



TOWN OF  
NEW LONDON, NEW HAMPSHIRE

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NEW LONDON BOARD OF SELECTMEN  
MEETING MINUTES

Thursday, September 22, 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:**

Adam Ricker, Planning & Zoning Administrator  
Emily Cobb, Police Chief  
Jay Lyon, Fire Chief  
Will Kidder, Town Clerk/Tax Collector  
Sean Riley, Director, New London Hospital Ambulance  
Colleen DeAngelis, Chamber of Commerce  
Lisa Cohen, New London Hospital  
Karen Beinhaur, Chief Nursing Officer, New London Hospital  
Leah Richards, Community Action Program  
Beth Hayward, Community Action Program  
John Doyle, Messer Pond Protective Association  
Doug Baxter, Pleasant Lake Protective Association  
Steve Root, Little Sunapee Protective Association  
Suzanne Hammond – New London Garden Club  
Ellen St. Clair, New London resident  
Peter Nichols, New London resident  
Rob Prohl, Council on Aging  
Peter Hoglund, New London resident  
Bob Ruggles, New London resident

**Budget Committee members:** Joe Cardillo, Melissa Leinz, Lindsay Harkins, Mark Christensen, Lou Botta

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

**PUBLIC COMMENT - none**

**Letter from Bunker Road residents re: update on road safety issues**

Ron Rakow a resident of Bunker Road attended the meeting along with fellow residents to provide an update to the Board of Selectmen on their efforts to reduce speed, not only on Bunker Road but other areas of town as well. At the July 14<sup>th</sup> meeting there was a display of widespread concern about

speeding around town, particularly in areas that have a lot of residential and recreation uses. This includes walkers, joggers and cyclists who are sharing the road with motorists who are often going at a high rate of speed. The Board approved some action items at that meeting, specifically that they would use a community and town partnership to establish speed feedback signs and do a pilot on Bunker Road. They would also continue the analysis and work with the New London Police Department to establish enforcement.

After that meeting, the group on Bunker Road was able to work quickly to secure financial commitments from neighbors to get enough funds to pay for feedback signs. They started the process with the Police Department to work with the Police Benevolent Association (PBA) to fund those signs. Unfortunately, Chief Cobb shared that the PBA had concerns and wanted more time to investigate this. At the beginning of September, they were notified that the PBA was not going to be a good funding source. They also felt at that meeting that the Police Department was not supportive of the idea of the fixed feedback signs on Bunker Road or other places. They would like more of a commitment from the Police Department to work with them on placement of fixed feedback signs and show some enthusiasm towards that. There was an uptick in enforcement before and after the July 14<sup>th</sup> meeting, but they haven't seen follow through on that and the driver behavior they saw before that meeting has predictably come back. Enforcement must be a strong component if they are going to curb behavior. They thought they were making progress on this but now feel they are back to where they started.

Police Chief Emily Cobb stated that she is only an honorary member of the PBA so does not want to speak on their behalf but some of the concerns that were raised were that it is their mission to provide safety and other things for the town where the budget might not allow for. They were concerned that the signs were for a specific street, and they want to be fair to all streets with regards to fixed signs. They are intending to purchase movable signs that can be placed around town and may include fundraising efforts for that in their annual holiday letter. The speeding concerns change year to year.

Chief Cobb stated that permanent signs lose effectiveness over time. If the Board considers putting fixed signs on Bunker Road, they may get requests for fixed signs to be placed on other roads throughout town. The Police Department does have a desire to purchase more movable signs, but it is not currently in the budget. The cost for fixed signs ranges from \$2,000-\$5,000.

Chair Rollins asked if there was a different source of funds, would the Police Department support getting fixed signs. Chief Cobb responded that if the Board is going to accept funds for a specific purpose, then the Police Department will work with the Highway Department to put them up. She stressed that she does not want the impact of the signs to lose their effectiveness because they are in a permanent location pointing out that the State has removed some of the flashing signs in town due to studies that have been done showing the fixed signs don't have as much effectiveness over time and the cost to replace the signs gets expensive.

Selectman Helm asked how many streets in town are having speeding issues. Chief Cobb responded it is between 8-10 but it varies. Chair Rollins suggested putting the movable sign back on Bunker Road as a short-term plan.

Bob Ruggles shared that initially they were very encouraged at the first meeting and felt there was good support. They thought they were well on their way to accomplishing what was voted on and what they committed to financially do which was put up permanent signs up but obviously that has

been sidetracked. They will not give up but are disappointed. What Chief Cobb is talking about with movable signs is not what was voted on and not what was agreed upon. This was embarrassing to them, but they will continue to work to get permanent feedback signs on Bunker Road.

