



TOWN OF
NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN
MEETING MINUTES
March 16, 2020
6:00 PM

PRESENT:

Nancy Rollins, Chairman
Janet Kidder, Selectman
John Cannon, Selectman
Kim Hallquist, Town Administrator
Wendy Johnson, Finance Officer

ALSO PRESENT:

Minette McQueeney, *Intertown Record*
Leigh Bosse, *The Messenger*

Selectman Rollins called the meeting to order at 6:00 PM.

Public Comment – There was none.

Appointments

June Fichter, Lake Sunapee Protective Assoc. - Watershed Plan

This presentation was postponed to a future date to be announced.

Old Business

Selectman Kidder asked about two warrant articles that were passed at Town Meeting: Article #24 regarding single-use plastic bags and Article #25 about climate pollution. She noted that both articles were passed so the Selectmen should send letters to the appropriate authorities to inform them of New London's vote.

Selectman Kidder asked about chairs for Whipple Hall. The Board had previously reviewed pricing and some sample chairs and determined that chairs like the ones in the Library meeting room would work best.

IT WAS MOVED (Janet Kidder) AND SECONDED (John Cannon) to approve the use of up to \$6,000 of Town Buildings Capital Reserve Funds to purchase chairs for Whipple Town Hall; it is expected that approximately 30 chairs will be purchased. THE MOTION WAS APPROVED UNANIMOUSLY.

New Business

Appointment of Town Clerk/Tax Collector

Ms. Hallquist informed the Board that filling the vacancy in the offices of Town Clerk and Tax Collector must be done by the Selectmen. She explained that when a vacancy occurs in an elected position, it is prudent to look to see if there is a person who ran for the position, as that indicates a desire to have the job and some support from town voters. Ms. Hallquist noted that Will Kidder most recently ran, and he is interested in being appointed, understanding that the appointment is one year, and he would have to run for the position in March.

IT WAS MOVED (John Cannon) AND SECONDED (Janet Kidder) to appoint William F. Kidder, III to fill the vacancy in the position of Town Clerk and Tax Collector, for a term of one year (March 2021) THE MOTION WAS APPROVED UNANIMOUSLY.

Appointment of Police Chief

Ms. Hallquist informed the Board that with the retirement of Police Edward Andersen effective March 31st, the Selectmen are required to fill the position. She noted that Chief Andersen recommends the appointment of Lt. Emily Cobb as the person who would best serve the citizens of the town; she noted her agreement with Chief Andersen's recommendation.

IT WAS MOVED (John Cannon) AND SECONDED (Nancy Rollins) to appoint Emily M. Cobb as Chief of Police for the Town of New London upon the retirement of Chief Edward Andersen THE MOTION WAS APPROVED UNANIMOUSLY.

Appointment of John Clough to the Solid Waste Committee

IT WAS MOVED (Nancy Rollins) AND SECONDED (John Cannon) to appoint John Clough to the Solid Waste Committee. THE MOTION WAS APPROVED UNANIMOUSLY.

Annual Adoption of Rules of Procedure

The Board reviewed their rules of procedure and noted that there are no changes needed at this time.

IT WAS MOVED (Nancy Rollins) AND SECONDED (John Cannon) to adopt the board's Rule of Procedure. THE MOTION WAS APPROVED UNANIMOUSLY.

Selectboard committee assignments and Chair

Nancy Rollins, observing that it is the Board's policy to change Chair on an annual basis, nominated Janet Kidder to serve as the Board's Chair; John Cannon seconded the motion. THE MOTION WAS APPROVED UNANIMOUSLY.

The Board made the following committee assignments: Janet Kidder noted that she felt it important to remain on the Planning Board as the master plan project is nearing completion; the Board agreed. John Cannon with stay on the Budget Committee. Nancy Rollins will continue with the Board of Firewards.

Establish upcoming meeting schedule

The Board will continue with its regular meeting schedule of the first and third Monday of the month, except in cases of holidays. Upcoming meetings: April 6th and 20th, May 4th and 18th and June 1st and 15th.

Town Administrators Report

Ms. Hallquist provided the following report:

- COVID-19 Pandemic Preparation: The town's Emergency Management Committee is meeting as needed to discuss plans to acquire additional personal protective equipment (PPE) – Director Lou Botta will be placing an order for gloves, disinfecting wipes, face shields etc as soon as possible. Ms. Hallquist suggested that office hours be monitored as towns in the area close to the public. Selectman Rollins suggested trying to get college students, who are home from college, to help out with recreation programming like a day camp for parents of children who are out of school. Ms. Hallquist noted that Recreation Director Scott Blewitt is aware of the potential need and will be evaluating ways to help, given his lack of available staff. Selectman Rollins noted that perhaps his summer help would be available to help.
- The swearing in ceremony for Emily Cobb to become Chief of Police, and the retirement reception for current Chief Ed Andersen have both been cancelled due to the on-going coronavirus event which mandates that large group functions are not held.
- Ms. Hallquist recommended that the Board cancel all non-essential town related meetings until further notice. The CAC meeting on April 4th is cancelled as is the Recreation Commission on Wednesday the 18th. Board chairs have been contacted to suggest they cancel meetings if possible.
- Staff from Merrimack County called to get an idea of the town's needs with regard to transportation for delivery of meals; the County may start a service to deliver meals to needy residents. Ms. Hallquist noted that she indicated her interest in the service should it become available.

