



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## BOARD OF SELECTMEN MEETING MINUTES March 19, 2012

### PRESENT:

Mark Kaplan, Chair, Board of Selectmen  
Tina Helm, Selectman  
Peter Bianchi, Selectman  
Kimberly Hallquist, Town Administrator

### ALSO PRESENT:

Doug MacMichael, New London Resident  
Linda Hardy, Town Clerk/Tax Collector  
Joan Pankhurst, Deputy Town Clerk/Tax Collector  
Joe McCarthy, New London Resident  
David Seastrand, Police Chief  
Leigh Bosse, Owner, "The Messenger"  
Linda Jackman, Administrative Assistant  
Amy Rankins, Land Use Coordinator  
Chad Denning, Recreation Director  
Peter Stanley, Planning & Zoning Administrator  
Bruce Hudson and Renate Kannler, New London Resident  
Richard Lee, Public Works Director  
Merry Armentrout, the Intertown Record  
Sandra Licks, Library Director  
Jay Lyon, Fire Chief  
Jim Wheeler, Budget Committee Chair

Chair Kaplan opened the meeting at 6:00pm.

### Approval of Minutes

*March 5, 2012*

Mr. Bianchi questioned whether the comment "the State's standard, which is 20" should actually state 20%. This will be checked for the correct reference.

Ms. Helm said on page 2, 4<sup>th</sup> paragraph, 2<sup>nd</sup> line: it should be "property values" not "properties values." In the following paragraph there is an extra "be."

Page 4, 3<sup>rd</sup> paragraph: "...pointed out "that" New Hampshire...."

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve the minutes of March 5, 2012, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.**

*CAC Meeting - March 3, 2012*

Mr. Bianchi said that on page 3, 4<sup>th</sup> paragraph it should be "Mr. Smedley," not "Ms. Smedley."

**IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to approve the minutes of March 3, 2012, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.**

Pleasant Lake Dam Meeting Update

Chair Kaplan said that the Board of Selectmen met with representatives from the State Dam Bureau on March 15<sup>th</sup> and it was a well-attended meeting. He felt that the State came away from their discussion understanding that the Town would address the issues raised by the State about the dam. The Town came away with the feeling that the State is willing to give the Town the time needed to make the required modifications. The Town will need to communicate their plans to the State to modify the dam. Mr. Bianchi said that the engineer answered most of the questions that were brought forth and felt that the next step would be for the Town to decide what they will do. He felt that the first step would be to conduct a feasibility study but they do not have money in the current budget to do so, nor is there money available in the proposed budget. Wright-Pierce estimated the cost of such a study to be \$23,000. This is something they would need to go out to bid for. Mr. Bianchi believed that they needed to have a proactive plan in place and communicate this to the State.

Ms. Helm said as long as they can assure the State that they are continuing to work on the project, they would be fine. They shouldn't, however, take five years before doing the feasibility study. Chair Kaplan agreed. Mr. Bianchi said the capital reserve account for the dam currently has under \$1,000. They need to decide how much they would like to put into the fund and when. Chair Kaplan felt that they should go to the Budget Committee and change the CIP program to add \$23,000. Ms. Helm thought they should make it \$25,000, as Wright Pierce was only one bid and it is possible that other bids would be higher.

**IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to adjust the proposal to the Budget Committee to recommend that \$25,000 be appropriated into the Pleasant Lake Dam Capital Reserve Fund.**

Mr. Wheeler asked if Wright-Pierce or any other firm they have discussed the project with, would also be able to do the Elkins Transportation Enhancement project as well as the dam project. He wondered if the funds could be used for the Elkins project, and the feasibility study for the dam. Ms. Helm said they discussed this with the State and it was decided the Elkins project and the dam repair should remain as two separate projects. Mr. Bianchi said out of the five companies, he knew that CLD Engineering was not involved in dam repair, but wasn't sure about the others. He didn't believe that the Elkins Grant money could be used for the feasibility study. Chair Kaplan said the Federal Government is very specific about how the funds are to be used from the grant.

Mr. Bianchi said that the dam project could be done, per the State, well after the Elkins project is completed. Chair Kaplan said the State understood that if New London did the feasibility study, they can write a letter telling them so. The next year they would send them a letter letting them know that they are putting money away for the project. The Town is already borrowing a tremendous amount of money and he felt they should be extremely cautious about borrowing more. It may take several years to raise enough money to do the work on the dam.

