



TOWN OF
NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN
MEETING MINUTES
July 20, 2015

PRESENT:

Nancy Rollins, Chairman
Peter Bianchi, Selectman
Janet Kidder, Selectman
Kim Hallquist, Town Administrator
Wendy Johnson, Finance Officer

ALSO PRESENT:

Norm Bernaiche, Tri-Town Chief Assessor
Ed Andersen, Police Chief
Leigh Bosse, *The Messenger*
Minette Sweeney, *Intertown Record*
Kris Walters, New London Bandstand Committee
Heather McCarthy, Wilmot Resident
Jay Lyon, Fire Chief
David Breed, 47 Moyahs Lane
Bruce Hudson, New London Resident
Nicole Densmore, New London Bandstand Committee Chair
Phyllis Piotrow, New London Resident

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

Appointments

Dedication of a portion of Route 11 in Memory of Former Wilmot Police Chief

Heather McCarthy of Wilmot said that she is part of a group of interested citizens who would like to formally dedicate a portion of State Route 11 (Shaker Road in New London to the Wilmot/Andover town line) to the memory of former Wilmot Police Chief David “Bucky” White, who recently passed away. The family is in support of this initiative as is the Town of Wilmot. Organizers of this initiative are interested in having New London involved in moving forward with the State. Selectman Kidder thinks this is a wonderful idea as did others at the meeting.

IT WAS MOVED (Janet Kidder) AND SECONDED (Peter Bianchi) to support the proposal by the Town of Wilmot to name a section of State Route 11 after Chief White.

Ms. McCarthy said a letter of support from the Town of New London would be helpful in moving the project along. Ms. Hallquist agreed to compose a letter.

THE MOTION WAS APPROVED UNANIMOUSLY.

David Breed – Zoning Violation at 47 Moyahs Lane

David Breed said that he has, just that day, completed the appropriate applications, as requested in an earlier meeting of the Selectmen, including DES applications and a building permit to the Town.

It was noted that a letter of deficiency from DES was sent in early June and another was sent just that day, July 20th, copied via emailed to Ms. Hallquist. Selectman Bianchi said no action has been taken and a fine is being considered. He asked for an explanation on why a building permit and other permitting hadn't been done until now. Mr. Breed stressed that his actions have not harmed the lake: there is no effluent entering the lake and it didn't seem to be an emergency situation. Mr. Breed said the ramp for access into his mother's house has been built and is not creating a hazard to the ecology of the lake. He tried to hire two people to assist him in preparing the state permit, however he had to be away on business and the permit didn't get it done. He is aware it was a mistake not to file the paperwork first. It has all been filed now. Had there been an ongoing concern of the quality of the lake, he would have taken care of it in a timelier manner.

Mr. Breed said he filed for a building permit for both ramps, including fees, photos taken by himself of the work that was done, maps, charts, etc. The notice from the State was not clear to him. It was fuzzy to him whether or not he needed a permit but he applied for it nonetheless through DES.

Ms. Hallquist asked Mr. Breed about the building permit as she hasn't seen it come into the office. Mr. Breed replied that he brought it in after 4pm, not realizing the office closes as 4pm. He went to the post office and had it sent by certified mail. Mr. Breed said he would be in New London August 3rd for the next Board of Selectmen's meeting.

Selectman Bianchi said any fine would be on hold at this point until they hear back from the State. Ms. Hallquist asked if all the work was now complete and there will be no more work on the waterfront and the home. Mr. Breed said he was done; all work has stopped. He wants to finish rebuilding the wall but will work with the State to do so.

Academy Building Project – Frank Anzalone

Mr. Anzalone informed the Board that an RFP which was then sent to six contractors and three responded. Estimated costs vary widely; for example, the estimated cost for windows was \$30,000-\$50,000. Mr. Anzalone noted that until they really sit down and detail everything out, they won't know which contractor will be the best choice. They are looking at Wednesday to have the three contractors come in and meet with one of the Selectmen who can choose the one they like best.

