



TOWN OF
NEW LONDON, NEW HAMPSHIRE

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**BOARD OF SELECTMEN
MEETING MINUTES
February 16, 2016
6:00 PM**

PRESENT:

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

ALSO PRESENT:

Bill Helm, Planning Board Chair
Renate Kannler, New London Resident
Richard Lee, Public Works Director
Linda Nicklos, Deputy Town Clerk/Tax Collector
Edward Andersen, Police Chief
Minette Sweeney, *Intertown Record*
Heather Dion, *The Messenger*
John Wilson, Budget Committee Member
Phyllis Piotrow, Budget Committee Member
Frank Anzalone, Construction project consultant
Bill Hannah, New London Resident
Todd Westward, New London Resident
Several Brookside Drive residents were in attendance

Chair Rollins opened the meeting at 6:00pm.

Public Hearing to Receive Comments on Proposed Issuance of a Bond not to Exceed \$460,000

Chair Rollins opened the Public Hearing and explained that the bond proceeds would be used to address four projects: Sewer Lagoon Cleanup; GIS Mapping; Culvert Replacement on Brookside Drive, and a Sand/Salt Shed for DPW. She welcomed comments from the numerous residents who were present at the meeting.

Bill Hannah, Brookside Drive resident, asked for the details on the culvert replacement plan on his road. Richard Lee, Public Works Director, said a letter was mailed out Friday to residents to let them know of the plans to replace one of two bridges on the road. He said each location (there is one on each end of the road) has three, 6' diameter culverts that they have noticed considerable rust forming over the past few years. The State considers these crossings "bridges" as they are over 10' in width and due to the rust, have put them on the State "red list" for deficient bridges. This designation means that the State will be monitoring the bridges closely and may, in the near future, order them to be closed completely. State funds for bridge repair have been used up until 2029 and New London can't wait that long for

funding. Mr. Lee said he previously got approval from the Selectmen to have an engineering study completed to find what the options are. He explained that generally, DES will not allow culverts of this size to be replaced in kind, but due to the specific circumstances in this area, have agreed in this case to allow the Town to do so. Instead of three smaller culverts, the Town has been permitted to repair the bridge with one large aluminum pipe. This has been permitted due to several utilities being located in the area of and underneath the culvert. The estimated cost for the culverts are \$250,000 and \$275,000 each. Mr. Lee is recommending that the town replace one at this time to avoid losing access to the homes on Brookside Drive should both locations fail. The Town can then start to put funds away to repair the second site in the near future. Mr. Lee noted that if approved at Town Meeting, he hopes to get the work done between August and October.

It was asked if the other site would stay open until it was failing. Mr. Lee said it would noting that if it gets to the point that DES feels it is unsafe, then DES will order it closed. It was asked when the second site would be repaired. Mr. Lee said he wasn't sure; it would depend on how quickly the Selectmen and Budget Committee decided to set aside funds.

It was asked if it is normal for a project like this to come up as a bond issue. Mr. Lee said money could have been put away in the past and some had been put away (for bridge expenses), but there are a lot of bridges in town. It was his fear that both bridges would get blown out in the spring and people wouldn't have access to their homes. It was asked what would happen if the bond did not pass at Town Meeting. Chair Rollins noted that if the bond didn't pass, the bridge could not be replaced as planned. She noted that work has been done by the Budget Committee and the Selectmen to recognize the items that need attention. The decision has been made to go to bond to complete these significant projects without having a big impact on the tax rate. They are hopeful that it will be passed at Town Meeting.

It was asked if they would need another bond in a couple years to repair the other side. Mr. Lee said the Selectmen would make that decision. Chair Rollins said funding can be put aside into capital reserves to pay for the second bridge. They do realize that the second side needs to be repaired. Selectman Bianchi said worst-case scenario is that at Town Meeting they could vote from the floor to build up the capital reserve fund for bridge repair so there is enough to do both sides. He said the Town has been saving money over the past several years for bridge repair. These are the funds that were used to pay for the engineering study that was done.

It was asked if two options could be presented at Town Meeting: paying for one or two bridges to be repaired. Ms. Hallquist noted the warrant has already been posted and they could not add a second option at this time. It was asked if other bridges in New London were also on the red list. Mr. Lee said there were, but they were not because of structural issues. These two bridges are on the red list because of structural problems (rust). It was asked if Mr. Lee will be presenting this request at Town Meeting. Mr. Lee said he would, just as he had that evening. Chair Rollins said the Selectmen and Budget Committee both support this project and she encouraged everyone from the Brookside Drive to attend Town Meeting.

