



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## BOARD OF SELECTMEN MEETING MINUTES September 14, 2015

### **PRESENT:**

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

### **ALSO PRESENT:**

Minette Sweeney, *Intertown Record*  
Linda Hardy, Town Clerk/Tax Collector  
Phyllis Piotrow, Budget Committee Member  
Rob Prohl, Budget Committee Chair

Chair Rollins called the meeting to order at 6:00pm. The meeting was held at Whipple Memorial Town Hall.

### Old Business

#### ***Memo from the Planning & Zoning Administrator – Recommendation to require surveys in some cases for building permits***

Selectman Kidder observed that proposal from Ms. St. John, Planning and Zoning Administrator, to require surveys in some cases, sounds reasonable. The memo included consideration of the following situations when a survey might be required:

- For all new construction, including additions to existing structures.
- For all new construction greater than 200 square feet or some other number.
- If the property is located near a wetland, stream or floodplain.
- If the property is located in the Shoreland Overlay District.
- Pools, decks and shed, or any building less than so many square feet, for example if the proposed building is less than 200 square feet.

Selectman Bianchi feels it would be difficult to enforce and doesn't think it is necessary. Mr. Prohl asked if this memo is in response to a particular situation that came up of late. Chair Rollins answered in the affirmative. She said members of the Zoning Board have approached the Board of Selectmen and made a recommendation to require surveys prior to getting an approved building permit which, upon discussion, sounded overly burdensome to the property owner. Ms. St. John did some research as to what other towns require in order to get a building permit, noting that requiring surveys was not the norm.

Selectman Bianchi said he only knows of one instance lately where a property owner used the tax maps to figure out the boundary lines, resulting in construction over an abutting property line. Selectman Bianchi noted that all should be aware that tax maps are not to be used to determine boundaries. Selectman Bianchi noted that he did not think requiring surveys is something the Town should enforce; if someone builds something in error, it is their own problem to remedy the situation. He suggested that adding wording to the building permit, similar to the Town of Newport, where the applicant acknowledges that it

is his/her responsibility to ensure that proper measurements are given on the form is preferable to requiring a survey that would be expensive for the property owner to provide.

Selectman Kidder said it isn't just building on someone else's property, but in one instance (and the possibility of others) there was a disturbance of the waterfront that cannot be reversed.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Nancy Rollins) to table the issue of requiring surveys for building permits. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### New Business

##### ***Memo from the Planning & Zoning Administrator Regarding Outing Club Construction without Permit***

Ms. St. John provided a memo to the Board detailing her investigation of the Outing Club's building permit application. She noted that a building permit to construct a new "Snack Shack" was submitted on August, 14, 2015. The old "Snack Shack" was moved to a new location and a new shack was almost complete prior to the issuance of a building permit by the Selectmen. There will be no cooking or cleaning up (running water) in the shack. They will only be selling prepackaged consumables. Ms. St. John noted in her memo that she didn't believe it needed site plan. There is a question of whether there is an expansion of use, if a second snack shack is being added. Ms. Hallquist said an after the fact fee of \$100 could be charged.

Chair Rollins said she would like greater detail from the Outing Club to hear what their intent is, including whether they planning to have two snack shacks or just the one. It was decided to hold off on this until there is more information from the Outing Club.

##### ***Memo from the Planning & Zoning Administrator Regarding Storage Container behind Unleashed***

The Board reviewed a memo from Ms. St. John regarding her investigation into a storage container being used by Unleashed. Ms. St John noted that there was no town approval prior to the placement of the storage container. The property owners are requesting permission to keep the storage container on the site. Selectman Bianchi thinks this should be referred to the Planning Board as it seems to be an expansion of use. He wasn't sure if this affects parking and there may be other issues due to this change in the site plan.

Selectman Kidder said if they remove the container there is no need to have them go to the Planning Board. Selectman Bianchi believes this container, should they want it to stay, would prompt an amended site plan. More information was needed from Ms. St. John so no decision was made.

##### ***Notice of Receipt of Lawsuit against the Town of New London***

Ms. Hallquist noted receipt of the filing of a lawsuit by Robert Carr and Raoul and Karen LLC of 29 Boulder Point Road due to denial of property tax abatement.