Mr. Wheeler thought that using the same firm to do the feasibility study and the Elkins project could be beneficial to enable them to plan both projects in tandem. He suggested doing the dam study first and put off the Elkins study until that is done so the Elkins engineering can be done around the more important/expensive dam work. Ms. Helm thought this was a good point but said they couldn't do any of this until after Town Meeting. Mr. Bianchi noted that William Rose said they could delay the use of the grant money until they were ready. It seemed that he would work with the Town and that the timing of the use of the grant money was flexible. Mr. Bianchi added that this expense will be increasing the budget but noted that there are many portions of the budget that cannot be controlled by them.

**THE MOTION WAS APPROVED UNANIMOUSLY.**

Town's Personnel Policy Review

Ms. Hallquist informed the Board that she, Amy Rankins and Wendy Johnson have gone through the policy and have made some changes, more of "housekeeping" items. She noted as examples in some places "Finance Officer" was changed to "Benefits Coordinator" as some duties are now being done by the Benefits Coordinator. Changes have also been made to reflect changes in the NH Retirement deductions. They will await the direction from the Board of Selectmen on how to proceed. Mr. Bianchi said he met with Ms. Hallquist and Ms. Johnson and asked them a lot of questions. He noted that they have added a section on dress code. He felt it would take several meetings to have the policy hashed out. Some places he felt were "touchy" like the portions regarding sick time, overtime, etc. He felt these things have to be discussed and thought it should be done in coordination with representatives of their employees. He has heard conflicting comments about the length of vacation time/sick time, etc. It is something that will take a collaborative effort of everyone. He felt they should bring out some general topics they have issues with to see if there was a way they could work with the employees to come to a decision.

Chair Kaplan said the policy is for all employees. They are just the policy setters. He agreed that they would like to hear from the employees, especially the department heads, before making any decisions. The Department Heads are the ones who know what works and what doesn't. Ms. Helm wondered if there were degrees of issues in the Personnel Policy. She said there were a lot of things that were common sense, required by law, etc. She thought that that night they could identify the areas that are of concern to the Board of Selectmen and then they should sit down with the Department Heads to come to some sort of consensus.

Chair Kaplan didn't think they should go through the manual page by page. He thought that Ms. Hallquist should meet with the Department Heads and discuss changes and bring those suggestions back to the Board of Selectmen. Ms. Helm noted that Ms. Hallquist, Ms. Rankins and Ms. Johnson had already done quite a bit of work on this so far. She didn't think they all wanted to change anything that night but their intent was to begin a dialogue. It has been five years since it has been updated. She thought they should do it page by page. Mr. Bianchi agreed and said that is what they set aside time that night for. There were many employees present that night because they knew it was on the agenda.

Mr. Bianchi said that the dress code portion was helpful and he had no problem with what they had added. Chair Kaplan read the paragraph, as it was requested by some of the employees who had not had access to the new text prior to the meeting. Peter Stanley said he would like to see something in the dress code about work-appropriate clothing. He has to go outside and in the woods and cannot be expected to wear expensive slacks to work, as was suggested by the dress code description. Mr. Bianchi wondered if a phrase like "Work appropriate clothing will be acceptable for certain job classifications" would help clarify his point. Mr. Stanley agreed that it would. Mr. Denning felt the description for the dress code was narrow. He sometimes has to wear flip flops and a bathing suit because he goes back and forth from the office to the beach. The section called "Personal Appearance" was what he was referencing. He thought the other departments should be defined more so than just the Public Works Department, the Fire Department and the Police Department with regards to their specific dress codes and dress code rules.

Ms. Helm wondered what prompted this addition to the personnel policy. Ms. Hallquist said that a dress code generally exists in a personnel policy. She said sometimes it becomes a problem with just one person and they can't enforce anything because it isn't in the personnel policy. There is no problem right now so they don't need to have anything in there if they don't want to. Ms. Hardy thought the "Personal

Appearance” section was sufficient and didn’t think they also needed a section devoted to dress code. Ms. Hallquist said they could definitely combine both sections into one.

Chief Lyon said that sometimes part-time fire fighters are often-times not dressed appropriately, per the dress code description, but in order for them to get to the station and to a fire in a speedy fashion, it is not frowned upon. Mr. Lee commented that there should be something in there about his workers wearing shorts and tank tops in hot weather. He added that he would not be happy to have to wear a tie to a meeting.

