



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## BOARD OF SELECTMEN MEETING MINUTES

May 20, 2019

6:00 PM

### **PRESENT:**

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

### **ALSO PRESENT:**

Ed Andersen, New London Police Chief  
Bob Harrington, Public Works Director  
Justin Garcia, Recreation Commission Chair  
Bob Brown, Chair, Conservation Commission  
Michael Gelcius, Vice Chair, Conservation Commission  
John Lewis, New London Resident  
Joe Kubit, New London Resident  
Peter Bianchi, New London Resident  
Bob Bowers, New London Resident  
Bill Helm, New London Resident  
Thelma Kaplan, New London Resident  
Amy Kaplan, New London Resident  
Mark Vernon, New London Resident  
Maggie Ford, New London Resident  
Joe Cardillo, New London Resident  
Michael Kennedy, New London Resident  
Stanley Morano, New London Resident  
Peter Hogle, New London Resident  
Philip Sherman, New London Resident  
Michael Williams, New London Resident  
Marilyn Soper, New London Resident

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

### **Appointments**

#### **Building and Facilities Committee**

Chair Rollins welcomed the members of the Building and Facilities Committee. Members include Bob Bowers, John Lewis, Peter Bianchi, Philip Sherman, Richard Cross, Michael Williams, Joe Cardillo, Peter Hogle and John Cannon. The Board also noted receipt of a volunteer interest form as submitted by Colin Beasley.

Chair Rollins thanked these members for stepping forward and agreeing to serve on this committee. The members received a draft charter and the first task will be to schedule their first meeting. Chair Rollins also suggested they select a chair and co-chair for this committee.

Chair Rollins also wanted to select a committee member or two to work in conjunction with Kim Hallquist, Matt Grimes and Bob Harrington to oversee, review and participate in the contracted work that is currently going on with the Buker building. To date, there have been two construction meetings and there will be more as it goes along. There should be a pipeline back to the building and facilities group as to what is going on to keep communication open.

The first primary aspect of the charter is to ask the committee to conduct a status assessment of all town owned buildings and facilities, including but not limited to the identification of need for immediate repairs and long-range repair needs. Also determine the long-range efficacy and efficiency of those buildings and facilities based on future growth. In addition, review all past assessments as a number of studies have been conducted.

The next task would be to assess and make recommendations for current and future space needs for existing departments. The committee will also assess and make recommendations for a town building inspector. Part of this will be to analyze and determine what percent of time would be needed and outline job functions and skill set necessary. A job description could be created by doing an analysis of what surrounding towns require.

The committee will report as needed or at least quarterly, to the Board of Selectmen on findings and recommendations. It was noted that the draft items of the charter are a broad brush and it would be helpful to have Selectmen and others provide input to more clearly define this. Chair Rollins agreed and stated it would be beneficial to review studies that have already been done on several of the buildings.

Bill Helm asked if it was the intention of the committee to reopen the question of the needs of the police department. Chair Rollins stated the committee will be focusing on the work at Buker but yes, they will also continue to look at what the future needs are for the police department and decide what direction to go. Mr. Helm stated a lot of work has been done in the last year and this could be a project that could take a life of its own. He suggested the Buildings and Facilities Committee focus on some of the other things until it's determined where the Selectmen stand on the police station issue. Chair Rollins would like input from the Buildings and Facilities Committee with regards to this as well. Mr. Helm also noted that while a large committee is good, it sometimes makes it difficult to get a quorum if there are too many people. Members of the committee need to know if there are 12 members, at least 7 need to be present to hold the meeting.

Bob Bowers suggested the first meeting be held on Thursday at 6:30 pm in the library.

