



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES

May 4, 2020

6:00 PM

Meeting Conducted via Zoom

PRESENT:

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

PARTICIPATING:

Sandra Licks, Library Director
Wendy Dumais, Library Trustee
Steven Solomon, Library Trustee
Steve Theroux, Treasurer
Rob Prohl, Chair, Budget Committee
Michael Williams, Budget Committee
Lyndsay Harkins, Budget Committee
Dan Wolf, New London Inn

Eula Kozma, Chair, Board of Library Trustees
Mariann McEnrue, Library Trustee
Kim Bonin, Library Trustee
Doug Lyon, Deputy Treasurer
Joe Cardillo, Vice-Chair, Budget Committee
John Raby, Budget Committee
Chris Lorio, Budget Committee

Chair Kidder called the meeting to order at 6:00 PM and began my announcing the following:

As Chair of the New London Board of Selectmen, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically. Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that:

- We are utilizing the Zoom platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting either in person or through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through the Zoom platform.
- We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on the Town of New London's website at: www.nl-nh.com.
- If anybody has a problem, please call 526-1241 or email at: finance@nl-nh.com for assistance.
- In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled for another time. Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

The Chair called the roll of the Board and asked each to state the name of anyone in the room with them, if applicable: Rollins: Present, Cannon: Present, Kidder: Present

Members of the Budget Committee and Library Trustees to discuss financial status of town during COVID-19 emergency

Chair Kidder explained that on April 20, 2020 the Selectmen, Finance Officer Wendy Johnson and Treasurer Steve Theroux met via Zoom to plan for the town's cash flow issues that may arise. Taxpayers may have difficulty paying their property taxes, there may be fewer new car registrations, and state revenue sharing of rooms and meals taxes as well as the gasoline tax will all be impacted. The goal tonight is to discuss budget items that may be deferred until the Board has a better grasp on revenue. The budget approved in March 2020 will not be cut. Some of the ideas that have been put forth are a hiring freeze, delaying salary increases, delay road paving, skip conferences and training and review all capital projects.

Town Administrator Kim Hallquist reported that tax bills have not been sent yet which will be a big indicator of what the cash flow will be going forward; the bills will be out in mid-May and due on July 1st. She asked Finance Officer Wendy Johnson to report on revenues for the month of April. Ms. Johnson noted that as of right now, there has not been much of a financial impact: the town's cash position is similar to where it was a year ago at this time. Property tax revenue is higher than last year, but motor vehicle fees are down by 23%.

Library Trustee Chair Eula Kozma referenced the memo sent to the Board of Selectmen outlining potential library spending reductions and delays noting that the library is on board with making the appropriate adjustments that may need to happen. She explained that Sandra Licks provided information regarding the cost of step increases and cost of living increases that were anticipated for July and what the savings would be if those are delayed. There are three full time employees and eight part time employees. Ms. Licks stated that employees have not been furloughed at this time.

Chair Kidder asked Ms. Licks if they have considered waiting to do the planned kitchen renovations. Ms. Licks noted this has not come up but her plan is to wait on that project. They will also wait on the planned installation of the sprinkler system.

Budget Committee Chair Rob Prohl commented that this discussion should also be considering the FY2021 budget as well as the current budget pointing out that the pandemic does not seem to be ending any time soon. He suggested waiting until late fall to consider taking any action on the three open positions that were approved in the FY2021 budget. He feels we need to be cautious on spending and filling positions until we know what the revenue situation is.

Budget Committee member Joe Cardillo stated we may be able to take advantage of price reductions in petroleum and asphalt to get paving done noting that this doesn't affect cash flow since funds are already in reserve. It may be worth exploring if we can possibly pave three roads as opposed to two.

Selectman Rollins asked if any information was obtained from Colby-Sawyer College and New London Hospital regarding the possibility that they may seek a reduction in payment. Ms. Hallquist replied that she and Wendy Johnson met with college President Stuebner and Karen Bonewald last week. The college has worked very hard to apply for funds and has received over \$2 million dollars in stimulus funds that will help them meet some expenses. The college is watching their expenditures and revenues closely and is keeping in contact with the town as they know more.

