



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## BOARD OF SELECTMEN MEETING MINUTES

June 4, 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, New London Resident  
Jim Perkins, New London Archives

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

### **Public Comment**

John Raby asked if due to tricky weather and the cancellation of some pre-election meetings if there has been any discussion about moving the Town Meeting back to May. Chair Rollins replied that there has not been any discussion to moving it back. This change would require a vote at Town Meeting.

Jim Perkins attended the meeting to discuss the sprinkler system in Archives. Mr. Perkins explained that a wet system, which will be used throughout the building, is not necessarily ideal for archives, explained that paper can get wet and be restored but it is a costly and time consuming process. Archives tries to find solutions that don't require as much dousing to extinguish fire. There are two other solutions. One is a mist solution that atomizes water molecules and starves the fire of oxygen. The other is a gas-based system but it is problematic because it requires a sealed space. Mr. Perkins asked Ms. Hallquist about a mist-based system that would use less water than a full on water system for the archive spaces. She came back with a hybrid system which is a combination of water and nitrogen. It uses water to cool the fire and nitrogen to displace the oxygen. It doesn't have to be a fully sealed room and it's a self-contained unit that can be placed anywhere. There is no additional plumbing and would be an ideal solution.

Mr. Perkins asked around and no one has seen this system installed yet in this area. He contacted the manufacturer to see if it had been tested on the types of combustibles in the archives but has not heard back from them. They haven't gotten a price yet. Very little modification would need to be done to the space and it can be scaled to the size of the room. The size of the unit depends on how many tanks are needed. The basic unit uses only a gallon and a half of water.

Ms. Hallquist stated the original quote they got was on a dry system – it is pressurized and no water sits in the pipes. This came in at \$30,000 per room.

Another component is to have caps made that sit on top of the shelving to divert water that comes down from above. These caps could be made out of sheet metal to serve that function.

The size of the unit depends on how many tanks that are needed. The basic unit uses only a gallon and a half of water.

Selectman Helm asked if Mr. Perkins had spoken to fire Chief Jay Lyon and if he was familiar with this system. Mr. Perkins stated that Chief Lyon has not seen a mist based system like this before. Selectman Helm asked what Colby-Sawyer uses and Mr. Perkins was unsure. Selectman Helm would like to find out what the college uses as a comparison. Chair Rollins would also like to know what Dartmouth uses for a system. Mr. Perkins will research this. Chair Rollins would like to have this on the agenda in the future with a presentation and a proposal.

### **Old Business**

#### Set Date for Informational Public Hearing on Pleasant Lake Draw Down

Ms. Hallquist stated that state law requires a public hearing and she recommends the date of August 6, 2018 as many non-residents will be here. The Board agreed to hold the informational public hearing on August 6<sup>th</sup>.

### **New Business**

#### Consider 2017 Abatement Recommendations as Prepared by Norm Bernaiche, Chief Assessor

Selectman Helm stated he is in agreement with the memo dated May 15, 2018.

**IT WAS MOVED (William Helm) AND SECONDED (Janet Kidder) to approve the recommendations of the Assessor in the memo dated May 15, 2018. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### Consider Request of Donna Richards to Allow Late Filing and For Classification as “Residences in Industrial or Commercial Zone” Pursuant to RSA 75:11

A memo from Chief Assessor Norm Bernaiche was reviewed. Selectman Kidder feels more information is needed as she understands that a business is operating from the property and she questions if this has any impact on a change in assessment from residential or commercial. She suggested to have Norm Bernaiche attend a meeting to describe how the property is being used. Chair Helm noted that he sees this property as different from a residence where the property owner is a plumber and brings home the work vehicle, as the property in question isn't the business person's home. The Board noted that Mr. Bernaiche assessed the property as a residential property.

Selectman Helm commented that they need to take their role as enforcement officers seriously as this was a change in zoning that occurred in 2017 meeting, and other properties are involved. In January, 2017 the notice to the public listed the property as being a residence and a business. He doesn't think the business is the business of the owner of the property and therefore assumes income would be involved. He also wonders if there are any other similar situations in town. Ms. Hallquist will get more information.

#### Set Date for Non Resident Taxpayer Meeting

The Non-Resident Taxpayer meeting will be held on August 6, 2018.

### Note New Office Hours for the Town Clerk/Tax Collector Office

The new office hours will take effect in two weeks: the office will be closed on Fridays and will be open during lunch.

