



TOWN OF
NEW LONDON, NEW HAMPSHIRE

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**BOARD OF SELECTMEN
MEETING MINUTES
February 25, 2019
5:15 PM**

PRESENT:

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

ALSO PRESENT:

Peter Bianchi, New London Resident	Adam Ricker, Planner
John Wilson, New London Resident	David Royle, Planning Board Member
Bob Bowers, New London Resident	Tim Paradis, Planning Board Member
John Lewis, New London Resident	Bill Dietrich, Planning Board Member
Renate Kannler, New London Resident	Bob Harrington, Public Works Director
John Raby, New London Resident	Michael Todd, Moderator
Bruce Hudson, New London Resident	Jerry Coogan, Budget Committee Member
Vahan Sarkasian, New London Resident	Phyllis Piotrow, Budget Committee Member
John Cannon, New London Resident	Tina Helm, Ballot Clerk

Chair Rollins called the meeting to order at 5:15 PM.

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to enter nonpublic session pursuant to RSA 91-A:3, II (c), matters which, if discussed in public would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. Roll call vote: Rollins: Yes, Helm: Yes, Kidder: Yes.

The Board reentered the public session at 5:56 PM.

IT WAS MOVED (Bill Helm) AND SECONDED (Nancy Rollins) to seal the minutes. THE MOTION WAS APPROVED UNANIMOUSLY.

Chair Rollins opened the Public Hearing to consider bond issues to be considered at Town Meeting:

- A. \$600,000 for repairs and renovations to Harold W. Buker, Jr. Municipal Building.
Selectman Kidder explained that the Selectmen intend to address issues that have been identified by multiple studies including abatement of water infiltration issues and heating and air-conditioning and issues with drainage at the building. The Selectmen have

received an estimate of \$653,000 for the work and the Selectmen feel that when going out to bid they will receive a lower bid, so only \$600,000 is being requested.

Chair Rollins asked if there were comments from the public.

John Lewis stated that he felt that while people might not always agree with each other, that while people are making presentations as he is now, that comments should be kind and respectful, and all should listen to each other patiently – pointing out that it would not do anyone any good by being unnecessarily upset or rude.

- B. \$750,000 for infrastructure projects: Brookside Drive culverts (estimate \$275,000) Pingree Road bridge (estimate \$193,000) and Goose Hole bridge (estimate \$205,000). Selectman Helm pointed out that these three projects have been on their radar for several years. He pointed out that one of the culvert sites on Brookside Drive has been replaced, this bond request will address the second site; he observed that the town has completed some large projects in the past few years including upgrades to the Pleasant Lake Dam and the sewer lagoon closure and now the Board would like to get these three projects completed. He noted that the total estimate of the projects is \$673,000 but the Selectmen are asking for \$750,000 since two of the projects are not yet permitted.

Chair Rollins asked if there were comments from the public.

Peter Bianchi asked what these bonds will add to the town's indebtedness. Selectman Helm responded that they will add \$100,000 when the town's retiring debt is considered.

Selectman Bianchi asked what the contingency plan is, or Plan B, should one or both of these bonds fail to get the required 2/3 vote. Selectman Helm noted that at Town Meeting he will suggest that there may need to be emergency funding should one of the project areas fail and residents have issues exiting their properties. Mr. Bianchi noted that Brookside Drive residents would have an alternate exit as would Pingree, although he agreed that Goose Hole Bridge is the only way into those homes.

Selectman Kidder noted that with Buker, there have been several studies that have identified many issues including mold, air quality and water infiltration. If the bond fails then the Selectmen will not be able to address those issues, which she did not feel would be a good option since it is a health and safety issues for the people who work there.

Mr. Lewis asked if the Selectmen's plans are consistent with the comments made in the past by Bob Bowers. Selectman Kidder confirmed that the plans are consistent and pointed out that Bob Bowers was nodding his head in agreement.

Phyllis Piotrow asked for confirmation that there would be two bond issues, voted on separately; Chair Rollins confirmed that there would be two separate bond votes.

Hearing no further public comment, the Chair closed the public hearing at 6:10 PM

Planning Board Master Plan Committee

Members of the Master Plan Committee met with the Board to provide an update on the work of the committee. Adam Ricker, Planner, began the presentation by noting that the committee is made up of the Planning Board, with representation by the Selectmen and the Conservation Commission. The work began a little over a year ago, starting with getting information from focus groups to get an idea of what issues various groups have faced when dealing with the

town's land use regulations. These groups included department heads, Colby-Sawyer College and the Chamber of Commerce via a survey to their members. He noted that the Master Plan guides the policy of the town with regard to land use issues for the coming 10 years. He stressed that prior to the end of ten years, there may be plan sections that are updated, such as transportation, as conditions change in the town and the surrounding area. The committee has been working on preparing a survey; they looked at the last survey sent out by the town during the last Master Plan update, as well as the surveys done more recently by area towns. He noted that Wilmot got almost 40% return rate on their survey, which is considered very good. The last several months the committee has been working hard on putting together the survey, making it approachable and not so long that people will be reluctant to fill it out. Mr. Ricker noted that the full Planning Board will review the survey at its next meeting for approval, then they hope to have the formal kickoff of the process at Town Meeting by handing out the survey. Planning Board Member Jeremy Bonin will give a brief overview at that time. It is the goal to have the surveys returned by mid-May. Once the survey data is evaluated, forums will be set up to discuss those areas identified.

