



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES April 14, 2022, 6:00 PM Kearsarge Professional Development Center

PRESENT:

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

ALSO PRESENT: Fire Chief Jay Lyon; Police Chief Emily Cobb, Public Works Director Bob Harrington; Tracy Library Director Crystal Schimpf; Peter Hoglund, Karen Hoglund, Colin Beasley, John Cannon, Michael Doheney, Nancy Marachio, Susan Cox, Don Cox, Donna Sparks, Jackie Christensen, Peter Smith, Chris Lorio, Janet Haines, Lyndsay Harkins, John Manaras

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

Board presentation of gift to former Selectman John Cannon in recognition of his service to the Town

On behalf of the town of New London, Chair Rollins presented outgoing Selectman John Cannon with a gift to recognize his service. He served on the Board of Selectmen from 2019-2022. Mr. Cannon thanked everyone and stated he appreciated the opportunity to serve.

Recreation Commission Updated Mission Statement

Jackie Christensen, Chair of the Recreation Commission, attended the meeting to update the Board on summer planning. Ms. Christensen stated the Recreation Commission has been busy getting the beaches ready for summer. They will be offering swim lesson this year after not being able to for the past two years due to COVID-19. They are hiring beach attendants, lifeguards and swim instructors and will give the Board of Selectmen a full report at the May 12, 2022 meeting.

She provided the board with a revised mission statement for the Recreation Commission. The Recreation Commission felt it was time to articulate their renewed sense of purpose in supporting a community that is eager for a return to normalcy now that we are learning to live with COVID. The three main bullet points of the mission statement are to:

1. Provide safe and well-maintained recreation spaces which encourage healthy lifestyles and appreciation for our beautiful natural surroundings.
2. Promoting community connection through cross generational and inclusive recreation and leisure experiences.
3. Offer quality programs and activities in a cooperative spirit with community partners.

Outing Club request for town funds

Peter Smith, President of the Outing Club, attended the meeting and stated they were approached by Chris Lorio who is a member of the Recreation Commission about the condition of some of their fields, parks and equipment. Mr. Smith shared a proposal with the Board that will allow them to play catch up on a space that has been fairly neglected pointing out that the Outing Club has been around since 1947 and last year was the first time that they asked and received funding from the town and they are thankful for that. There is a phase 1 and phase 2 of the proposal for the fields. Phase 1 in the amount of \$10,000 will get them to playable conditions this spring and phase 2 (\$45,000) will be a complete overhaul. Mr. Smith noted that they submitted a more detailed quote in support of the request for funding for phase 1 of the field maintenance project.

Selectman Kidder asked what other towns are contributing to this project. Mr. Smith responded they have not solicited any contributions from any other towns. Selectman Kidder asked why as this was one of the big reasons, they were hesitant to give them funding. She noted that the Outing Club is no longer the New London Outing Club; they are a regional organization. Mr. Smith agreed and stated he has previously spoken with numerous other towns. Two towns responded but the Outing Club has not had the bandwidth to connect with them yet with everything that has been going on. Selectman Kidder stated so basically you are expecting new London to provide funding but not anyone else. Mr. Smith stated yes, they have only asked New London for funding. Selectman Kidder asked what other programs they are providing. Mr. Smith responded for the summer they will have girl's lacrosse, summer camp, morning and afternoon programs for the fall, pickle ball and tennis.

Selectman Kidder asked Jackie Christensen if the Outing Club has kept the Recreation Commission informed about programming and where money is going. Ms. Christensen stated yes, there has been a lot of cooperation and updates. Putnam Kidder has also started attending the Outing Club meetings to keep the organizations connected.

Selectman Helm got clarification about the \$40,000 in funding that was given to the Outing Club last Fall. Chris Lorio responded that there were two-line items, one was for \$40,000 that has already been given to the Outing Club and the other was for \$69,000 for other proposals. This proposal will come out of the \$69,000 line item. This request is just for the equipment (\$15,848) and for phase 1 (field maintenance, \$10,000). Mr. Lorio noted that after speaking with the Outing Club the expectation is not for the town to fund phase 2 of the field maintenance.

