



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES

October 2, 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:

Jean Connolly, Center for the Arts
Susan Elliot, Center for the Arts
Richard Lee, Public Works Department
Will Kidder, Cupola Project
Kim Bonin, Cupola Project
John Raby, *Intertown Record*
Ed Anderson, Chief of Police
Donna Larrow, Administrative Assistant, Police Department
Sandra Licks, Library Director
Budget Committee Members: Joe Cardillo, Colin Campbell, Rob Prohl, Chris Lorio, Tyler Beck, Phyllis Piotrow, Suzanne Jesseman, Bruce Hudson (Lyndsay Lund absent)

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

Waiver of Town Property Usage Fees

Jean Connolly attended the meeting to discuss town property usage fees on behalf of the Center for the Arts. She explained that the Center for the Arts is a nonprofit organization and consists of all volunteers. Their mission is to give back to the community and they work hard to plan these programs for the community. They feel fortunate to use Whipple Hall and feel it is a great venue for the programs that they do. They put in hundreds of hours as volunteers. They plan between 12 – 18 programs a year that are either free or are at a very low cost. The idea is that it allows all economic ability and ages to participate. They are allowing families and seniors to come who may not otherwise have the resources and they feel it benefits the town. Each program costs an average of \$750.00. This includes marketing and fees. She stated that they are giving to the town, yet they are being charged to do it. They are charged to use Whipple Hall for meetings and performances.

Ms. Connolly noted that given all that the Center of the Arts does for the town, her feeling is that the town should waive the fees for meetings in Whipple Hall and also waive the fee to put on a performance. These are free and open to the public and costs quite a bit to put on. They have to subsidize this with getting memberships and asking businesses to sponsor them. She is here tonight to ask the Town to waive these fees. Susan Elliot added that she was brought into the organization primarily to help with the scholarship program. She is a former educator so she advocates and is supportive of students and their interests. The Center of the Arts promotes scholarships for students who are interested in the arts from grades 7-12. Donations are welcome at the programs to benefit the scholarship program.

Chair Helm asked Ms. Connolly what her total amount of fees paid to the town were for the past year. She was unsure but feels it is in the range of \$500-\$600 for the year. Selectman Kidder would be in favor of waiving the fees. She feels this is an organization that partners with our recreation department and there aren't any others that are comparable that use Whipple Hall. Selectman Rollins stated she would like to defer the conversation until this comes before the budget committee. She would like a better understanding of the overall budget. She also feels the exact amount paid to the town would be helpful. She also feels that there are many groups that utilize this facility. Part of the fee setting included the cleaning of the facility, breaking down of furniture, etc. and there is a cost to that. She might be willing to do a reduced cost but would like to have the discussion with the entire budget committee.

Ms. Connolly responded that the budget that is being worked on is for 2019 and her request is for the 2018 budget. Her second comment was that some of the other organizations make a profit on their programs. They aren't making any money and aren't benefitting in any way. She also made the analogy that the Garden Club plants flowers around town. She stated that they aren't charged for the plot of land to plant them. They are using town property and giving back to the town. The town even funds them for the flowers.

Chair Helm agrees with Selectman Rollins suggestion, that there is information missing since there is also the amount of time the town office spends scheduling meeting rooms and Wendy Johnson spends handling money. The Board needs to have a better understanding of the services that are provided. They will come before the budget committee on November 6, 2017.

Joint Meeting with Budget Committee Review of Public Works Department FY2019 Budget

Chair Helm explained that the plan for this year is the Board of Selectmen and the Budget Committee will try to have all 12 members of the two boards meet with the Department Heads and hear each presentation.