Chief Cobb shared information on a speed study on Bunker Road that recorded data on both the narrows and straight aways for a week. There were 4,200 vehicles and the average speed limit was 24mph. This isn't indicative to say there isn't a speeding problem or people shouldn't be concerned. Ron Rakow stated those statistics were collected during a time when enforcement was going on. It's good to show what enforcement can do but you have to be careful when hearing about averages. There was one car going 70mph, so they'd like to take a closer look at analytics. He'd like the Board to take a walk with him one evening to get a feel for what it's like to be a walker on that road.

Chair Rollins would like to look into other potential funding sources such as a grant. Ron Rakow stated they don't want to raise the money to do this if the Police Department isn't really in support of it. Chief Cobb responded that she would support the pilot of the fixed signs but has concerns about the fixed signs losing their efficacy. The Police Department will always support any efforts to make the roads safer. The Bunker Road group has raised enough money for two signs already and Selectman Kidder and Chair Rollins would like to accept those funds and move forward. Selectman Helm disagreed and said he isn't anxious to do that yet as there will likely be other communities that will come forward. We need to be ready to do the whole program because it is an issue that is much bigger than Bunker Road. He would like more of the movable signs. Chair Rollins felt that a combination of them would be ideal. She feels it needs to be a community solution and since the Bunker Road residents have come up with a solution, she would like to support them. We need to stand behind the commitment we have made. Selectman Kidder agrees and feels once this is in place to see if it works or not, we can share that information with other groups.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to accept the funds from the Bunker Road community in response to the traffic on Bunker Road, to install two fix speed feedback signs. THE MOTION WAS APPROVED. Nancy Rollins: yes, Janet Kidder: yes, Bill Helm: no**

#### **Plans for purchase of Continuum property for future police station site**

Selectman Helm sent out a possible timeline as there are many things that need to get done. Kim Hallquist is working on the appraisal, the title issues and on the option and purchase and sale agreement. The Selectmen need to discuss if there is a preference on the 10+ acres of where the town will look to build and give priority to the soil and subsurface work.

Chief Cobb stated she hasn't walked the land at all so that might be an appropriate next step for her, Lieutenant David Keith and town planner Adam Ricker to do. Selectman Helm asked if that could be done as soon as possible and get back to them.

#### **Joint meeting of the Selectmen and Budget Committee on the FY2024 Budget: Social Service Agencies/Nonprofits, Health, Welfare, Administration, Finance, Insurance, Assessing, Legal**

Kim Hallquist stated that there is still budget information that will be coming in and the budget binders do not include any potential warrant articles. Items that may be included will be \$600,000 for purchase of the Bewley property and a \$300,000 bond for sewer department. Also not included are cost of living

increases (COLA) for employees as well as health insurance rate increases.

Budget highlights so far:

- Increase of \$55,000 in equipment line for the Police Department to purchase new pistols.
- Town Clerk recommends the purchases of election poll pad systems in the amount of \$10,700
- The Emergency Management budget is reduced due to being able to purchase what was needed over the past few years.
- The New Hampshire Retirement System has decreased the employer contribution rates.
- Some social service agencies and non-profits have had to increase their requests this year after many years of level funding.
- The Finance Officer has been asked to look into budget software and this is estimated to cost \$25,000.

The tax rate for 2022 will be set in October.

### **Social Service Agencies/Nonprofits**

**Chamber of Commerce** – Colleen DeAngelis, Treasurer of the Chamber of Commerce, attended the meeting. Ms. DeAngelis reported that a letter requesting town funding was submitted to the Board of Selectmen on September 6, 2022. In past years they have asked for \$12,500 but this year they have increased this to \$15,000 due to fixed costs and upgrades that have gone up. Chair Rollins asked if other communities that members of the Chamber will see a similar increase request and Ms. DeAngelis stated yes.

**Upper Valley Lake Sunapee Regional Planning Commission** – Adam Ricker stated the Regional Planning Commission represents the town of New London in a variety of ways. The amount stated, \$6,634 is an estimate and is subject to change once their Board meets to set rates.

**New London Hospital Ambulance Service** – Sean Riley, Director of New London Ambulance Service attended the meeting. Mr. Riley announced he will be stepping down from his position but wanted to be clear that he believes in New London Hospital and stated the Ambulance program is great and he is proud to be a part of it. The amount being requested is \$197,203 which is a 4% increase over last year. Some of the reasons for this include the purchase of a new ambulance, increased payroll expenses and fuel cost volatility. This service loses money each year but provides a community benefit to seven towns.