### **Use of Haddad Trust Fund to Purchase Land**

Bob Brown, Chair of the Conservation Commission attended the meeting to discuss a potential land acquisition. The commission currently has a desirable lands list which consists of parcels that are important to conservation. Mr. Brown explained that there is a 6.3 acre parcel (059-034) on Little Sunapee Road that is for sale and is currently owned by The Church of Latter Day Saints in Salt Lake City, Utah. It is agricultural land at present and the commission would like to see some farmland preserved in town. The parcel is assessed at \$200,600 and it is being offered for sale at \$399,000. The commission has been watching this land for a long time and met a year ago to discuss it as a possible acquisition as conservation land. The discussion then was that very soon, it would be listed with a local realtor and offered locally for 30 days. After 30 days, all the interested and qualified

parties would be invited to a bidding process. A decision would be made based on highest bid. It is unclear on how to become a qualified buyer; it was suggested by a local realtor to submit a purchase and sales agreement with an offer and no deposit would be required at this time. The 30 days is up at the end of May. There is an unusual stipulation that the church retains all mineral rights and this will be in the deed. There is resistance to the suggestion that this stipulation be removed.

Mr. Brown noted that in order for the commission to submit a purchase and sales agreement they will need the Selectmen's approval and approval at town meeting to actually purchase the land. There are options with regards to funding including the Conservation fund, private funding and the Mary Haddad fund. Chair Brown is asking for input and support to move forward with this project.

Selectman Kidder asked how this applies for using funds from the Mary Haddad fund. Chair Brown stated that preserving open space and farmland allows it to fall within the fund guidelines. John Lewis commented that the town should buy this land, suggesting that even if we don't know its purpose right now, we can decide that later. Many people in town are interested in having a community center.

Peter Bianchi stated that this land is zoned R2 so would not be amenable for house lots. There are many things this land could be used for and plans to purchase it for conservation would take valuable taxable property out of the center of town. He has concerns about the Conservation Commission using Mary Haddad or any other funds for this.

Chief Ed Andersen also feels the town should buy the property, noting that there would be the option to put a recreation center or police department there instead of restricting it and losing the opportunity forever. The land is valuable to the town.

Selectman Kidder stated there are pressing needs in town. Foremost in her mind is to relocate the police department although she isn't sure this piece of property is the appropriate location for it. At this point, she is not in favor of using conservation or Mary Haddad funds for the purchase of the property.

Selectman Cannon stated if the town bought it, they could turn it over to the Conservation Commission later on if they wanted to, but it doesn't sound like there is enough time for the town to purchase it.

Chair Rollins is not in favor of using the Mary Haddad fund for this property. Chair Brown stated using the Mary Haddad fund is just one option. The conservation fund or other sources are the other options. The question he needs answered is do the Selectmen support this?

Joe Cardillo suggested that the Selectmen need to make a decision to make an offer on the land, while the issue of where the funds will come from for the purchase could be decided at a later date.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (John Cannon) TO DENY THE REQUEST BY THE CONSERVATION COMMISSION TO USE CONSERVATION FUNDS/MARY HADDAD FUNDS FOR THE PURCHASE OF PROPERTY ON LITTLE SUNAPEE ROAD OWNED BY THE MORMON CHURCH. THE MOTION WAS APPROVED UNANIMOUSLY.**

Selectman Kidder feels the town should wait on purchasing this, pointing out that there are a number of New London residents that are interested in preserving this piece of property. She believes this will remain open land.

**IT WAS MOVED (Janet Kidder) AND SECONDED (NANCY ROLLINS) TO NOT MOVE FORWARD WITH THE PURCHASE OF THE LAND WITHIN THE NEXT 10 DAYS. THE MOTION WAS APPROVED UNANIMOUSLY.**

**Public Comment - None**

**Old Business**

**Pingree Road & Goose Hole Bridge Replacements**

Bob Harrington and Mike Hansen attended the meeting to discuss Pingree Road and Goose Hole Bridge (Otterville Road) replacements. Mr. Hansen stated he has been working with Bob Harrington regarding the bridge projects and has put together proposals. Their office is based in New London and they build the bridges in Springfield NH. They do timber laminated bridges and they fit the environment best for both locations as they have a more rural look. The lifespan of the timber is better than steel or concrete as it doesn't react to salt. The timber bridge package is designed and installed and they do all the engineering. The town is also provided with what they need for NH DOT for certification. On Pingree Road, the advantage is that they can do it with low impact and don't need to remove a lot of trees. They will need to put a temporary bridge on both locations and these bridges are fully load rated for fire trucks. They have installed 4 timber bridges for the town of Sunapee.

