



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES

August 16, 2021

6:00 PM

PRESENT:

John Cannon, Chairman
Nancy Rollins, Selectman
Janet Kidder, Selectman
Kim Hallquist, Town Administrator
Lynn Lewis, Finance Officer

ALSO PRESENT:

Will Kidder, Town Clerk - Tax Collector
Emily Cobb, Police Chief
Linda Brenner, Woodcrest Village
Maggie Ford, New London Resident
Christina O'Halloran, Citizen
Reed Gelzer, Newbury ZBA Member
June Fichter, Lake Sunapee Protective Association (LSPA)
Tom Cottrill, New London Representative to LSPA
John Sullivan, Landscape Architect
John Ellis, New London resident
Karen Hoglund, New London resident
Janet Haines, New London resident
Minette McQueeney, *Intertown Record*
Leigh Bosse, *The Messenger*

Building & Facilities Committee members: Peter Bianchi, Peter Hoglund, Colin Beasley, Phil Sherman, Rip Cross

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

Appointments

Temporary Use of Town Property for Landscape project

Linda Brenner, Woodcrest Village, and John Sullivan, Landscape Architect, attended the meeting to discuss the temporary use of town property for a landscape project. Ms. Brenner stated they decided they wanted to do some landscaping in the back area of Woodcrest Village as well as some raised planting beds, sensory gardens and building two walls. One of the walls is on the Main Street side of their property and when the footings are dug this will interrupt a small area of town property. They will also need to store stone and palettes on the town's property. The property will be restored once the project is done.

Ms. Brenner noted they have submitted their insurance policy to the town administrator as requested. It is estimated that the project will take 2-3 weeks and will start in September.

Selectman Rollins commented that several conditions were placed on this project by the Planning Board. Mr. Sullivan responded some of this is out of his control due to covid and suppliers having a difficult time getting product. It is also dependent on the budget he must work within. They would like to improve the property and build a nice stone wall. Selectman Kidder stated the main point that the Planning Board requested was that once the hardscape is done, the plantings should be done within a year from that date. Mr. Sullivan does not think this will be an issue. Selectman Kidder stated they should submit a Memorandum of Understanding (MOU) and if they can't make this deadline, they should come back to the Planning Board to request an extension.

IT WAS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to approve the request by Woodcrest village to disturb a small area of town property in connection with the approved site plan. Woodcrest will provide insurance and once the hardscape is done all other work will be completed within twelve months. THE MOTION WAS APPROVED UNANIMOUSLY.

Cyanobacteria in Lake Sunapee and the causes

June Fichter from the Lake Sunapee Protective Association (LSPA) attended the meeting and discussed the issue of cyanobacteria in lakes, pointing out that Lake Sunapee has experienced algal blooms. She noted that LSPA has a watershed plan which focuses on stormwater in the watershed. It is critical to our water bodies that everyone takes care of their properties regarding untreated storm water. Untreated stormwater carries phosphorus, and it goes into our water bodies. Phosphorus comes from runoff from land, unmaintained septic systems, and nature.

Ms. Fichter pointed out that it's important to protect the lakes for the following reasons:

- The desirability of living in the Lake Sunapee area
- Property value taxes and tourism (millions if not billion)
- Lake Sunapee and other ponds are public drinking waters
- Poor water quality is harmful to all life human, wildlife such as fish
- Benefits Sugar & CT Rivers, Merrimack River

Ms. Fichter stated it is important for towns to enforce current laws and ordinances to help control untreated stormwater and they have not always done so. It's important for towns to do follow up to ensure projects are done correctly.

Reed Gelzer, Newbury ZBA member, informed the Board that he and a group of Newbury citizens are working on a review of their ordinance to come up with a list of items that are currently not being enforced so that efforts can be made to address them, he noted that not all of the issues are waterfront related.

Dedication of two trees

John Ellis, a resident of New London, proposed the dedication of two trees. One to recognize former Police Chief Ed Andersen and the second to recognize Bruce King, former CEO of New London Hospital. The trees Mr. Ellis has identified are in the town circle, near the administrative offices. He would like to recommend placing a plaque on the trees as a reminder of the contribution these two organizations make in support of the town of New London. The Selectmen agreed to take this under advisement.

Karen Hogle stated instead of dedicating the trees to individuals, we should consider dedicating to the Police Department and New London Hospital as organizations.