Mr. Bianchi felt the policy portion on harassment was conclusive, protected employees and allows for due process. Ms. Hardy said this portion went through the legal department when the text was created and all the employees initialed it.

Mr. Bianchi wondered why they were requesting a change in the payday from Wednesday to Thursday. Ms. Johnson said there were four payrolls during the last year that were supposed to be processed on a Monday holiday. There were a couple times when the payroll was not delivered on time because the payroll company was closed for the holiday. This change would simply make it so Monday holidays would not interfere with people getting paid on time.

Mr. Bianchi asked if a spouse, with written permission, could pick up a paycheck from a town employee. He thought it should be allowed, although the current personnel policy does not provide for it. Ms. Hardy commented that most of the employees have direct deposit so it really isn’t an issue. Ms. Johnson said there were very few “live” checks that are distributed and that most checks are direct deposited.

It was asked about Compensatory Time and what the issue was. Ms. Hallquist said that these hours are not documented on the paychecks, as the personnel policy states, but noted that Ms. Johnson keeps a calculation of how many compensatory time each employee has accrued.

With regards to holiday pay, Mr. Bianchi explained that if an employee is scheduled to work on a holiday, they receive 2 ½ times their regular pay. He said this seemed to be a lot to him and added that \$83,000/year is budgeted for overtime pay. He felt this should be reviewed with employees.

With regards to the On-Call Pager Policy, Mr. Bianchi thought this should be addressed and reviewed as well. He explained that the Sewer Department includes \$20,000/year in their budget to cover overtime to pay someone to take a reading on a Saturday or on a Sunday. They are paid for 12 ¾ hours over a weekend at time and a half to carry a pager. The Town is responsible for doing a reading on a Saturday and on a Sunday at a pump station. It comes down to an individual being paid \$360/weekend to carry a pager for two hours of work. He thought that was a generous policy. He would like to discuss this issue with the departments and employees. This expense comes to over \$9,000 being paid to an individual for carrying a pager on the weekends.

Mr. Lee clarified that the pager is not for the weekend, it is for the whole week. They are on call for 7 days. 12 hours is for the whole week, not just the weekends. The person with the pager cannot be more than 20 minutes from the pump station for the whole week and they come in on Saturday and Sunday to do readings. Mr. Bianchi still wanted to discuss this. He would like some background in knowing what this involves and what other towns do. Chair Kaplan said the Town has equipment that they have to attend to and they need to pay people to do this work.

Chief Lyon calculated that for the individual to carry a pager for 7 days of the week, 24 hours a day, he would be making \$2.81/hour. Mr. Bianchi said that he just wanted to talk about these things to see if they

were valid or if they needed to be changed. Mr. Lee said that four hours of the on-call time is actually work time, as that is about how long it takes to do the readings. Everything is documented for the time they spend and it is State law that this needs to be done. No matter what, they have to pay someone to come in and do the readings.

Mr. Stanley commented that he has had a lot of experience with having to wear a pager and having to stay within a certain area while doing so. He said it is like having a small child and is like being a slave to the pager. He cautioned the board that as they continue to whittle away at the benefits that the employees have under the convenient shroud of the state of the economy, they may find themselves in a position where people leave at the drop of a hat for a neighboring community because they have better pay and benefits and no experience of being under the gun of having to give up whatever they have. He thought they should consider all this in the framework of what other communities do as they are the competition. There is a cost to retrain people. To be a good employer he felt they needed to take money out of the equation. Pay the employees fairly and they will work well for the Town. He didn't mean to say they should be over-paid, but to at least be competitive with other towns.

Ms. Hardy wondered what Mr. Bianchi was talking about when he mentioned previously the leave portion of the policy. Mr. Bianchi said that there are 9 paid holidays and two floating holidays. These holidays are the ones designated by the government, not the town. They also have a leave policy which includes 17 days of vacation for the first year an employee works there. Ms. Hardy said that originally they had 14 days of vacation the first year, and then 15 days of sick time each year. The Town took part of the sick time and made more of it leave time, and then they ended up losing days. That was the compromise made in 2007.

Mr. Bianchi went on to explain that employees have seven sick days in addition to the 11 holidays. He said that he has been asked by people why the Town doesn't lump all the leave time (excluding holidays) together. In his opinion, it is an extremely generous leave policy. He thought it should be re-addressed from time to time. If he is alone in this thinking, so be it.