Committee Meetings & Reports

- Selectman Cannon noted that the Building & Facilities Committee cancelled its planned meeting with Public Works; they met last week with Recreation and the Outing Club that went very well.

Meeting Minutes

IT WAS MOVED (Janet Kidder) AND SECONDED (John Cannon) to approve the minutes of February 24th and March 2nd meetings. THE MINUTES WERE APPROVED.

Upcoming Meetings & Special Events

- Next regular Selectmen's meeting – Monday, April 6th – 6:00 PM
- Planning Board – Tuesday, March 24th – 6:30 PM – MAY BE CANCELLED
- Master Plan Committee – Thursday, March 26th – 8:30 AM – MAY BE CANCELLED

Please see the calendar on the town website for a complete listing of other meetings, including subcommittee meetings, of the various town boards: www.nl-nh.com

Other Business

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to enter into a nonpublic session pursuant to RSA 91-A:3, II (a): the dismissal, promotion, or compensation of any public employee or the disciplining of such employee.

Roll call vote: Rollins: Yes; Cannon: Yes; Kidder: Yes

The Board entered nonpublic session at 6:36 PM.

The Board reentered the public session at 6:39 PM to meet with Ben Cushing and Bebe Hammond Casey and Ben Cushing, Kearsarge Regional School District School Board members who stopped by to update the Board on the School District's plans during the pandemic. Breakfast and lunch will be delivered into the community using the school buses to ensure continuation of food for children. They will also be going to on-line education starting on Wednesday. Local businesses are donating food to assist, and people are donating cash. TDS is donating free internet for 60 days which will be extremely helpful for students with no Internet. The State has declared all school closed until April 3rd.

All agreed that it is a fluid situation and communication will be key. The Board thanked Mr. Cushing and Ms. Casey for coming to update the Board.

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to reenter into a nonpublic session pursuant to RSA 91-A:3, II (a): the dismissal, promotion, or compensation of any public employee or the disciplining of such employee.

Roll call vote: Rollins: Yes; Cannon: Yes; Kidder: Yes
The Board reentered the public session at 6:50 PM.

IT WAS MOVED (Nancy Rollins) AND SECONDED (John Cannon) to seal the nonpublic session meeting minutes. THE MOTION WAS APPROVED UNANIMOUSLY.

Items to be signed

- Accounts Payable Voucher
- Town Clerk/Tax Collector Appointment Card
- Police Chief Appointment Card
- Current Use Application TM 037-005-0-0-0
- Veteran Credit
- Solar Energy Systems Exemptions
- Employee birthday cards

Applications Approved &/or Denied

Building Permits

- Doug Carroll, 490 Route 103A, TM 091-032-0-0-0. Replace/repair decking & rails. BP 20-002 approved 3-16-20.
- Thomas Living Trust, 1058 Main Street, TM 109-016-0-0-0. Replace deck with smaller & partial foundation. BP 20-012 approved 3-3-20.
- Balford Family Revocable Trust, 240 Knollwood Road, TM 035-040-0-0-0. Renovations to garage. BP 20-013 approved 3-10-20.
- Douglas & Pamela Adamian, 412 Forest Acres Road, TM 118-009-0-0-0. Renovations to kitchen & windows. BP 20-014 approved 3-10-20.
- William & Linda Minsinger, 133 Old Main Street, TM 107-006-0-0-0. New cement pad (48"x72") and roof w/ 6" overhang and two posts. BP 20-015 approved 3-10-20.
- CNJJ Investments LLC (The Healthy Blend), 428 Main Street, TM 085-041-0-0-0. Interior renovations. BP 20-016 approved 3-12-20.

- Peter & Allison Angus, 142 Job Seamans Acres, TM 060-014-0-0-0. Ground mount solar array 7.7kw (Replaces BP#19-077). BP 20-017 approved 3-16-20.

Town office hours will be monitored day-by-day to determine whether the administrative services for the town need to be curtailed to the public; it was noted that people can mail in payments and many services are available on-line.

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

The meeting adjourned at 7:02 PM.

Respectfully submitted,

Kimberly Hallquist
Town Administrator