



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES

April 2, 2018
6:00 PM

PRESENT:

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

ALSO PRESENT:

John Raby, *Intertown Record*
Phyllis Piotrow, Budget Committee Vice-Chair
Gerry Gold, New London Resident

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

Discuss Public Works Director Search

The Selectmen will be given 14 resumes for review. Notebooks were distributed that included comments by Public Works Directors that met last week. There will be four interviews on Wednesday morning and then the Citizens Committee will give their recommendations to the Selectmen. In the meantime, if the Selectmen decide to select additional candidates, other than what was recommended by the Public Works committee, they may do so.

Chair Rollins would like to interview four other candidates in addition to the four already selected. She feels this is a critical position to fill and wants to make sure due diligence is done. Selectman Helm agrees there are others he would like to interview.

Chair Rollins wanted more detail with regards to the process of interviewing. Will there be a Chair and structured questions of each candidate? Ms. Hallquist stated that committee members have the resumes and have been asked to come up with questions they would like to ask, she will also bring some additional questions. The committee is meeting 30 minutes prior to the first candidate so the group can determine the process they would like to use.

Selectman Helm asked if there was a sense of how the job responsibilities of the department are weighed. Ms. Hallquist stated that Richard Lee has suggested the job is 60% administrative and 40% is hands on/functional duties. Of that 40%, the bulk is highway/road work.

Whipple Memorial 100th Anniversary Celebration Plans

The celebration is scheduled for June 23, 2018. Ms. Hallquist spoke with Jim Perkins about a concrete schedule of events and the proclamation. He will be taking this back to discuss with his committee.

Selectman Rollins asked if there was an agenda planned for that day or events leading up to it. Selectman Kidder commented that on the same day, June 23rd, is the Strawberry festival and there will be vendors on the Green. There will be a presentation from 3:00-5:00pm of the history of Whipple Hall and also Mr. Perkins is working on obtaining banners that will go where flags had once been.

Road Banners - It was also noted that Tina Helm is following up with two other vendors that may be able to get a better price for the road banners.

Budget Schedule for FY2020 Budget Preparation

An outline of dates was distributed. Ms. Hallquist noted that this is the same outline that was used last year with the dates changed for this year. If the consensus is that it worked well last year, we can follow the same timeline. Chair Rollins stated that the Budget Committee needs to be asked if they want to follow the same process relative to having the committee and the selectmen hear from each department initially.

Phyllis Piotrow commented that she felt it worked well and saves time of the department heads however, she has concerns that when the meetings are held jointly, it seems hurried and there is less time for discussion and input; she would like to discuss ways to allow for more time.

Chair Rollins discussed looking at the subject headings to determine if there is too much to discuss during one meeting. This may result in more meetings.

The Budget Committee has three new members. It was suggested that Wendy Johnson do a walk through with these new members to orient them.

Structure of Town Clerk and Tax Collector Positions

Ms. Hallquist noted that there will be no noticeable change in the office configuration or to the public. The salary has been set for the Town Clerk. The auditors will be here Wednesday as there needs to be a re-committal of the warrants. The Selectmen will meet on Friday morning at 9:00am to sign the warrants.

Phyllis Piotrow had two concerns. The tax collector to be hired for the position would need extensive financial experience. What is the process to recruit or identify a person with this experience? Also, if the tax collector isn't available all day, who can answer tax related questions? She feels the citizens of New London would like the town clerk to be more available at lunchtime or on Saturday.

Ms. Hallquist stated that no one will notice a change because the former tax collector has been made the deputy tax collector. Ms. Nicklos will continue to process tax payments and answer tax questions when people come into the office or call on the phone. The duties she is no longer responsible for will be sending out tax bills, tax liens, tax deeds, financial reporting. The hope is that if Ms. Nicklos isn't doing these tasks, it will free up her time to do town clerk work. Ms. Nicklos can set the hours the office is open. Selectman Helm suggested that we emulate what other towns do and perhaps configure hours to be closed one day a week, so the Town Clerk can

focus on what needs to be done. He would like Ms. Nicklos to come speak with the Selectmen regarding the schedule.

The tax collector will need to know the laws of the State of New Hampshire Department of Revenue and computer systems.

