



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## BOARD OF SELECTMEN MEETING MINUTES

June 15, 2020

6:00 PM

### Meeting Conducted via Zoom

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. The public has access to contemporaneously listen and participate in this meeting through the video conferencing platform Zoom.us

#### **PRESENT:**

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

#### **ALSO PRESENT:**

Bob Harrington, Public Works Director  
Jay Lyon, New London Fire Chief,  
Geoff Lizotte and June Fichter, Lake Sunapee Protective Association.

Chair Kidder called the meeting to order at 6:00 PM and read the statement authorizing the meeting via Zoom and called the roll of the Selectmen: Rollins: present, Cannon: present, Kidder: present.

#### **2020 Lake Sunapee Watershed Management Plan – Geoff Lizotte**

Geoff Lizotte presented the 2020 Lake Sunapee Watershed Management Plan to the Board. He explained that about two years ago, the LSPA started the process of updating their watershed management plan. Part of this involved getting a grant to help with it and several items were needed to meet the requirements. A consultant helped with a survey, land cover assessment, establishing a goal and modeling a build out analysis. A plan was developed to meet this goal over a ten-year period.

A plan was established in 2008 but is now outdated as things have changed quite a bit since that time. A change in climate has a big impact on watershed. Storms are intensifying and when greater precipitation occurs in a smaller amount of time it leads to erosion. Soils and other materials contaminate water (streams, lakes, ponds). Pet waste, fertilizers and motor oils in the water are hazardous. The plan mainly focuses on phosphorus because it only takes a small amount of phosphorus to make big changes in water quality. It is also something that can be controlled. The goal is to have a 7.5% load reduction to Lake Sunapee. Prevention is much less costly than trying to deal with the issues later.

Another part of the plan is modeling. It helps to look at our past and current conditions as well as the future by doing some build out analysis. Most of the phosphorus load in the water comes from land. A smaller piece comes from the atmosphere, some from failed septic systems and also from waterfowl.

Lakes and ponds age naturally over time and the goal is to maintain good water quality in them. An action plan needs to be developed to be able to achieve this over the next ten years. Part of the plan includes non-structural actions as well as physical actions which are best management practices. Some ways to reduce impact is by picking up pet waste, maintaining cars better or by using less fertilizer. This must be a community effort in order to be successful. Land conservation and having buffers near lakes and streams are a few ways that can help achieve this goal.

Eight sites were identified in New London to address (Davis Hill Road, Bucklin Beach, New London Shopping Plaza, Hastings Landing, Erosion on 103A near Herrick Cove, Columbus Ave, private land near Route 11). Keys to success are collaboration with the town, obtaining grant money to help pay for these projects and participation from landowners.

The Board thanked Mr. Lizotte for the presentation.

### **New Business**

#### **Wendy Johnson, Finance Officer, Financial Position of the town**

Wendy Johnson provided an update on the town's cash flow. She has been tracking revenue and expenses since April 1, 2020 and has compared these numbers to last year at this time. The biggest source of revenue for the town is tax collections. Through June 15, 2020 the collection is 21.69%. A year ago at this time it was 26.95% so we are down about 5% which translates to about \$240,000. Another source of revenue is motor vehicles and this down about 13.5% which translates to about \$36,000.

Expenses over the last 13 weeks are down 13% which is about \$30,000. There have been some unexpected revenues in the amount of \$250,000. Overall, Ms. Johnson stated there is no drastic decrease in cash. The tax anticipation note closing papers can be signed if the Selectmen choose to do so. It is a note that is good for \$1 Million dollars until December 31, 2020 if we need it; Ms. Johnson recommended that the Board approve the closing papers to secure the note.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (John Cannon) to obtain the tax anticipation note. Nancy Rollins: Yes, John Cannon: Yes, Janet Kidder: Yes. THE MOTION WAS APPROVED UNANIMOUSLY.**

Ms. Johnson stated that tonight is the last Board of Selectmen meeting before the first payroll occurs in July 2020 which starts a new budget cycle. The budget that was passed includes a 1.5% COLA, increases using the step program and new hires. A 1.5% COLA equates to \$3,400 per month. Ms. Johnson would like to move forward with this as it would be a morale booster for employees and will not significantly impact the town's cash position.

