



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES

August 21, 2017

6:00 PM

PRESENT:

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

OTHERS PRESENT:

Tyler Geno & Barbara McKelvy, Blue Mountain Guitar
Jim Perkins, Town Archivist
John Wilson, New London resident
Peter Bianchi, New London resident
John Raby, *Intertown Record*
Bruce Hudson, Budget Committee member

Chair Helm called the meeting to order at 6:00pm.

Public Hearing: Acceptance of Unanticipated Revenues from the State of NH

Chair Helm began the meeting by opening the public hearing to consider acceptance of unanticipated funds from the State of New Hampshire in the amount of \$116,424.76. These funds may only be used for construction, reconstruction and maintenance of the town's class V roads. These funds come from Senate Bill 38; the state had additional funds and they designated it to towns and cities throughout the state.

Ms. Hallquist provided the recommendations from Richard Lee, Public Works Director, as to how to spend the funds:

- \$78,000 to grade, compact, pave and overlay all of Fieldstone Lane, White Pine Lane and Little Cove Lane.
- \$56,000 to shim half of Burpee Hill Road and County Road intersection to top of hill.
- This totals \$134,000 and he suggests using \$18,000 from his paving line budget from the current fiscal year budget.

Chair Helm clarified that these funds cannot be used towards projects already planned. The state is requiring we do additional work.

Peter Bianchi asked about the amount \$18,000 coming from the yearly budget amount and questioned whether this will affect what Richard Lee does with the rest of the money. Ms. Hallquist explained that Mr. Lee was not planning to do any of the roads listed. Mr. Bianchi asked if by taking out the \$18,000, will Mr. Lee still be able to do the originally planned projects? Ms. Hallquist replied yes.

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) it was moved to accept \$116,424.76 from the State of NH. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to apply the funds to the purposes recommended by Public Works Director Richard Lee. THE MOTION WAS APPROVED UNANIMOUSLY.

Committee Update, Whipple Hall Centennial

Jim Perkins, Archives Committee, attended the meeting to give an update on the following:

- The committee is short one member at this point. Donations continue to come in. The one issue is a lot of duplicate material which takes up space but you can't easily dispose of it. Collectors may have an interest and need to figure out a mechanism for assessing duplicate materials that don't need to be retained. Most libraries have a friends' organization to help sell books. Chair Helm asked if Mr. Perkins had reached out to New Hampshire historical society to see if they have a mechanism for this or a state library. Mr. Perkins stated he could talk with both, but the issue is that this is town property. To some extent, there are guidelines in place for disposing of town property.
- The Whipple Centennial dedication ceremony was at 8:00pm on June 17, 1918 so we are coming up on the 100th anniversary. This year that date falls on Father's Day so isn't ideal, but around that date there will be a commemoration or dedication. What he would like to do at the archives is advertise and solicit for events that have taken place at Whipple Hall over the last century. They have a lot of material already but they would like to gather more to create an exhibit or documentary at the centennial celebration. A large part of that is its relationship with what is now the college. The general idea is to add to the documented history of the building by soliciting materials from people around town and raising awareness of the building at the same time. Chair Helm asked if the Mr. Perkins and the Committee would be making a recommendation to the town as to what to do. Mr. Perkins stated that they can but he's hoping there will be people that will be interested in planning an event. There should be an exhibit or presentation of the materials that have been collected. The planning details most likely wouldn't be done by the Archives committee but by others that are interested in doing that.
- Selectman Rollins asked if Mr. Perkins could put an article with John Raby's assistance; get something in the *Intertown Record* to talk about the significance of the Hall and what he's hoping to do to elicit interest from the town. When the building was listed on the state register, an article was done at that time. Some of the highlights could be pulled out of that article and highlight it's a 100th anniversary coming up and also request more photos, movies, posters, fliers etc. from over the years. The *Shopper* would also be an outlet for that. Selectman Kidder feels a committee is needed in conjunction with the Archives Committee. Chair Helm feels that a date should be selected soon so it doesn't conflict with other summer events that take place. The third week in June should be an appropriate time.
- Regarding the flag exhibit, Mr. Perkins recommends hiring a local artist to paint on the background of the enclosures, what used to be exhibited there. It commemorates those displays that were installed in 1922 but doesn't create any confusion that they are replicas. It also gives an opportunity to add more text about the history of the flags and explain why they are not physically there anymore.
- Chair Helm thanked Mr. Perkins for his dedication noting that he is a wonderful representative of our town's past history.