Mr. Lee informed the Brookside Drive residents that construction easements would be needed during the replacement of the culverts and in one area, a permanent easement will be required for a small area. He further explained that on the downstream side of the culverts large rocks will be added to naturally hold

some water in the culverts to make it more of a natural bottom than could be achieved if the bottom of the culvert bottom was filled with sand and rocks. He also noted that a guardrail must be added. When asked, he noted that the guardrail will be steel. It was asked what the budget impact of the bond would be. Ms. Johnson said approximately \$50,000/year which she said is about 5-6 cents on the tax rate. Selectman Bianchi said one bond will retire in 2016.

Chair Rollins asked if there were further comments on the \$460,000 bond. There were none.

IT WAS MOVED (Peter Bianchi) AND SECONDED (Janet Kidder) to close the public hearing. THE MOTION WAS APPROVED UNANIMOUSLY.

Introduction of Officer Cobb & Updates – Edward Andersen, Police Chief

Chief Andersen introduced the Selectmen to Officer Emily Cobb, who started with New London Police Department (NLPD) one week ago. She has 12 years' experience with the Claremont Police Department and he feels fortunate to have her on the NLPD with all her certifications/qualifications. The Board welcomed Officer Cobb.

Chief Andersen informed the Board that a heating system let go in the ceiling over dispatch, causing water to go into dispatch. Staff tried to direct the water into buckets through holes in the ceiling tiles. Water did not hit any of the electronics. He noted that Mr. Lee was quick to get the heating people to come.

Chief Andersen noted that they had an officer get rear-ended at exit 12 just that evening. It was the Dodge Charger and Officer Lamson was in the vehicle; he is uninjured. The vehicle has been towed to the Police Department where it is to be stripped to remove it of all equipment. They will then get it to Lauridsen Auto for repair.

Acceptance of a grant from NH Highway Safety Agency to purchase one in-cruiser video - \$6,600

Chief Andersen said they recently had three in-car cameras installed by Digital Ally which kept breaking and the company kept sending new pieces for repair. He told them he didn't want the cameras anymore and they offered an upgrade. The upgraded cameras were tried and they still did not work. Chief Andersen said the Town was reimbursed for the cameras, which was just under \$10,000. These funds were put back into the general fund. Multiple companies provide these kind of cameras and they have found a company they want to use. The total for three cameras is \$11,300 and with a grant that he applied for and recently received, the department will get a 50/50 match on one camera up to \$6,600. They can now get three new cameras without an increase over what they had paid initially. The cost will be about \$11,000 for all three and the Town will receive 50% of the cost of one camera as a grant.

IT WAS MOVED (Peter Bianchi) AND SECONDED (Janet Kidder) to accept the \$6,600 grant for the in-car camera. THE MOTION WAS APPROVED UNANIMOUSLY.

Report on Town Projects – Frank Anzalone, Frank Anzalone & Associates

Frank Anzalone informed the Board that the painting of the Academy Building will be done in the spring, as well as the patching up of the temporary parking that had been put in. It will be \$1,500 for the parking lot repairs and about \$4,500 for the painting. If the Board would like to make the temporary

parking permanent, the area should be prepped correctly before crushed stone or asphalt is applied to the area.

Mr. Anzalone informed the Board that Trumbull-Nelson (the contractor) estimates repairs to the cupola at Whipple Hall at \$38,737. He explained that the contractor took a closer look and the cupola and found that more work is required than initially thought when the \$25,000 estimate was given. The contractor has decided to use scaffolding as they are limited to how many workers they can have when using a lift. It was determined that some pieces of the cupola are missing; these pieces are ornate, curved pieces, so replacements will have to be fabricated at the contractor's shop and then reinstalled on the cupola. All the windows are in very bad shape and need to be re-glazed. The windows will be removed and taken to the shop and brought back. Selectman Bianchi said he was shocked to hear the price as he noticed no structural problems when he inspected the cupola. Mr. Anzalone said structurally it is in good shape; cosmetically it is not. The trim is starting to come off the building. Selectman Bianchi noted that he feels the Board should go out to bid on a project of this cost and he would like to see a spec of what Trumbull-Nelson is proposing.