Chair Kidder summed up the discussion by stating they will continue to monitor the Town's budget and if necessary, based on recommendations made tonight, expenditures will be delayed. The Town has obligations to the School district and the county and intends to honor these commitments.

Consider recommendation for Land Use Change Tax for property on Lake Shore Drive in the amount of \$500

IT WAS MOVED (Nancy Rollins) AND SECONDED (John Cannon) to approve the recommendation for land use change tax for property on Lake Shore Drive in the amount of \$500. Kidder: Yes, Rollins: Yes, Cannon: Yes. THE MOTION WAS APPROVED UNANIMOUSLY.

Consider recommendation for Land Use Change Tax for property on Morgan Hill Road in the amount of \$35,000

IT WAS MOVED (Nancy Rollins) AND SECONDED (John Cannon) to approve the recommendation for land use change tax for property on Morgan Hill Road in the amount of \$35,000. Kidder: Yes, Rollins: Yes, Cannon: Yes. THE MOTION WAS APPROVED UNANIMOUSLY.

Consider request for abatement of 2019 taxes as submitted for 651 Main Street; Assessor recommends denial of request

IT WAS MOVED (Nancy Rollins) AND SECONDED (John Cannon) to deny the request for abatement of 2019 taxes for 651 Main Street. Kidder: Yes, Rollins: Yes, Cannon: Yes. THE MOTION WAS APPROVED UNANIMOUSLY.

Consider request for abatement of 2019 taxes as submitted for Lakeside Lodge; Assessor recommends denial of request

IT WAS MOVED (John Cannon) AND SECONDED (Janet Kidder) to deny the request for abatement of 2019 taxes for Lakeside Lodge. Kidder: Yes, Rollins: Yes, Cannon: Yes. . THE MOTION WAS APPROVED UNANIMOUSLY.

Consider acceptance of grant in the amount of \$6,000 from the Department of Homeland Security for the purpose of ballistic protection for firefighters and EMTs.

IT WAS MOVED (John Cannon) AND SECONDED (Nancy Rollins) to accept the grant of \$6,000 from the Department of Homeland Security for the purpose of ballistic protection for firefighters and EMT's. Kidder: Yes, Rollins: Yes, Cannon: Yes. THE MOTION WAS APPROVED UNANIMOUSLY.

Consider request of Dan Wolf to lease town property, skating rink area, for use by the New London Inn.

Dan Wolf explained that with the order from Governor Sununu this past Friday, restaurants will be allowed to have outdoor seating. Mr. Wolf feels it would be advantageous for the community to be able to use the skating rink for outdoor service. It would be beneficial to see more activity in town. They are requesting the use of the skating rink for the next month or so. Tables would be socially distanced and they are still deciding if they will have a tent or not. There are many challenges with weather being the main one. They are thinking about providing outdoor service four days a week. Selectman Rollins supports these efforts and thinks it's a good idea. She would encourage him to seriously consider having a tent as this would increase business.

Chair Kidder asked the board if they should require Mr. Wolf to go before the Planning Board for site plan review. Selectman Rollins commented that as long as Mr. Wolf follows the state's guidelines, that should be sufficient. It was agreed that it would not be necessary to go before the Planning Board.

Chair Kidder asked if the Selectmen felt Mr. Wolf should pay for use of the property. Mr. Wolf commented that they have contributed things over the years (i.e. water, window replacements) and this could be a trade-off for that.

IT WAS MOVED (Nancy Rollins) AND SECONDED (John Cannon) to approve the proposal of the Coach House Restaurant to utilize the skating rink for a short period of time. Kidder: Yes, Rollins: Yes, Cannon: Yes. THE MOTION WAS APPROVED UNANIMOUSLY.