Selectman Bianchi asked what Mr. Anzalone's role would be throughout the remainder of this project. Mr. Anzalone said he would coordinate the project, and help the Town determine if windows should be done. Selectman Bianchi feels since the siding is off, it would be silly not to replace the windows. There is discussion on whether the 12 over 12 pane windows should be used as they are more expensive and it is a longer lead time to order the windows. Jim Perkins, Town Archivist, has been contacted to offer an opinion on changing the windows to two over two, as far as maintain the historic look of the building.

Selectman Bianchi asked if the contractors priced the same things. Mr. Anzalone said they did. They are expert guesses at this point. He was surprised at how the numbers varied between contractors. Once the selectmen choose a contractor, Mr. Anzalone will write up the specs, the contractor will put the contract together, and he will review it. By Friday the contract will be started. He is looking to begin construction in early September and it should last 2-3 months.

Ms. Hallquist said in regards to the interviews with the contractors on Wednesday, the Board should decide if Chair Rollins will be authorized to make the selection of the contractor, or does the Board want to meet again to make the decision. Selectman Bianchi suggested scheduling a meeting at 7am on Thursday so that if Chair Rollins feels that the full Board should discuss the selection, they can do so. If the interviews do not produce any significant questions or changes in what is currently understood to be the parameters of the project, Chair Rollins will make the decision, based on the interviews and the advice of Mr. Anzalone, on which contractor to select.

Abatement Recommendations – Norm Bernaiche, Chief Assessor

Paperwork outlining the recommendations had been forwarded to the Selectmen to review prior to the meeting. There were no questions or issues raised as the explanations provided by Mr. Bernaiche were clear and made sense.

IT WAS MOVED (Peter Bianchi) AND SECONDED (Janet Kidder) to accept Norm Bernaiche's recommendations per the July 15th memo. THE MOTION WAS APPROVED UNANIMOUSLY.

Bandstand Repairs – Nicole Densmore, New London Bandstand Chair

Ms. Densmore noted that the Bandstand Committee met and have agreed to give the Town \$70,000 to pay for repairs to the bandstand. Several of the members of the Bandstand Committee wondered if the Town owned the bandstand. The selectmen affirmed that the bandstand is owned by the Town of New London. Several Bandstand Committee members requested that the funds provided to the Town be capped at \$70,000. Selectman Bianchi said two bids came in: the more detailed bid is higher, the other bid was just the bid amount with no detail.

Ms. Densmore asked if the Town would pick up the cost for future repairs of the bandstand. Selectman Bianchi said he could not speak for future Selectmen decisions. He thinks it seems logical to have Steve Mendelson's money go towards repairing the bandstand so they can continue having concerts.

Chair Rollins conveyed the Selectmen's gratitude for the bandstand committee's decision. She noted that the Board is eager to get started on the work.

Mr. Hudson asked how much a brand new bandstand would be, observing that a lot of money has been, and will be, put into the existing structure and wondered if it would have been better from the start just to rebuild it completely. Chair Rollins said they need to move forward and address the current issues and get it done.

Kris Walters noted that once a contractor has been selected, the Bandstand Committee would like to participate in discussions of the work to be done, to give their thoughts on ideas for design and how to use the space from a musical standpoint. Chair Rollins said she was concerned that any substantial change to the design of the structure would cost more money. Ms. Walters said they would just like to be included in the discussion. Ms. Densmore said Mr. Lee had commented that lowering the bandstand by 2' could make the project less expensive. Ms. Walters noted that there had been a lot of confusion about the ownership of the bandstand; it has been insured by both the town and the bandstand committee over the years.

Selectman Kidder thinks they should select the contractor that evening. Foremost and Trumbull Nelson are the two that have submitted bids. Foremost gave much more detail and Selectman Bianchi said he would like to go with them. Ms. Hallquist said Richard Lee (Public Works Director) spoke with both contractors and would be comfortable with either of them doing the work, the main difference in the bids

is their different methods to raise the roof to repair the rest of the bandstand. It was determined that more information from Trumbull-Nelson is needed to evaluate the two bids. They would be contacted for more information detailing the total bid price submitted.