IT WAS MOVED (Janet Kidder) AND SECONDED (Bill Helm) to authorize \$25,848 to be given to the Outing Club for field maintenance and equipment. THE MOTION WAS APPROVED UNANIMOUSLY.

PUBLIC COMMENT - None

Governance matters: Selectmen liaison on board/committees, Selectmen priorities

Selectman Helm provided a proposal that included five decisions that he feels will help have a more effective governance of the Board of Selectmen and other committees:

1. Selectmen not on committees other than the Budget Committee and the Planning Board.
2. Budget Committee members not on other committees.
3. Consider establishing time limited, small advisory "panels" such as:
 - Whipple/Project Management
 - Trash & Solid Waste

- Future uses of Buker
- 4. Dissolve Building and Facilities Committee and Solid Waste Management Committees as currently constituted.
- 5. Revisit (with the Planning Board) formation of separate CIP Committee.

Selectman Helm stated the process they ought to consider as part of their governance is as a group, they would decide over a period of time (i.e., 4-6 months) what the main priorities are and track what they have accomplished during that period of time. Examples are getting the wage study done prior to budget season, finishing the Whipple project, deciding how to proceed with the Police Department location issue and having the Budget Committee do some financial forecasting and planning over the summer.

Selectman Kidder thanked Selectmen Helm for providing this list and would like some time to think about all of it. Chair Rollins agreed and suggested this be tabled until a Board of Selectmen meeting in May.

Colin Beasley suggested that the board consider the law of unintended consequences and asked that all committee chairs and members be informed of this and invite them to be a part of the discussion. The Board agreed.

John Manaras asked for clarification regarding the first statement of Selectman Helm's proposal. Would this prohibit a Select board member from informally attending meetings occasionally to assist? Selectman Helm responded that when this was proposed a few weeks ago, he stated the Selectmen should absolutely feel welcome to go to meetings but shouldn't be voting members. Chair Rollins stated this warrants a lot of thought and further discussion. She understands the original premise about wanting groups to feel they can operate unfettered without the express direction from a single member of the Board of Selectmen. The statute states the Board of Selectmen must act as a board and no one person can represent or should have any authority to represent the Board of Selectmen for the town of New London. They need to speak in one voice. There is a lot to think about regarding both the intended and unintended consequences of this matter.

Mr. Manaras stated he has been on the Solid Waste committee for 6-7 years and he is in favor of dissolving the Solid Waste Management Committee as recommended by Selectman Helm.

Janet Haines is in favor of establishing "ad hoc" committees. She stated there is a perception that the Selectmen have a reputation of not getting things done fast enough and establishing ad hoc committees to make something happen in a certain period of time creates a sense of movement.

Adoption of Selectmen's Rules of Procedures as revised

Chair Rollins stated the Selectmen have received the draft of the Rules of Procedure proposed changes as discussed at the last meeting.

Selectman Kidder is in agreement with keeping Thursday night meetings and the Professional Development venue is much better for hearing and seeing. With regards to Section II, D. 1, she would leave it the way it was originally. A vice-chair has not been voted on in the past and there have been no issues. Selectman Helm agrees.

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to approve the Rules of Procedure for the coming year as revised with the exception of changing Section II, D.1 back to the original wording. THE MOTION WAS APPROVED UNANIMOUSLY.

Parking on Everett Park

Town Administrator Kim Hallquist stated back in 2019 there was a public hearing regarding parking changes that were needed at Everett Park and Pressy Court. The Selectmen restricted parking to one side of the street and decided to try it for one year to see how it went. This was never revisited due to the COVID-19 situation. Susan Cox and neighbors asked for it to be on the agenda tonight to discuss if it should be made permanent or if changes should be made to the side of the street that will have no parking. A public hearing could be scheduled if the Selectmen would like to continue this discussion.