Public Works Director Richard Lee attended to discuss the budget for the Public Works Department. Some of the highlights of this summary are:

- Overall, Highway administration has gone down \$7,000.
- Drug and Alcohol Testing – increase \$100.00
- Uniform Cleaning – increase \$500.00
- Equipment Maintenance – increase \$3,000 (Repair costs)
- Tires – increase \$1,000
- Gravel – decrease \$3,000 due to roads recently done, anticipating not needing as much.
- Drainage Material – increase \$500 (Catch Basins, frames and grates)
- Waste Disposal – increase \$5,000
- Building Electricity – increase \$2,000
- Heating fuel – decrease \$2,000
- Sewer Building Maintenance – decrease \$2,500
- Computer support – increase \$500
- Town Hall electricity – increase \$2,000
- Town Hall Heating fuel – decrease \$2,000
- Town Hall water – increase \$100
- Town Hall Maintenance – increase \$1,000
- Fire Station Electricity – increase \$500
- Highway Garage Heating Fuel – decrease \$1,000
- Transfer Station Heating Fuel – decrease \$375
- Bucklin Beach Water – increase \$80.00

- Pleasant Lake Dam Gate – increase \$50.00

Phyllis Piotrow inquired about the tires that are used for the vehicles. Mr. Lee stated they use all season radial tires on the pick-up trucks and the dump trucks use a gripper tread on the back and a steering tire on the front. She also asked for additional information on the sprinkler system and about recommendations on the transfer station. Mr. Lee stated they are going to try to get the water main into the building. The cost is approximately \$29,000. As far as the transfer station study, a traffic analysis has been done. The solid waste committee will come before the Board to address this further.

Budget Chair Prohl inquired about the revenue from the use of Whipple Hall. Ms. Hallquist replied that there is a cost of \$25.00 for non-profit organizations to use it for up to 12 hours or \$50.00 for more than 12 hours. Sometimes those fees get waived for various reasons. The total amount collected last year was \$900.00.

Mr. Lorio inquired about signs. He asked if there was plan to purchase more of the LED solar powered signs to place around town. Mr. Lee stated they are \$2,500 each and he hasn't put in for them as they are expensive. He believes money would be better spent to buy a speed box that the Police Department could move around from place to place.

Mr. Hudson inquired about money left over and what money wasn't spent last year. There was money left in paving, sand and salt line items. Mr. Lee noted that he was asked to curb spending near the end of the fiscal year to help with overages in other areas.

Selectmen Kidder asked Mr. Lee to update the group on projects that have been recently completed. Mr. Lee reported that Pleasant Lake Dam is done. The sewer lagoons have been cleaned out. The guardrail in Elkins has been installed. Sidewalks on Seamans Road and Parkside will be paved by the end of the week. The culvert on Brookside is about 80% put together.

Mr. Beck asked about Transfer Station signs. Mr. Lee reported that he has asked the Solid Waste committee to come up with wording but it is still in process. Mr. Hudson inquired about the new street sweeper. Mr. Lee reported that it was less expensive to operate than the former sweeper and they were able to cut about 25% of personnel time to clean the streets. With the old machine they would go through one main broom and four sets of gutter brooms. With the new machine they will get two seasons out of the main broom and only use 4 sets of gutter brooms. That is a savings of about \$1,300.

The Joint Meeting concluded at 7:25 PM.
The regular Selectmen's meeting resumed.

Public Comments: There were none

Appointment to the Lake Sunapee Boat Access Development Commission

Kim Hallquist stated that it was mentioned at the last meeting that the Governor has created the Lake Sunapee Boat Access Development Commission. The selectmen of New London, Newbury and Sunapee are to appoint one citizen each to serve on that committee. A recommendation was made from Representative Karen Ebel to appoint the honorable David Kidder as the Town of New London's appointee to the Governor's Lake Sunapee Boat Access Development Commission. Ms. Hallquist read aloud Representative Ebel's recommendation:

As a former chair and member of the House Fish and Game Committee and having been involved in the Wild Goose matter for many years as a Representative for the Towns of New London and Newbury, Mr. Kidder is uniquely qualified to serve as New London's appointee. He is fully conversant in all the related issues, knows our area and the Fish and Game Commission

members well and, importantly, will be willing to speak up as necessary in what is sure to be a difficult process. Importantly, his voice will be respected on the commission. He will represent our town and its residents well.

