



TOWN OF NEW LONDON, NEW HAMPSHIRE

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

BOARD OF SELECTMEN MEETING MINUTES October 26, 2015

PRESENT:

Nancy Rollins, Chairman
Peter Bianchi, Selectman
Janet Kidder, Selectman
Kim Hallquist, Town Administrator
Wendy Johnson, Finance Officer

ALSO PRESENT:

Ed Andersen, Police Chief
Jay Lyon, Fire Chief
Richard Lee, Public Works Director
Donna Larrow, Police Department Administrative Assistant
John Wilson, Budget Committee Vice-Chair
Rob Prohl, Budget Committee Chair
Bruce Hudson, Budget Committee Member
Steve Ensign, Board of Firewards
Minette Sweeney, *Intertown Record*
Jack Sheehan, New London Resident
Phyllis Piotrow, New London Resident
June Fichter, Lake Sunapee Protective Association (LSPA) President
Nancy Marashio, Chair of the Watershed Committee

Chair Rollins called the meeting to order at 6:00pm. She gave the floor to June Fichter to discuss a proposal.

Watershed Compliance Process Proposal – June Fichter, Lake Sunapee Protective Association (LSPA)
June Fichter met with the Board to discuss the draft “Compliance Process Outline” that came out of two group meetings with representatives from Sunapee, New London, Newbury and Springfield. The LSPA, along with representatives from each of the area towns, discussed how best to address issues affecting the watershed. Those discussions focused on the difficulties of enforcement of town zoning and the need to educate property owners. There are no new regulations being added, this is only a way to get the regulations down in one place for ease of use. There would be a person available (Compliance Officer) who could talk to people if they have questions about what is/is not allowed. This person would then go check on the progress and the completion of projects to make sure things are happening the way they should. Before and after records would be kept.

Nancy Marashio, Chair of the Watershed Committee said they had a meeting in June and September with town officials, which was run by Nate Miller of the Regional Planning Commission. The most important idea that came from the meetings was that they should establish a multi-town compliance network. Education was also another piece of what should be focused on so people will understand why/not they can/not do certain things within the watershed.

Selectman Bianchi asked if this study was directed at the big lake (Lake Sunapee). Ms. Marashio said they initially planned to start with the Lake Sunapee watershed, but after more discussion of those gathered, they have changed from talking about the Lake Sunapee watershed to discussing overall regulations for the four towns (Newbury, New London, Sutton and Springfield).

Selectman Bianchi asked if State Regulations would be enforced as well. Ms. Fichter said they would. Three of the towns have modeled their shorefront regulations after the State's shore land act. Each town can only enforce their own regulations.

Mr. Prohl said the regional approach is a model that has worked in the area and referenced the Tri-Town Assessing model New London shares an assessing department with the towns of Sunapee and Newbury. Perhaps the towns could find a way to share the cost of a compliance officer. Ms. Fichter said this idea was brought up at their prior meetings and can be considered further.

Selectman Kidder said the Planning Board is aware of this plan and thinks hiring someone to enforce codes for the Town of New London should be done. Ms. Fichter said a third meeting of the group would happen and it may be in January with the New London Planning Board.

Selectman Kidder said she has passed on information to the Planning Board that she received and learned at the storm water seminar she attended in Lebanon. They are aware of the threats and concerns surrounding storm water runoff into the water bodies.

Chair Rollins thinks the proposal is a good one and is well thought out. She suggested that the Board defer further discussion until after the Planning Board has met with Ms. Fichter.

Old Business

Note Receipt of Grant to add a Second Repeater Site to New London Dispatch – Phase II

Chief Andersen said this is a grant, in the amount of \$135,286.39, is to fund a stand-alone site which will prevent the loss of radio frequencies should either the existing Kearsarge or New London sites go down. It is the second of a three-phase project and is a 100% grant; not a match. They are very happy to get it and feel it will be a huge benefit to both the police and fire departments. The third phase will cost about \$75,000 and includes a site being put on Mount Sunapee. This last phase can be paid for in some other ways that could be discussed later on.

Selectman Bianchi asked Chief Andersen if the Town would need to pay for the project up front and then get paid back. Chief Andersen agreed that that is the way the grant would work, noting that the Town can apply for reimbursement after it is 50% complete, and again at 100% complete. The funds are guaranteed to the Town and are restricted to this project; there is no threat that they could be taken away and used for another purpose.