Chief Andersen – Appointment of Part-Time Officer, Recommendations for Promotions, Adoption of Sign-on Bonus Policy

Chief Andersen asked for the appointment of part time officer, Tim Monahan. He is a paramedic, has some military experience, and Chief Andersen feels he will be a great fit for the Town of New London. His background check was excellent and he is happy to find someone with his qualifications who is interested in part-time work.

IT WAS MOVED (Peter Bianchi) AND SECONDED (Janet Kidder) to appoint Tim Monahan as a Part-Time Police Officer.

Chief Andersen noted that Sergeant Dave Zuger has taken position as Police Chief for the Town of Wilmot, leaving an opening in the New London Police Department. Chief Andersen explained that he has taken a look at the rank structure and would like to create a position of Lieutenant and promote Sergeant Anderson to it. This would be more of an administrative role to review reports, search and arrest warrants, and to run the department if/when Chief Andersen is away. Chief Andersen would like to promote David Keith to a Patrol Sergeant position. Chief Andersen remarked that Officer Keith has the experience for the position and does a lot with community relations, cruiser maintenance, and training programs, making him an excellent fit for the position. Chief Andersen explained that they have three officers in the department with 15+ years of experience; the rest have less.

Chief Andersen said he would like to know if the Board would adopt a policy to offer a hiring bonus to aid the department in finding a certified NH officer to replace Sergeant Zuger. Such a bonus would be awarded in a three-step phase: upon hire, at the six-month mark, and upon the one-year mark. Other departments have done this to entice people to come into their agencies.

Selectman Kidder asked about the cost to train a new officer. Chief Andersen said it costs between \$12,000 and \$15,000 just for the academy. Hiring a non-certified officer means that person will need to go through the academy and the department will still be down one officer while the new hire is in training.

Turning back to the issue of creating the Lieutenant position, Selectman Bianchi confirmed his understanding that Chief Andersen wanted to create a position in pay grade level 14. Chief Andersen affirmed this notion. Selectman Bianchi said that everyone else in that category is an exempt employee and questioned if Tom Anderson would be an exempt employee as well. Chief Andersen said he was not sure and would need to discuss this with Ms. Hallquist and the Board. Selectman Bianchi said the starting salary recommend by the Chief is over the grade level in question. Selectman Bianchi observed that he is nervous about adding a new position to this pay grade. He was, however, not against having a second in command.

Chief Andersen said his reasoning for putting the Lieutenant position in that grade is because the position would have the responsibilities of the Chief when the Chief is absent. The top three employees in the department are close to retiring and it is important to get a rank structure set up to maintain a quality department with so many less experienced officers.

Selectman Bianchi said there is no job description written for a Lieutenant. He feels that making this change was premature prior to having a job description. Ms. Hallquist noted that she and Chief Andersen

have been talking about this issue for several months and that Chief Andersen is not seeking final approval, only to begin preliminary discussions with the Selectmen so that they may consider the topic. Before final approval is sought, a job description and further support for the position will be provided.

Selectman Bianchi asked if the bonus was a one-time thing. Chief Andersen answered in the affirmative. Selectman Bianchi noted that the following year, the employee would have to take a pay cut and he wondered if this would create an issue with the employee. Chief Andersen said the one-time nature of the bonus is clearly understood by the employee so he did not anticipate a problem with it not coming the next year.

Chief Andersen said the Town of Hanover is offering a \$2,500 sign-on bonus for qualified dispatchers.

Chief Lyon said from an operational standpoint, this makes sense. When Chief Andersen is out of town, it is beneficial to have someone second in command to lead the department. In emergency situations, it can also be helpful to have this kind of structure.

Chair Rollins said the Selectmen would take this under advisement.

Old/Pending Business

1941 Building Discussion - Ms. Hallquist noted that she is working on setting up a meeting of the Board with the School Board Ad Hoc Committee on the 1941 building. It looks like the first week of August is the likely meeting time.

Clark Lookout Access – Ms. Hallquist said the gate is still closed to cars, however it is open to hikers. Nothing is wrong with the road but the owner claims he does not want people on it.

New Business

Email from Gary Anderson – 1891 Little Lake Sunapee Road.