Public Comment

Janet Haines had a question about process as she noted that Hannaford has advertised it will have its own pharmacy. She questioned how that happens and what we know about it. Selectman Janet Kidder stated

they did not come before the Planning Board to add a pharmacy, but it is an already existing retail business and the only reason they would need to would be regarding signage or major renovations of space. Ms. Haines responded that she stated months ago that the town should go to Hannaford's and tell them we don't need another pharmacy in town. Selectman Kidder stated that if Hannaford feels that it is a good idea from a business standpoint, they will move forward with it, noting that if Ms. Haines wants to contact Hannaford to express her opinion to them, she is welcome to do that, but it will most likely not change their plans.

OLD BUSINESS

Building & Facility Committee Recommendations on project priorities

Colin Beasley, Chair of the Building and Facilities Committee (BFC) reported he sent Town Administrator Kim Hallquist and the Selectmen a revised spreadsheet of project priorities. The spreadsheet will allow for easier tracking and explains who is taking responsibility for the project. The Board, BFC and Town Administrator reviewed the spreadsheet. The Board agreed that the format of the spreadsheet was acceptable.

Mr. Beasley noted that Ms. Hallquist believes that the transfer station engineering, construction and purchase of the trailer could be done in the same fiscal year while the BFC believes the engineering study should be done first so the money can be appropriated. Ms. Hallquist agreed and noted that after speaking with Bob Harrington, they agree that while engineering is needed, the amount needed for engineering and the purchase of the trailer and amount to establish the loading dock could be estimated. It was noted that Bob Harrington's staff may be able to construct the loading dock, once the engineering shows the best place for it. A discussion of whether the location will be consistent with Sanborn Head plan. All agreed that the project is worthwhile, the outstanding question is whether the money should be spent in the current budget or included in the upcoming budget. The Board noted that the money could be appropriated in the upcoming budget, however, if at the end of the current fiscal year, funds are available it could be done sooner.

Mr. Beasley explained a recent experience where he observed a person who had Ohio plates who drove up and just stopped in the middle, in such a way as to hold up the steady flow of traffic. Mr. Beasley felt that there might be some low-cost upgrades that could be instituted to make it safer there. Rip Cross also noted that there is no one checking stickers so anyone could drive in and drop off trash. Selectman Cannon noted that staff is stretched thin at the facility at this time. The BFC will work with Mr. Harrington on this.

Mr. Beasley noted that on the Academy Building, Ms. Hallquist will work with the Academy Building subcommittee to discuss possibilities for shared workspace and define other groups that may need space in the building d office space issues. He suggested that Ms. Hallquist lead up the issue of records storage and records retention to allow the storage needs to be evaluated. Ms. Hallquist agreed.

There was discussion about the importance of making improvements to Whipple Hall to allow for meetings to be held more effectively; the BFC does not disagree that this is a very important item. Mr. Beasley noted that putting the information out to bid will delay the project and will require that bid spec be prepared. The estimate of the project is \$38,000. Ms. Hallquist noted that the BFC is questioning this given that the recent Buker project of \$600,000 did not go out to bid while the shade project of \$8,400 was required to go out to bid. Selectman Kidder noted that she preferred it to go out to bid so that local companies could put in a bid. Peter Bianchi noted that the Board does have a policy on when work should go out to bid and when departments could use their discretion when making purchases. Ms. Hallquist agreed and noted that even with a policy, Selectmen may decide, when they feel it necessary, to make

purchases outside of the policy. Mr. Bianchi agreed and recalled that in the past that has happened, noting that he is generally in favor of putting work out to bid.

Selectman Rollins inquired if the equipment and acoustics should be considered as a bundle and go out to bid together. Selectman Rollins noted that she would like to see Whipple Hall upgrades completed. Mr. Cross noted that to do it properly someone should be hired to draw up the specifications, put it out to bid and then evaluate the bids when they come and make a recommendation and act as project manager. Selectman Rollins asked how much that would cost, Mr. Cross stated that it would be 20% of the project cost.

Phil Sherman stressed that the information in the report on the AV was for purposes of pricing for the estimate, it is not in the form of bid specifications, they would have to go out and get someone to come up with the specs. Ms. Hallquist stressed that the need to audio and visual capabilities is critical as soon as possible, and not be done over two budget years. Phil Sherman noted that the acoustic plaster for the ceiling should be taken off the list as there needs to be more discussion around the sprinkler system and lighting as they are related to historic issues; Jim Perkins would be involved with that.