Tim Paradis noted that the committee is looking to the Newbury Master as an example of what a useful concise document that will be useful to the Planning Board's work. He agreed with Mr. Ricker in that the survey is the jumping off point as opposed to an end point, in this process. Community involvement and the charrettes that will be scheduled are critical and will help guide the process. The Planning Board will be looking to engage property owners, renters, businesses owners, people who work in town and visitors to town. He noted that the group is trying to figure out ways to engage the youth of the town, the older high school students who live in town, to participate as well.

Chair Rollins began by thanking the committee members for coming to the meeting; noting that she understands that the Planning Board has had a lot on its plate. She noted that strategic plans are important to her, she uses them in her work as they are a roadmap for what is to be accomplished. She asked what activities, in addition to the Town Meeting and using *Municipal Matters*, does the Planning Board intend to do to get information. She also pointed out that perhaps it would have been helpful when creating the survey, to come to the Selectmen and get their thoughts and visions on the direction of the Town. Chair Rollins observed that the current Master Plan is a thorough and robust document. She asked what Wilmot did to get such a good return rate. Mr. Ricker noted that Wilmot used their Farmer's Market very successfully; using existing community events is a very good option. He noted that Chamber and Rotary meetings would be used, the library and potentially the transfer station if it can be done safely. Engagement for the charrette will be through advertising, both print and social media and the town outlets. David Royle noted that meeting with the community will be a very big piece of it and the Planning Board will be very open to the charrettes; he also noted that the committee felt that Janet Kidder's attendance at the committee meetings was enough to keep the Selectmen aware of what the committee was doing. Chair Rollins asked who would evaluate the survey results. Mr. Riker noted that surveys completed on paper will be added to the on-line survey, and then survey monkey will tabulate the results and then the committee will evaluate the results.

Michael Todd asked that the person who will be addressing Town Meeting to discuss the survey, touch base with him prior to the opening of the meeting. Mr. Paradis noted that the presentation will be short, probably under 5 minutes.

Selectman Helm noted that his observation is an "ah-ha moment" during the presentation was when he heard Mr. Ricker frame the purpose of the Master Plan to be for the land use planning

tool, not a town plan for things like whether the town wants more services: recreation services, police services or fire services, it is a land use plan. He noted that he felt that that point should be stressed to all as prior to the evening's discussion, he was under the impression that things like services should be considered as well. Mr. Ricker noted that there are times when services and facilities can make their way into a master plan when it implicates land use planning. Selectman Helm observed that the issue of energy is missing from the survey. Mr. Ricker noted that there was a question in earlier versions, but the committee felt that last year's warrant article on sustainability and the solar ordinance as well as the efforts of the Energy Committee have already informed the Planning Board on the communities' feelings on energy issues. Selectman Helm's observation that hearing from the community about how they feel about large solar farms that supply energy to a development might be useful for long range land development would be beneficial.

Chair Rollins observed that she feels that this Master Plan will be missing some of the qualitative aspects that were present in the last Master Plan, noting that she was not aware of the narrow, in her opinion, approach being taken by the committee with regard to preparation of the Master Plan from the zoning perspective.

Selectmen Kidder noted that the committee also discussed including questions on whether the town should have architectural review but after much consideration felt that they should not include the topic because there is not a specific architectural theme in town that could be identified and because such regulations can cause concerns among property owners in the affected areas. Mr. Todd observed that on the Zoning Board, if the zoning ordinance is not clear they look to the Master Plan to determine the intent of the zoning provision in question.

Chair Rollins noted that the Board looks forward to participating in the process and thanked the committee members for their presentation.

Michael Todd, Moderator

Michael Todd met with the Board to discuss the upcoming meeting and election. He noted that he does have enough poll workers; he will give a diagram to Public Works to set up the voting booths. He informed the Board that the law is now clear that a moderator cannot reschedule voting due to weather, but there have been changes to make absentee ballots available to certain groups of voters in the event of a weather emergency. He will also be ready for the drop-off ballot service which will help those who have trouble walking, they will not have to come into the building. Information on these items will be posted to the town's website. Mr. Todd asked that he be provided with the list of Selectmen assigned to each warrant article so that he will know who to call on at Town Meeting.