The step program is a total cost \$42,167 for the year. She suggested waiting another month on this decision to get more information regarding the receipt of tax payments.

The two new employees that were approved would be a cost of \$11,678 per month. This is the most expensive item of the employee costs that have been discussed. This is the total for both positions.

Selectman Cannon agrees that we should move forward and approve the COLA increase. He also agrees to hold off and review the step program again next month. As far as the new positions, that represents a significant amount that could be deferred until we get a better picture of the finances. Selectman Rollins agrees.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (John Cannon) to approve the 1.5% cost of living adjustment (COLA) as of July 1, 2020 and to suspend the step increases and new positions for**

**at least another month. Nancy Rollins: Yes, John Cannon: Yes, Janet Kidder: Yes. THE MOTION WAS APPROVED UNANIMOUSLY.**

### **Bob Harrington, Public Works Director, Paving**

Bob Harrington, Public Works Director, met with the Board to discuss paving. He noted that his first recommendation is to commit to working with Pike Industries on the town's paving needs over the next few years without the process of a request for proposal (RFP). The advantages are to maintain a good working relationship, keeping the consistently high-quality work that we've received the last several years and it allows them to plan on our paving needs which means earlier scheduling for the town. The prices are fair and competitive with Pike Industries. This is not a contract so at any time, if we feel the prices are not competitive, we can go back to an RFP.

The second recommendation is that Mr. Harrington would like the Board to reconsider the current freeze of spending for the paving needs of the town. Currently the price is \$66 per ton and this is down \$2 from last year. The price for fine grading of gravel roads is .35 per square yard and last year is was .65 per square yard. These are really good prices and better than area towns. The Board agreed that it made sense to complete the FY2020 paving and to expend the trust funds for the gravel road paving.

**IT WAS MOVED (John Cannon) AND SECONDED (Nancy Rollins) to accept Bob Harrington's proposal to commit to work with Pike Industries without an RFP. Nancy Rollins: Yes, John Cannon: Yes, Janet Kidder: Yes. THE MOTION WAS APPROVED UNANIMOUSLY.**

### **Appointments to Boards and Committees**

Chair Kidder reviewed the following appointments to Boards and Committees:

**Archives** – all members wish to be reappointed

**Firewards** – Pete Lauridsen wishes to be reappointed

**Conservation Commission** – Maggie Ford does not request re-appointment; Michael Kennedy has been an alternate and will take over Maggie Ford's seat as a full voting member. Glen Gladders would like to be appointed to the Commission and will be an alternate member.

**Planning Board** – Jeremy Bonin, Joe Kubit and Katie Vedova wish to remain on the Planning Board

**Recreation Commission** – Joy Kubit and Janet Kidder wish to remain on the Recreation Commission

**Tri Town Assessing Board** – Emily Campbell has filled out a volunteer form and wishes to be appointed as the citizen representative.

**Zoning Board of Adjustment** – Michael Todd, Katherine Fisher and Heidi Lauridsen wish to remain on the ZBA.

**Citizen's Advisory Committee** – 3 new members wish to be appointed: Nicholas Ourusoff, Ute Sohurrath and Janet Miller.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (John Cannon) to approve all the members that wish to be appointed and reappointed. Nancy Rollins: Yes, John Cannon: Yes, Janet Kidder: Yes. THE MOTION WAS APPROVED UNANIMOUSLY.**

### **Town Administrators Report**

Ms. Hallquist provided the following report:

- A thank you letter was received from the Sunapee Police Chief Cahill thanking the New London Police Department and Officers Jamie McKenna and Geoffrey Daley and K-9 Vilo for their assistance in finding a missing autistic child.