Selectman Bianchi noted that the report that came from Dennis Mires, who studied the building previously, estimated that the cupola repair would be \$12,000. Mr. Anzalone noted that he could not say how Dennis Mires came up with that estimate, however, the Town has a contract with Trumbull-Nelson and considering what they found at the Academy Building and what they had to work with, they did a good job. Selectman Bianchi agrees that Trumbull-Nelson did a good job on the Academy Building, however he feels they should put this project out to bid. Mr. Anzalone warned against choosing the lowest bidder. Selectman Bianchi said they don't have to go to the lowest bidder. They didn't budget in the bond for the cupola; if there was money left from the Academy Building work, they could put it towards the cupola. Mr. Anzalone said he normally would agree with Selectman Bianchi on going out to bid, but Trumbull-Nelson has already gone up and looked at the cupola for them and this part of the project had been discussed with them when the Academy Building project was awarded. Mr. Anzalone observed that to now tell Trumbull-Nelson that the Town is going out to bid would not be what he would recommend. Selectman Bianchi said that is business and that is how they do it. He feels this should go out to bid; it may turn out this is the best bid they can get. For transparency and to follow policy, they should go out to bid. Mr. Anzalone observed that bidders would just come in under the announced estimate that the Town has already received.

Mr. Anzalone said he was surprised at the cost until he got up there to see it for himself. He pointed out that the Town has a relationship with Trumbull-Nelson; if the Board is uncomfortable with the price they should talk to them about it. Trumbull-Nelson will provide specific details on what they plan to do. Selectman Kidder said when they asked for bids for the Academy Building, they included in the scope of work the bandstand and the cupola. It would be unethical at this point to discount what Trumbull-Nelson has done for the Town. The Town does have an agreement with them and while they can talk about what the project entails, she would lean toward using them for this project.

Mr. Lee understands where Selectman Bianchi is coming from but it is difficult to get contractors to even bid on these projects; contractors don't want to bid because they don't feel it is productive; it doesn't amount to anything; they see it as a waste of time. Mr. Lee said three contractors told him to his

face that the Town always gets bids and don't like the prices given so they try to find someone to do the work for less. Contractors don't want to come take the time to give a bid under these conditions.

Mr. Anzalone pointed out that the Town finally has a relationship with a contractor who will work with them on their projects and he felt that the Board should consider this. Selectman Bianchi said it just isn't good business to not put things out to bid. Selectman Kidder said if they have an agreement with someone to do the work and then put it out to bid, it will look bad and will give another reason for others to not want to not work with the Town.

Mr. Anzalone said the attic insulation in the Academy Building was studied. Trumbull-Nelson has come back with a solution and pricing. He has asked them to re-work the numbers and he will bring the final proposal to the Selectmen.

Swearing In – Linda Nicklos, Deputy Town Clerk/Tax Collector

Chair Rollins administered the oath of office to Linda Nicklos as Town Clerk and Tax Collector. Board members signed the appointment card.

Request of Appointment of Nina Tasi as Deputy Town Clerk/Tax Collector

Linda Nicklos informed the Board that after interviewing several excellent candidates, she requested the Board's agreement to appoint Nina Tasi as Deputy Town Clerk/Tax Collector.

IT WAS MOVED (Peter Bianchi) AND SECONDED (Janet Kidder) to appoint Nina Tasi as the Deputy Town Clerk/Tax Collector. THE MOTION WAS APPROVED UNANIMOUSLY.

Discuss Request For Proposals (RFP) for Pleasant Lake Dam Engineering

Ms. Hallquist informed the Board that Jud Donaghey (a New London resident and dam engineer) reviewed the RFPs and provided the Board with a review of each proposal. Mr. Donaghey could not attend the meeting but he is interested in helping the Board going forward. Ms. Hallquist noted that Mr. Donaghey recommends inviting the Board's top three or more engineers in to be interviewed and he is happy to help with that process and has offered to prepare a list of questions to use during the interviews.

Selectman Kidder feels that the interview process should wait until the town election is over, as the project will be ongoing and she thinks the new selectman should be able to start the process with them. She observed that she did not see the need to rush on this and with a project as involved as this one will be, it will be good to have the newest board member privy to all the details from the start. Selectman Bianchi said he didn't think there was a lot of doubt as to what the make-up of the board will be. He is not running again and Bill Helm is running unopposed for his seat. If they want to wait that is fine. Chair Rollins said this is for the engineering plan and the project will go out several years. She is fine to wait until after the election. Ms. Hallquist noted that the Town has agreed to have the engineering completed by May of 2017. It was decided to wait on this project until after Town Meeting.

Mr. Helm wondered if there was any reason he can't look at the materials now. The Board noted that the information is available to anyone, and provided Mr. Helm with each of the RFP for his review. Mr. Helm wondered if they would want to set up the interviews sooner than later. Selectman Kidder said she

wasn't sure they should use just the opinions from Mr. Donaghey; they should get some comment from Mr. Lee as well. The Board will take up this issue again once the new Selectman is seated.

