



# TOWN OF NEW LONDON, NEW HAMPSHIRE

375 MAIN STREET • NEW LONDON, NH 03257 • WWW.NL-NH.COM

## BOARD OF SELECTMEN MEETING MINUTES March 20, 2017 6:00 PM

### **PRESENT:**

G. William Helm, Jr., Chair  
Nancy Rollins, Selectman  
Janet Kidder, Selectman  
Wendy Johnson, Finance Officer

### **ALSO PRESENT:**

Jeremy Bonin, Planning Board Member and local builder/contractor  
Richard Lee, Public Works Director  
John Raby, *The Intertown Record*  
Jaelyn Goddette, *Argus Champion*  
John Garvey, Library Trustee Chair  
Sandra Licks, Library Director  
Annie Beck, Library Trustee  
Lucy St. John, Planning & Zoning Director  
Frank Anzalone, Library Trustee, Zoning Board Member, and local architect/contractor  
Phyllis Piotrow, Budget Committee Member  
Joe Cardillo, Budget Committee Member

Chair Helm opened the meeting at 6:00pm.

### Library Trustee Discussion – Repairs/Maintenance of the Library

Chair Helm gave the floor to the representatives from the library who were present: Frank Anzalone, John Garvey, and Annie Beck. He asked them to explain why there have been continuous problems at the library. With regards to the most recent flooding, Mr. Anzalone said the radiator pipes around the round wall staircase were installed up against the concrete and the zone valve wasn't of good quality and failed. The pipe froze and burst. They had made previous attempts to insulate this in the past but there wasn't much they could do due to the location of the radiator to the wall. The pipes freezing and bursting led to flooding on the Tomie DePoala children's room. The last time this floor flooded they took the insurance and had the floor repaired in such a way that there would be little to no damage if it flooded again. There is no plywood in the flooring, which is what always needs to be replaced when it gets wet.

Mr. Anzalone said that at the curved stair they are taking the hot water pipes out and moving them to other areas. They are also moving the thermostat. He remarked that the library is sitting on clay, which is sitting on ledge. This topography encourages water to stay in the area. Water comes in under the foundation and it funnels into the elevator pit. They were able to catch a leak in time at this location not long ago because a pipe in that area came undone. This was repaired.

Selectman Kidder noted that the last addition was built in 1990. She wonders if the construction was not what it should have been. Mr. Anzalone said he would have done things differently had he built the addition. It is a town

building but residential valves were used. It would be difficult to go through the heating system and look at every weak spot and connection. As time goes by they are fixing the problems that arise. They are trying to be proactive by sealing the foundation and putting in the foundation drain. This will help, but they can't change the nature of the location.

Mr. Garvey said that Ms. Licks has been very proactive with regards to these flooding problems. The board recognizes the issues with the building but acknowledges that for the most part they are hidden, making them hard to pinpoint. A leak has to happen for them to find an issue and fix it.

Mr. Anzalone said on cold days they have gone through with an infrared camera to find where pipes are located and have found that there are some where they shouldn't be.

Ms. Licks said they have converted the floors of the rooms that keep getting flooded to mitigate and lesson the damage and the time they need to be closed. There is no more plywood in the Tomie room; it is concrete-based material. She sympathizes with those who are not able to come and visit the Tomie room while it is being put back together.

Selectman Rollins said an article in the *Municipal Matters* issue would be helpful to inform the taxpayers about what is going on at the library and what they are doing to remedy the issues. It was noted that there seemed to be some confusion about the library and its issues at Town Meeting. Ms. Licks agreed that this would be helpful.

Ms. Licks said that for the Tomie room they took out an extra \$12,000 to replace a heat loop. Mr. Garvey said people should know that they have invested additional money in the library, in addition to the insurance money, to bring the condition of the rooms to a state where they won't have to have a major overhaul should flooding happen again. They aren't bringing the room back just to the way it was. Ms. Licks said they have had to use funds from their current budget as well as one gift CD to pay for these last repair.