Blue Guitar Sign permit

Barbara McKelvy and Tyler Geno attended the meeting. Ms. Hallquist provided an overview of the issue. Ms. Hallquist got involved when she received a complaint about the neon sign in the window. Amy Rankins contacted Ms. McKelvy and there was a conversation about the neon sign and the blue guitar that is hanging on the sign. Ms. Hallquist also reached out to Ms. McKelvy and the issue of no sign permit was discussed. Ms. Hallquist asked for the dimensions of the sign and they were provided to her. The current sign, without the blue guitar sign, is 24 square feet. The regulations allow a maximum of 25 square feet. The hanging guitar was discussed and in Ms. Hallquist's opinion, it is a sign so that would be added to it, putting it over the limit.

Ms. McKelvy states the total signage should be measured by each individual sign that is on the board. She stated that this was what was suggested to her by Jeremy Bonin, since that is what he did. You can use the negative space. She also pointed out there used to be a barber shop sign when the guitar sign is

now. Ms. Hallquist believes it exceeds the regulations. Her understanding of the zoning ordinance is that you measure the entire sign, not the individual small signs, noting that otherwise, you could put a billboard sign up and put small signs on it, and she did not believe that result was intended by the zoning ordinance provision. Ms. Hallquist noted that she and Ms. McKelvy discussed the signage that is there for that number of businesses and agreed it was not adequate as they are small and hard to read. Her understanding is that you would measure the frame of the sign and the 25 square feet is used for however many signs are in there. The neon sign is not allowed at all unless it is moved to where you can't see it from the outside.

Ms. McKelvy disagrees with this. She did research and spoke with other business owners. She feels the signage is under the regulation. They have been in New London for five weeks and over half of the customers came into the store because they saw the blue guitar hanging outside. People in town seem excited to have them there. They will be doing instrument rentals and lessons. She likes this community and there are a lot of musicians in the area. They will be doing clinics on music and will have a licensed repairman. She feels her measurements are correct. The neon sign requirement is that it cannot be displayed on the outside but the regulations don't say it can't be visible from the outside. The neon sign is the shape of a blue guitar. The proposal is that a sign will be placed on the hanging blue guitar.

Chair Helm responded that this is an example the problem with the sign ordinance. He observed that the Planning Board tried to fix this sign ordinance issue by proposing to enlarge the size of the sign that could be in front of multiple businesses and that got defeated. If we are trying to be supportive of businesses in town, to ask 6 – 8 businesses to fit their signage onto a 25 square foot board is not friendly. There are several businesses that would be in violation of the ordinance and others have visible neon signs and would be in violation. He feels they should make an exception to the ordinance. The goal is to support businesses. Chair Helm asked if the Board could make exceptions to the ordinance; Ms. Hallquist noted that they could not, however, if the board agrees with Ms. McKelvy's interpretation, the sign permit can be approved based on that. Chair Helm feels the Planning Board should go back to review this. John Wilson also agrees with Ms. McKelvy's interpretation as well. Selectman Kidder stated that people don't understand and fear that huge signs would go up, noting that you have to advertise in order to succeed in this community. She also agrees the signage is below the regulations. Mr. Bianchi noted that he feels it is a danger to take over the job of the ZBA. The issue is that it is a town zoning ordinance and to disregard this isn't right and it should go before the ZBA. Chair Helm clarified that the Board is not overriding the ordinance; they interpret the ordinance to say that the individual signs, and not the sign frame, are measured to determine the total size of the sign, therefore the sign requested is within the ordinance. If there is a disagreement, the decision can be appealed to the ZBA.