Selectman Helm asked Chief Financial Officer Lisa Cohen to provide the algorithm used to decide how much to charge each town. Ms. Cohen responded part of it is their dedication to the community. While they sustain loses, by being a critical access hospital, they can attain some additional reimbursement by utilizing their staff during downtime in their Emergency Department. They try to find a balance by creating a sustainable bottom line. They use a historical approach that relates to population and the number of calls for each town. It was an across the board 4% increase for all towns.

**Lake Sunapee Regional VNA** – Request \$12,566

**Council on Aging (COA)** – Rob Prohl, Chairman of the Board attended the meeting. Mr. Prohl stated they are not asking for an increase this year. They provide programs and serves for nine towns and are requesting \$38,500.

**Court Appointed Special Advocates (CASA)** – A representative for CASA of New Hampshire attended the meeting to request funding to support their volunteer advocates in the amount of \$1,500.

**Community Action Program (CAP)** – Leah Richards, Director of Energy and Beth Hayward, Director of Strategy and Planning attended the meeting. Their request is in the amount of \$6,000. Their annual report was distributed. Services provided to New London include fuel and electric assistance and weatherization support. They also support the emergency food assistance program which delivers cases of food to area food pantries.

**Visiting Nurse and Hospice for VT and NH** – Request \$600

**New London Garden Club** – Suzanne Hammond attended the meeting and is requesting \$1,500. The Garden Club maintains 14 pocket gardens throughout the town and spends many hours making the town beautiful.

**Pleasant Lake Protective Association** – Doug Baxter attended the meeting and is requesting \$7,000 which is the same amount as last year. He stated they had three lake hosts that returned from last year and hired one new person. All want to return next year. The lake hosts reported that they feel that people have really been educated and this is the biggest plus in an effort to avoid invasive species.

**Little Sunapee Protective Association** – Steve Root attended the meeting and is requesting \$7,000. He reiterated that invasive species are a real problem and these programs are very important to protect against milfoil and other invasives. They are grateful for the support the town has given them.

**Lake Sunapee Protective Association** – Request \$8,000

Lyndsay Harkins inquired about the increase from \$5,000 to \$8,000 and would like to know what other towns are contributing. More information will be requested from LSPA.

**Messer Pond Protective Association** – John Doyle attended the meeting and is requesting \$3,900. He thanked the town for their support of the program. MPPA use funds to hire lake hosts during the busiest times of the season. The hourly wage amount has gone up so they are requesting a \$500 increase.

**Administration** – Kim Hallquist noted one area of increase in the administration budget is for the town moderator salary. In the past, the moderator has been paid per election and per meeting. There is a lot of work to be done with regards to elections and Michael Todd puts in a lot of time. Changing over to stipend model similar to the Health Officer and Treasurer makes more sense.

**Finance** – Finance Officer Lynn Lewis reviewed the Finance budget. Areas of increase include the audit, computer licensing and fees, advertising and postage. Ms. Lewis was asked to research the cost for budget software and found three that would meet the needs of the town. Two were about the same cost and the third was very expensive. The approximate amount would be \$25,000 per year.

**Assessing/Tax Map Update** – Kim Hallquist stated for assessing, New London also works with Newbury and Sunapee so the number currently in the budget is an estimate. There will be two full time employees again soon as there has only been one for the past several months.

**Legal/Animal Rescue Fees** – Kim Hallquist stated it is hard to guess how much will be used for legal fees each year. All legal fees for the town are in that line item.

**Planning & Zoning** – Adam Ricker reported that overall the Planning and Zoning budget is down about 8% which is the result of having the planning study for Main Street in last year's budget. Mr. Ricker has reduced the line item for the secretary since the Zoning Board of Adjustment has had a light case load and not many meetings.

**Insurance not otherwise allocated** – Kim Hallquist explained this line item includes unemployment compensation and workers compensation for the library. All other town departments have workers compensation within their town budget but for the library it is reimbursed back to the town by the library. The biggest area is property liability insurance and this is through PRIMEX.

**Health Administration** – Kim Hallquist reported that Health Officer Nick Baer has requested level funding.

**Welfare Administration/Welfare Vendor Payments** – Kim Hallquist reported that Welfare Administrator Celeste Cook has requested level funding at \$16,000.

Selectman Helm shared that we need to be serious in understanding that this is going to be an incredibly difficult year. There are two obligations that need to be met and one is to ensure that the level of staffing doesn't change, and we need to meet the compensation needs of the staff that we have so we don't have turnover issues. He observed that he is going to have a difficult time agreeing to fund increases anywhere else and they will have to be looked at very closely.