Ms. Beck said she thought they should highlight the positive about what has been done to the damaged floor. Perhaps they could include pictures of the new floor and carpeting. Chair Helm agreed but said mostly the taxpayers want to know where the money is coming from to make these repairs.

Selectman Kidder realizes it is a huge issue moving materials, determining if they have to throw out books, etc. and she appreciates the work they are doing at the library under these circumstances.

#### Annual Reconstitution of Selectmen Responsibilities

##### *Election of Board Chair*

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to nominate Bill Helm to continue as the Chairman of the Board of Selectmen. THE MOTION WAS APPROVED.**

Bill Helm abstained from the vote.

The Board's Rules of Procedure provide for a vice-chair; the Board did not feel it was necessary at this time so a vice-chair was not chosen.

##### *Planning Board Representative*

Selectman Kidder said she would continue with the Planning Board as she has been working on the Master Plan discussion. It would take someone else quite a while to get up to speed in the discussions had thus far.

##### *Budget Committee*

Selectman Rollins agreed to remain on the Budget Committee.

### Review of March 15<sup>th</sup> Town Meeting

Ms. Johnson said next year it may be helpful to include more information on the capital reserves in the form of a hand-out. Some people asked for information, as it is confusing. Perhaps hand-outs that were used at the final public hearing of the Budget Committee could be brought to Town Meeting to provide supplemental information.

Ms. Piotrow thought it was very nice to have the potluck before the Town Meeting. She thought it was a good idea to use paper and pencil for voting instead of tearing paper in half. Due to the inclement weather observed surrounding the election and meeting, she wondered if it was a good idea to hold Town Meeting in March. Ms. Piotrow opined that the Public Works Director and his department did a great job keeping the roads clear and it all worked out well.

Chair Helm said that likely due to the weather, there were about 200 less votes on voting day. He felt there were about 100 less people in attendance at Town Meeting.

Mr. Cardillo said the meeting could be moved back and forth between March and May and they would never meet the needs of everyone. He had some observations about the meeting. Mr. Cardillo feels it is always run very well. When something is stated that needs important clarification, he feels it should be explained. He isn't sure if it is the job of the Selectmen, Budget Committee or the Town Administrator. For example, when they were talking about a revolving fund, someone noted that it was a separate line in the budget, which it is not. This should have been explained. Another issue is that when asked if there was money in the budget to fix the current street sweeper, the answer that was given was that the budget that had been voted on did not include money for these repairs. Mr. Cardillo said the budget doesn't start until July 1<sup>st</sup>. They should probably keep in mind how they correct some inaccurate statements when they have over 175 people in attendance. He said they should also have the microphone faced towards the moderator if he wants to be addressed. He feels the crowd should be addressed, not so much the moderator. Perhaps Ms. Hallquist should be the one to correct things said in error.

Ms. Piotrow said the explanations by the Selectmen for each article seemed shorter than usual and didn't provide all the information that might have been possible. This was a chance to explain things to the public. Mr. Cardillo said it is difficult when they elaborate as it lends itself to editorialize. Selectman Rollins said the *Municipal Matters* is where they explained things. She said perhaps a better explanation of a revolving fund would be good for a *Municipal Matters* article. It is a foreign idea to many.

Mr. Cardillo asked how protocols are set up from revolving fund to revolving fund. For example, Mr. Lee's recycling revolving fund has to go down to \$5,000 at the end of the year and the excess is put into the general fund. Chair Helm said this is something Ms. Hallquist will be exploring over the next 3 months.

### MS-232: Report of Appropriations Actually Voted at Town Meeting

This form is prepared by the Finance Officer and is sent to the State Department of Revenue Administrator. The Selectmen will sign this document at the end of the meeting.

### Letter from Lyon Brook Condominium

It was noted that a request was sent in from Lyon Brook asking that the sidewalk from Parkside be extended all the way down as far as the Lyon Brook complex. This letter was received after Town Meeting. Chair Helm thinks it is fair to thank Lyon Brook for the letter and let them know that they will put the request on their list of things to consider for next year. It is something that will be in excess of \$100,000 so they can't simply add it to the project. They used up all the Municipal Transportation Funds to do the two sidewalks and the Elkins bridge rail. They can't appropriate anything more from the capital reserve funds without a town meeting vote. They are not dismissing the validity of this project, but they will need to consider it for next year. The Lyon Brook representatives should attend meetings during budget time to promote this project.