IT WAS MOVED (Nancy Rollins) AND SECONDED (Bill Helm) to appoint David Kidder as New London's representative for the Lake Sunapee Boat Access Development Commission. THE MOTION WAS APPROVED UNANIMOUSLY.

Save the Cupola Project Update

Will Kidder and Kim Bonin met with the Board to provide an update on the Cupola project. Mr. Kidder informed the Board that they met with the School Board where they discussed that the cost of the relocation, design and development will be done through fundraising. For the long-term maintenance, the School Board has agreed to do the basic items, such as landscaping, and minor repairs in the amount of \$500 or less, and asked that any major repairs be the responsibility of the town of New London. The other item they requested is for the town to install a street light on the pole that is already there. Chair Helm asked Richard Lee if he was aware of this request and if it would be doable. Mr. Lee noted that he was aware of the request for a street light and he felt that adding a street light would not be a problem.

Mr. Kidder explained that the School Board would like the Board of Selectmen to agree to the long-term maintenance of the cupola; a draft agreement was provided to the Selectmen for review. Selectmen Rollins thanked Mr. Kidder and Ms. Bonin for supplying the additional financial information she had requested. She explained that after reviewing the cupola over the weekend and after giving it a lot of thought, personally for her, the cupola has no atheistic value but she recognizes the nostalgic and historical significance of it. Selectman Rollins noted that she feels that the cupola, the Town of New London and the School District would be better served if the cupola was moved with the mural either to the Ice House Museum or to the New London Historical Society to become part of an exhibit that could tell the history of the building, its significance and the lives it has touched. She doesn't support the project in its current model. Celebrating the institution in a historical environment and fundraising for that makes more sense.

Mr. Kidder responded that the Historical Society is not interested in it due to the time period the cupola comes from (1941) and the Ice House doesn't have adequate space; they are currently working to preserve the mural and having no heat in the building is a concern. The group trying to save the cupola did consider the Ice House and the Historical Society but for the reasons stated felt that those locations would not work, instead, having it on Main Street and part of the walking tour and the heritage of New London was the best option.

Selectmen Kidder feels it should be saved and the proposal is well done and felt that it will be a nice remembrance of the 1941 building. It was a building that educated children from grades 1-12 at one time. She feels it is an important piece of history and is in favor of it. It is a good use of town funds to help maintain it.

Chair Helm wanted clarification of ownership and questioned if there was a provision to address if parties wanted to move the cupola to another location. Selectmen Kidder feels this is a reasonable request. Selectmen Rollins wanted to know who bears the risk and liability. It was noted that the School District will continue to own the structure; it will be located on District property and will be like all other District property in terms of liability. Mr. Kidder will address adding a provision of potential future moving of the cupola with the School Board.

IT WAS MOVED (Janet Kidder) AND SECONDED (Bill Helm) to support the Cupola project and to expend \$3,500 for the project; contingent upon reaching an agreement with the School Board about the potential future placement of the Cupola.

THE VOTE ON THE MOTION: Helm: Yes, Kidder: Yes, Rollins: No for the reasons stated previously. THE MOTION WAS APPROVED.

Whitney Brook Road Site-Visit Date Change

The Board discussed potential dates to view Whitney Brook Road as requested by Chris Hansen, a resident on the road who feels that the road drainage needs correction.

Selectmen Kidder asked Mr. Lee if anything could be done there and wondered if the Board should discuss this issue with the Town of Wilmot. Mr. Lee explained no additional water was directed through this neighborhood and ditches were cleaned, observing that Mr. Hansen's property did have additional water as a result of the heavy rain in the spring, but there is nowhere else for it to go. The Board of Selectmen will do a site visit on October 13, 2017 at 9:00am. Mr. Hansen will be dropping off a video of water rushing down.