IT WAS MOVED (William Helm) AND SECONDED (Nancy Rollins) to allow the Blue Mountain Guitar signs, as they are within the accepted square footage, in front of the Village Green.

Lamson Lane Culvert

John Wilson attended the meeting to discuss the issue of the Lamson Lane culvert. Dr. Wilson informed the Board of the history of the subject: in 2006, there was an extreme weather event that did severe damage to Lamson Lane. The culvert failed and there was an upstream blockage. It is a 24 inch culvert. After this, Richard Lee, Public Works Director and Ms. Hallquist, were involved in getting FEMA funds for redoing Lamson Lane. All the drainage was replaced and the contours of the land were changed to direct the water properly. This was great with the exception of the culvert in question, at the Carlson's property. The town didn't want to address it since it goes across the road and into a manhole, and then goes under the Carlson's driveway and under the garage into Pleasant Lake. The Carlson's have been there for almost ten years and hope to build their retirement home there, the updates for the new home will help correct drainage issues and update the septic system. It is a very complex and small lot and a difficult building site. One of the problems was the stream under the garage. Initially, the architect, the engineer and the state came in and wanted to uncover the stream and move it to the right, toward the abutter's property. This was unsatisfactory to the abutter so a new design was proposed to divert it to the other side to a new stream bed. When this came up a year ago, Dr. Wilson went to Mr. Lee and thought it would be a good opportunity to take care of the town's culvert across the road. Going forward, the

Carlson's have gotten their permits to divert the stream, septic and putting in a new manhole. The plan is to go back through a new manhole which turns 80 degrees into a new streambed. Dr. Wilson suggested that it seems to make more sense to do a straight shot across the road, as also being the cheaper option, as the current plan calls for a new manhole in the town right of way and divert the water 80 degrees into a new stream bed. To do this, they will need to take out the old one and dig across the area where the culvert is.

Dr. Wilson explained that he and Peter Bianchi went to look at the culvert and with a pretty powerful light could see to the other end. He noted that the culvert is at least 30 years old, and probably closer to 45 years old, pointing out that the town is concerned with Brookside culverts that are only 20 years old because they are rusting out. He and Mr. Bianchi observed that there are 3 or 4 sections where the pipes do not join, there is space between them, there is rust present, and they observed water actually goes under the culvert. Seems the involved parties should try to work out a solution that is better for all.

Chair Helm restated the two issues at hand:

1. The Carlson's have stated they are not interested in changing their permits to allow for the straight line because of the additional time required to do so. Dr. Wilson agreed that this is correct.
2. Is the town interested in connecting to the new manhole on town property, and according to the Public Works Director, that will require separate permitting with the state and this can't be done in a timely fashion with the construction project.

Chair Helm observed that the issue seems to be at a stalemate. Dr. Wilson noted that when he spoke with Mr. Lee, he was told Mr. Lee could contribute 40 feet of culvert and a load of crushed stone to do the project. There wasn't any discussion about having a permit. Dr. Wilson observed this is pretty frail looking stuff there and he could envision that when they dig around the area and add the new pipe and manhole are connected, the town could have a real catastrophe on its hands. Chair Helm noted that this issue cannot be resolved tonight as Mr. Lee is not in attendance and he hasn't heard some of this information on the condition of the culvert.

Chair Helm asked that Ms. Hallquist, Mr. Lee and Dr. Wilson to discuss this issue again.

Public Comments

Mr. Bianchi noted that he received a copy of the agreement that was signed for a zoning administrator on 8/14/2017, and asked if discussions of having one person is no longer being considered. Ms. Hallquist noted that the Board agreed to contract with the RPC for a planner for the remainder of the fiscal year. At least for this period of time we will have two different people. One zoning person that will be shared with Sunapee and one planner. Each of these agreements can be changed. Mr. Bianchi asked if there had been a job description posted for the Zoning position and what is the projected salary for this position? Ms. Hallquist stated starting salary is a little over \$21 an hour with benefits. It will be posted soon in the newspaper. Mr. Bianchi noted that he did not feel this is a good plan to go with knowing the history the town has had with joint agreements in the past.