Chair Rollins asked about timeframe. Bob Harrington stated they are leaning towards doing Pingree Road first and would take 3-4 weeks. Otterville Road could be done in the beginning of summer and would take about a month and a half.

Selectman Kidder asked what the cost would be. Mr. Hansen stated for Pingree Road it will be approximately \$189,000 and Goose hole will be \$220,000. At town meeting, \$750,000 was approved for these two projects plus Brookside. Final proposals can be submitted this week.

Peter Bianchi asked if this has gone out for bid. Chair Rollins stated it has not. It would be her preference to go out for bid and Selectman Kidder and Selectman Cannon agree. This will obviously delay it but it is a significant project. Bob Harrington stated they will have the added cost of engineering in addition to the bid for the bridges. This will not get done this year if the engineering needs to be done. Chair Rollins would like to see the scope and the cost more clearly defined. She would also like to hear from Sunapee to understand what their experience has been.

**Update on Park and Ride**

Chief Andersen attended the meeting to give an update on the park and ride. There have been a lot of concerns raised about how this is being handled and what is going on there. The Police Department has been ticketing cars that are parked illegally and the Attorney General's office has requested that they tow cars. Chief Andersen will tow them if they impede traffic flow or park in the roadway. A message board was put there that stated illegally parked cars on 103A will be towed. Illegally parked cars that block the line of sight are getting ticketed. This is how the Police Department is trying to address the situation but it doesn't seem to be getting better. The primary concern is that by allowing people to park everywhere, it gives the appearance that it is not managed. This is what brings in car thieves and drug activity. They patrol through the park and ride fifteen times a day. Parking is allowed for 21 consecutive days. There is sufficient signage to let people know where they can park. Chief Andersen noted that a porta-potty is being considered due to the fact that people are using the Conservation Commission trail across the street and this is an issue. He noted that the porta-potty

will be targeted for vandalism. Chair Rollins stated we need to let the Upper Valley Regional Planning Commission to know about our concerns.

Phyllis Piotrow stated this should be a high priority as the park and ride is a huge success and it is the town's responsibility to find a solution.

### **No Thru Trucks Designation for Burpee Hill and Bunker Road**

Kim Hallquist reported that she has been contacted by many residents of Burpee Hill and Bunker Road requesting the “no thru trucking” designation; residents on Burpee Hill submitted a petition asking the Selectmen to prohibit through trucking. Residents on these roads feel that large commercial trucks are using it as a cut through; additionally, speed of vehicles on the roads is a concern. The Selectmen have the authority to designate this and would hold a public meeting. Currently, Seaman’s Road, Forest Acres, Tracey Road, Stoney Brook, Old Main and Page Road all have this designation. The Police Department would be responsible to enforce this. A public hearing for both roads will be scheduled for the June 17, 2019 Board of Selectmen meeting.

There was a lot of discussion about excessive speed on Bunker Road and the need for increased enforcement to help monitor this. This is a huge safety issue as there are many people that walk and bike on this road.

### **New Business**

#### **Appointment to Transportation Advisory Committee (TAC)**

Kim Hallquist noted at the last meeting it was suggested that Bob Harrington be appointed to the committee.

**IT WAS MOVED (John Cannon) AND SECONDED (Janet Kidder) to appoint Bob Harrington to the Transportation Advisory Committee. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### **\$600,000 Buker Loan – Bank Interest Rate Quotes**

Wendy Johnson obtained quotes from Bar Harbor Bank and Trust, Franklin Savings Bank and Mascoma Bank. Mascoma Bank was by far the best rate and she recommends going with them. The options are for a 10 or 15 year term.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to obtain the loan through Mascoma Bank at a rate of 3.20% for a 15 year term. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### **Withdrawal from K-9 Trust Fund**

Wendy Johnson reported that funds were raised by donations for this fund and the town is owed \$13,012.61. The balance in the K-9 fund is \$15,000. She is asking for permission to withdraw \$13,012.61 to reimburse the town for the K-9 expenses.

