP 18-093 APPROVED 9-20-18
- Marilyn Soper Trust, 53 Spruce Lane, TM 045-040-006. 7x13 addition to garage. BP 18-094 APPROVED 9-20-18
- Sue Ellen & David Andrews, 184 Pleasant Street, TM 074-064-000. Add bedroom & bath to basement. BP 18-096 APPROVED 9-26-18
- William & Laura Deveau, 68 Todd Farm Lane, TM 130-024-008. Replace existing deck 210 SqFt with larger 575 SqFt. BP 18-098 APPROVED 9-26-18

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to adjourn. THE MOTION WAS APPROVED UNANIMOUSLY.

The meeting adjourned at 7:42 PM.

Respectfully submitted,

Trina Dawson, Recording Secretary
Town of New London