##### **Town Administrator's Report – Kim Hallquist, Town Administrator**

Ms. Hallquist said she spoke with Frank Anzalone last week to get an update on the Academy building project. Mr. Anzalone reported that he inspected the building with Trumbull-Nelson staff and a structural engineer. They are happy with how the building looks under the clapboards so far. There are two areas where structural beams need repair. After speaking with the structural engineer they believe repairs can be made without extreme additional cost. Trumbull-Nelson will measure for windows this week and they plan to apply spray foam insulation in the next week or two. This application will likely be done on weekends while the office is unoccupied to avoid exposing employees and visitors to potential fumes. Mr.

Anzalone indicated that his project estimate (\$230,000) continues to be good. Ms. Hallquist said they do not foresee any problems with the cupola. Mr. Anzalone will be providing a written report with pictures when he returns after a week out of town.

Ms. Hallquist said the draft report from Nobis Engineering regarding the closure of the sewer lagoons has come in and she and Public Works Director Richard Lee will review it and will be in touch with Nobis should there be areas that need attention in the report. She expects the final report will be ready for the Selectmen to review in time for discussion at the next meeting.

Ms. Hallquist said the Elkins project is moving along as planned.

Ms. Hallquist noted that a letter was sent from the Town to DES responding to a request for an update on addressing the letter of deficiency issued on the Pleasant Lake Dam. The DES has not yet responded to the town's letter. She noted that the engineering expense will need to be addressed in the upcoming budget.

#### Committee Meetings & Reports

Chair Rollins said the Employee Benefits Committee met and includes representatives from Colby-Sawyer College, New London Hospital and Dartmouth College, Rob Prohl, Kim Hallquist and herself. She said she is looking forward to meeting with them again to discuss employee benefits.

#### Review of Minutes

**IT WAS MOVED (Janet Kidder) AND SECONDED (Peter Bianchi) to approve the minutes of August 24, 2015, as circulated. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### Formation of a Committee to Study the Feasibility of a Heritage Commission

Ms. Hallquist said four names were given as individuals who would like to participate on the committee. They include: Bob Tucker, Tom Little, Jim Perkins, and Laurie Lauridson. No other names were put forward by the Board.

**IT WAS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to appoint a subcommittee to study a Heritage Commission comprised of Bob Tucker, Tom Little, Jim Perkins, and Laurie Lauridson, to catalog and draft some language and make a recommendation to the Selectmen.**

Selectman Bianchi said the intent of the commission is to delay demolition permits. He was not in favor of forming a commission without guidelines or purpose. If it is designed simply to draft rules to delay demo permits, he was against it. He feels the Town has enough pages of ordinances already and they didn't need more.

Selectman Kidder said the thought is to craft a demolition review ordinance for architecturally significant buildings. They will identify such buildings in town and create criteria for demo delays. Once input is gathered from this group of people, they will know better of how it could go. They may gather information and find it isn't something the Town needs but Mr. Tucker brought forth the issue and would like it researched.

Selectman Bianchi feels this is a knee-jerk reaction to one instance. Selectman Kidder said there is a group of people who are willing to get together to look at potentially significant architectural buildings; it doesn't matter what the individual feelings of the Selectmen are about this. Selectman Bianchi said by forming a commission they are endorsing it as a board. He feels this would only add to more regulations

that aren't enforced in the town. He feels this should be submitted to the town via petition warrant article at Town Meeting.

Chair Rollins called for a vote.

**THE MOTION PASSED. Peter Bianchi voted against the motion.**

Requests to Use Town Property

- Whipple Town Hall by New London Barn Playhouse  
Saturday, October 24, 2015 from 8:30 am – 2:00 pm
- Transfer Station by Lake Sunapee Region Coalition for the 99%, one Saturday (date flexible)  
9:00am to 3:30pm – Clare Sheehy, 279 Shaker Street

Other Items to be Signed

- Warrant – Elderly and Disabled Lien Deferral \$28,511.95 (106-011-000) Estate of Elizabeth Brown, c/o Robert Brown, 24 Wilson Ave., Concord, NH 03301
- Healthtrust Inc., Application and membership agreement

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

The meeting adjourned at 6:50pm and reconvened at 7:00pm as a Joint Meeting with the Budget Committee.

Respectfully submitted,

Kristy Heath, Recording Secretary  
Town of New London