### Academy Building Roof Repairs

Chair Helm said they have asked those who work in these fields to find out what is needed before they put a proposal out.

Mr. Bonin said he didn't look at what was the most important thing which is the condition of the shingles. He couldn't get to them. If the roof leaks it would compromise work done to the interior of the roof. He said the attic is in pretty good shape. It is well ventilated and the insulation was blowing around that day. There is a difference between an insulated attic and an insulated roof. An attic is a simpler and more effective thing to insulate, however there are HVAC units there that are not running efficiently. They have been in the attic for 15 years. He looked at the alternatives provided by others in the field. They could either insulate the entire attic, insulate a box around the heat exchangers, or insulate the roof. Additional sheathing and insulation creates weight issues and structural changes will need to be added. Spraying insulation to the roof adds weight to it which isn't ideal. Insulating the ceiling joists is the best bet. Mr. Bonin stressed that care and attention to detail is very important for this job. There is no insulation over the closets. Light can be seen while in the attic. They shouldn't try to do anything too complicated because in an old building this can cause other problems and generally, the more complicated the fix, the more expensive it is.

Chair Helm asked if Mr. Bonin would choose to move the HVAC equipment out of the attic. Mr. Bonin said he would. He is not sure where it could be moved but indicated that new units will be smaller than the ones in the attic. They can be put in closets. It is best to not have any penetrations in the insulation in the ceiling overhead. He suggests handling the critical parts of the project now and spread the other things out over a few years for a long range solution. If the shingles need to be replaced they need to do that first.

Mr. Bonin said fiberglass insulation in the ceiling would be challenging due to the structure of it. He would opt for sprayed-in insulation.

Mr. Anzalone said the shingles are starting to curl and buckle. It is hard to tell how long they have before they need to be replaced. He wouldn't feel comfortable giving a number of years. He agrees with Mr. Bonin's suggestion of insulating the ceiling. He suggests insulating the ceiling and dealing with the equipment there to keep them from freezing. If they insulate the ceiling and don't deal with the equipment they will freeze up there.

Mr. Lee agrees with Mr. Bonin and Mr. Anzalone. He doesn't think the attic is a good place for the heat exchangers. There have been leaks in past years when there has been a "regular" winter with snow from November to March. When it comes time to re-shingle the roof, they will need to re-sheathe it as the current sheathing is very dry and they won't get a nail to hold.

Mr. Anzalone said there is a lot of ice damming on the roof. They have to stop the heat from escaping first to deal with this. Mr. Bonin agrees with Mr. Anzalone that they should insulate first and then plan to replace the roof.

Mr. Cardillo feels the step after insulating is to get the heat exchangers out of the attic. Perhaps this should be the first step.

Chair Helm asked what the cost would be to put heat exchangers downstairs. They would get rid of the old ones and replace with new, smaller ones. Mr. Anzalone said he wasn't sure but the cost was more than encapsulating the current exchangers. He said whoever services them could give them a ballpark cost for new ones. The duct work would need to be considered and it can be pricey. Mr. Lee said he could get a technician to come look at the building and give a price.

Selectman Rollins thinks they need to accomplish what they can this year to address the most pressing issues and keep working on it. It is a huge investment for this town and they will have to continue making these investments. It feels to her like they are rebuilding the Academy Building from the ground up. She worried that if insulated, the

snow load on the old building may be too much; snow that melts now because of the lack of insulation would remain.

Mr. Bonin suggests leaving the equipment upstairs where it is, sealing off the attic and insulating the ceiling. Then they could use hydronics in the upstairs with wall mounted baseboards with zones. This would be much cheaper. AC could be also be utilized with wall-mounted units.

Mr. Bonin and Mr. Anzalone both agree that spray insulation would be best. Mr. Lee was asked to find out the cost for new heating units as well as installing hydronics.

