



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## BOARD OF SELECTMEN MEETING MINUTES

March 14, 2022

6:00 PM

### PRESENT:

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

### ALSO PRESENT:

Emily Cobb, Police Chief; Will Kidder, Town Clerk - Tax Collector; Peter Bianchi, Joe Cardillo, Maureen Prohl, Rob Prohl, Sarah Healey, Nancy Marashio, John Wilson, Colin Beasley, Peter Hogle, Jason Ayotte

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

Bill Helm suggested the Board elect a Chair before starting the meeting. He nominated Nancy Rollins to serve as the Chair; there were no further nominations.

**IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to appoint Nancy Rollins to serve as the Board of Selectmen Chair for a one-year period. THE MOTION WAS APPROVED UNANIMOUSLY.**

Chair Rollins reported that Bill Helm was sworn in as a Selectman prior to the meeting so that is now official as well.

### Appointments

**Park & Ride Expansion project** – Jason Ayotte from the State Department of Transportation attended the meeting to present the state's proposal for the expansion of the park & ride. The project will be designed this year and they will be submitting a wetlands application in the next few weeks. They will advertise for construction in July, but it won't begin until 2023. There will be a short-term closure of the park & ride to be able to facilitate the paving and striping of the parking lot.

Mr. Ayotte explained that the New London Park & Ride is a successful park & ride for the state of New Hampshire, and it was clear during the application process that the town enjoys having it as well as they were a big supporter of the expansion. The need to expand is based on the nearly 90% utilization of the park & ride and has been identified by the town as a project of importance in the New London master plan.

It was originally one of the first New Hampshire carpool lots in 1980 located on NH11. In 1996 the park & ride, which was just a gravel parking lot, was constructed on 103A with 42 spaces and it

replaced the NH11 lot. In 2009 it expanded to 133 spaces. In 2009, NH DOT instituted “low salt” policy for NH 103A with town approval. The parking lot is maintained by Bureau of Rail and Transit, and District 2 and Dartmouth Coach also share maintenance responsibilities. Dartmouth Coach operates from 3:55AM – 11:15PM weekly.

Currently, overflow and enforcement concerns are an issue, and an expansion need was identified by the New London 2021 Master Plan and the 2017 I-89 Commuter Transit Service Feasibility study. Existing conditions of the park & ride include 52,600 square feet of pavement consisting of 123 parking spaces, 8 ADA spaces and a bus loading area. The park & ride is within the state right of way for interstate 89. Lighting and security cameras are maintained by NHDOT. There is limited drainage and water quality treatment; 2009 expansion proposed vegetative buffer and landscaping. A tree buffer between NH 11 and the park & ride remains a priority.

There are no cultural resources located in the project area according to the New Hampshire Division of Historic Resources as of July 19, 2021. There are no rare species and the northern long-eared bat evaluation is not required since the project will not have an impact within 300 feet of the right of way. There will be no impact on air quality and a noise assessment is unnecessary. No conserved lands are impacted and there are no flood plains. There are five areas of wetlands that consist of small emergent to forested and emergent systems within the parcel.

The total budget is \$700,000 but the costs are expected to be slightly higher and they will be requesting additional money from the federal government in order to build the project. This includes the 10% that the Dartmouth Coach has pledged to assist.

Of the options reviewed, the south expansion alternative was selected. It meets the expansion goal of 49 additional spaces with less impervious area and is an efficient layout. The treatment swale collects 250% of new impervious area for parking and NH 103A pavement area. The wetland impacts were less than 3,000 square feet, and it meets the town and project sponsor needs.

There was discussion regarding the temporary closure of the park & ride. Mr. Ayotte stated they’ve asked Dartmouth Coach to identify when they have a dip in ridership so they can select a weekend that would have the least impact. Based on the pavement area that needs to be resurfaced, they felt comfortable that this would be a two-day effort. They will need all cars off the pavement, but they can construct the southerly portion of the new expansion and can move cars there. They are still working through what the notification period would need to be, but it would be a minimum of four weeks. Mr. Ayotte stated they will continue to work on this and will communicate this to the town prior to the start of construction.

Selectman Helm asked about where snow would be stored and the response was it would look similar to how it is now and the operations would be the same. It is not expected to change. John Wilson commented that it is interesting that they will be taking some of the wetlands that are under certain conditions in the parking area, but it can’t be done at the transfer station. Chair Rollins explained to Mr. Ayotte that they have been deliberating for quite some time about an expansion or use of land at the transfer station for better access. She asked if there was overlap in terms of approaching the DOT about that particular property and rethinking the use of that property. Mr. Ayotte stated he would need to follow up on this as he doesn’t have a specific answer.

**PUBLIC COMMENT** – There was none.

## **NEW BUSINESS**

### **Appointment of Chair, Selectmen assignments to boards and committees, meeting dates**

Janet Kidder has agreed to remain as the Planning Board Representative and Bill Helm will be the selectmen's representative for the Budget Committee. Chair Rollins stated she has been the liaison for the Housing Commission and the Board of Firewards and would like to continue with both of those and she would also like to be the Board of Selectmen's liaison to the Building and Facilities Committee.