With regards to the timing of the work on the repeater at Whipple Hall, Mr. Wilson wondered about the Town's cash flow and when they will have the money. Ms. Hallquist said the Town will have the money but they were not exactly sure when. December is very tight because of the \$3 million County payment; they need to hear back from Beltronics on when they will need a down-payment and how much they will require. Chief Andersen will contact Beltronics for the schedule.

Receipt of Letter from DES Regarding the Breed Property, 47 Moyah's Lane

The Board reviewed a letter from DES that denied Mr. Breed's request for an extension to April 1, 2016. DES denied the request and set December 4, 2015 as the deadline for permit applications to be submitted. Selectman Bianchi expressed his disappointment with the letter. New London has done all they can to enforce their regulations. He feels the State doesn't care much about this matter although he sees it as an egregious offense. The State is giving a deadline for the property owner to obtain an engineer by December 4, 2015. Selectman Bianchi feels the DES should have come down heavier on the property owner for the offenses he committed. He would like to proceed with sending Mr. Breed the letter they had discussed previously referencing the \$20,000 fine the Town had been contemplating. Nothing has been done on Mr. Breed's part to make this right and it is his thought that this was a good time to make an example.

Chair Rollins said she would like to hear more from Lucy St. John, Planning & Zoning Administrator, and the Planning Board on the matter. Selectman Bianchi said he would like to have the opinion of Town Counsel.

New Business

Chair Rollins sits on the board at the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) as a representative of New London. She is seeking reappointment and wonders if the Selectmen would vote in favor of this. Bob Crane, the other representative, no longer wishes to continue and suggests someone from the Planning Board fill his spot.

**IT WAS MOVED (Janet Kidder) AND SECONDED (Peter Bianchi) to reappoint Nancy Rollins to the UVLSRPC as a New London representative. THE MOTION PASSED.
Nancy Rollins abstained.**

Budget Preparation

Police Department

Selectman Bianchi feels that before the Town has decided what to do with salaries, raises, merit raises, etc., the Department Heads should not discuss these items in their budgets. Chair Rollins agreed but said she would like to know the methodology each Department Head used to come up with their personnel portion of their budgets. She feels it prudent that they look at a multitude of surrounding towns in terms of what they are doing with salaries. Additionally, she said the consumer price index came out that week and it is negative.

Ms. Hallquist explained that she encouraged Department Heads to address the salary issue in their budgets as in the past some observed that the Department Heads have no input in a large part of their budget: salaries. Also, she wanted Department Heads to be able to let the Selectmen and Budget Committee know if the salaries being paid were not in keeping with what is available in the area.

Chief Andersen went through his increases/decreases for the Police Department:

- Shift differential for midnight shifts - \$1 per hour additional for full and part time employees required to work 11:00pm to 7:00am. The Police Department/Dispatch are the only ones being asked to work 24/7. The cost to offer this differential is \$4,015 to the Police Department. Midnights put a lot of stress on their bodies and feels it is an added benefit to give them a little extra per hour.
- Phone decrease – He is still leaving a \$1,000 buffer but has cut \$500 out of the line.
- Dues and Subscriptions – Chief Andersen asked for \$3,000 more in this line item. An officer in the past was part of the Central NH Special Operations Unit, and that officer left the employment

of the town. Chief Andersen would like to rejoin the organization and assign an officer to it. There are costs associated with this but it has been funded in the past. The cost includes training every month such as active shooter scenarios, etc. Sutton has two officers on this “team” and Bradford has some as well. It is a great asset to have local assistance for these kinds of scenarios, especially given that we have the hospital and college in town.

- Police Department - Other Professional Services – Chief Andersen said he has budgeted for \$9,410 and is not sure it will go up another 2.5%. This pays for the attorney that represents the department for major misdemeanor or felony cases.
- Police Department Equipment Lease and Rentals – Chief Andersen noted a decrease in this line as they have purchased a new copier and are no longer paying for a lease.
- Gasoline for 2016 was \$24,000. Chief Andersen has decreased the line by \$1,500, bringing it to \$22,500

Chief Andersen noted this amounts to a 1.9% increase when they added in the employee benefits.

Selectman Kidder asked Chief Andersen if he saw any unexpected costs in the 2016 budget; is the department functioning more efficiently. Chief Andersen said he feels they are running smoothly overall and he is very happy with how things are going.