**IT WAS MOVED (John Cannon) AND SECONDED (Janet Kidder) to withdraw \$13,012.61 to reimburse the town for K-9 expenses. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### **Landscaping at Main Street Welcome Sign**

Chair Rollins asked if any landscaping could be done around the Main Street welcome sign.

Selectman Kidder stated they did plant wildflowers last year but it is a tough area as the drainage is poor and they didn't grow back this year. She suggested waiting a year and just mowing it or consider putting low bushes or arborvitae trees.

### **Town Administrators Report**

Ms. Hallquist provided the following report:

- On June 5, 2019 at 9:00 am is the dedication of the Public Works Employee Memorial on Hazen Drive in Concord. The town donated \$500 to that cause in recognition of Richard Lee's retirement last year. This memorial is for public works employees who die in service to the towns and state. New London Public Works employee Ryan Haynes will be included on the memorial. This event is open to the public and it would be great if one or more of the Selectmen could attend.
- The Employee picnic will be held on June 14, 2019 at the Historical Society at 12:00 pm; town offices will be closed to allow employees to attend.
- Three additional volunteer forms have been submitted. Arden Tingsley (Citizen's Advisory Committee), Colin Beasley (Buildings and Facilities) and Jacqui Baker (Citizen's Advisory Committee). Ms. Baker is not available until after 8:30 am so that will not work as the CAC meets at 7:30 am.

**IT WAS MOVED (John Cannon) AND SECONDED (Janet Kidder) to appoint Colon Beasley to the Building and Facilities Committee. THE MOTION WAS APPROVED NANIMOUSLY.**

- A letter was received from Neil Harris suggesting that the town think about the upcoming construction phase at New London Place and its impact on surrounding areas, particularly Burpee Hill Road. Given that we may make Burpee Hill Road a "no thru trucking" road this may be moot point, however, Ms. Hallquist will forward the letter on to the Planning Board.
- At the last meeting, a motion was made to appoint three people to the Board of Firewards, however, this motion is invalid since there can only be five people on that committee. Ms. Hallquist made the recommendation that a Selectman be appointed to this committee, as representation on the Budget Committee, Planning Board and Recreation Commission works well, however, to have a Selectmen on, of the two people whose term is expiring (Karen Hogleund or Doug Lyon), cannot be reappointed. Ms. Hallquist noted that Karen Hogleund has served since 2005 and Doug Lyon since 2012. It was decided that Nancy Rollins would attend meetings to maintain input and communication but will not be officially appointed to the committee.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to rescind the vote at the last meeting appointing Nancy Rollins, Karen Hogleund and Doug Lyon to the Board of Firewards. Nancy Rollins and Janet Kidder voted in favor, John Cannon abstained. THE MOTION PASSED.**

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to reappoint Karen Hogleund and Doug Lyon to the Board of Firewards. Nancy Rollins and Janet Kidder voted in favor, John Cannon abstained. THE MOTION PASSED.**

### **Committee Meetings & Reports**

- **Recreation Commission** – A meeting was held on May 8, 2019. Items discussed were future events, staffing and sign-ups for summer programs. Selectman Kidder asked if

recycling bins were available to put out during events. Ms. Hallquist replied the only ones she knows about are the smaller, blue ones. She will let Scott Blewitt know to buy larger ones.

Chair Rollins asked if there was any discussion about next steps with regards to the strategic plan. Selectman Kidder stated no, and they will wait to see what information is obtained from the Master Plan survey. Chair Rollins will speak with other members of the committee about next steps.

- **Planning Board** – a meeting was held on May 14, 2019. Two tree cutting applications were reviewed as well as final approval of the Cottage Lane site plan. A site plan for a storage shed at Woodcrest Village was approved and the final site plan review and subdivision for Continuum, the senior living facility, was approved.
- **Citizen's Advisory Committee** – Chair Rollins reported that the first Citizen's Advisory Committee was held on May 18, 2019. Approximately 25 people were in attendance. Celeste Cook and Karen Hogle will co-chair this meeting and it was decided that this committee will meet on the first Saturday of every month. The next meeting will be on June 1, 2019.

