



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES August 31, 2009

PRESENT:

Larry Ballin, Chair
Mark Kaplan, Selectman
Tina Helm, Selectman
Jessie Levine, Town Administrator

ALSO PRESENT:

David Seastrand, Chief of Police
Peter Stanley, Zoning Administrator
Erle Blanchard, New London resident
Peter Bianchi, New London resident
DJ Lavoie, New London resident

Chair Ballin called the meeting to order at 8:00 AM.

Parking Ordinance: The Board of Selectmen was joined by Police Chief David Seastrand to discuss proposed changes to the parking ordinance. Chief Seastrand said that he has combined all of the varied parking ordinances and combined them into one ordinance. Most of what is presented this morning is already in place, and Chief Seastrand specifically pointed out the new ordinances that he would like to add:

- The intersection of Williams Street to Parkside Road, on the Barn Playhouse side of the road, would be no parking. Chief Seastrand explained that a number of residents adjacent to the Barn have complained that they cannot get out of their driveways and that their driveways are occasionally blocked by parked cars. The Police Department has placed temporary no parking signs in front of Walt Chadwick, Jr.'s property due to people parking on his lawn, and this would formalize the no parking zone for that entire side of the street. Chair Ballin asked how many cars were parked on that side of the road during plays and Chief Seastrand said that it's about a half dozen cars. Chief Seastrand suggested that the no parking zone could be seasonal, if the Selectmen preferred, similar to the parking along Williams Street.
- Little Sunapee Road on both sides of the road from Camp Sunapee Road to Twin Lake Villa Road – the change would be to expand the no parking zone along both sides of the road all the way to Twin Lake Villa. Chief Seastrand stated that currently portions of the road are designated no parking, but in their efforts to use the beach, people are beginning to park farther away and there is no safe place to pull off on Little Sunapee Road.
- The next addition is Elkins Road (on the west side) from the Point Cottages to 100' beyond the Elkins Road intersection onto Wilmot Center Road. There is sporadic no parking along that road and right now there is an area between the boat launch and big tree where about four vehicles can sit, so those spots would be reiterated with the exception of the lake host spot (Jessie Levine suggested adding an exception for the lake host to the actual ordinance rather than create a special permit). This would

also prevent the Elkins/Wilmot Center Road intersection from getting plugged up if people park along the road. Chief Seastrand said that people do currently park along there now if they have no permit to use the beach. Chair Ballin asked if this would affect the parking lot at the dam itself, and chief Seastrand said that would not be affected.

- Seamans Road (east side) from Main Street to Andover Road: Chief Seastrand said that there is already no parking on the Baptist Church side of the road and this proposal would continue the no parking zone beyond the college fields, which would eliminate the need for cars to go into the opposite lane to go around the parked cars. Richard Lee had suggested that the no parking zone could end 100' beyond Kelsey Fields because there is no shoulder after that section so there is no area that is conducive for people to park. Mr. Kaplan said that from time to time he sees service people park their trucks for delivery or yard workers park their vehicles along the road. Chief Seastrand said that delivery vehicles and fuel trucks will most likely continue to do that. Chair Ballin said that every Friday on Seamans Road, one of the landscaping companies leaves their trucks on the side of the road. Chief Seastrand said that on the west side of the road, the parking ban would go to 100' south of Kelsey Fields to 100' north of Kelsey Fields. Jessie Levine suggested adding a driveway or residence street number to the ordinance to be more clear about where the delineation is.
- County Road: Chief Seastrand added a no parking zone from the Burpee Hill/Knights Hill intersection to Fieldstone Lane, where it is narrow and there is limited visibility over the hill. Chief Seastrand said that there are not cars parked there very often but he thinks that from a safety standpoint it would make sense to designate this as a no parking zone. He said that we may not erect a sign and may never have to enforce it, but he would like the ordinance to be inclusive. Chair Ballin said that thinking from the standpoint of a resident who has a no parking sign erected in front of his house but has never noticed a parking problem, this may not make a lot of sense. Chief Seastrand said that he does not need to erect a sign at this time but he does want to designate the area as no parking.

Ms. Levine said that she did not notice that the proposed ordinance states that tickets will be issued where there is signage. She suggested not making our ordinance more restrictive than state law, which allows tickets to be issued for no parking zones even when signs are not present. She said that she does not think there is any reason to make our own regulations more difficult to enforce than state law currently allows. Chief Seastrand agreed and the ordinance will be modified accordingly.