**MS-535 form as prepared by Finance Officer for submission to DRA**

Lynn Lewis reported this form is filled out every year on September 1<sup>st</sup>. It summarizes what is spent for FY2022.

**Request of Pine Hill Ski Club for use of town property**

Pine Hill Ski Club makes this request annually and the Selectmen were in agreement to support this request.

**Volunteer interest form for Ann Bedard for appointment on the Housing Commission**

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to recommend appointing Ann Bedard to the Housing Commission. THE MOTION WAS APPROVED UNANIMOUSLY.**

**TOWN ADMINISTRATORS REPORT**

- Ms. Hallquist stated she visited the Archives Department and noted that the new shelving looks great and encouraged everyone to go see it.
- Ms. Hallquist recently met with Sunapee and Newbury town managers. The Newbury Board of Selectmen have been approached by a group of citizens that are trying to get zoning regulations with regards to lake front property more consistent. They also want

more consistent enforcement. Ms. Hallquist suggested that this group look at the three different ordinances and come up with the areas of differences and have a meeting with the Planning Boards in each town.

- Ms. Hallquist joined in on a meeting today with the Hanover Town Manager and other area town managers to discuss employee retention. Many towns have employees that will be retiring and less people to step into management positions. This group will be meeting regularly to come up with strategies to retain and recruit employees.
- The Waste Reduction Committee is working with Bob Harrington to start a pilot program for composting at the Transfer station.

### **COMMITTEE MEETINGS & REPORTS**

- **Planning Board** – Selectman Kidder reported there was a Planning Board meeting on September 13, 2022. An ADU was approved on Bog Road, a public hearing for the Planned Unit Development that Continuum is proposing was continued and a minor subdivision on Soonipi Park was approved. The Board also heard a conceptual presentation from Twin Pines Housing with regards to the development of 6 acres on the Cricenti property for affordable housing.
- Selectman Kidder also wanted to share that the owner of Unleashed, Penny Morano, has been supplying dog food for our police canine Vilo for the past three years. The Board of Selectmen thanked her for her generosity.

**MEETING MINUTES:** Approve the Selectmen’s Minutes of August 4<sup>th</sup>, 18<sup>th</sup>

**IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to accept the minutes of the August 4, 2022 meeting. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to accept the minutes of the August 18, 2022 meeting. THE MOTION WAS APPROVED UNANIMOUSLY.**

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

- Next Regular Selectmen’s meeting – Thursday, September 29<sup>th</sup> - 6:00 PM
- Selectmen’s Budget Review – September 29<sup>th</sup> – 6:30 PM
- Planning Board – Tuesday, September 27<sup>th</sup> – 6:30 PM
- Housing Commission – Wednesday, September 28<sup>th</sup> – 6:00 PM
- Future Uses of Buker Committee – Friday – September 30<sup>th</sup> – 8:30 AM @ Whipple Conf. Room
- Waste Reduction Committee – Friday - September 30<sup>th</sup> – 10:00 AM – Syd Crook Meeting Room
- Citizens Committee – Saturday, October 1<sup>st</sup> – 7:30 AM

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

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

- Accounts Payable Forms
- Eversource Petition for Pole License-Lamson Lane
- MS-535
- Birthday Cards
- Town Use – Girl Scouts-Elkins Bandstand/green

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

Building/Zoning Permits – approved

- Colby-Sawyer College, TM 086-001-0-0-0. Build 2,700sq ft building w/team rooms, athletic training room, bathrooms, and small utility kitchen. ZP 22-09. Approved. 9/14/22.
- Charles A & Kael Fein Et Al, TM 077-006-0-0-0. Stripping & reroofing w/standing seam roofing. BP 22-113. Approved. 9/14/22.
- June & Thomas Polisenio, TM 111-006-0-0-0. Addition of 18x12 car port. BP 22-100. Approved. 9/16/22.
- Lynne Delise, TM 139-002-0-0-0. Install 18x40 in ground pool. BP 22-108. Approved. 9/16/22
- Thomas Goodnough, TM 042-016-0-0-0. Residing with vinyl siding, replacing some windows. BP 22-110. Approved. 9/16/22.
- Stephen Fucini, TM 112-005-0-0-0. Redo porch to screened in with shingled roof. Remove wood storage shed. BP 22-111. Approved. 9/16/22.

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

The meeting adjourned at 8:06PM.

Respectfully submitted,  
Trina Dawson  
Recording Secretary  
Town of New London