Chair Helm stated that they are very sensitive about this issue and will move carefully before rushing into a permanent situation. He feels this will be the best approach.

Mr. Hudson asked what the town of Newbury does for zoning. Ms. Hallquist reported they have a building inspection/zoning person and they also hire separately for a planner.

Mr. Perkins asked that Ms. Hallquist make sure that the process of demolition permits on historic structures still stands once the new zoning administrator comes on-line.

Mr. Bianchi asked if we had hired for the town clerk position and Ms. Hallquist answered that yes it has been filled.

Old Business

Documents were signed regarding the Mascoma Bank loan in the amount of \$875,000 that was approved at town meeting.

New Business

Soo Nipi Park Road Right of Way to Lake Sunapee

Selectmen Rollins wanted to discuss the intent of the sign that states “not a public beach, lake access only by order of New London Selectmen”. There is a parking site for 3 cars. Her question is that there is no place to park as out of state cars are often parked there and there are no kayak racks or boat trailers so is it for general public? Is it monitored? She wants to get a sense of what the intent of this site is. Ms. Hallquist stated her understanding was that years ago, people thought it could be used as a beach and that is not its intent. It is for the public but it is to only get in and out of water, not to be used as a beach; when the lake is frozen to get onto the lake. Ms. Kidder feels it’s just for access but parking is the issue. Chair Helm feels that a new sign should be designed to better articulate what is there. Ms. Hallquist will research the easement to clarify what it entails for this access point on Lake Sunapee.

Future Citizen’s Advisory Committee (CAC) Meetings

Chair Helm stated these meetings are not well attended and questioned whether the Board should invite CAC members to attend regular Selectmen’s meetings instead. Selectman Kidder feels the Board needs a different approach; these meetings don’t seem valuable and based on attendance need to try something new. *Municipal Matters* has informed the public and if they want to know more they can look at minutes. Selectman Rollins feels that the intent of these meetings is to get advice, and to be advised and it has felt more one way; the Board wants community engagement. Chair Helm asked if it should be disbanded or should the Board merge the CAC activities with the regular meeting. Chair Helm felt that the Board should either disband that group or invite them to meet with the board in a different way.

Mr. Hudson noted that he felt the CAC meetings are redundant and it was supposed to be a Citizen’s advisory and he didn’t hear much of that. He agreed that it’s important to disburse the information; it’s publicized that the Board meets every two weeks if people want to attend.

Selectman Rollins feels the committee members should be sent a letter asking for committee members thoughts and encourage them to come to existing town meetings to be active participants. Chair Helm wanted to clarify that it wasn’t to be disbanded but rather it will be a hiatus and trying a different approach. Ms. Hallquist will draft a letter.

Town Administrators Report

Ms. Hallquist provided the following report:

Last week, Ms. Hallquist and Richard Lee met with representatives of Colby-Sawyer college to continue discussion of phosphorus study that Selectman Kidder suggested months ago. This will begin in September. Students will research the phosphorus levels in the town’s wastewater.

Ongoing projects:

- Mr. Lee and Ms. Hallquist visited the Pleasant Lake dam a week ago to check on progress and it is going slower than contractor predicted.
- Sewer Lagoons – Ms. Hallquist is concerned that there was some pumping of the lagoons but there has been no work since. Ms. Hallquist will speak with Dennis Thompson but her feeling is that he is busy with other projects. Ms. Hallquist was hoping to be done by now.
- Ms. Hallquist reported that the gate house needs to be painted. Some members of the Elkins community would like it red. Mr. Lee would like the selectmen to authorize the color. The most recent color of the gate house is a gray/green. Selectman Rollins suggests that it be the same color as the bath house. Selectman Kidder stated that red is the preferred color by the community of Elkins.

Committee Meetings & Reports

Selectman Kidder reported that the shed built for recreation storage at Elkins Beach will be moved to the sewer lagoon. The back side of the bath house will be enclosed for storage there instead of the shed.

Chair Helm reported that RPC approved the town's contract for planning services and it was voted at the last meeting to increase the dues by 1% which is standard.