Town Administrators Report

Kim Hallquist provided the following report:

- The Colby-Sawyer phosphorus presentation will be held on April 12, 2018 at 6PM in Clements Hall, the public is encouraged to attend. The final report will be posted online.
- New door locks will be installed on the two front doors of the building.
- There is a Tri-Town meeting scheduled for tomorrow, Tuesday, April 3, 2018. Selectman Kidder and Ms. Hallquist will be attending.

Meeting Minutes

IT WAS MOVED (William Helm) AND SECONDED (Nancy Rollins) to approve the minutes from the March 20, 2018 meeting. Janet Kidder abstained. THE MINUTES WERE APPROVED.

Committee Meetings and Reports

Planning Board – Selectman Kidder reported that the Planning Board discussed signage at Colonial Pharmacy. They are requesting to add smaller signs to their main sign.

Other Business

Gerry Gold discussed the Pleasant Street East proposed easement. He explained that the idea of putting it in conservation seemed like a good idea due to the lack of parking and that it has a lot of wetlands. He had proposed that options be considered for the property besides just putting an easement that blocked any future changes to the property. He raised the question about what can be put on the property. There was concern from Pleasant Lake Protective Association that any changes would be bad. He asked if there could be a pedestrian bridge between Bittersweet senior housing that would go across the stream to solid land to, possibly, a public garden. The answer about the bridge was yes, as an easement would accommodate this. There is quite a bit that can be done with that property as only 25-30% is wetlands.

Selectman Kidder thanked Mr. Gold for all the time he has spent on this. Her concern with regards to adding walking paths is that people will drive to the site and there is no parking. Mr. Gold noted that at a Conservation Commission meeting, it was discussed that there is a portion of town owned land on Pleasant Street that they thought might be a good location for a parking lot. Mr. Gold isn't sure where that is. They also talked about pervious and impervious surfaces. If the easement hasn't been signed yet, he believes we should know what can be done with the property.

The easement draft from Ausbon Sargent has been forwarded to the town and Selectman Helm feels it should be looked at and any clarification obtained prior to it being signed. It should be clear what is permitted and what is not.

IT WAS MOVED (William Helm) 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: Helm: Yes, Kidder: Yes, Rollins: Yes

The Board entered nonpublic session at 6:52 PM.

The Board reentered the public session at 7:20 PM.

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

Items to be signed

- Payroll Authorization Voucher
- Accounts Payable Voucher
- Application for Veteran Tax Credit
- Applications To Use Town Property
 - ✓ Whipple Hall on May 5, 2018 from 6:00 pm to 9:00 pm for “Alchemists” by Will Ogmundson and Tom Dunn.
 - ✓ Whipple Hall on June 23, 2018 from 9:00 am to 5:00 pm for Junior Intern Company Rehearsal by Andrew Miller for NL Barn Playhouse.

Applications Approved &/or Denied

Approved Building Permits

- Labrador Landing LLC, 1014 Lakeshore Drive, TM 064-011-000. Demo cottage, garage & septic. BP 18-012 APPROVED 3-21-2018
- Proudstone Corporation, 195 Main Street, TM 073-077-000. Construct 35x18 Pergola at entrance. BP 18-014 APPROVED 3-21-2018

Sign Permits

- Two Permanent Signs – Cheryl LaPrade for Village Sports, 394 Main Street, TM 084-001-000. APPROVED 3-27-2018
- Temporary Sign – By Town of Springfield for a 2’x3’ A-frame sign at the Information Booth for the 250th Celebration of Springfield during March 19-24, 2017. APPROVED 3-20-2018

Temporary Event/Sale Permits

- New London Bandstand Committee, being held at the Town Common/Bandstand or Whipple Hall for the Summer Concert Series on Fridays starting June 22 to August 24 from 6:30 pm to 8:00 pm. APPROVED
- Huberts of NL, located at 219 County Road for the Annual Tent Sales starting the weekend of May 25th and ending the weekend of Oct 8th. APPROVED

The Board voted to adjourn the meeting at 7:24 PM.

Respectfully submitted,

Trina Dawson, Recording Secretary
Town of New London