Dispatch

Chief Andersen explained the only change in the budget:

- There would be a decrease in the equipment budget of \$8,000. Last year a recorder was purchased for \$16,000. This money was originally earmarked for maintenance agreements but the recorders were in such dire need of replacement, they took the money from this account to do so. He has \$10,000 left in the account for maintenance of the new equipment.

Selectman Bianchi noted a capital reserve account request for the new equipment maintenance in the amount of \$25,000. Chief Andersen said this is in the event they have to replace an entire piece of equipment, not maintain it.

Selectman Bianchi said to run dispatch they are increasing the cost by \$50,000 due to additional capital reserve account being requested by the Chief, but he doesn't see a jump in income from dispatch. Chief Andersen said they should start planning for a dispatch move in the future and thus he recommends that a capital reserve account be established for this purpose. He would like to see the fund get up to \$100,000 and then it could be capped. Chief Andersen said if dispatch shuts down and leaves, they still need all the equipment they are working on and installing. They are still finding out how much the other towns could contribute to a capital reserve to maintain dispatch.

Chief Andersen said even if New London Dispatch ended, they would still need to have this equipment and the \$25,000 to maintain the equipment. They would not, however, need the \$25,000 to move dispatch.

Fire Department

Chief Lyon pointed out that the Chair of the Firewards, Steve Ensign, was present. Chief Lyon reviewed his FY2017 budget request.

- Chief Lyon said the department covers the hours of 7:00am – 7:00pm. After the full-time people leave, there are people on-call. These people can respond to some things alone and don't need to tone out the entire department. On-call officers help with keeping personnel costs down. He would like to increase the pay for these on-call officers to \$3.30/hour which

is the equivalent to \$40/night (an increase of \$10). For those on-call over the weekend, he would like to increase it to \$80 instead of the \$60 they currently get.

Selectman Bianchi said this is a 27% increase over last year. He thought having the student living at the station would cut down on these costs for on-call officers. Chief Lyon said the student is still “green” and can’t drive the truck yet or make a determination on whether the whole department needs to be called for certain situations. It is very beneficial to have this person staying at the station as it has welcomed other members of the department to spend time in the station after hours; it is increasing the coverage at no added cost.

- Equipment Repair and Maintenance – Chief Lyon said the hydraulic hoses are 15 years old and cost \$8,500 to replace. They also need to spend \$1,250 for flow testing the air packs. For “Life Pack 15 Service” it is \$1,428. The New London Firefighters Association has received the Life Pack they raised money for. They will come to the Selectmen to accept this gift, which is a \$36,000 value. With the Life Pack 15 Service, part of what is provided is battery maintenance; batteries are maintained every two years. This alone, makes paying for the service program worthwhile.

Chief Lyon expected an \$8,500 drop in the next budgeting cycle because they won’t need to replace the hydraulic hoses.

Selectman Bianchi noted the \$12,000 that was put into capital reserve for maintenance last year as well as some funding that was passed for maintenance items within the operating budget. Chief Lyon said the account Selectman Bianchi was talking about was a vehicle equipment and maintenance line item. The account he is talking about now is small engine and equipment.

Selectman Bianchi asked what the recommendation would be this year as far as saying money would be put in one place or another, and then having it put into both.

Chief Lyon said maintenance for small engine equipment has never been included in a capital reserve account. Vehicle Repair and Maintenance is at \$18,700 right now. In the past they had a lot of maintenance items going into the capital reserve account. Those items were then transferred to their operating budget. The Town Administrator and Mr. Ensign discussed the importance of having a capital reserve set up for catastrophic repair needs. It makes sense to have some money in the account for emergency repair and refurbishment. Chief Lyon noted that the fund has \$12,000 for the appropriation voted in May, and noted that the Board of Selectmen are agents to expend. His recommendation this year is that money is added to that capital reserve account to get it to \$30,000 and then leave it there. Chief Lyon suggested that the Board consider changing the purpose of the fund so it could be used for all town vehicles, not just fire vehicles. Mr. Lee agreed with this idea.