Town Administrators Report

Ms. Hallquist provided the following report:

- There was a malfunction at the Pleasant Lake Dam last week. Public Works Director Bob Harrington took out the broken piece and contacted the company for help to get it replaced. The replacement part will be in this week and public works staff will install it and work with the company to calibrate it properly.
- All Department heads are aware of budget issues and are closely monitoring expenses.
- Ms. Hallquist stated they are unsure when the town offices will re-open to the public; other town offices throughout the state are also talking about when it might happen, most are planning to stay closed through May at this point. She has asked staff for recommendations as to what things they would like to see in order to accept the public back into the office safely.

Doug Lyon, New London Hospital Board of Trustees Chair, reported that it is a goal of New London Hospital and the entire DHH System to get Operating Rooms back up to about 50% capacity. This is an aggressive goal, but they are optimistic. This is critical to the revenue of the hospital because surgery is where the money is made. The big issue for the college is whether there will be a fall semester. They have plans for three different scenarios. One is to start on time, one to delay until October 1 and one to do remote learning again. The problem with remote learning is the loss of revenue from room and board which is significant. Things are beginning to open up and this is an encouraging sign.

Meeting Minutes

IT WAS MOVED (Nancy Rollins) AND SECONDED (John Cannon) to approve the minutes of April 20th meeting. Rollins: Yes, Cannon: Yes, Kidder: Yes. THE MINUTES WERE APPROVED.

Upcoming Meetings & Special Events

Next regular Selectmen's meeting – Monday, May 18th – 6:00 PM via Zoom

Committee Reports

Chair Kidder provided an update on the Recreation Commission meeting held this morning:

- Event updates: Scott Blewitt reported that due to their not being an Easter egg hunt, he delivered Easter eggs to about 125 children and this was very well received. Mr. Blewitt noted that Track and Field has been canceled as well as Yoga. There are no programs happening at Whipple Hall. He is considering virtual programs and is still planning on doing the Strawberry Festival if it is allowed on June 20, 2020.
- Mr. Blewitt is also working on a policy for staff with regards to the Coronavirus and safety measures that should be taken with regards to social distancing etc.
- \$5,500 was taken out of the revolving fund to purchase 8 new picnic tables.

- The Recreation Commission recommends that new signs be made with regards to using the facilities at the beaches if they are opened. They will wait to see if the Governor recommends opening the beaches. They may remove the docks from the beaches since there is no way to keep children safely distanced from each other on the docks.

Items to be signed

- Accounts Payable Voucher
- GIS Internet Services Annual Maintenance Agreement
- Tax Abatement for Map 080-005-0-0-0 and 096-002-0-0-0
- Land Use Change Tax – Map 021-007-0-0-0 and 025-001-0-0-0
- Veterans' Credit Applications
- Solar Energy Systems Exemptions

Applications Approved &/or Denied

Building Permits

- Michael Hansen Properties LLC, 10 Main Street, TM 073-047-0-0-0. Demo existing house & garage. BP 20-020 approved 4/2/20.
- Lambert Family Trust, 1667 King Hill Road, TM 128-003-0-0-0. Add vinyl shakes to front of garage. BP 20-033 approved 4-21-20.
- Blueberry Pancake Trust, Tom Cottrill, 206 Tracy Road, TM 129-019-0-0-0. Addition & renovations. BP 20-029 approved 4-21-20.
- Sanford Tyler, 18 Sutton Road, TM 122-002-0-0-0. Build 8' x 28' farmers porch. BP 19-122 approved 4-28-20.
- Dale & Constance McLeod Rev Trust, 111 County Road, TM 059-021-0-0-0. Demo existing house & garage, build single family ranch with garage & deck. BP 20-032 approved 4-28-20.
- Elizabeth Stikeman, 38 Knights Hill Road, TM 082-003-0-0-0. Demo existing garage. BP 20-034 approved 4-28-20.
- Quinn Family Revocable Trust, 63 Murray Pond Road, TM 045-003-0-0-0. Build 4' x 10' heated mudroom & replace siding on two sides. BP 20-035 4-30-20.

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

The meeting was adjourned at 6:44PM.

Respectfully submitted,

Trina Dawson
Recording Secretary
Town of New London