Another component Mr. Bianchi mentioned was the buying back of sick time. Employees can accumulate a maximum of 240 hours of sick time. Each year all employees get 56 new hours of sick time. If an employee has the maximum 240 hours, then they are paid for half of the 56 hours if they don't use them by the end of the year. He thought this should be readdressed. He added they do not have a sick day bank to offer sick time to employees who may be suffering from illness and have run out of sick time. He thought that this might be something the employees might like to have. Mr. Bianchi believed that the Board of Selectmen and the Department Heads and any interested employees should sit down and discuss this issue. They should do a cost-benefit analysis of some of these policies.

Ms. Helm thought they should have a subcommittee made up of Board of Selectmen and any employees who want to be a part of the conversation. She wondered if these meeting would need to be public. Ms. Hallquist said that if it is a subcommittee of the Selectmen formed to advise the Board of Selectmen, the meetings would then need to be noticed and open to the public.

Mr. Bianchi commented that when considering other towns of New London's size, they are in the top two or three for compensation. He felt they should look into every portion of this policy in order to be accountable to the tax payers.

Ms. Helm recommended scheduling a meeting during the work day and any employee who wishes to come should. It would behoove the selectmen to have some more understanding than they do right now of what the issues are. Chair Kaplan recommended having a subcommittee and have one permanent Board

of Selectmen member attend. Any other selectmen may attend if they wish. He asked Ms. Hallquist to set up such a meeting with the Department Heads and employees.

Ms. Johnson wondered what the advantage of going through this process was. Was it to save money? Mr. Bianchi said that saving money isn't the goal, but if they end up doing so, so be it. He felt this was being done mostly to gain information, have it be an educational experience, and to potentially save money. Ms. Johnson said that they had gone through some areas where there could be small cost savings, but that there were other areas where no savings could be seen. Ms. Helm said these areas would be helpful to know about. She said that the policy hadn't been revisited for five years and it was probably time to do so. Additionally, going through the budget season, there were some areas in question where savings may be realized. They wish to be able to understand completely, the costs of the Town to the taxpayer. She felt explanations regarding the services they provide to the town were so helpful.

Chief Lyon said it would be nice for the Board of Selectmen to give them some direction regarding ideal leave time, etc. He would like some pre-educated knowledge regarding what their wishes are. He said that if there are policy fluctuations, they would appreciate knowing early on. Chair Kaplan suggested that a subcommittee be formed to go through the policy. Once they complete their review, the subcommittee will present their suggestions to the Board of Selectmen. The suggestions will then be discussed. Chief Lyon said that when they have new employees, they go through the policy with them. If there were concerns that came up in the last five years, they would have brought those forward to the Board of Selectmen and the administration to address them.

Mr. Bianchi thought their immediate attention should be Town Meeting. After that, they can put this together and get started with meeting and discussing. Ms. Helm said the subcommittee didn't need to be established right now. The three of them need to hone down the issues and come up with some possible solutions. She wanted to know what other towns were doing with regards to a personnel policy. Ms. Hallquist said that Mr. Bianchi had the entire LGC survey that has all the information Ms. Helm was looking for. Mr. Lee suggested that all the Department Heads and employees have the materials that the Board of Selectmen is looking at so they are all on the same page at the meetings.

Ms. Helm said she was committed to a dialogue on this topic. It may well be that no changes will take place. Every step of the way they should all be together in the discussion.

#### Possible Changes to the Board of Selectmen's Budget

Chair Kaplan said that they would like to add \$25,000 to the Pleasant Lake Dam Capital Reserve Fund. Mr. Bianchi said that he has also talked with Ms. Hallquist about the funds needed to cover insurance increases that will be needed due to the Town's fiscal year being different than the insurance company's fiscal year (insurance rates are set through December 31<sup>st</sup> while the town's fiscal year ends on June 30<sup>th</sup>). Ms. Hallquist said that the most common way to set aside money for this is to put it into the budget as opposed to a capital reserve account. Ms. Hallquist said she spoke to other towns that are in the same situation with the fiscal year and this is how they do it.