- *Municipal Matters* went out with information regarding the new voting location. It was emphasized that everyone should be aware of where the new voting location will be on September 8, 2020 – additional information will be given in the coming weeks.
- Discussions continue regarding the reopening of the town offices. The issue delaying the reopening is the lack of lobby space in the Academy Building that would allow social distancing while people are waiting to see various departments. The most challenging is the town clerk/tax collector office. A possible solution would be for citizens to make appointments, but a long-term solution will be needed if the social distancing requirements continue. Adjustments to interior space may be needed to facilitate social distancing to keep everyone comfortable. Selectman Rollins asked what the time frame was for reopening the Academy Building. Ms. Hallquist stated there is no set date; if making appointments seems like an acceptable solution, they can get that going soon by getting signage and notice of how to make an appointment. Ms. Hallquist noted that the work of the town office has continued with people calling, emailing, and leaving items in the drop box at the door.
- The Governor has lifted the ban on group gatherings so the Selectmen can begin to have in-person meetings again. Meetings would have to be held in Whipple Hall to allow for social distancing and tables will be needed. Ms. Hallquist stated the tables are not expensive. Audio/Visual equipment can most likely be purchased using stimulus funds since this is needed due to the Coronavirus. If the room can be ready and suitable by the next Board of Selectmen's meeting, it will be held there. The Board asked that the appropriate AV equipment be installed so that meetings can be held in Whipple.

## Committee Meetings & Reports

### Planning Board

Chair Kidder reported that a recent Planning Board meeting on June 9, 2020 they approved a home occupation for a beauty salon.

Peter Christians requested the conversion of a shed to a gift shop and this was approved.

There was a long discussion about possible uses for the Grange Building. Dr. Dorothy Hitchmoth would like to purchase the building and would use the first floor for her medical practice. There is limited parking and it was suggested that she speak with Colby-Sawyer to access their property for parking.

### Meeting Minutes

**IT WAS MOVED (Nancy Rollins) AND SECONDED (John Cannon) to approve the minutes of May 18<sup>th</sup>, 20<sup>th</sup> and 28<sup>th</sup> meetings. Nancy Rollins: Yes, Janet Kidder: Yes, John Cannon: Yes. THE MINUTES WERE APPROVED.**

### Upcoming Meetings & Special Events

- Next regular Selectmen's meeting – Monday, July 6<sup>th</sup> – 6:00 PM
- Recreation Commission – Monday, June 18<sup>th</sup> – 11:00 AM

### Items to be signed

- Tax Abatements
- Wastewater Tax Abatements Requests
- Petition for License – Utility Poles/Underground Conduit – Bunker Road
- Notice of Intent to Cut – Baker Road TM 114-001-0-0-0

- Solar Energy Systems Exemption

### **Applications Approved &/or Denied**

#### Sign Permits – all approved

- Permanent Sign 20-06 – Danielle Blodgett Hair & Makeup, 99 Sparrowhawk Rd, TM 065-018-0-0-0.
- Permanent Sign 20-07 – Kristina Lafiosca, Cow Face Yoga Studio, 428 Main Street, TM 085-041-0-0-0 for two signs.
- Permanent Sign 20-08 & 09–Matthew Conway, K’s Candy

#### Building Permits

- Marc & Anne Margulies, 53 Lamson Lane, TM 049-012-0-0-0. Build storage area under porch/deck. BP 20-049 approved 6/10/20.
- Rodney Buttry & Carol Emanuelson, 557 Seamans Road, TM 097-003-0-0-0. After the fact - Build 14’x20’ deck. BP 20-050 approved 6/10/20.
- Edward & Sarah Hebert, 60 Hall Farm Road, TM 086-025-0-0-0. Build 12’x16’ shed. BP 20-051 approved 6/10/20.
- John & Jane Griggs, 129 Littlebrook Road, TM 035-042-0-0-0. Remove a portion of deck & squaring off 40 sq. ft. BP 20-052 approved 6/10/20.
- Matthew & Kristina Regan Trusts, 151 Quail Run, TM 108-003-0-0-0. Build 12’x20’ shed. BP 20-053 approved 6/10/20.
- Samuel Drive LLC, Hall Farm Road, TM 086-022-0-0-0. Build new single-family residence w/garage, deck & porch 6184 sq. ft. BP 20-054 approved 6/10/20.
- Ton-ko-Lah LLC, 18 Camp Sunapee Road, TM 033-008-0-0-0. Complete structural renovations of existing cottage & garage. BP 20-056 approved 6/12/20.
- Sarah & Simon Brooks, 253 Barrett Road, TM 084-014-0-0-0. Build new dormer in bathroom. BP 20-057 approved 6/12/20.

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

The meeting adjourned at 7:11PM.

Respectfully submitted,

Trina Dawson

Recording Secretary  
Town of New London