Surplus Equipment Bids – Richard Lee, Public Works Director

The Board reviewed the list of bids received for the purchase of various surplus vehicles and equipment offered for sale. Mr. Lee said he is fine with all of the bids with the exception of the 2003 Stutco Trailer, pointing out that the Town could probably get more than the \$250 bid by selling it for scrap.

IT WAS MOVED (Janet Kidder) AND SECONDED (Peter Bianchi) to sell the surplus equipment to the bidders highlighted on the list as provided by Mr. Lee, with the exception of the 2003 Stutco Trailer, which would not be sold to the highest bidder. THE MOTION WAS APPROVED UNANIMOUSLY.

Town Administrator's Report – Kim Hallquist, Town Administrator

Ms. Hallquist reported that she and Mr. Lee met with some of the board of directors from Slope 'n Shore on Saturday to discuss the pedestrian crossing from that development to the lake. Residents have been concerned about traffic and pedestrian crossing from Knollwood Road. Mr. Lee will be installing special pedestrian crossing signs to alert motorists to slow down in the area and a crosswalk will be painted to encourage pedestrians to cross in one place and to alert motorists that pedestrians may be in the roadway.

Ms. Hallquist noted that she met with Bill Hopwood regarding ham radio operators and how they might be able to help with emergency preparedness with the Town. She reported that she has talking with Mark Vernon of the Conservation Commission and with the hospital and Eversource about the power line trail that has been under discussion for several years; since Chad Denning was the Recreation Director. The necessary easements and agreements are close to being finalized so the trail can be constructed. Bart Mayer, Town Counsel, is involved.

Selectman Bianchi asked about the ice rink and the fencing. Ms. Hallquist said Mr. Blewitt did pick up some of the fencing that had been put up when the weather was colder. Volunteers put fencing up but it has since fallen due to the warm weather. They hope to put it up earlier in the year next year. Mr. Lee thinks the rink will be closed early this year due to projected warm weather through March.

Committee Meetings & Reports

There were none.

Approval of Minutes

IT WAS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to approve the minutes of February 1, 2016, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.

Upcoming Meetings & Special Events

- **Town Elections: Tuesday, March 8th – Whipple Hall – 8:00AM – 7:00PM**
- **Town Meeting: Wednesday, March 9th – Kearsarge Learning Campus/Outing Club Gymnasium – 7:00 PM**
- Next Regular Selectmen's Meeting – Monday, March 7 - 6:00 PM
- Conservation Commission – Wednesday, February 17th – 8:30 AM

- Planning Board – Tuesday, February 23rd – 6:30PM
- Recreation Commission – Tuesday, March 1st – 5:00PM – Whipple Town Hall
- Citizens Advisory Committee Meeting – March 5th – 7:30 AM

The Selectmen will cover the polls for Town Elections in the same manner as they did for the primary.

Application for Building Permit

- Marc & Marilyn Wendling, 31 Pingree Road (036-005-000) Construct 12'x18' Shed.
BP# 16-010 **APPROVED.**
- Theodore & Trina Dawson, Northwood Lane (104-008-000) New Construction w/Driveway.
BP# 16-011 **APPROVED.**
- Richard & Karen Epstein, 350 Barrett Road (096-029-000) Construct 12'x16' Deck.
BP# 16-012 **APPROVED.**
- Crimi Holdings of New Hampshire, 214 Soo Nipi Park Road (127-001-000) Remodel - Kitchen & New Tile Floor for Bath
BP# 16-013 **APPROVED.**
- David Guimond, 17 Wilmot Center Rd., Elkins (077-017-000) Placement of a 12'x16.4' Shed.
BP# 16-014 **APPROVED.** Todd Westward, property manager, was in attendance to answer questions on the permit application. He confirmed that the shed had been moved from the original location, which was within 50' of the shoreline, in violation of the ordinance.
- Mark & Alison Vernon, 323 Pingree Road (023-006-000) Remodel interior and add 4'x16' portico to barn.
BP# 16-015 **APPROVED.**

Requests to Use Town Property

- Whipple Hall & conference room by Patricia Denny for The NNE Repertory Theatre Co. for Sept. 26 through Oct. 31, 2016. **APPROVED**
- Whipple Hall by Patricia Rodgers rep. for the League of Women Voters for Town Office Candidates Forum on March 3rd from 6pm to 9pm. **APPROVED**

Other Items to be Signed

- Appointment Card for Linda Nicklos
- Appointment Card for Nina Tasi
- Birthday Cards for town employees

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

The meeting adjourned at 7:23pm.

Respectfully submitted,

Kristy Heath, Recording Secretary
Town of New London