Selectman Helm stated he is a little concerned that when they have Selectmen representatives on committee's that report to the Board, that having a Selectmen's representative already committed to what that committee is recommending is not ideal. It calls into question that the Selectmen are all neutral at the start of the discussion. He suggested that the Board discuss this more at a future meeting. The roles of the liaison's need to be defined as well as the expectations of the Board of Selectmen. Statutorily they don't have a choice and are required to have representatives on the Planning Board and Budget Committee but on the other boards and committees they do have a choice.

Selectman Helm proposed that the Board of Selectmen consider moving meetings to Thursday nights for the next three months. He would also like to look into the possibility that the meetings can be held at the Professional Development Center until the appropriate A/V equipment is set up in Whipple Hall. The next meeting will be held on March 31, 2022 at 6:00pm. Other proposed meeting dates are April 14th and 28th, May 12<sup>th</sup> and 26<sup>th</sup> and June 9<sup>th</sup> and 23rd. The Board agreed.

Town Administrator Kim Hallquist provided an update on the installation of the Audio/Visual equipment. She met with the contractor today and the project that was supposed to be done at the end of the month is now 4-5 weeks delayed. The monitors have been delivered and electrical outlets have been installed but other equipment that is needed is not here yet.

Ms. Hallquist asked for feedback regarding the black curtains on stage as they will interfere with an overhead projector being able to project to a screen on the stage. They will either need to be removed or pinned up out of the way. Chair Rollins suggested asking someone from the theater department at the Barn Playhouse or Colby Sawyer College to look at them and give us a recommendation.

### **Discuss civility of town board, committee, and commission members, and of meeting attendees**

Chair Rollins stated she put this on the agenda after her own experience, and also hearing from multiple citizens, about their concerns regarding the negative tone at meetings as well as within the community on Facebook etc. Chair Rollins spent some time researching this matter and looking at overall town governments. She found that many municipalities are experiencing unprecedented incidences of excessive negativity, personal attacks and disrespect towards one another. Her purpose in bringing this up is to ask everyone, herself included, to take a pause and take a pledge to do better. She suggested that we need to reset a tone of positive engagement and show respect of different viewpoints. Her purpose today is to affirm her commitment to do better amongst her colleagues on the board and towards the public and hopes others will join her in moving forward. She has two articles that she will be sharing with her colleagues on the Board that address the issue of civility and

running effective meetings. She would like to share this information and have a discussion with all the committee chairs and board members, noting that she feels that the Board should look at procedures and ensure there are rules and procedures for all committees and to relook at the role of chairs and how they conduct meetings.

Town Clerk Will Kidder stated these meetings should be available online, noting that if people could see their own behavior as well as other people's behavior it would probably make a huge difference. He also noted that it was a very difficult election with more negativity expressed than he would have thought possible, and it was unfortunate.

Maureen Prohl commented that people in many venues including Facebook need to have a quick review on how to act in any situation, not only in government. We need to remind people how to interact in a civil way. She suggested putting a link in *Municipal Matters* to an article around that topic and people might read and reflect on it. Chair Rollins responded that Facebook is challenging because you run up against freedom of speech. It is only when things get into libel and slander that any action can be taken.

Selectman Helm stated when he and Colin Beasley stood for 12 hours together at the polls last Tuesday, many people commented how nice that was and Selectmen Helm felt that working with him that day was a starting point for civility.

### **Update on Projects**

Chair Rollins stated that several years ago they had a project dashboard and she would like to bring this back. It was an excel spreadsheet that laid out and identified all the current projects. It listed who the project manager was and what the status of the project was. Chair Rollins has offered to work with Kim Hallquist to create this spreadsheet and will be coming to department heads and committees to understand where we are with current projects for the end of this fiscal year and then begin to log in projects for the next fiscal year.

Selectman Helm asked if we could proceed with ordering tables and chairs for Whipple Hall for July 1, 2022. This is a critical issue that needs to get done. Ms. Hallquist stated that as part of the Dennis Mires work, examples and pricing for chairs and tables were provided. She noted that prior to engaging Mr. Mires, several chair samples were provided but not were approved by the Selectmen. Colin Beasley responded that the Building and Facilities committee is meeting Wednesday and will discuss this issue and will get started.

### **Discuss Request for Proposal for compensation study**

Chair Rollins stated they have been given a document that is an example of when the town last contracted to do a compensation study. She would like the Board to review it and make any changes. She would like to get the RFP out so that once July 1, 2022 comes and the funding is available they can move forward with the salary study and will have some information to inform the next budget process.