Mr. Wheeler said the extra insurance funding wasn't in the budget yet. It also wasn't in the CIP. Mr. Bianchi said they do not have a fund to pay for unanticipated insurance costs. Ms. Hallquist explained that they will need to cover insurance costs increases from January 1 to June 30, 2013. If the insurance goes up, which it probably will, they have no money set aside for it as the new rates won't be known until the fall. Mr. Stanley said if it is in budget and is not spent, it will go into surplus. If it is in the CIP and is not spent, they won't have to appropriate it for the following year. If they put it in budget and have honed the budget so close everywhere, it could serve as a pool of money that could be diverted to some other

purpose if necessary. Having the money in capital reserve insures that it will be used for that specific purpose and nothing else.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to add \$30,000 to a capital reserve account for the town warrant for future insurance increases between January 1, 2013 to June 30, 2013 and to make the Board of Selectmen agents to expend on the account. THE MOTION WAS APPROVED UNANIMOUSLY.**

Mr. Bianchi said a comment he has heard from several people, including Dan Wolfe of the School Board, regarding the May Town Meeting. The problem is that participation at the March school election was at an all-time low: 365 people voted, 23 of which were from absentee ballot. Last year there were over 1,000 people who voted. Mr. Wolfe is concerned because New London traditionally has a reputation of being very supportive of education. They are the largest town in the district and generally have the most people voting. This year the school budget and warrant were not that controversial; the amounts were the same, so the low turn-out was not as critical, but low voter turnout in New London is not a good thing for the school. Mr. Bianchi wondered if the board wanted to accommodate the school by moving Town Meeting back to March. If they want to do this, they would need to put an article on the warrant for this upcoming Town Meeting to do so.

Ms. Helm said she spoke with Mr. Wolfe as well. She told him early on that they would need to get the word out for people to get out and vote because of the change in Town Meeting. He, himself, admitted that the School Board needed to do a better job in the future to get the information out there. She said that next year she would be willing to help the School Board do a better job of getting the word out. Ms. Helm opined that a lot of the town's tax dollars go to the schools and she has a number of ideas to get people energized about the vote. Additionally, she said she was very much opposed to putting anything on this year's warrant about changing Town Meeting back to March. It was voted to change it to May a year ago and it has taken an incredible amount of effort to make the change to the fiscal year. She thought they should let the process go for an entire year and then reevaluate it. To even suggest that they are considering a change will surely confuse people about how the Town is coming up to speed.

Chair Kaplan felt Town Meeting in May was a big change but was optimistic about more people attending this year. In May it is light out and is warmer; he anticipated a big crowd. Putting an article on the warrant to change Town Meeting would, indeed, confuse people. He wanted it to see it go through and see if people take to it and come out in force. If his feelings are wrong, they can always go back to a March meeting. Ms. Helm said she would like to have a more positive attitude about making this work and felt strongly that they should let it play out.

Ms. Hardy said she talked to someone on the School Board from Bradford who is going to be the new Communications Committee chair. He called about the decrease in the amount of voters and explained that his main focus was going to be to communicate better with the Town of New London so next year people would be more aware of the fact that the school vote was at a separate time. Ms. Helm said she would commit to working with this gentleman, as well, to work on this issue.

#### Correspondence

*Forest Acres Road* – The Board reviewed a letter from nine homeowners who wrote in to say that their road was in terrible shape and needed work. Mr. Lee responded to the comments by observing that it is mud season and they live in New Hampshire, and these conditions happen on gravel roads. Things thawed out exceptionally fast and the Highway Department has been over there every day putting stone and gravel on the road, just like they have with every other gravel road. He believed that the residents didn't want a gravel road anymore; they want it paved. He said that he has had calls from people living on five

different roads asking when their roads would be paved. He has had to tell them that there is no funding to pave the gravel roads at this time.

Mr. Lee said that they are grading roads right now, which is the earliest they have done it. Other towns nearby are all doing the same thing and are hauling stone and gravel to put on the roads to make them passable. The Board directed Ms. Hallquist to respond to the residents and thank them for their correspondence. Ms. Helm thought that in the letter she sends to the residents of Forest Acres Road, Ms. Hallquist should emphasize that Mr. Lee is on top of the situation and remind them that it has been a difficult spring.

Chief Lyon thanked Mr. Lee for keeping the emergency services departments up to date on which roads were difficult to pass and noting their conditions.