Chief Seastrand pointed out other changes to the ordinance to address some existing situations, such as:

- Five-minute parking in front of the Barn Playhouse, which is currently not enforced by the Police Department because it was placed by the Barn Playhouse. He believes that this needs to be in the ordinance and enforced, which means that long-term parking, including by employees, will have to take place in the parking lot behind the Barn.
- Chief Seastrand recommended modifying the dates of the seasonal parking on Williams Street to end on September 30 rather than at the end of the Barn season.
- No parking, stopping or standing: This is a new section that would apply on both sides of County Road from 100' north of Jake's Market to 100' south of the New London Shopping Center, so no one can stop in or adjacent to the roundabout to wait for the car wash or unload behind the Pharmacy building – this extends to the last commercial driveway so as not to interfere with Hospital traffic or anyone going down County Road. Mr. Kaplan asked what happens when there are more than five cars waiting for the car wash, and Chief Seastrand replied that as a condition of the site plan approval,

Jake's Market is supposed to staff the car wash on busy days and direct people to line up within the Jakes parking lot.

- Section 1-6 gives the Police Department the authority to add and enforce no parking signs when there are special events that will cause traffic or safety issues.
- Handicap parking: Ms. Levine indicated that this would allow the Police Department to enforce the handicap signs in front of the Barn Playhouse, which means that they will be for handicapped parking at all time and may not be used by others when the plays are not being held.
- Official vehicles – Chief Seastrand updated the ordinance to include the official vehicle parking zones at the Police Station and Fire Station.

Chief Seastrand pointed out the state laws and definitions that authorize the no parking ordinance. Ms. Levine said that the next step would be to hold a public hearing that would be properly noticed, and the Board of Selectmen could approve the proposed changes following that hearing. Chair Ballin encouraged Chief Seastrand to talk to the Barn Playhouse about these changes.

Chair Ballin referred to the two signs at the end of the driveway at 596 Main Street. The owner would like the signs to be relocated to be farther away from the driveway to improve visibility. Ms. Levine stated that the state installed those signs and our ordinance does not currently cover the enforcement of those signs. Chair Ballin said that we hear from time-to-time about College employees choosing to park on Main Street despite the availability of parking at the College. Chief Seastrand said that he would pass the message onto the state to relocate the signs.

Ms. Helm asked if there are going to be more signs installed in the areas that are subject to the revised ordinance. Chief Seastrand said that there will be more signs in some areas but not all. The overnight parking is already addressed as well as winter parking. Seasonal signs go up and down in the proper season.

Chair Ballin asked how many parking tickets are issued every year and Chief Seastrand said the number is between 60-80. A lot of tickets issued in the summer are for illegal beach parking and in the winter for overnight parking on Main Street. Chief Seastrand said that many new residents who do not yet have beach passes are encouraged to get their beach passes and the Police Department will void the ticket if they show a valid permit.

Ms. Helm asked about parking during special events at the College or well-attended funerals. Chief Seastrand said that traffic is monitored from a safety standpoint, but there is some leeway for parking because if all parking were banned it would push the problem to another area of town, and with police already present it can be closely monitored.

Chair Ballin asked where the no parking boundary begins on the dormitory side of Seamans Road, near Mercer Field. Chief Seastrand said that if the vehicles are on the pavement, it will be enforced. If a vehicle is pulled entirely off onto the College property, parking tickets will not be issued. His primary concern is where vehicles are causing traffic to go out into the opposite lane.

Erle Blanchard asked about Seamans Road (west side) from Town Hall driveway to Main Street. Chief Seastrand explained that is the portion just adjacent to the intersection.

Mr. Kaplan commended Chief Seastrand for doing a great job with these changes. Chair Ballin said that he hopes the number of new signs could be minimized. Chief Seastrand said that his goal was to put

together one parking ordinance. Tina Helm agreed that the more we can have a single document to refer to, the better off we are.

There being no further discussion, the Selectmen asked Ms. Levine to schedule a public hearing on the proposed parking ordinance.

Chief Seastrand said that he also recommends increasing the police detail rate to cover the retirement costs that are being pushed to the Town from the State. He is going to do more research and will work with Carol Fraley to come up with accurate figures to ask the Board of Selectmen to increase detail rates so that the business, organization or person that requires the detail will pay for the additional costs. Chief Seastrand said that the current hourly detail rate is \$40 plus another \$10 for a cruiser. The officer receives \$37. Jessie Levine said that our current detail rates are comparable to other towns, but we will not be recovering costs unless we make changes. The Selectmen agreed that should happen forthwith.