New Business

HB 709: relative to the formula for determining funding for an adequate education

Ms. Hallquist noted that she spoke with Rep. Dan Wolf about this bill as he is on the Education Committee that was studying the bill. Rep. Wolf indicated that the bill as introduced would not make it out of the committee but noted that education funding would continue to be discussed in the coming months as the State works out how to fund education. The Board asked that Representatives Wolf and Ebel, Senator Ward and Executive Councilor Cryans be invited to attend a Selectman's meeting after Town Meeting to discuss this, and other, issues.

Parking regulations, no thru trucking

Ms. Hallquist informed the Board that she has gotten requests by citizens for ‘no thru trucking’ designations and complaints about speeding on some town roads. Additionally, the Police and Fire Chief and public Works Director have made suggestions about parking on Main Street with regard to some spaces that should be removed as well as making ‘parking this side only’ designations on some streets where access by emergency vehicles has been hampered due to parking on both sides. Ms. Hallquist suggested that the Selectmen direct the department heads to come up with plans to address these issues, with the input from the affected property owners and businesses and bring back to the Board so that a public hearing can be held prior to adoption. She noted that this could happen in April, prior to painting lines on Main Street. Selectman Kidder noted that it will be important to involve Main Street businesses in the discussion and consideration for alternate parking should be part of the discussion. The Board agreed that the issue should be investigated and brought back to the Board to determine whether a change is needed. Mr. Todd noted that the issue of no-thru trucking is important to residential neighborhoods.

Town Administrators Report

Ms. Hallquist provided the following report:

- Proclamation for Athletic Training Month: Ms. Hallquist informed the Board that students from Colby-Sawyer College studying athletic training have requested that the Board issue a proclamation recognizing the important role athletic trainers play in the health and well-being of citizens; she recommended that the Board issue the proclamation as requested. John Wilson questioned whether it was a good idea for the Selectmen to issue such proclamations. Bruce Hudson noted that he is aware that there is an athletic training program at the college and believes that many seniors have benefited from the trainers.

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to issue a Proclamation recognizing the important work of athletic trainers by designating the month of March as Athletic Trainers month. THE MOTION WAS APPROVED UNANIMOUSLY.

- Ms. Hallquist noted that the Town Reports are at the printer and should be delivered within a week; the electric version will be posted on-line in a few days. She pointed out that Administrative Assistant Dianne Bottari did an excellent job getting the report done on-time, noting that it is a huge job over several weeks.
- There was a Scenic Byways meeting last week – New London will host the annual By-ways Conference on May 21st at Colby-Sawyer College.

Meeting Minutes

IT WAS MOVED (Janet Kidder) AND SECONDED (Bill Helm) to approve the minutes from the February 6th and 11th meetings. THE MINUTES WERE APPROVED.

Upcoming Meetings & Special Events

- Next Selectmen’s Meeting – Monday, March 4th – 6 PM
- Joint Planning & Zoning Board – Tuesday, March 5th – 6:30 PM @ Whipple Town Hall
- Recreation Commission – Wednesday, March 6th – 10 AM @ Whipple Town Hall
- Energy Commission – Wednesday, March 6th – 7 PM

- Meet the Candidates – League of Women Voters – Thursday, March 7th – 7:00 PM @ Whipple Town Hall
- Town Election – Tuesday, March 12th – 7 AM - 7 PM @ Whipple Town Hall
- Annual Town Meeting – Wednesday, March 13th – 7 PM @ Outing Club Gymnasium

Items to be signed

- Accounts Payable Voucher
- Payroll Authorization Voucher
- Bond Hearing Posting
- Proclamation – National Athletic Training Day
- Veteran Credits
- Intent to Cut
- Birthday cards

Applications To Use Town Property

- Whipple Town Hall – On Sunday, March 3rd from 1 pm to 4 pm for a rehearsal by Center for the Arts.
- Whipple Town Hall – On Thursday, March 7th from 6 pm to 9 pm for the Candidates Forum by the League of Women Voters.
- Whipple Town Hall conference room – On Sunday, March 15th from 6 pm to 8 pm for a photograph workshop by Rick Stockwell & Center for the Arts.

Applications Approved &/or Denied

Temporary Event/Sale Permits

- Ben Kilham Bear Lecture by Ausbon Sargent for at Whipple Town Hall, on Tuesday, April 30 from 5:30 pm to 9 pm. APPROVED

Sign Permits

- Temporary Sign – By James Bedner for a 2'x3' A-frame sign at the Information Booth for the Springfield 250th Celebration Winter Hike and Fire & Rescue Pancake Breakfast during February 21st – March 10th. APPROVED

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

The meeting adjourned at 7:16 PM.

Respectfully submitted,

Kimberly Hallquist, Town Administrator
Town of New London