*Joseph Messer* – The Board noted receipt of a letter from Mr. Messer. Mr. Messer informed the Board that he was upset that someone went in to survey his property on Stone House Road and informed the Board that he doesn't want anyone to do that and said he would never give permission for this to be done. Mr. Bianchi didn't think the Town of New London would give permission for anyone to survey Mr. Messer's property. Mr. Stanley said that he was aware of the situation and that there are existing disputes between abutters that may have precipitated the letter. The Town is not in the process of having any property surveyed near the Messer property so there should be no issue with Mr. Messer.

Ms. Hallquist said that she, Wendy Johnson and Linda Hardy are working with the Department of Revenue Administration (DRA) on getting the tax rate to be used to calculate the first two quarterly tax bills resolved.

Ms. Helm said she and Ms. Hallquist have gone to some Scenic Byway meetings. They are a little confused as to where the money was to come from for this project. Ms. Hallquist said she would review some minutes to find an answer to this question.

#### Upcoming Meetings

March 26<sup>th</sup> at 7pm - Budget  
March 27<sup>th</sup> at 7pm – Planning Board  
April 2<sup>nd</sup> at 8am - Board of Selectmen  
April 2<sup>nd</sup> at 7pm - Budget

#### Other Business

*Vacant position in Police Department:* Police Chief Seastrand said that last Friday was the last day for one of their officers. The officer has resigned and moved on to work with the State Police in their forensic lab. Chief Seastrand said he was excited for the individual, who has a master's degree in this field and it is what he wants to do. He was, however, disappointed that the individual couldn't wait until after Town Meeting to move on.

Chief Seastrand understood that the Budget Committee has expressed concern about his budget being high this year. He knows that hiring new employees has been a topic of discussion with the Board of Selectmen, as well. He opined that he does a good job trying to keep costs down. They are down to seven employees and he has talked with the Budget Committee about what they would or could do when they are down one person and how their change in service and overall approach could be. He has had time to reflect on this.

Chief Seastrand summarized that they need to manage patrol in town for 24 hours/day, 7 days/week with 8 officers and 5 part-time officers. He noted that he is on-call as a secondary officer and averaged a 20-minute arrival time to calls. Perhaps they would choose to not participate in the DARE program any more, although it is near and dear to his heart. However, he doesn't consider it to be a police responsibility and it requires nine shifts of man-power each year.

Chief Seastrand indicated that the investigations department has investigated over 100 cases in the last year and have done a good job. In one case, the FBI came to them to get evidence they collected for an armed robbery in Maine. If they need to reduce a service here, they would be spending just 1/3 of the time for investigations to the citizens as they currently do.

Chief Seastrand said that he has struggled with this question and doesn't want to leave the town unprotected. They will manage, no matter what, but felt they would be making a mistake not hiring another person to patrol and instead taking an investigator and putting him on patrol. He was hesitant to wait a year to see how it was going without hiring another officer. He felt it was important enough to the Town that he present them with his arguments. As a Department Head and the head of law enforcement in New London, he thought they'd be taking a step back and not providing the best service if they choose not to replace the person. He doesn't have anyone in mind currently for the position. He noted that hiring a new officer was expensive. They either have to put someone through the academy and not have a body out there working, but still paying for them, for 12 weeks. The alternative is to try and be competitive to get someone from another town. Part-timers are limited to how much they can work if they are retired due to State regulations. Other part-timers are already working 40-hour jobs and can't work much more than they do right now. It was determined that if no new hire was made, it would result in a savings of about \$75,000 to the town.

Ms. Helm asked how much of the educational assistance the officer who was leaving had used for his schooling. Chief Seastrand said he wasn't sure but thought in the neighborhood of \$3,000. It was determined that the last time the officer made use of Town money to further his education was in 2007, and thus no reimbursement to the Town was called for.

Ms. Helm said she appreciated Chief Seastrand coming to her to discuss this beforehand. She thought he was going to consult with his colleagues and try for a year to see if they could do without a new hire. She felt as though they needed to be true to themselves and their commitment not to hire for vacant positions if possible. She thought they should give it a year without filling the position.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to not fill the vacant Police Department position for the next fiscal year.**

Mr. Hudson said, not knowing the Police Department budget for the next fiscal year, he would assume that this officer was already accounted for next year's budget? This assumption was affirmed. He asked why not hire a replacement for the position since they have already put it in the budget. Mr. Bianchi said that this issue has come up before and since this has come in after the budget had been submitted; they would consider this to be a savings.