Chief Seastrand warned the Selectmen that the County Attorney rates will also change in future years to cover their increased costs. We currently pay \$9,000 and the cost will go up to \$11,000 next year. He said that he continues to think this is a good deal, as he does not think we could find adequate attorney coverage for \$11,000, especially with the transfer to Newport District Court.'

The Selectmen thanked Chief Seastrand again and he departed the meeting at 8:40 AM.

Proposed Fee Changes: Chair Ballin recognized Zoning Administrator Peter Stanley and noted that he was present to report back to the Board of Selectmen on proposed fee changes. Peter Stanley and Jessie Levine reviewed the proposed changes:

- A recommendation for an across the board \$100 fee for after-the-fact permits (this would not apply to residential or commercial building permits, but to all other permits that are sought after-the-fact).
- A recommendation for a nominal fee for sign permit at \$10, which applies to permanent commercial sign permit applications only (one fee per permit and both allowed signs can be on one permit). Mr. Stanley said that the going fee across the state is \$25 so this is a low entry-level figure. Mr. Stanley said that temporary signs or residential signs that do not require a permit under the Zoning Ordinance would have no fee (for instance, homeowner signs, real estate signs, etc.).
- For residential projects, we have proposed an increase for new residential structures. Most, but not all, new residential structures are new people who have not been paying taxes on a regular basis and there are additional costs associated with building permits for new structures that do not apply to existing structures, more inspections, etc., so Mr. Stanley proposes increasing that fee to \$100 base fee plus \$0.30 per SF. There would be no other change with the exception of a \$100 surcharge for structures that add impervious surface to the waterfront due to the substantial inspections and monitoring involved with that level of work. Mr. Kaplan asked if driveways are considered impervious, and Mr. Stanley said that they are, including gravel driveways that are compacted. He said that any kind of driveway other than porous pavement or pavers with a proper base would be considered impervious. Mr. Kaplan asked if this fee would apply to a driveway in the waterfront; Mr. Stanley said that it would and there would be a state and local permit involved for anything that is within 200' of the water.
- In the "other" category, Mr. Stanley noted the increase for a demolition permit from \$25 to \$50 because there is a significant amount of paperwork involved, review of asbestos testing and mitigation if required, and the previous fee of \$25 was on the low side. Chair Ballin asked who does the asbestos work; Mr. Stanley said that the homeowner is responsible for the testing and can either do the testing on his own and bring it to Concord to be tested, or hire an outside contractor who will do the testing. Mr. Stanley explained that the state law requires the testing for all demolition work.

Most often no asbestos is found, but state law requires testing nonetheless. Ms. Helm asked about demolition of outbuildings and Mr. Stanley said the same law applies. Mr. Kaplan asked about someone removing a wall within a structure; Ms. Levine said that would require a town alteration permit but not a demolition permit.

- Mr. Stanley noted the addition of a couple of categories, such as small and large wind energy systems. He noted that there will be a significant amount of work involved should an application be pursued. Ms. Helm asked what would fall under “town costs,” and Mr. Stanley said that it would be hourly administrative costs, legal costs, engineering, etc. Mr. Stanley noted a Regional Planning Commission program on September 9 at Tracy Library on the subject of wind energy systems. Unfortunately this program conflicts with a Board of Selectmen’s meeting.
- Mr. Stanley referred to Planning Board fees. Chair Ballin said that he has an objection to adding fees for a conceptual meeting. Mr. Stanley said that he has proposed a minimal fee to recover some expenses. He said that it is a relatively minor fee and is nothing compared to what some towns charge and more than what some of our immediate neighbors charge. Chair Ballin said that the term conceptual means that someone is coming in with an idea, and he does not think that they should be charged for that. Jessie Levine explained that this is not someone coming in and meeting with Peter Stanley to brainstorm about the use of property; this fee would apply at the point of application for a Conceptual Site Plan Review that is defined in the Site Plan Review regulations, which demands department head and planning board time. This is not to discourage someone from walking in and brainstorming an idea – this would apply when there is an actual application. Often, the Planning Board will waive site plan review and there is then no opportunity to collect fees even though Department Head and Planning Board time have been used. DJ Lavoie suggested changing the words for that category to Conceptual Site Plan.
- Mr. Stanley said that we are proposing a fee for mergers due to the staff time involved and subsequent recording that has to occur, it is reasonable to get something for that. If someone comes in to merge two lots, Mr. Stanley spends about an hour reviewing deeds, looking for information to include in the application form and what the state requires. Mr. Stanley would actually print the form and prepare it for the applicant’s review, the applicant’s attorney’s review, and it then goes to the Planning Board where it would be reviewed again and signed by the Planning Board and then processed by the Planning Board secretary to go to the registry for recording. When it returns it is handled by the Assessing office and has to be updated on our maps, which also creates an expense for the Town. Mr. Stanley thought it would be reasonable to have a base charge associated with it and gave the example a few weeks ago in which the deeds in no way reflected the tax maps and the merger did not make sense based on our records so required additional research.