### Meeting Minutes

**IT WAS MOVED (John Cannon) AND SECONDED (Janet Kidder) to approve the minutes from the May 6<sup>th</sup> meeting. THE MINUTES WERE APPROVED.**

### Upcoming Meetings & Special Events

- Next Selectmen's Meeting – Monday, June 3<sup>rd</sup> – 6:00 PM
- **Memorial Day – Town Offices CLOSED – Monday, May 27, 2019**
- Planning Board – Tuesday, May 28<sup>th</sup> – 6:30 PM
- Energy Usage-review Subcommittee – Wednesday, May 29<sup>th</sup> 8:30 AM
- Recreation Commission – Wednesday, June 5<sup>th</sup> – 10:00 AM @ Whipple Hall

### Other Business

#### Items to be signed

- Accounts Payable Voucher
- Payroll Authorization Voucher
- Birthday cards
- Applications To Use Town Property
  - ✓ NL Inn Common – On July 5-6<sup>th</sup> for the St. Andrew's Church Summer Fair on the NL Inn Common. Tent set-up on 5<sup>th</sup> & the Church Summer Fair on 6<sup>th</sup> from 7:00 am to 2:00 pm.
  - ✓ Town Green – On Fridays, June 14<sup>th</sup> & 21<sup>st</sup>, July 19<sup>th</sup>, August 23<sup>rd</sup> from 6:00pm to 7:00pm and Sundays, June 30<sup>th</sup>, July 28<sup>th</sup>, August 25<sup>th</sup> from 9:30am to 10:30am for Yoga on the Green by Cow Face Yoga. All classes will benefit Kearsarge Food Pantry & NL Recreation Department.

### Applications Approved &/or Denied

#### Temporary Event/Sale Permits – all approved

- ✓ St. Andrew's Church Summer Fair, NL Inn Common on July 6<sup>th</sup> from 9:00 am to 2:00 pm.

Sign Permits – all approved

- ✓ Temporary Sign – By Village Sports for two 2’x3’ signs by paved parking lot on Main Street from May 15<sup>th</sup> – October 30<sup>th</sup>.
- ✓ Temporary Sign – By James Bednor for a 2’x3’ A-frame sign at the Information Booth for the Springfield 250<sup>th</sup> Celebration – Picture Scavenger Hunt from May 21<sup>st</sup> to June 8<sup>th</sup>.
- ✓ Temporary Sign – By James Bednor for a 2’x3’ A-frame sign at the Information Booth for the Springfield 250<sup>th</sup> Celebration – Classic Cello Concert from May 29<sup>th</sup> to June 29<sup>th</sup>.
- ✓ Temporary Sign – By St. Andrew’s Church for a 2’x3’ A-frame sign at the Information Booth for the Church Summer Fair on July 6<sup>th</sup>.

Building Permits – all approved

- Jyl Bradeley Revocable Trust, 80 Job Seamans Road, TM 073-090-000. Demo garage & breezeway & rebuild adding 12x17 sq.ft.. BP 19-030.
- Lawrence & Christy Leboeuf, 176 Job Seamans Acres, TM 060-016-000. Add second set of stairway on existing deck. BP 19-035.
- Kathleen Dalrymple, 21 Conifer Lane, TM 045-027-013. Remove deck/rebuild in same footprint. BP 19-036.
- Morgan Point LLC, 12 Lovering Lane, TM 084-059-000. Replace interior window with a door. BP 19-039.
- Theodore Landry & Paula Kelly, 153 Main Street, TM 073-074-000. Bathroom renovations. BP 19-040.
- Michael & Barbara Holz, 540 Sugarhouse Road, TM 022-003-000. Interior renovations. BP 19-041.
- Katheryne Butler, 712 Pleasant Street, TM 048-008-000. Add exterior door leading to deck. BP 19-044.
- John & Margaret Wulff, 391 Otterville Road, TM 042-027-000. Enlarge deck & screen in. BP 19-045.
- SDB Investments, 1876 Newport Road, TM 041-001-000. Rebuild cottage burnt down 12/2017. BP 19-027.

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

The meeting adjourned at 8:17 PM.

Respectfully submitted,

Trina Dawson

Recording Secretary  
Town of New London