Susan Cox stated a decision needs to be made and it needs to be clear where people can park when attending Barn Playhouse performances. Safety is an issue, and a concern is that people park too close to the corners. It makes it difficult for drivers to see when taking a left or right. While the parking lot at the barn is now larger, it still will not accommodate the matinees and youth activities in the afternoons. In the evenings the barn is trying to find additional parking in nearby parking lot areas. Donna Sparks supports Ms. Cox' email regarding parking plans and she also provided an email to the Town Administrator with her concerns. Decisions should be made completely with regard to safety.

John Cannon commented that the whole neighborhood needs to be included in this conversation. He agrees that parking close to the corners is a big issue, and no parking areas should be added to ensure safety going around the corner.

Fire Chief Jay Lyon responded that this has been going on for several years and stated the whole neighborhood has been included in the evaluation. They don't want to correct one issue that creates another. From a sight line perspective, there should be "no parking from here to corner" signs. When they made the determination to not have parking on the odd side, it was based upon topography, the number of driveways and the ability to enter in and out of that area. Permanently mounted signs would be beneficial to assist the residents.

Chair Rollins stated this will need to be moved to a public hearing and she suggested doing this on May 12, 2022 as the Barn Playhouse will be opening soon. She would like to have representation from the Barn Playhouse present noting that when this issue was last discussed it was recommended that the Barn have volunteers in the parking lot assisting people. Janet Haines commented that the parking lot at the Barn Playhouse will be paved and striped with a defined traffic flow to help clarify where to park.

Fireworks Ordinance

Kim Hallquist reported that last August there were meetings that addressed issues with a resident shooting off a cannon. This discussion evolved into a request for a fireworks ordinance. The Selectmen expressed an interest in adopting such an ordinance and asked Ms. Hallquist, the Fire Chief, and the Police Chief to look into a potential fireworks ordinance. Their research showed a fireworks ordinance regulating Class C fireworks may not be the way to go and may not be beneficial to the citizens of New London. The cannon issue can be addressed by state law and doesn't need a fireworks ordinance. A fireworks ordinance doesn't prohibit all fireworks unless the Selectmen

decide to prohibit them entirely. The ordinance would merely mean that a permit is needed which would require staff time to issue the permit.

Chief Cobb stated that she looked at calls for service over the past two years related to firework complaints and there were only 4. She noted that the work to issue the permits would fall on the Fire Department and the Police could certainly enforce it but she has concerns that they would be trying to regulate a behavior that is not problematic in the first place. Chief Lyon concurs with Chief Cobb. He stated the issuing of permits would put a strain on staff. He feels they should either ban Class C fireworks entirely or leave it as is. His preference would be to not follow through with an ordinance.

Chief Cobb stated she spoke with the Police chiefs in both Sunapee and Newbury and Sunapee has never issued a fine associated with their ordinance and Newbury primarily issues warnings and has only issued a few fines here and there.

Chief Lyon stated the Pleasant Lake Protective Association (PLPA) did water quality sampling to determine if any increased chemicals are going into the lake and at Pleasant Lake there were no definitive changes in water quality.

Nancy Marachio stated people with PTSD and dog owners have severe issues with fireworks. She herself hasn't made any complaints because there is no law to stand on. Chief Cobb responded if people are making noise at an unreasonable hour, this can be considered disorderly and can be addressed by the police, even without a fireworks ordinance.

Michael Doheney stated he is encouraged that the Police and Fire Chief are leaning away from implementing a fireworks ordinance. He feels you can have an ordinance but that's not going to stop scaring your neighbor or your neighbor's dog. The goal of an ordinance would be to legislate being a good neighbor. He suggested that notifying your neighbors ahead of time as being more effective than having a fireworks ordinance.