Ms. Levine clarified that these fee proposals are the result of request from the Budget Committee to explore cost recovery from the user to cover some of our administrative costs, and she noted that she and Mr. Stanley are not attached to any of these fees. These would have to go before a public hearing and it is ultimately the Board of Selectmen’s decision to adopt these fees.

Chair Ballin asked about the estimated annual cost recovery. Mr. Stanley opined that the increased revenue would be about \$5,000-7,000 per year. Mr. Kaplan noted that he was not aware that the Zoning Board of Adjustment handles 20 cases a year. Mr. Stanley confirmed that there are at least one or two cases per month, sometimes even three.

Chair Ballin referred to the Certificate of Occupancy fee and related inspection fees. He asked what inspection fees would be collected, and Mr. Stanley said that it would relate to Fire Department, Department of Public Works inspections, and the like. We have the authority in the zoning ordinance but

have not developed a fee structure. This is associated with the Site Plan Review process, and he noted the Hospital's and College's major projects. Richard Lee has put in close to 20 hours in the Hospital project and Jay Lyon has put in even more hours.

Jessie Levine clarified that the inspection fees are not included in these recommendations because they warrant more study to come up with a fee that is fair and not burdensome on the application but reflects the amount of work created by certain projects. She stated that quite often, Department Head inspection is critical to the success of a project, but we do not want to charge the applicant for every inspection. She said that she and Department Heads discussed approaching the fees as a percentage of the level of security required for a project, or based on the amount of disturbed land or size of new building, but they have not reached a recommendation yet.

Ms. Helm asked about whether fees collected would go into a fund for the related department, and Ms. Levine explained that all fees collected would go into the general fund, and although the revenue may show up on a line item, it could not go into a revolving fund.

Peter Bianchi asked if the excavation category applied to well drilling, and Peter Stanley stated that it would not. Mr. Bianchi asked if the Certificate of Occupancy applied to residential homes, and Peter Stanley said that it would not and that currently the Site Plan Review regulations only apply to non-residential or multi-family projects.

Erle Blanchard reiterated that these fees would take in approximately \$6000 in revenue. Mr. Stanley said that is true and that would not even begin to cover our administrative costs.

Ms. Helm asked if there could be a handout that shows fees in other towns, and Mr. Stanley said that he has all of that information and he would be happy to put it together. Mr. Stanley said that Hanover, for instance, has a 23-page fee schedule. Chair Ballin noted that New London did not aspire to be like Hanover.

Ms. Helm stated that Mr. Stanley referred to some fees that are state fees over and above what the Town charges. She asked if that could be clarified so that it could be spelled out that people may owe the state beyond the town fees. Mr. Stanley said that it would apply to waterfront projects and the Hospital and College projects, where there is a required third-party review that we do not know much about.

Chair Ballin asked if there were any further comments, and there being none, the recommended fees will go to a public hearing.

Meeting Minutes: The minutes from August 24 are not ready for approval at this meeting and were therefore moved to the next meeting.

New Business:

Letter from J. Barry Morrissey: Chair Ballin referred to a letter from J. Barry Morrissey regarding dog licensing fees that he has been charged. Ms. Levine said that she will respond. Mr. Kaplan said that Mr. Morrissey is critical of the town and its spending habits and has advised us that he will be looking closely at that and seems to be offering suggestions. Mr. Kaplan asked Ms. Levine to invite him to the budget process, as has been done in the past. Chair Ballin said that everyone in town is invited to the budget process and it is incumbent on anyone who is interested to follow the budget process and participate. The meetings are public and he can attend if he would like to participate. Ms. Helm said that some people need an extra impetus. Mr. Kaplan said that if he has the list of when the Budget Committee meets, he

may attend if his schedule allows. Ms. Helm said that we could reinforce the schedule and the opportunity to attend.