Mr. Anderson seeks information on the permitting of the property and information on the zoning violations that have been identified. Mr. Hudson said the property has been put up for sale. They were fined \$275 for violations to the shoreline. Chair Rollins said they should write a letter to give facts of the history of the property.

Town Administrator's Report, Kim Hallquist, Town Administrator

Sewer Lagoons

Nobis completed survey of the area. There is a meeting at DES in Concord on Wednesday. At the meeting they will discuss what was found and what needs to be done to close the lagoons. Selectman Bianchi said he would like to have Nobis Engineering come discuss their findings at an upcoming meeting. It was decided to invite them to the August 17th meeting. Selectman Kidder volunteered to go to the meeting with DES in Concord on Wednesday.

Town of Wilmot – Huckleberry Heating Oil & Propane Project

The Town of Wilmot is holding a public hearing on July 31, 2015 to discuss the proposed Huckleberry Heating Oil & Propane project on Route 11. Wilmot notified New London as a project of regional impact, allowing New London to comment on it if it so desires.

Lake Sunapee Protective Association (LSPA) Meeting

Ms. Hallquist and Ms. St. John (Planning & Zoning Administrator) attended a recent meeting of the LSPA. Better enforcement of zoning regulations on the lakes was a common theme and LSPA would like to have a code enforcer to share between the towns. The Selectmen were provided with meeting minutes.

Dedication of the round-about to Jessie Levine Event

Ms. Hallquist noted that the event held on Friday, organized by Jessie's friends, was well-attended and successful. Chair Rollins read the Board's proclamation naming the round-about in honor of former Town Administrator Jessie Levine.

Sewer Flows – Sunapee Wastewater Treatment Plant

New London's portion for June was 59%. The Board will meet with Sunapee Commissioners to reset the rates in September; currently New London is assessed for 65% of the expenses to operate the plant.

Storm on Sunday, July 19, 2015

It was noted that there are still power outages from the high winds and rain that hit on Sunday. Chief Lyon said the department was very busy with trees coming down in the street, sometimes taking wires with them. Selectman Bianchi noted it was difficult to see the firefighter who was directing traffic at the scene of an accident because the fire truck's headlights were directly behind the person. Chief Lyon said he appreciated the information and would pass along this note for future scene safety training.

Ms. Piotrow said she was in Sunapee during the storm and felt it was very confusing to know where to report power outages to and felt that citizens should be given numbers to call. She explained that she made many calls to try and report her outage, but the only phone that got answered was at New London dispatching. It was noted that customer bills include information on where to call to report an outage. Chief Andersen said during a mass incident, the public is given a 1-800 number that will get them to an operator for the power company, however with such a large power outage, the operators get swamped with calls.

Ms. Hallquist said she feels the recent press about the shoreland violations in New London is helping to bring awareness to the fact that there are regulations around the water front and that people need to be careful and check with the Town and State before disturbing the area. She noted that she received several calls from lakefront property owners asking what permitting was needed in order to removed trees damaged from the storm.

Administrative Position Still Available

Ms. Hallquist said they are currently interviewing for the second part-time office assistant position.

Committee Meetings & Reports

Selectman Kidder attended the Little Sunapee Protective Association annual meeting. A DES representative attended and gave an excellent presentation on invasive species. Selectman Kidder noted that the Protective Associations in our area do a great job watching for invasives, but noted that lakes in the surrounding towns have invasive species so it is important to keep the inspection programs in the town's lakes.

Selectman Kidder said at the last Planning Board meeting they talked about trees and were asked to look at the site plan regulations for future discussion.

Selectman Kidder said at the last Recreation meeting it was calculated that there was a profit of approximately \$1,500 from the strawberry festival. This money will be put into the new van fund. It was also noted that the attendance for the Recreation Camp has doubled since last year.

Approval of Minutes

IT WAS MOVED (Janet Kidder) AND SECONDED (Peter Bianchi) to approve the minutes of June 29, 2015, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.