Sign MS-535 – Financial Report of the Town Budget

Wendy Johnson, Finance Officer, informed the Board that the town's preliminary FY2016 unassigned fund balance had been reported as approximately \$1.2 million. After the auditors finished their work in February 2017 the FY2016 unassigned fund balance was adjusted to approximately \$1.5 million. Approximately \$470,000 was added to the unassigned fund balance from FY2017 operations. The preliminary FY2017 unassigned fund balance is reported as \$1.75 million. This amount will be considered during the tax rate setting in the coming weeks.

Sign FY2017 Encumbered Funds Report

Ms. Johnson explained that there were two items that there we had purchase orders for prior to June 30th but the items didn't come until after the end of the year.

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to approve the MS-535 and the FY2017 Encumbered Fund Report. THE MOTION WAS APPROVED UNANIMOUSLY.

Town Administrators Report

Ms. Hallquist informed the Board that interviewing for the Zoning position was conducted and an offer is expected to be made next week. Resumes for the Land Use and Assessing Coordinator position are coming in and she is encouraged by the number and quality of applicants for that position. Lastly, Emergency Management Director Lou Botta and members of the Emergency Management Committee will be speaking at Hilltop to educated residents about emergency preparedness issues.

Committee Reports

Selectmen Kidder provided the following reports:

- She attended a meeting with Chiefs Andersen and Lyon, and Board of Fireward Chair Steve Ensign to discuss dispatching. Another dispatcher has been hired that was previously a state trooper and has been a Fire Marshal. Also, Chief Andersen will be applying for a 50-50 grant to place a repeater on Mt Sunapee that will enhance radio coverage for that area.
- Planning Board – discussion about the site plan for Ellen Winkler's property to be converted to a bakery/office space. That has been continued to the next Planning Board meeting.
- The New London Inn was approved for an addition in the back for a walk in cooler.
- Welcome to New London signs – no new update. One sign is almost finished and the locations are fine; the signs should be installed before winter. The only change was the posts as they couldn't use granite.

Selectmen Rollins reported that the Budget Committee held an organizational meeting. There was a robust conversation about the school budget and a suggestion to invite our New London school board representatives to the budget committee.

Chair Helm reported that he and Mr. Lee did a site visit with CHA in connection with the New London Hospital property site on Newport Road. Additionally, he met with Susan Stuebner, President of Colby- Sawyer College and learned that the college is open to any discussion with the town about facility needs at this point. The college plans to continue the availability of the Cottage Lane housing for students. They may ask us to re-look at the definition of family as it relates to that housing. He reported that he discussed with President Stuebner about whether there are ways for the town to help be a facilitator for the issue of property that comes available for rental once the on-campus housing rule for students is fully implemented.

Meeting Minutes

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to approve the minutes from the September 19, 2017 meeting. THE MOTION WAS APPROVED UNANIMOUSLY.

Items to be signed

Payroll Authorization Voucher
Accounts Payable Voucher

Requests to Use Town Property & Event Permit

- Town Common by Nicole Southworth of Center for the Arts for “Arts on the Green” on Saturday, July 7, 2018 from 7:00 AM to 6:00 PM.
- Whipple Town Hall by Nicole Southworth of Center for the Arts for the Performing Arts Series on Saturdays, Jan. 27, Feb. 10, March 10 & 24, 2018 from 6:00 PM to 10:00 PM.
- Whipple Town Hall by Nicole Southworth of Center for the Social Dances on Saturdays, Jan. 20, Feb. 17, March 17, May 19, July 21, Aug. 18, Sept. 15, Oct. 20, Nov. 17, Dec. 15, 2018 from 6:00 PM to 10:00 PM. (issue of rental fees is pending)
- Colby-Sawyer College Homecoming (Kelsey Athletic Field) at 541 Main Street on Saturday, October 14, 2017 from 12PM to 5PM.

Building Permits

- John & Mary Doyle, 533 Forest Acres Road, TM 106-004-000. Construct an 8'x12' shed. BP 17-108 APPROVED 9/21/2017

Respectfully submitted,

Trina Dawson, Recording Secretary
Town of New London