Old Business:

Fiscal Year Discussion: Ms. Levine communicated the results of her telephone call with Jim Howard, Deputy City Manager for Finance for the city of Concord. Concord is currently the only municipality in New Hampshire that conducts quarterly billing. He educated Ms. Levine on the process and how it would cover the transition because the first quarterly bill would collect one-quarter of the previous year's total tax collection, and that should be enough to cover six months of the Town's business. Ms. Levine said that she has yet to think through the math and document the process, but it appears that could be a good solution for the fiscal year transition. She charted the timing of the fiscal year and the billing process on the white board and attempted to explain how quarterly billing would work.

Peter Bianchi asked if surplus could cover the transition. Ms. Levine said that we need about \$3 million to cover the transition, and we add about \$200,000 to surplus per year and have only about \$600,000 in surplus in total, so it is not enough to cover the transition. Mr. Bianchi said that if this process is looked at over a three-year scenario, the taxpayer is paying no more in the long run, so it is just a matter of proper education. Mr. Kaplan agreed and pointed out that the only difference is that the Town Meeting decision will be made in advance of the fiscal year rather than three months into the year. Mr. Bianchi pointed out that depends on the taxpayers having the same concern about the timing of Town Meeting because they do not see the inner workings of town business. Mr. Helm said that is where our education is important and all agreed.

Erle Blanchard asked when the school and county budgets are paid and suggested that if the payment dates change, that might affect any cash flow benefit that the Town would gain from changing the fiscal year.

Chair Ballin said that he is personally in favor of the quarterly billing idea because it creates a more manageable bill for the taxpayer and a positive cash flow for us in the long run. He does not have a problem with it as long as it does not become a huge expense, and according to Linda Hardy it should not be. Chair Ballin said that he thinks it is a good idea to change the fiscal year. Mark Kaplan said that he agrees that we should change the fiscal year and should go to quarterly billing to ease the transition. Ms. Helm agreed. Mr. Kaplan said that to make the quarterly payments permanent after that is a Town Meeting discussion.

The Selectmen will bring their recommendation to the Budget Committee at the September 21 meeting. Chair Ballin asked about the process, and Ms. Levine stated that the Board of Selectmen and Budget Committee can vote to change the fiscal year, or they can ask for Town Meeting approval. Town Meeting will need to approve the 18-month budget and the change to quarterly billing, as well as approve the change of Town Meeting date. Ms. Levine said that would be a separate warrant article that would be voted on by Town Meeting in March 2012, so if it passed the next Town Meeting would be May 2013.

Peter Bianchi asked if there is additional expense related to going to a quarterly billing. He stated that if, for discussion's sake, it cost more to go quarterly, he asked how much would be saved in tax anticipation notes to not do it. Ms. Levine stated that we do not currently have to borrow in anticipation of taxes, so there will be no savings in that regard by changing fiscal year or changing to quarterly billing. Mr. Kaplan said that whole point is eliminated if vouchers are sent twice a year, which would be our recommendation to avoid doubling the mailing expense.

Chair Ballin said that it sounds like the sense of the Board of Selectmen is to move ahead with the change of fiscal year and move ahead with quarterly billing, and that message will be sent to the Budget Committee and we will move ahead to discuss it with them in September.

DJ Lavoie said that as a citizen, she would like to see the boards to make the decision administratively rather than go to Town Meeting to give them a chance to vote for the fiscal year change. She sees this as an administrative change that is not a big deal in the way things are done. If the education makes it clear that no more money is being paid, then it could probably be very easily done. She said that she knows it takes education and planning, but to wait three years seems like a long time to be waiting when it's something that could be quite advantageous to the Town to do it sooner. She noted that our budget right now is the smallest that it has been and the costs that will be incurred will probably grow as the budget increases. She advocated for changing the fiscal year sooner rather than later. Chair Ballin noted that there are other factors involved but that her comments will be taken into consideration.

Sunapee Wastewater: Jessie Levine said that there are two contracts to be approved for the Sunapee project – the preliminary design contract in the amount of \$185,500 plus a \$3200 amendment for additional odor control. Mr. Kaplan moved to approve the Wright-Pearce contract for the Sunapee wastewater system, seconded by Tina Helm and approved 3-0.