Ms. Hallquist noted that she put balcony upgrades last on her list as it was on the BFC list; she questioned whether the Selectmen have decided whether to make improvements to the balcony to allow seating. She noted that the balcony area has not been used in more than 10 years; she was not sure why it's use was discontinued but suggested that the Fire Department be asked to check it for safety if they haven't already. She noted that use of the balcony is not critical to use of the space for meetings. Phil Sherman noted that the carpeting and chairs are part of the acoustic plan, even if it is not open for use by the public. He suggested that they get back with Dennis Mires to discuss the issue of the balcony and acoustics with the acoustic engineers.

Mr. Kidder noted that in his experience working in the field of A/V, that the speakers and acoustics should be done together as there could be problems down the road where if the speakers don't work, they would say it's the panels and vice versa, and the only resolutions will be to throw more money at it. He explained that the type of speaker being used will make a difference to the type of acoustic panel to be used. Mr. Beasley suggested grouping 6 (audio), 7 (video) 9 (acoustic panels on walls), 12 (carpeting in balcony) & 13 (Balcony furniture). Selectman Rollins asked if there is information that the balcony is safe for use, the BFC's understanding is that it is. Mr. Sherman noted that they should check back to see what should be done with the balcony if chairs will not be installed as his understanding is that carpeting is the least effective improvement for acoustics. It was decided to have 6, 7 and 9 grouped together and go out to bid and include 12 & 13 as alternates. Selectman Cannon noted that the balcony would only be considered for acoustic values, the use of the balcony for seating has not been decided on, it will depend on the cost to bring it up to code.

Chairs (8) were discussed, Ms. Hallquist noted that it is doubtful that funds will be available in the current budget, the acoustics and AV are the priority. It was decided to put chairs (8), lighting (10), acoustic treatment of ceiling (11), and tables (14) bundled together and then 15-20 can be considered together.

The Board agreed that the BFC should be speaking with the Energy Committee to see if there are items that should be included. The BFC agreed that they will continue to be in contact with Jim Perkins on the historic considerations of the facility; any disagreements will be brought to the Selectmen.

Mr. Beasley discussed the hardening of the buildings (items 22, 23, 24); Ms. Hallquist will work with consultants on safety upgrades for the building. Mr. Kidder questioned how the bullet proofing would happen in his office if the decision for his office is not going to be considered until later. Mr. Beasley

noted that this is just an exercise to get estimates on costs for the outside walls and windows and not inside areas. Ms. Hallquist questioned whether the Academy Building subcommittee will be involved with this, Mr. Beasley noted that once the on the plan is set the BFC hands it off and staff can it from there but would be available should staff want some help with it. Mr. Sherman agreed and noted that although the BFC has agreed to oversee the beginning phases of Whipple, it should not be seen as something that will happen with all projects, unless someone wants to volunteer, like Rip did for the Buker project. Mr. Beasley noted that this is a broader discussion of a having a facilities manager who would act as a project manager for various projects in town.

Mr. Beasley noted that the next step is for the “project owners” to identify the expected completion dates on each item so the spreadsheet can be updated. Mr. Beasley asked when the Selectmen would like the BFC to come back to discuss further; the Board noted they would take it under advisement.

The BFC will update the spreadsheet for further review by the Selectmen; the Board thanked them for their work.

Fireworks Ordinance & use of cannons

As a follow up from the last meeting, Ms. Hallquist stated with regards to the use of cannons, a fireworks ordinance will not address this as cannons are addressed in state law already. Ms. Hallquist asked the Selectmen if there is a need for a fireworks ordinance if the real issue is the cannons. Selectman Rollins stated the cannons were not the sole issue and there was concern about people setting off fireworks. Selectman Rollins feels an ordinance is still needed specific to fireworks and we also need to enforce the law relative to discharging cannons. Chair Cannon stated ordinances are difficult to enforce and maybe doing some education would help. He suggested holding off until next season to see if the situation improves. Ms. Hallquist noted that Chief Lyon has advised her that if permits are going to be required for class C fireworks, they are often requested on the weekends so staffing could be an issue.