Karen Hoglund shared they hear fireworks going off all the time and this causes a problem as they have livestock and goats. These fireworks are big and loud. There needs to be a middle ground somewhere. Part of the reason there may not be a lot of calls is that neighbors don't want to tell on neighbors. Chief Cobb responded that a fireworks ordinance would not prevent what she is describing as it would be allowed. A halfway point that the board may want to consider is a total ban on fireworks except on certain holidays. Ms. Hoglund suggested communicating the general rules about setting off fireworks and being polite to neighbors would be helpful.

Chair Rollins would like to have a public hearing and suggested having it on May 26, 2022.

FSA maximum contribution determination

Lynn Lewis, Finance Officer, stated that the town currently offers employees the ability to participate in a flexible spending account (FSA). This allows for a predetermined contribution from an employee's paycheck that can be used throughout the year on medical costs. The town set a maximum yearly amount of \$1,500 and the IRS had a maximum of \$2,750. The IRS raised their maximum to \$2,850 and Ms. Lewis asked if the Selectmen wanted to consider raising our maximum contribution. It would increase the town's exposure to potential loss. Currently there are 7 employees that contribute to FSA and four contribute the maximum amount allowable. If an employee uses the full amount and leaves employment before the end of the fiscal year, the town does not recoup that

money. Selectman Helm suggested that the Board hold off on this decision until the wage and compensation study is done. Ms. Lewis stated open enrollment is right now so any changes would need to be made now and changes could be made at the next open enrollment period. The Selectmen decided to wait and keep it as is and will consider the issue for future change after the wage study is completed.

Policy review: Shift Differential Policy and Cash Receipts Policy

Lynn Lewis stated that the shift differential policy is something that is already in place. The auditors mentioned that policies should be reviewed and adopted more regularly.

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to readopt the shift differential policy as presented. THE MOTION WAS APPROVED UNANIMOUSLY.

Lynn Lewis stated that the cash receipts policy is also a policy that is already in place. This policy outlines how money is managed and specifies what everybody's role is in making sure the money gets into the bank in a timely manner.

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to adopt the policy as presented. THE MOTION WAS APPROVED UNANIMOUSLY.

\$50,000 ARPA SFRF Locality Equipment Matching Program Availability

Kim Hallquist stated at the last meeting she suggested applying for reimbursement for Whipple Hall expenses. Since that time, she has spoken with Chief Lyon and Chief Cobb and they have valid expenditures they would like to put to the grant; Ms. Hallquist recommends that the Board agree to using the grant funds for those purposes.

Chief Cobb reported she is interested in purchasing another sign board. There have been times in the past when it would have been beneficial to have two. The cost of that with a trailer is \$14,918. Bob Harrington stated he has used the sign board in the past for road closures and that has been helpful.

Chief Lyon reported that he has had staff that has assisted with vaccine clinics, equipment and traffic control that would meet the requirement through the grant. They would also like purchase their allotment for this year's gear as well. Selectman Kidder stated the combined requests come to a total of \$53,000 which exceeds the \$50,000 amount and asked where would the other \$3,000 come from. Chief Lyon responded since they are using their current uniforms and safety equipment line item, they can use funds already allocated from that. Ms. Hallquist pointed out that in acceptance of this grant, the town has to spend \$5,556 as this is the match requirement.

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to accept the proposals from the Fire Chief and the Police Chief for these funds. THE MOTION WAS APPROVED UNANIMOUSLY.

TOWN ADMINISTRATORS REPORT

Kim Hallquist provided the following report:

- At the next meeting, the Building and Facilities subcommittee will meet with the Board to provide the additional information from Frank Anzalone that was requested.
- A donation of \$373.65 from Hannaford shoppers was received. Hannaford puts up a sign that invites shoppers to donate to various causes and this was for the Recreation Department.

