



TOWN OF  
NEW LONDON, NEW HAMPSHIRE

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**BUDGET COMMITTEE  
MEETING MINUTES  
December 13, 2017  
6:30 PM**

**BUDGET COMMITTEE MEMBERS PRESENT:** Rob Prohl (Chair), Phyllis Piotrow (Vice Chair), Joe Cardillo, Lyndsay Lund, Tyler Beck, Bruce Hudson, Nancy Rollins (Selectmen's Rep).  
Absent: Suzanne Jesseman & Chris Lorio.

**STAFF PRESENT:**

Kimberly Hallquist, Town Administrator  
Wendy Johnson, Finance Officer

**OTHERS PRESENT:**

Richard Lee, Public Works Director  
Jay Lyon, Fire Chief  
Vahan Sarkisian, New London Resident  
Donna Larrow, Police Department Administrative Assistant

Chair Prohl called the meeting to order at 6:30pm.

Approval of meeting minutes

**IT WAS MOVED (Phyllis Piotrow) AND SECONDED (Bruce Hudson) to approve the minutes from the September 27, 2017 meeting. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Phyllis Piotrow) AND SECONDED (Bruce Hudson) to approve the minutes from the October 2, 2017 meeting. THE MOTION WAS APPROVED UNANIMOUSLY.**

After clarification regarding fire department radios, **IT WAS MOVED (Phyllis Piotrow) AND SECONDED (Bruce Hudson) to approve the minutes from the October 16, 2017 meeting. THE MOTION WAS APPROVED UNANIMOUSLY.**

Phyllis Piotrow stated that the minutes of October 30<sup>th</sup> should reflect the fact that two members had an objection to changing the tax bills from quarterly to semi-annually.

**IT WAS MOVED (Bruce Hudson) AND SECONDED (Lyndsay Lund) to approve the minutes from the October 30, 2017 meeting, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Joe Cardillo) AND SECONDED (Bruce Hudson) to approve the minutes from the November 6, 2017 meeting. THE MOTION WAS APPROVED UNANIMOUSLY.**

**The minutes from the December 6, 2017 meeting will be deferred until the next meeting.**

*Executive:* The original request of \$303,028 was reduced to \$296,998, noting there was some work done to reduce that area. Cuts were made in travel and meals, and in conference and training. Ms. Piotrow wanted clarification regarding the two part-timers moving to one full time position. Ms. Hallquist explained that the two part-time positions totaled 50 hours per week, now there is one full-time person working a total of 40 hours per week. The hours were decreased but the cost increased due to the benefits offered to full-time staff. Joe Cardillo questioned the budgeted amount for advertisement. Ms. Hallquist reported that the amount was projected due to the replacement of the Public Works Director and the need to advertise for that open position. The Selectmen suggested looking into free advertising using the web and municipal associations as a way to curb the expenditure of advertising.

**IT WAS MOVED (Bruce Hudson) AND SECONDED (Tyler Beck) to approve the request \$296, 998. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Town Clerk/Tax Collector:* This will be deferred until the next meeting as Linda Nicklos could not attend.

*Finance:* The original request of \$291,761 was reduced to \$275,486. The amount approved tonight is \$210,038.

**IT WAS MOVED (Joe Cardillo) AND SECONDED (Tyler Beck) to approve the amount of \$210,038. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Assessing:* \$99,214, no change.

Ms. Hallquist noted that this budget is estimated since Newbury is on a calendar year and New London is on a fiscal year. Bruce Hudson wanted an update on the tax map project. Ms. Hallquist stated that the GIS project is being done and should be completed in December 2018. Tax maps are updated every year to reflect changes due to subdivisions and boundary line changes. It was noted that a town wide reassessment is conducted every five years.

**IT WAS MOVED (Phyllis Piotrow) AND SECONDED (Tyler Beck) to approve the request of \$99,214. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Legal:* \$25,500, no change

**IT WAS MOVED (Phyllis Piotrow) AND SECONDED (Tyler Beck) to approve the request of \$25,500. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Personnel Admin:* The original request of \$107,945 was reduced to \$103,766.

**IT WAS MOVED (Bruce Hudson) AND SECONDED (Phyllis Piotrow) to approve the request of \$103,766. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Zoning & Planning:* The original request of \$146,858 was reduced to \$140,615. Mr. Cardillo clarified that this is split between two towns (New London and Sunapee), not three. This is a significant increase but it will be offset on the revenue side. For Zoning the employee is in New London for three days and Sunapee has the employee for two days. For the Planning position, Adam Ricker, is paid by the Regional Planning Commission (RPC); the Town has a contract with the RPC and pays for services by the hour.

**IT WAS MOVED (Joe Cardillo) AND SECONDED (Lyndsay Lund) to approve the request of \$140,615. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Buildings:* The original request of \$179,240 was reduced to \$176,240. The Selectmen reduced the Academy Building Maint & Repair by \$2,000 and Pleasant Lake Dam Maintenance & Repairs by \$1,000. Richard Lee feels the buildings are in good shape and a lot of maintenance has been done this year.