### **Town Administrators Report**

Kim Hallquist provided the following report:

- The tour of the Buker Building in connection with the recently issued RFP went very well with nine consultants attending. Richard Lee, Ed Andersen and Scott Blewitt took the consultants through the building and answered questions.
- The Selectmen received a memo from Ms. Hallquist on the county budget process. She would like them to decide if they want to participate more than they have in the past. Chair Rollins asked if this had been brought up at the budget committee meeting. Selectmen Helm stated it had not. Ms. Hallquist will mention it at the upcoming budget committee training session. Chair Rollins stated it is important for the Budget Committee to be aware of it and have the discussion whether there is any interest.
- Ms. Hallquist provided information regarding moorings on Pleasant Lake. The information came from the Pleasant Lake Protective Association. There will be a public hearing on June 22, 2018 at 2:00pm. Any written material to the state needs to be submitted by June 29, 2018. One property owner of the town met with Ms. Hallquist to voice his opposition to making Pleasant Lake a mooring lake. She let him know that to date, the Selectmen haven't taken a position one way or another on this issue. The Board decided the town will not take a position.
- Budget training will take place on Saturday, June 9, 2018 at 7:30am.
- A Memo from Wendy Johnson was reviewed regarding the need to make transfers from the sewer lagoon CRF and the GIS CRF to covered expenses related to each project: \$8,573.51 from the sewer CRF and \$55,750 from the GIS CRF.

**IT WAS MOVED (William Helm) AND SECONDED (Janet Kidder) to approve the two requested transfers. THE MOTION WAS APPROVED UNANIMOUSLY.**

- Ms. Hallquist had a meeting recently with the Bandstand Committee. The Kearsarge Community Band requested the meeting with the Bandstand Committee to ask how they are doing with their performances. They are interested in getting as many bookings as possible.

### **Committee Meetings & Reports**

Janet Kidder reported that at a recent Planning Board meeting on May 22, 2018, they approved a home occupation application.

At the Capital Improvement Program (CIP) meeting on May 23, 2018 they decided they will meet with all the department heads. They also need information from the proposal made on the Buker property and to hear from the state on the Transfer Station. Until they get these recommendations, they can't predict how much money to set aside for those projects.

Chair Rollins stated that with regards to the Transfer Station, she would like to see if there was a way to get the state to move more quickly relative to the property, noting that it isn't acceptable to just sit and wait. She suggested writing a letter. Ms. Hallquist stated that there are several steps the request must go through so that is what takes so long. Selectman Helm suggested

getting Karen Ebel involved to see if she could help expedite things. Ms. Hallquist will draft a letter on behalf of the Selectmen.

Chair Rollins reported that she and Ms. Hallquist attended an Outing Club meeting. The Outing Club is looking for people to be participants on the committees they are forming to investigate the possibility of establishing a community center. If anyone is interested, please let the Selectmen know.

There is a need for continued discussion with the Recreation Commission as the Buker review is done and completed.

### **Meeting Minutes**

**IT WAS MOVED (William Helm) AND SECONDED (Janet Kidder) to approve the minutes from the May 4, 2018 and May 14, 2018 meetings. THE MINUTES WERE APPROVED.**

### **Upcoming Meetings & Special Events**

The retirement reception for Public Works Director, Richard Lee will be held on Thursday, June 14, 2018, from 6-8pm at Whipple Town Hall. Selectman Helm noted that he and Ms. Hallquist recently attended the ceremony of the North East Resource Recycling, where Richard Lee was recognized as the Recycling Person of the Year. Mr. Lee has been involved with the monument in Concord, NH that memorializes the public works employees that have lost their lives in the line of duty; this memorial will include the name of New London Public Works employee, Ryan Haynes, who died while on duty in 2005. Selectman Helm recommended that the Town make a donation to the memorial to recognize Mr. Lee's retirement.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (William Helm) to approve the donation of \$500.00 in honor of Richard Lee. THE MINUTES WERE APPROVED.**

Selectman Helm asked Ms. Hallquist how the Public Works Director transition is going. Ms. Hallquist has a list of the projects and they are in progress.

### **Other Business**

Whipple Hall Centennial Celebration – Selectman Kidder requested funds to provide drinks for the celebration.

There will be a plaque from the state because it is a historic building and this will be framed.