### **Approve MS-232 Report of Appropriations Actually Voted: \$11,520,503**

**IT WAS MOVED (Janet Kidder) AND SECONDED (Bill Helm) to approve the MS-232 Report. THE MOTION WAS APPROVED UNANIMOUSLY.**

### **Note State DES Reclassification of Hayes Dam from “low hazard” to “non-menace”**

Chair Rollins noted they received a notice from the Department of Environmental Services that at least one of our dams has been moved from low hazard to non-menace. This has actually moved down the list in terms of prioritization which is a good thing.

### **TOWN ADMINISTRATORS REPORT**

Ms. Hallquist reported the following:

- An offer has been made to a candidate to fill the open assessing and land use coordinator position; she will start on April 4, 2022.
- Ms. Hallquist is hoping to get *Municipal Matters* out this week to remind people that they should fill out a volunteer interest form to indicate interest in various boards and committees. The Selectmen will then look at the list and make appointments sometime in April.

### **COMMITTEE MEETINGS & REPORTS**

Chair Rollins reported there was a Housing Commission meeting held last week. The Housing Commissions continues to work with consultant Mark Fougere to review zoning components. They discussed doing a visualizing exercise with regards to the zoning amendments that passed at town vote and what that means in terms of properties. They also are working with the Upper Valley Regional Planning Commission to do a survey of the public and employers to see what people are looking for relative to workforce housing.

### **MEETING MINUTES: Approve the Selectmen’s Minutes of February 14<sup>th</sup> and 17<sup>th</sup>**

**IT WAS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to accept the minutes of the February 14, 2022 and February 17, 2022 meetings. Bill Helm abstained from the vote. THE MOTION WAS APPROVED.**

### **UPCOMING MEETINGS & SPECIAL EVENTS**

- Next Regular Selectmen’s meeting – Thursday, March 31<sup>st</sup> – 6:00 PM – Professional Development Center
- Police Station Site Review Subcom. – Tuesday, March 15<sup>th</sup> – 1:00 PM – PD Training Room
- Conservation Commission – Wednesday, March 16<sup>th</sup> – 8:30 AM – Syd Crook Meeting Room
- Building & Facilities Committee – Thursday, March 17<sup>th</sup> – 6:00 PM – Syd Crook Meeting Room
- Planning Board – Tuesday, March 22<sup>nd</sup> – 6:30 PM – Whipple Town Hall
- Budget Committee – Wednesday, March 23<sup>rd</sup> – 6:30 PM – Whipple Town Hall
- Housing Commission – Wednesday, March 23<sup>rd</sup> - 6:00 PM – Syd Crook Meeting Room
- Citizen’s Advisory Committee meeting – Saturday, April 2<sup>nd</sup> – 7:30 AM – Whipple Town Hall

### **OTHER BUSINESS:**

- Selectman Kidder would like the Board of Selectmen to consider responding to the students that presented the bag recycling article at Town Meeting and advise them that the town does not have the ability to enforce that in the community. She would like to explain that to them and thank them. Ms. Hallquist will draft a letter.

- Selectman Kidder suggested the Board of Selectmen consider writing to the Governor with regard to putting a moratorium on the rooms and meals tax. The Governor thinks it will encourage people to go out to dinner which will help restaurants. New London would possibly lose \$305,400 if this is done. She does not believe this is an idea that is solid for our community. The Selectmen were in agreement. Ms. Hallquist will draft a letter.

### **Proclamation - Donate life month**

**IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to approve the proclamation for Donate Life month for April 2022. THE MOTION WAS APPROVED UNANIMOUSLY.**

### **APPROVAL OF PAY VOUCHERS, PERMITS etc.**

#### **Items to be signed:**

- Accounts Payable Vouchers
- Town Use-Elkins Fish & Game
- Birthday Cards – April
- Donate Life Proclamation
- MS-232

#### **Applications Approved &/or Denied**

Sign Permits – approved

Raffle Permit – approved

Building Permits-approved

- Maureen L Sheehan Trust, TM 080-011-0-0-0. Build new single-family home approx. 3400sq ft. BP 22-09. Approved. 3/8/22.
- Brian & Danielle Carey, TM 056-007-0-0-0. Add 28x28 one story addition to existing barn. BP 22-21. Approved. 3/8/22.
- Molly Kidane, TM 056-001-0-0-0. 10x16 detached shed on gravel pad. BP 22-22. Approved. 3/8/22.
- Susan Forest, TM 077-019-0-0-0. Construct 8ft gazebo. BP 22-23. Approved. 3/14/22.
- Parson's Family Trust, TM 106-021-0-0-0. Install ground mount solar 11.4kW. BP 22-26. Approved. 3/14/22.
- Thomas Goodnough, TM 042-016-0-0-0. Reno existing bathroom & kitchen. Install new roof. BP 22-28. Approved. 3/14/22.
- Thomas Living Trust, TM 109-016-0-0-0. Construct 20x30 barn & 4x10.5 covered enclosed entry and demo shed. BP 22-29. Approved. 3/14/22.

The meeting adjourned at 7:25PM

Respectfully submitted,  
Trina Dawson  
Recording Secretary  
Town of New London