Chair Kaplan said he thought the officer should be replaced and felt he would sleep better at night knowing that the Police Department had a full complement. They have handled problems with a great deal of professionalism and competency and wanted that to continue. Chief Seastrand said that the professionalism will continue. Chair Kaplan said he would rather spend the money and feel safer knowing there as a full complement.

**THE MOTION WAS APPROVED. Yes: Peter Bianchi, Tina Helm. No: Mark Kaplan**

*Lamson Lane Engineering:* Mr. Lee asked about proceeding with engineers for Lamson Lane. Mr. Bianchi said there were four quotes ranging from \$11,239 to \$60,255. Holden Engineering was the least expensive and they felt they were competent to do the work.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to accept Holden Engineering for Lamson Lane engineering project for \$11,239.00.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

Mr. Bianchi asked about money appropriated for the Lamson Lane project at last year's Town Meeting. He noted that Article 20 appropriated \$75,000 for design and engineering and Article 19 appropriated \$30,000 for engineering and construction. It looked to him that they didn't appropriate enough. Mr. Lee said \$30,000 was the capital reserve fund and was done in anticipation that they'd have to put more money in to do the work. \$75,000 was to do the engineering only. FEMA asked them to put the price together for both engineering and the work because it was near the lake. The estimate used for the warrant article was based upon what they paid to do the watershed analysis and what it was to put the box culvert in. When they estimated the rest of the project, they estimated for 12 other culverts and ditches. They won't spend \$75,000 for the engineering, given the estimates received recently. Mr. Bianchi said that they can do all of the engineering out of Article 20 (FEMA money). It was noted that article 20 was only for design and engineering, not for construction. Mr. Lee said they have a commitment for \$90,000 from FEMA.

*Furnace at Town Office Building:* Mr. Bianchi noted there was a leak in the furnace and has to be repaired. Bids from two companies have been solicited to repair the furnace. One gave an estimate to replace the furnace which was said to be 35 years old. Arthur Miller came to look at it and it was his thought that to repair the oil boiler would not be the best way to go. Mr. Miller noted that because the boiler was oil and then converted to propane, it's larger than what is needed in that building, and it is heating water constantly, he felt it would be foolish to repair it. He felt it would be better to replace the current boiler with a more efficient propane boiler that was an appropriate size for the building - one that only provides hot water when needed instead of year-round. ARC and Century were the other two companies who sent in bids.

Mr. Wheeler suggested that the furnace be compatible with the generator they have, as the new boilers can have some sensitive electronic circuits that can be blown when a generator goes on.

Application for Building Permits:

- Karen & Peter Hoglund, 21 S. Pleasant St. (Map & Lot 084-010-000) interior renovations – Permit #12-015 – Approved.
- Heidelberg Lodge #92 IOOF, 235 Main St. (Map & Lot 084-065-000) interior renovations – Permit #12-016 – Approved.
- Nancy Rollins, 303 Barrett Road (Map & Lot 085-046-000) demolish existing home, replace with new single family home w/garage, deck & porch – Permit #12-017 – Approved.
- Theodore Landry & Paula Kelly, 153 Main St. (Map & Lot 073-074-000) replace existing roof with standing seam steel – Permit #12-018 – Approved.

Application for use of Syd Crook Conf. Room:

- Adventures in Learning – Wednesdays 1-4PM July 18<sup>th</sup> – August 8<sup>th</sup> & Fridays 9-12 July 20<sup>th</sup> – August 10<sup>th</sup>, Approved.

Application for Sign Permit

- First Baptist Church, sign at info booth for rummage sale April 28, 2012 – Approved.

Application for use of the New London Town Commons & Bandstand:

- New London Hospital – Hospital Days – tent set up 8/2/12 – take down 8/6/12 – approved.

Other Items to be signed:

- Disbursement voucher
- Tax abatement – in the amount of \$5,154.95 – approved.
- Application for current use – Robert & Caroline Newkirk, 71 Old Main St. Approved.
- NHA AO Listserve membership – approved.

*Town Administrator Evaluation:* The Board noted that given the lateness of the hour, they would put off the previously scheduled Town Administrator evaluation until their next meeting: April 2 at 8AM.

Ms. Helm suggested that the Board's next agenda also include the issue of charging for use of town buildings.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to adjourn the meeting.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

The meeting adjourned at 9:12pm.

Respectfully submitted,

Kristy Heath, Recording Secretary  
Town of New London