Chief Lyon noted the following budgetary considerations:

- They would like to spend \$1,400 on subscriptions
- The Office Supplies line may increase as they are replacing a computer from 2007
- Uniforms and safety equipment are very expensive: Pants and jackets are \$2,000

Emergency Management

- Ms. Hallquist, Emergency Management Director, recommends purchasing a TV for the conference room as the room operates as the Emergency Operations Center (EOC) for the town, and having access to news would be needed in the event of an emergency, as well as displaying

state status updates on the emergency. She would like to spend up to \$400. The TV could also be used for various meetings.

Town Administrator's Report

The Board discussed the request of Mr. Daley for a change in the current use change assessment as recommended by Chief Assessor Norm Bernaiche. Selectman Rollins viewed the property and does not disagree with Mr. Bernaiche's recommendation of property that no longer qualifies for current use as a result of building a house. Mr. Daley will be able to appeal the land use change tax when the bill is issued.

Ms. Hallquist said she met with a representative from Dartmouth Coach regarding the potential future expansion of the Park and Ride and also the trash issue John Ellis brought up in previous meetings. Dartmouth Coach is in charge of keeping the area clean and trash-free. Dartmouth Coach does not recommend putting a trash barrel there as it is known to cause more problems than solve them as people will then clean out their cars, leaving more trash than they otherwise would. More trash in containers means that animals get into it and it is all over the area and is unsightly. For the safety of his employees Mr. Lee said he does not want his department to be responsible for emptying the trash can on a daily basis as he has noticed increasing drug use and paraphernalia being discarded at places such as the park and ride. He wanted to avoid his employees coming into contact with such materials. Selectman Bianchi agrees with Mr. Lee, who also said that if they have a trash can they are asking for problems. Ms. Hallquist noted that Mr. Ellis emailed earlier in the day asking that the Selectmen be reminded that he is in favor of placing a trash can at the park and ride. The Board agreed with the recommendation of the bus company and Mr. Lee that no trash barrel should be placed at the Park and Ride.

Ms. Hallquist noted that the public is invited to Don Bent's 90th birthday.

With regards to the 1941 Building Meeting with the school district, Ms. Hallquist said the Chair of the School Board is happy to host a meeting to answer questions from the public. They would reserve some time at their regularly scheduled meeting on November 5th at 6:30pm at the SAU [note: days after the meeting, the date was changed to November 12th at 6:30om]. The School Board Chair assured Ms. Hallquist that over 100 people can fit into their meeting room. She said she will send out a streamsend message to alert the citizens of the upcoming meeting and chance to get questions answered about the future of the 1941 Building.

With regards to the current work being done on the Academy Building, Ms. Hallquist said there was nothing new to report and there were no delays. The contractors are working with Frank Anzalone to add an air exchanger to the building, a necessity given that the building will be tighter now.

With regards to the Elkins Project, Mr. Lee said the basecoat of the pavement is down, the curb is set, and some of it is back filled. Half of the tip-downs have been cemented and they will be forming up the rest that afternoon. He feels the project is moving along pretty well.

Committee Meetings and Reports

Selectman Kidder said at the last Planning Board meeting there were tree cutting requests, and discussion of the 1941 Building. A letter was sent from Bill Helm and sent to the school board regarding an opportunity to take public comment on the building. There was also discussion of zoning changes.

Upcoming Meetings & Special Events

Recreation Commission – Tuesday, November 3rd – 5:00PM

Planning Board – Tuesday, November 3rd – 6:30PM

Citizens Advisory Committee – Saturday, November 7th – 7:30AM – Whipple Hall

Selectmen's Meeting – November 9th – 9:00AM Discussion of sewer lagoons with DES and Nobis Engineering

Selectmen's Meeting – November 9th – 6:00 PM Budget review planned: Library & Public Works

Application for Building Permit

- Tomie dePaola Revocable Trust, 143 County Road, 059-023-000, Replace window with door, construct porch. BP#15-118 APPROVED
- Pleasant Lake Cottage, LLC, Lamson Lane, 049-028/029-000, Construction of a new 3,300 SF single family home. BP#15-113 APPROVED

Other Items to be Signed

- Sewer Betterment Edmunds Road Property Tax 2nd Levy for \$4000.00 , October 26, 2015
- 3rd and 4th Quarter Property Tax Billing 2015 for \$8,735,747.14, November 26t, 2015
- Tax Abatement Form for \$3.42, October 26, 2015

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

The meeting adjourned at 8:00pm.

Respectfully submitted,

Kristy Heath, Recording Secretary
Town of New London