Mr. Anzalone said they will need to have someone come and balance the system after this kind of work is done. When the seasons change they need to be sure they don't have both systems running at the same time, or the heat on and windows open.

#### Town Administrator's Report – Wendy Johnson (sitting in for Kim Hallquist)

Ms. Johnson said Ms. Hallquist met with Jim Perkins, Town Archivist, and Brantley Palmer, Colby-Sawyer Archivist, regarding partnering and combining their archives. Mr. Perkins is not in favor of this proposal as there is not enough room for both collections at Colby-Sawyer and, he believes that it is also a good idea to have the two collections separated in case of a disaster, such as a fire.

With regards to accidents at Crockett Corner, Chief Lyon informed Ms. Hallquist that there had been another one recently. Bill Lambert at DOT is scheduled to come to New London to meet with Ms. Hallquist, Chief Andersen, Chief Lyon, and Mr. Lee. The hope is that he will come with suggestions on what they can do to make the area safer.

DuBois & King submitted the application for improvements to the Pleasant Lake Dam to DES on Thursday.

State Representatives Karen Ebel, Dan Wolf and Ruth Ward are scheduled to attend the April 24<sup>th</sup> Selectmen's meeting. Ms. Hallquist is rescheduling the meeting with the County Commissioners.

Ms. Hallquist recently testified at the House Committee, stating that New London is opposed to the proposed Wild Goose Board Launch in Newbury due to safety concerns at the access point on Route 103.

#### Review of Minutes – March 6, 2017

Chair Helm indicated that the ballot clerk noted as Janet Roberts should be changed to Janet Beardsley-Blanco.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to approve the minutes of March 6, 2017, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### Upcoming Meetings & Special Events

- Next Regular Selectmen's Meeting – Monday, April 10<sup>th</sup> - 6:00 PM
- Planning Board – Tuesday, March 21<sup>st</sup> – 6:30PM
- Recreation Commission – Tuesday, April 4<sup>th</sup> – 5:00 PM – Whipple Town Hall
- Conservation Commission – Wednesday, April 19<sup>th</sup> - 8:30 AM

**IT WAS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to enter into nonpublic session pursuant to RSA 91-A:3, II (a) to discuss an employee matter. THE MOTION WAS APPROVED UNANIMOUSLY.**

Roll call vote: Nancy Rollins: Yes, Janet Kidder: Yes, Bill Helm: Yes

The Board entered nonpublic session at 7:10pm.

Respectfully submitted,

Kristy Heath, Recording Secretary  
Town of New London

The Board reentered the public session at 8:00pm.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to withhold the nonpublic session minutes from public disclosure pursuant to RSA 91-A:3, III. THE MOTION WAS APPROVED UNANIMOUSLY**

Roll call vote: Nancy Rollins: Yes, Janet Kidder: Yes, Bill Helm: Yes

Signatures

Other Items to be signed

- Report of Appropriations Actually Voted Year 2017 MS-232
- Payroll Authorization Voucher by Wendy Johnson, Finance Officer
- Accounts Payable Voucher by Wendy Johnson, Finance Officer
- Birthday Cards for staff members

Approved Building Permits

- Christopher & Margaret Mallick, 406 Wilmot Center Road, TM 052-018-000. Addition of 16x24 Room. BP 17-14 **APPROVED 3/13/2017**
- Harry Snow, Snow Lane, TM 055-012-008. Construct a new 4 bedroom house with attached two car garage. BP17-011 **APPROVED 3/17/2017**
- Douglas & Heather Perrygo, 43 Woody Point Road, TM 043-014-000. Interior Renovations. BP 17-016 **APPROVED 3/17/2017**
- Valerie White, 46 Wallula Road, TM 033-016-013. Adding a 12'x24' garage bay structure and a 12'x14' screened porch. BP17-007 **APPROVED 3/17/2017**

**IT WAS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to adjourn the meeting. THE MOTION WAS APPROVED UNANIMOUSLY.**

The meeting adjourned at 8:07pm.

Respectfully submitted,

G. William Helm, Jr., Chairman  
Board of Selectmen