



TOWN OF NEW LONDON, NEW HAMPSHIRE

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NEW LONDON BOARD OF SELECTMEN MEETING MINUTES

Thursday, November 10, 2022

Whipple Hall

6:00 PM

PRESENT:

Nancy Rollins, Chairman
Janet Kidder, Selectman
Bill Helm, Selectman
Kim Hallquist, Town Administrator
Lynn Lewis, Finance Officer

ALSO PRESENT:

Phil Sherman, Whipple Project Committee	Frank Anzalone, Frank Anzalone Associates
Colin Beasley, New London resident	Amanda Raymond, Studio Sage Interiors
Steve Ensign, Board of Firewards Chair	Bob Harrington, Public Works Director
Jay Lyon, Fire Chief	Emily Cobb, Police Chief
Adam Ricker, Planning & Zoning Administrator	John Wilson, Budget Committee member

Selectman Rollins called the meeting to order at 6:00 PM.

Phil Sherman & Frank Anzalone: 2022 Whipple Hall Project Committee: Project Update

Phil Sherman began by reviewing the timeline of the project beginning in March after the Town Meeting vote then the June 9th meeting when the Selectmen approved the services of Frank Anzalone and a decision was made not to use the balcony. There have been six meetings of the committee, North Branch is working on a contract to provide designs services to give estimates, hopefully by December 12th. If the prices are higher than \$600,000 the committee will meet to discuss options to come in at the \$600,000. The Selectmen meet on December 15th and it can be discussed.

Mr. Sherman discussed the furniture. The committee felt that the project should be designed for 75 people. This number is used in determining the size of HVAC systems. The committee felt this is reasonable, understanding that there will be more at times, however 75 is a fair number for purposes of designing the HVAC system. More chairs can always be ordered if desired. Mr. Sherman offered preliminary pricing of chairs and tables. He urged the Board to wait on ordering until all of the projects costs are known. Frank Anzalone presented a chair from the library as the recommended chair – they are easy to stack and store, no fabric means easier to keep clean. Suggested tables are on wheels and are foldable. Tables can be ordered with electrical outlets and privacy screens if desired.

Chair Rollins asked about tables for voting and whether the suggested tables will work for voting. Will Kidder noted that the question is how the tables will fit in the room and where will the tables be stored as they can't be stored in the front office area. Mr. Anzalone noted that the plan is to order 10 tables – 30x72. Chair Rollins questioned if the original number of tables came from planning for the police department's use of the hall for training, if training is not the main focus of the room, she questioned the

need for tables that have the ability to be plugged in. There was a discussion of the chairs and whether they have arms or not. The plan was to have 30% with arms and 70% without chairs. Some would have locking rolling casters for board members who need to turn around to look at the screen on the stage. Frank Anzalone noted that the numbers of each chair can be changed.

Selectman Helm noted that he felt that the purchase of the chairs now would not impact other decisions of the project. Mr. Sherman agreed that they could be ordered now. He noted that the storage issue is another issue that is not one that the Committee can resolve. Bob Harrington explained that the election booths are very heavy and moving them distances is not recommended. Selectman Helm noted that he would like to move forward on the chairs tonight as it appears that all are in agreement on the type of chair. Steve Ensign suggested that chairs with arms are more comfortable and asked that the numbers with arms be the larger number. Chair Rollins noted that people come in all sizes and having a selection with no arms is prudent. Selectman Kidder agreed that having more chairs with arms would be agreeable and having chairs with rollers for board members is needed. After discussion, it was agreed that 30% of the chairs would have no arms and 70% would have arms.

A discussion of the tables was held. Selectman Helm noted that Moderator Michael Todd is very specific with the size tables he needs. He also pointed out that having tables with the ability to have lights on the tables is important for ballots clerks to be able to see the small print. Selectman Helm questioned the difference between the tables he has seen on-line, and the price of the tables being proposed now. Mr. Sherman noted that the estimates supplied by Dennis Mires was \$1,200 per chair, Frank and Amanda had a problem finding what he was referring to. Amanda Raymond noted that she is not sure what materials the tables Selectman Helm is referring to are made of, but the tables they are recommending are of high quality and will last for many years. They are easy to handle, there is no lifting needed and they can be rolled away. Mr. Sherman noted that they would prepare a comparison of the tables.

Selectman Kidder asked how the tables would get power. Mr. Sherman noted that the tables would either be plugged into the floor or a plugged into the wall. Selectman Kidder noted that she would like to have microphones that can be plugged in so they do not run out of batteries. Ms. Hallquist noted that equipment has been ordered to allow the mics to be plugged in and recharged.

The committee will get more information from the Town Administrator and election officials to determine the correct number and size of tables to be ordered.