**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 6:55 PM.

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

**Items to be signed**

- Payroll Authorization Voucher
- Accounts Payable Voucher
- Warrants – Yield Tax Levy
- 2017 Abatement Requests
- Tax Exempt Status Requests
- Applications for Veteran Tax Credit
- Petition for License – Utility Poles on Maple Lane
- Raffle Permit by New London Hospital for Hospital Days at Town Green on Saturday, August 4<sup>th</sup>.
- Applications To Use Town Property
  - ✓ Whipple Hall on Tuesday, June 12 from 5:00 to 9:00pm for volunteer reception by Center for the Arts.
  - ✓ Whipple Hall & conference room on June 15, 16, and 17 from morning to evening for rehearsals by NL Barn Playhouse.
  - ✓ NL Inn Common on Saturday, July 7 from 7:00am to 2:00pm for St. Andrews Church Summer Fair.
  - ✓ Whipple Hall & Common on Sunday July 15 from 7:30am to noon for NL Hospital yoga fundraiser by New London Hospital Associates.
  - ✓ Little Common on Saturday, August 4<sup>th</sup> from 11:00am to 2:00pm for the Cow Flop Bingo by Lake Sunapee Chamber of Commerce.

**Applications Approved &/or Denied**

Temporary Event/Sale Permits

- Grand Opening, Colonial Pharmacy, 82 Newport Road, Saturday, June 9<sup>th</sup> from 10:00am to 6:00pm. APPROVED
- Vacation Bible School, First Baptist Church, 461 Main Street, June 25 to June 29 from 9:00am to noon. APPROVED
- Wedding Ceremony, High Pine Lane beach, Saturday, June 30<sup>th</sup> at 4:00pm. APPROVED
- Yoga Fundraiser, NL Hospital, Town Green, July 15<sup>th</sup> from 7:30am to noon. APPROVED

Sign Permits

- Permanent Sign – Kristina Lafiosca for Cow Face Yoga, 420 Main Street, TM 084-044-000. APPROVED 5-16-2018
- Permanent Sign – Preston King for Sunapee Shade and Blind, 295 Andover Rd., TM 098-033-000. APPROVED 5-29-2018
- Permanent Sign – Dr. Dorothy L. Hitchmoth, PLLC, 219 County Rd., TM 059-003-000. APPROVED 5-29-2018
- Temporary Sign – By First Baptist Church for a 24”x28” A frame sign at the Information Booth for the Vocation Bible School during June 25-29. APPROVED
- Temporary Sign – NL Hospital Associates for an A-frame sign on the Town common & Whipple Hall for the yoga fundraiser July 1-7. APPROVED
- Temporary Sign – By New London Garden Club for an A-frame sign at the Information Booth for the Antique Show during July 21-28. APPROVED

- Temporary Sign – By Summer Music Associates for an A-frame sign at the Information Booth for the 2018 concerts at various times throughout the summer. APPROVED

Building Permits

- Gary Anderson & Cornelia Boyle, 750 Little Sunapee Rd., TM 021-001-000. Demolish single family residence. BP 18-030 APPROVED 5-29-2018
- Thomas & Vicky Mills Trust, 40 Andover Road, TM 122-001-000. Add roof mount solar array - 15.4kw. BP 18-036 APPROVED 5-14-2018
- Jesse & Allison Lewis, 1058 King Hill Road, TM 130-017-000. Add Ground solar array - 18.3kw. BP 18-037 APPROVED 5-31-2018
- Maxwell Collins, 466 Otterville Road, TM 042-007-000. Interior & exterior renovations demo chimney & deck. BP 18-038 APPROVED 5-14-2018
- Edgar Condict Jr., 65 Gould Road, TM 085-008-000. 12x46 addition & major renovation & possible generator BP 18-039 APPROVED 5-15-2018
- Doug Adamian, 412 Forest Acres Road, TM 118-005-000. Reno existing sunroom. BP 18-042 APPROVED 5-23-2018
- Jesse & Allison Lewis, 1058 King Hill Road, TM 130-017-000. Upgrade electrical to 200a service. BP 18-043 APPROVED 5-31-2018
- Matthew Roginski & Christine Arsnow, 130 Barrett Road, TM 084-037-000. Replace 8x12 deck w/18x12 deck. BP 18-045 APPROVED 5-31-2018

**IT WAS MOVED (William Helm) AND SECONDED (Janet Kidder) to adjourn. THE MOTION WAS APPROVED UNANIMOUSLY.**

The meeting adjourn at 7:10 PM.

Respectfully submitted,

Trina Dawson, Recording Secretary  
Town of New London