Other Business

Beach Hang-Tag Complaint

Ms. Hallquist said she received a complaint from a resident who was unhappy about having to pay \$25 for a replacement hang tag for the beach, given that she was not aware that it had to be saved year-to-year. Ms. Hallquist asked if this fee was put in place to encourage people to not throw out the hang tag. The selectmen thought they should look at the language to see what the original intent was.

Discuss Whipple Hall Repairs

Ms. Hallquist noted that Richard Lee got a \$15,000 quote to paint Whipple Hall, which includes the cupola. She noted the cupola painting at Whipple is included in the Academy Building work estimate so it need not be done in conjunction with Whipple Hall painting. Selectman Bianchi said anything left over from the Academy Building siding project is designated for work done at Whipple Hall. Ms. Hallquist said if nothing is left over after the Academy project, Mr. Lee still believes they should paint the outside of Whipple, including the railings and door jambs.

Ms. Hallquist said the Selectmen need to decide on what the priorities are to spend the capital reserve (CRF) money on. The Budget Committee suggested using CRF for the fire department floor and some work on the Elkins post office. Selectman Bianchi feels they should come up with a plan to repair the gutters and address some of the other issues at Whipple before painting. Ms. Hallquist said the quote on the painting and work on the gutters would have the gutters oiled but not repaired/replaced. Selectman Bianchi thinks they should ask the contractors on Wednesday if they could give some estimates on these repairs to Whipple. Chair Rollins would ask Mr. Anzalone what could be done to make the building look nice. Selectman Kidder said she asked Mr. Lee to remove some bushes and prune around the front of Whipple Hall and it looks great. She noted that Mr. Lee worked with the Garden Club and she thanked Mr. Lee and his crew doing such a nice job.

DES Letter – Pleasant Lake Dam

The Board received a letter from DES regarding the Pleasant Lake Dam and the town's efforts to address the deficiencies previously noted. Ms. Hallquist said that in response to the nearing deadline for having an engineer design the necessary work to comply with the 2x the hundred year storm requirements. She suggested asking for a 6-month delay due to the Elkins project being delayed and current attention being given to the sewer lagoon issue. They can also remind DES that the town did some work on the face of the dam. It was noted that the Capital Reserve Fund for the project should have about \$56,000 in it.

Paving of South Cove Road

A resident wants to contribute \$40,000 to pay to pave a portion of the road. The Town would need to have a public hearing to hear from the residents and possibly accept the funds. The Selectmen decided to have the hearing during the August 17th meeting. Ms. Hallquist report that Mr. Lee said if he had enough funding, he could possibly continue to pave the rest of the road.

Hospital Days – Chamber Request for Alcohol

The Board considered the request of the Chamber of Commerce to allow alcohol at the “Meet the Chamber Night” to be held on Thursday evening in conjunction with Hospital Days. Ms. Hallquist said this is the third year this has happened. There has not been a problem with serving alcohol in the past.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to approve the request for the Chamber to have alcohol contingent upon approval from Chief Andersen.
THE MOTION WAS APPROVED UNANIMOUSLY.**

Application for Building Permit

- 1502 King Hill Road, (129-018-000) – Extend mud room by 6' and install half-bath. Attach 26x24x29'6" garage. APPROVED
- 2 Old Main Street, (095-040-000) – Add farmers porch 5'x24'. Resurface existing bluestone driveway with asphalt. APPROVED
- 59 Farwell Lane, (070-003-000) – Adding lean to/carport to the existing one stall attached garage. APPROVED
- 59 Carter Road, (070-040-000) – Build garage/barn 24' x 26' APPROVED

Requests to Use Town Property

- Whipple Hall & Whipple Hall Conference Room, Saturday, August 29th from 8:00AM to 8:00PM for Miss Lake Sunapee Scholarship/Marion Murray

Other Items to be Signed

- Notice of Intent To Cut Wood or Timber, Morgan Hill Road ((047-001-000)
- Town Employee birthday cards

IT WAS MOVED (Janet Kidder) AND SECONDED (Peter Bianchi) to adjourn the meeting.

THE MOTION WAS APPROVED UNANIMOUSLY.

The meeting adjourned at 8:30pm.

Respectfully submitted,

Kristy Heath, Recording Secretary
Town of New London