PUBLIC COMMENT

Colin Beasley, King Hill Road, asked about the police station plans and the Selectmen's plans for public engagement. He asked when the Selectmen would be releasing a report or commentary on the new site and how it compares to the preferred characteristics that was prepared by the site selection committee so there can be a discussion of the new site as compared to the other sites. Selectman Helm noted that the Selectmen showed the first conceptual plan by Jones and Beach at the last meeting, and staff are investigating the property and will be reporting findings to the Board. Mr. Beasley stressed that he is asking for a comparison of the new sites as compared to the two primary sites (Broom site and Bewley site on Newport Road) looking at the preferred characteristics. The Board noted that this is still to be decided. The second question: can the Selectmen lay out a schedule for discussion of the preferred site and all of the costs associated with the development of the site and construction of the building as well as associated costs for the vacated Buker Building. He also pointed to a footnote on the conceptual plan referring to a requirement for a public hearing before the Planning Board prior to the expenditure of funds. Mr. Beasley asked that this date be set so people can put it on their calendar. The third point is that discussions of the police station will be

exciting as many have differing opinions and he suggests that materials to be discussed at meetings would be provided to the public in advance.

FY2024 Budget Prep: Review of final budget

Ms. Hallquist noted that the Board has the updated budget sheets that should include all of the changes the Board requested at previous meetings.

Lynn Lewis, Finance Officer, reviewed changes to the budget:

Page 1: Salary Wage Study line increased to \$200,000

Page 3: Assessor services lowered to \$90,000

Page 4: Legal lowered to \$10,000

Page 5: Whipple maintenance & repairs lowered to \$5,000

Page 7: Chamber of Commerce lowered to \$12,500

Page 8: Police general equipment from \$65,00 to \$51,000 per Chief Cobb's reassessment of pistols

Page 12: Upgrading dirt roads lowered to zero

Page 13: Transfer station waste disposal increased to \$162,000

Page 17: Debt service adjusted to 20-year terms instead of 15 which lowers the cost to \$40,000 but interest increased \$14,000 due to higher rates

Page 18: Capital outlays was adjusted to remove the \$82,000 fire station roof repair that was completed this year.

Page 19: Transfers to Capital Reserves were changed as agreed earlier, most we cut by 50% with a few exceptions.

Chair Rollins asked about the \$200,000 in the salary wage study line. Ms. Hallquist noted that the costs of the study would be paid out of the current budget. The \$200,000 can be used for the COLA that has yet to be decided and salary adjustments that may be needed as a result of the study. She noted that in the coming weeks as she learns more about what other towns are doing with COLAs, the \$200,000 may be to be adjusted. Chair Rollins asked what COLA percentage was used to come to the \$200,000, it was noted that no specific percentage was used.

IT WAS MOVED (Bill Helm) AND SECONDED (Nancy Rollins) to present to the Budget Committee the budget in the November 8th budget printout, totaling \$11,020,846. THE MOTION WAS APPROVED UNANIMOUSLY.

Set 2023 Dispatching Rates

Ms. Hallquist explained that the dispatching rates have been set using the same method that has been used for several years: calls for service are tabulated on November 1st and the dispatching budget plus the capital reserve fund payment is used to apportion the costs to the member agencies. Chair Rollins asked if there was an sense for if some towns would object to the rates. Ms. Hallquist noted that she is not aware of

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to accept the 2023 dispatching rates as presented. THE MOTION WAS APPROVED UNANIMOUSLY.

TOWN ADMINISTRATORS REPORT

- Ms. Hallquist explained that she and Mike Williams, IT Officer, spoke with state officials regarding a grant to enhance the towns cybersecurity defense.

- Lynn Lewis, Putnam Kidder and Ben Cote participated in a career day at Colby-Sawyer College to get the town's name out as an employer.
- Official tax rate is still pending from the Department of Revenue.

COMMITTEE MEETINGS & REPORTS

Selectmen Kidder noted that the Planning Board met earlier in the day with the Housing Commission to discuss affordable housing issues.

OTHER BUSINESS

Selectman Helm commend the Town Clerk, the Moderator and all the volunteers that worked so hard preparing for the election and the day of the election, pointing out what a great job they did at a very busy election. There was a round of applause from those present.

UPCOMING MEETINGS & SPECIAL EVENTS

- Next Regular Selectmen's meeting – Thursday, December 15th - 6:00 PM
- **Veterans Day – Offices Closed - Friday, November 11th**
- Planning Board – Tuesday, November 15th – 6:30 PM
- Conservation Commission – Wednesday, November 16th – 8:30 AM – Syd Crook
- Budget Committee – Wednesday, November 16th – 6:30 PM
- Waste Reduction Committee- Thursday, November 17th – 10:00 AM – Syd Crook
- Energy Committee Public Hearing – Monday, November 28th – 7:00 PM
- Citizens Committee – Saturday, December 3rd – 7:30 AM

APPROVAL OF PAY VOUCHERS, PERMITS etc

Items to be signed:

- Accounts Payable Forms
- Town Use (2)
- Dispatch Fee Letters (Newbury, Wilmot, Sutton, Sunapee)

Applications Approved &/or Denied

Building/Zoning Permits:

- Crimi Holdings of New Hampshire, TM 127-002-010-0-0. Demolish existing building. BP 22-133. Approved. 11/9/22.

IT WAS MOVED (Nancy Rollins) AND SECONDED (Bill Helm) to adjourn. THE MOTION WAS APPROVED UNANIMOUSLY.

The meeting adjourned at 7:06 PM.

Respectfully submitted,
Kimberly Hallquist
Town Administrator