**IT WAS MOVED (Bruce Hudson) AND SECONDED (Lyndsay Lund) to approve the request of \$176,240. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Cemetery:* The original request of \$31,587 was increased to \$31,886.

**IT WAS MOVED (Bruce Hudson) AND SECONDED (Lyndsay Lund) to approve the request of \$31,886. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Other Insurance:* \$104,419, no change. Includes property and liability insurance for town buildings, employees, and town vehicles.

**IT WAS MOVED (Tyler Beck) AND SECONDED (Phyllis Piotrow) to approve the request of \$104,419. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Advertising & Regional Associations:* \$18,473, no change. This account includes the Regional Planning Commission and Chamber of Commerce. This was deferred until the next meeting.

*Fire:* The original request of \$422,349 was reduced to \$407,138. The \$16,500 for radios was removed from the operating budget as they will be purchased using capital reserve funds instead.

**IT WAS MOVED (Bruce Hudson) AND SECONDED (Phyllis Piotrow) to approve the request of \$407,138. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Firewards:* \$270, no change.

**IT WAS MOVED (Bruce Hudson) AND SECONDED (Joe Cardillo) to approve the request of \$270. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Highway Administration:* The original request of \$900,338 was increased to \$917,978. One of the biggest increases is to the line item for the Public Works Director salary. The Selectmen felt that the goal is to try to hire at a competitive rate.

**IT WAS MOVED (Bruce Hudson) AND SECONDED (Lyndsay Lund) to approve the request of \$917,978. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Highway & Streets:* \$495,600, no change. There was discussion regarding crosswalks and sidewalks. Lyndsay Lund asked if the sidewalk maintenance budget was sufficient. Richard Lee feels it is and it's important to keep the sidewalks maintained in front of the schools.

Ms. Piotrow commented that the painting for the crosswalk in front of Hannaford and Hilltop needs to be redone. Richard Lee replied that the DOT is probably going to discontinue that crosswalk because it no longer meets its specifications. All crosswalks are registered with the state and can't be moved. After the State paving next year, the State will not allow the crosswalk to be re-painted unless the town installs pedestrian lights. The argument is that it is a mid-block crosswalk, in a zone where cars don't slow down and it's in a turning lane. Mr. Lee and Chief Lyon are working with a light company to provide lights that would cost \$11,000. If the lights are approved, they will be installed by June. Mr. Lee noted that the crosswalks in the round-about will remain, there are no plans to discontinue these, only the one from Hilltop to Hannaford.

Mr. Lee explained that when designing the new Colonial Pharmacy, he recommended that the owners put a crosswalk in – the property owners agreed. Mr. Lee learned from the State DOT that if a crosswalk was added to that area of Newport Road, all of the tip-downs on the existing sidewalk would have to be upgraded to meet current ADA standards which include concrete and warning plates. The state wouldn't allow only one updated tip down,

they were going to force the town to do every tip down on Newport Road which is a cost of \$25,000-\$30,000. Once they couldn't get approval for the crosswalk, Colonial Pharmacy took the sidewalk out of their plans. Ms. Lund is concerned about the mobility of people that can no longer drive. She feels appropriating money to ensure crosswalks should be a priority. She asked if there was a Master Plan for sidewalk infrastructure. Mr. Lee stated that several years ago a committee was formed to look at this and a lot of work was done. Selectmen Rollins suggested that they approach the Commissioner of the traffic department to address these issues. Tyler Beck asked Mr. Lee about the sign budget and wanted to make sure it was sufficient. Mr. Lee feels it is.

**IT WAS MOVED (Bruce Hudson) AND SECONDED (Joe Cardillo) to approve the request of \$495,600. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Street Lighting:* \$8,500, no change.

**IT WAS MOVED (Bruce Hudson) AND SECONDED (Phyllis Piotrow) to approve the request of \$8,500. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Transfer Station:* The original request of \$396,919 was increased to \$397,010 due to the COLA salary increase.

**IT WAS MOVED (Bruce Hudson) AND SECONDED (Lyndsay Lund) to approve the request of \$397,010. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Solid Waste:* \$18,000, no change.

**IT WAS MOVED (Joe Cardillo) AND SECONDED (Phyllis Piotrow) to approve the request of \$18,000. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Sewer Buildings:* \$53,400

**IT WAS MOVED (Bruce Hudson) AND SECONDED (Tyler Beck) to approve the request of \$53,400. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Sewage Collection & Disposal:* \$625,606

**IT WAS MOVED (Tyler Beck) AND SECONDED (Phyllis Piotrow) to approve the request of \$625,606. THE MOTION WAS APPROVED UNANIMOUSLY.**

### **Other Business**

Mr. Hudson asked about the Friends of New London groups and whether there was a Friends of New London Fire department. There is, as well as the Police Benevolent Association and Friends of Tracy Library.

The next meeting will be held on Wednesday, December 20, 2017 at 6:30PM.

The meeting was adjourned at 7:34PM.

Respectfully submitted,

Trina Dawson  
Recording Clerk