Police Chief Emily Cobb stated some of her concerns regarding an ordinance would be the need for clarification on what the landowner would need to provide for proof of ownership or right to get the permit if they are renting the property. Is the permission going to be annually or per individual event? How many times per year will they be permissible? She feels it’s also important to include appeals process with regards to an ordinance. Selectman Rollins noted most of these concerns are addressed in the Town of Sunapee fireworks ordinance. She doesn’t think we should wait and recommends doing it now. A draft ordinance will be prepared for the Board’s consideration and a public hearing will be held prior to adoption.

Request to place a memorial bench at Pleasant Lake in memory of James McCann

Ms. Hallquist received a request to place a memorial bench in memory of James McCann at Pleasant Lake. The person requesting this will buy the bench, engrave it and install it and Public Works Director Bob Harrington will oversee it. She pointed out that back in 2018 and 2019 three memorial benches were placed in the Pleasant Lake area.

IT WAS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to accept the memorial bench in memory of James McCann to be placed at Pleasant Lake. THE MOTION WAS APPROVED UNANIMOUSLY.

Town Administrators Report

Ms. Hallquist provided the following report:

- Work is ongoing for a land purchase (Conservation land on Route 11) and a land sale (King Hill Road as approved at Town Meeting) but there are issues with both. She will provide an update when more information is available.
- 50% of the town's ARPA funds have been received by the town in the amount of \$225,501.50.
- Recreation Commission Chair, Justin Garzia has been taking with Peter Smith of the Outing Club regarding providing an update for the Selectmen. Mr. Smith would prefer to wait until after the summer when it's less busy. Kim Ilg is the Recreation commission representative on the Outing Club board and reported they have not had any meetings recently. Selectman Rollins would like an update at the end of September if possible.

Committee Meetings & Reports

No reports

Meeting Minutes

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to approve the minutes of July 26, 2021 meeting. THE MINUTES WERE APPROVED.

Upcoming Meetings & Special Events

- Energy Committee Efficiency & Renewables – August 18th, 2021 @ 8:30am-Syd Crook
- Conservation Commission – August 18th, 2021 @ 8:30am-Whipple Hall
- Master Plan – August 19th, 2021 @ 8:30am-Whipple Hall
- Cemetery Commission – August 19th, 2021 @ 10:00am-Syd Crook
- Energy Committee – September 1st, 2021 @ 7:00pm -Syd Crook

Items to be signed:

- Accounts Payable Voucher
- Birthday Cards for September
- Town Use Application

Applications Approved &/or Denied

Sign Permits – approved

- Temporary Sign New London Historical Society, TM 084-007-0-0-0. Announcement of Annual Meeting and guest speaker. Approved. 8/10/2021.

Building Permits-approved

- David, William, & Putnam Kidder, TM 036-015-0-0-0. Remove 2 sliders, replace with windows and a door. BP 21-095. Approved. 8/3/2021.
- Barbara & John Swanson, TM 094-024-0-0-0. Add bed, bath & office w/dormer above garage. BP 21-087. Approved. 8/4/2021.
- Robin Laughinghouse & Ross Gott, TM 093-012-0-0-0. Install a 4x4 generator pad. BP 21-096. Approved. 8/4/2021.
- John & Linda Dowd, TM 080-001-0-0-0. Build 55 sq ft addition over existing footprint. BP 21-037. Approved. 8/4/2021.
- John & Louise Moses, TM 074-023-0-0-0. Build 6x12 woodshed. BP 21-098. Approved. 8/9/2021.
- Andrew Johnson & Erin Maloney, TM 046-022-0-0-0. Build 12x18 lean-to. Approved. 8/9/2021.

- Trevor & Katherine Praetsch, TM 089-017-0-0-0. Finish 450 sq ft of unfinished garage area as an ADU. Approved. 8/9/2021.
- Roxley Limited Partnership, TM 050-006-0-0-0. Demolish garage. Approved. 8/9/2021.

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to enter into a nonpublic session pursuant to RSA 91-A:3, II (a): the dismissal, promotion, or compensation of any public employee or the disciplining of such employee.

Roll call vote: Kidder: Yes; Rollins: Yes; Cannon: Yes

The Board entered nonpublic session at 7:59PM.

The Board reentered the public session at 8:12 PM.

IT WAS MOVED (Janet Kidder) AND SECONDED (John Cannon) to seal the nonpublic session meeting minutes. THE MOTION WAS APPROVED UNANIMOUSLY.

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

The meeting adjourned at 8:13 PM.

Respectfully submitted,

Trina Dawson
Recording Secretary
Town of New London