Review of the Minutes of August 14th

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to approve the minutes from the August 14, 2017 meeting with a few changes due to spelling errors.

The minutes from July 24, 2017 meeting will be reviewed and approved at the next meeting.

Chair Helm is looking ahead at upcoming meetings and would like to make sure September 5, 2017 is on the calendar. The other meeting in September will be on the 19th.

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to enter into 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: Bill Helm: Yes, Janet Kidder: Yes, Nancy Rollins: Yes

The Board entered nonpublic session at 7:31 pm.

Respectfully submitted,
Trina Dawson, Recording Secretary
Town of New London

The Board reentered the public session at 7:50 pm.

The Board voted to seal the Minutes. Roll call vote: Bill Helm: Yes, Janet Kidder: Yes, Nancy Rollins: Yes

Items to be signed

- Payroll Authorization Voucher
- Accounts Payable Voucher
- NL Summary Inventory of Valuation: MS-1
- Wastewater Tax Abatement Request for Ralph Hale Jr., 185 Squires Ln., TM 096-026-000
- Notice of Intent to Cut Wood or Timber – Burnt Hill Rd. & Little Sunapee Rd. TM 017-003-000, 030-012-000 & 030-016-000 by Robert Perschel of New England Forestry Foundation
- Letter to the City of Charlottesville expressing town's support
- Birthday cards for town employees – September
- Requests to Use Town Property
 - ✓ Whipple Hall by Nicole Southworth of the Center for the Arts for monthly town free events on every first Friday of the month starting September 1st to December 1st from 4:00 pm to 8:00 pm.

Building Permits

- Thomas A Zacaroli Trust, 75 Parkside Road, TM 073-005-000. Interior Renovations. BP17-075. APPROVED 8/5/2017
- Jennifer Esten, 885 Pleasant Street, TM 036-003-000. Construct 3 bed, 1-1/2 bath house. BP17-076. APPROVED 8/5/2017
- Margaret L Eisenbach Real Estate Trust, 450 Hall Farm Road, TM 076-053-000. Replace oil boiler with propane water heater and heating system. BP17-077. APPROVED 8/5/2017

- Logan & Lara Stahler, 3 Highland Ridge Road, TM 145-001-003. Extension of BP16-066-Interior Renovations. BP17-078. APPROVED 8/5/2017
- Habitat for Humanity, 7 Herrick Cove Lane, TM 091-018-000. Extension of BP16-086 with amendment to add two sets of stairs. BP17-079. APPROVED 8/5/2017
- John & Sue Rogers Revocable Trust/Trustee, 48 Dixie Lane, TM 084-032-000. Demo garage. BP17-APPROVED 8/5/2017
- Paul & Marcia Kayle, 14 Conifer Lane, TM 045-027-002. Interior Renovations. BP 17-073 APPROVED 8/5/2017
- Matthew McClay, 63 Bartons Row, TM 064-005-000. Interior Renovations. BP 17-074 APPROVED 8/5/2017
- Tracy M. Prescott Living Trust/ Trustee, 242 Elkins Road, TM 077-041-000. Build a barn and shed. BP17-083 APPROVED 8/5/2017
- Waldemar & Elzbieta Fryckowski, 45 Little Sunapee Road, TM 060-004-000. Extension of BP16-15-086. BP17-084 APPROVED 8/5/2017
- Robert Murano, Jr., 13 Fox Run Lane, TM 043-005-000. Amendment to BP 17-055 (additional footage). BP17-080 APPROVED 8/15/2017
- John Pope, 98 High Pine Lane, TM 044-010-000. Convert deck to living space, interior & exterior renovations. BP 17-085 APPROVED 8/15/2017
- Christopher Guimond, 910 Lakeshore Drive, TM 064-016-000. Construct 5 bed house (8658 SF). BP 17-066 APPROVED 8/15/2017

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to adjourn the meeting. THE MOTION WAS APPROVED UNANIMOUSLY. The meeting adjourned at 7:51pm.

Respectfully submitted,

Kimberly Hallquist
Town Administrator