- Town meeting preparation for 2023 is underway. She noted that the bleachers at the school could not be used this year as they are in disrepair, luckily there were only 151 voters present so the floor seating worked however next year if the bleachers are not replaced the venue probably won't work for Town Meeting. The election officials will investigate Colby-Sawyer College as a potential venue. Ms. Hallquist will report back as more information is available.

COMMITTEE MEETINGS & REPORTS

Selectman Kidder reported that the Planning Board met on April 12, 2022. A site visit was done on Davis Hill Road for a final subdivision, and it was noted by the residents they would like to see "no thru trucking" and perhaps a speed limit sign reducing the speed on that road. A fire cistern will be installed. There was a public hearing on the final site plan for Colby-Sawyer College for a field house. There were a number of people that attended that had concerns about lighting and noise. A site visit will be held on April 26, 2022.

Selectman Rollins noted that she did not attend the recent Building & Facilities meeting.

MEETING MINUTES: Approve the Selectmen's Minutes of March 14th & March 31st 2022

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to accept the minutes of the March 14, 2022 meeting. THE MINUTES WERE APPROVED UNANIMOUSLY.

IT WAS MOVED (Janet Kidder) AND SECONDED (Bill Helm) to accept the minutes of the March 31, 2022 meeting. THE MINUTES WERE APPROVED UNANIMOUSLY.

UPCOMING MEETINGS & SPECIAL EVENTS

- Next Regular Selectmen's meeting – April 28, 2022 – 6:00pm @ 165 Main St
- Conservation Commission – Wednesday - April 20th – 8:30 AM – Syd Crook Meeting Room
- Planning Board – Tuesday - April 26th – 6:30 PM – Whipple Town Hall
- Housing Commission – Wednesday, April 27th - 6:00 PM – Whipple Town Hall
- Energy Committee – Wednesday, May 4th – 7:00 PM – Syd Crook Meeting Room
- Recreation Commission – Thursday, May 5th – 5:30 PM – Whipple Town Hall
- Citizen's Advisory Committee meeting – Saturday – May 7th – 7:30 AM – Whipple Town Hall
- Building & Facilities Committee – Thursday, May 19th – 6:00 PM – Syd Crook Meeting Room

APPROVAL OF PAY VOUCHERS, PERMITS etc.

Items to be signed:

- Accounts Payable Vouchers
- Town Use
- Tax Exempt
- Current Use Application
- Living Space Expansion Sewer Fee
- Shift Differential
- Cash Receipts Policy

Applications Approved &/or Denied

Building Permits-approved

- Theodore & Betsy Cetron, TM 074-001-0-0-0. New 14x20 garage addition. BP 22-27. Approved 4/6/2022.

- Michael Fleischer, TM 084-012-0-0-0. Repair basement water drainage, sump pumps, bracing of new ceiling beams, install dehumidifier. BP 22-32. Approved 4/6/2022.
- Findeiss Revocable Living Trust, TM 137-018-0-0-0. Roof mount solar 6.83kW. BP 22-39. Approved 4/6/2022.
- The Cynthia Buldoc Family Trust, TM 136-006-0-0-0. Build 12x18 shed & 6x8 porch. BP 22-40. Approved 4/6/2022.
- Ron & Mary Rakow, TM 077-002-0-0-0. Adding 12x16 shed. BP 22-41. Approved 4/6/2022.

Temporary Event/Sale Permits – approved

- OLF Parish Attic Sale – Saturday, July 9th, 2022
- KCPC Yard Sale – Saturday, May 28th, 2022

Sign Permits – approved

- TEMP SIGN - OLF Parish Annual Attic Sale, TM 096-009-0-0-0. 7/4/22-7/10/22
- TEMP SIGN – Ukraine Peace Gathering, TM 085-001-0-0-0. 4/13/22
- TEMP SIGN – KCPC Annual Yard Sale, TM 084-007-0-0-0. 4/13/22

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

The meeting adjourned at 7:45 PM.

Respectfully submitted,
Trina Dawson
Recording Secretary
Town of New London