Elkins TE Grant: Jessie Levine referred to a letter that she had drafted to Ken Miller and Ralph Lapham regarding using grant funds to purchase the Mesa building. She noted that Mark Kaplan had raised questions about committing the Town to repairing the building without knowing the total cost of the project. Ms. Levine said that we are not committing the town to anything – Town Meeting would have ultimate authority and we would have to evaluate the building and figure out what would need to be done, and it's possible that Town Meeting would not want to spend the money on the building. In addition, we may not receive the grant, so this could all be moot. This is just a proposal in the hopes that everything comes together.

DJ Lavoie asked how long it would take for the building to fall down. Chair Ballin said that it could be this year or it could be 40 years from now. The building was well-built over a century ago but the back is in disrepair.

Ms. Helm moved to approve the letter to Ken Miller and Ralph Lapham. Seconded by Mr. Kaplan and approved 3-0.

Generator Purchase: Jessie Levine noted that after the ice storm, the Town received FEMA reimbursement, including \$12,000 to offset the College's expense for providing the shelter. She said that the Selectmen had previously approved using that \$12,000 plus \$8,000 from the Town to purchase a portable generator that could be used at the College. However, the College has since learned that a generator to adequately power Colgate Hall or Ware Hall would cost in excess of \$50,000. She asked the Board of Selectmen to authorize the contribution of that \$20,000 (\$12,000 of which is already technically the College's funds) towards the generator. The benefit to the town would be that it would operate a radio station that could be used by the Town to communicate to citizens in an emergency. After some discussion, the Selectmen asked for a proposal in writing from the College.

Committee Meetings & Reports:

Planning Board, August 25: Tina Helm reported that David Cahill, who owns the Point Cottages in Elkins, would like to annex his two lots to change the water frontage for the two lots. The second discussion on the agenda was Colby-Sawyer's final application for Site Plan Review for the Windy Hill School. She noted that there were a number of items noted by Richard Lee, especially drainage items,

that had not been addressed up to that point. After lengthy discussion, the final Site Plan Review was approved pending response to Richard's concerns. The third item was the discussion of the 2010 Planning Board budget, and on behalf of the Board of Selectmen (and keeping in mind that the Selectmen had not discussed this subject this year), she strongly urged the Planning Board to level fund their budget. However, the Planning Board wished to add back into the budget what had been removed from the budget in 2009, particularly the line item related to the Town Planner's time, so their total proposed budget is \$38,250, which the Planning Board approved (this included the restoration of \$1,900 for the Planner's time). A copy of the Planning Board bylaws were circulated and were last amended in 1997. The next Planning Board meeting is September 8, which is a Master Plan work session and final review of watershed & water resources chapter.

Upcoming Meetings:

Joint Board of Selectmen: Chair Ballin said that the next Joint Board of Selectmen's meeting is on September 10. Larry Ballin noted a request from the Warner Board of Selectmen to discuss the school budget and he has no problem letting the school representatives know that the meeting is going on. Mr. Ballin asked to find out what the attendance would be ahead of time to order the proper amount of pizzas. Tina Helm said that she would be happy to donate paper goods and cookies for consumption.

Tracy Library Volunteer Reception: Chair Ballin will attend the Tracy Memorial Library volunteer party from 5-6:30 PM on Thursday, September 3.

There being no further public business, Chair Ballin moved to go into non-public session pursuant to RSA 91-A:3 II (a) to discuss employee disciplinary matters. Seconded Mark Kaplan and approved 3-0.

Upon returning from non-public session, the Board of Selectmen signed the following items:

Application for Building Permits:

- Malcolm & Ingrid Wain, 408 Sugarhouse Road (Map & Lot 034-015-000) live in existing home while constructing new 4-bedroom dwelling – Permit #09-085 – **DENIED** due to prohibition of two dwelling units on one property
- Colby Sawyer College, 541 Main Street (Map & Lot 085-033-000) site and building construction for new Windy Hill School – Permit #09-086 – Approved.
- Janet Bavicchi, 119 Main Street #3 (Map & Lot 073-070-003) renovate interior, replace flooring, countertop & bath fixtures – Permit #09-087 – Approved.
- Sunapee Family Trust, Jessica Squires, 68 Herrick Cove Road (Map & Lot 091-023-000) replace steps to water add drainage stone – Permit #09-088 – Approved.

Application for sign permits:

- Temporary – Community Health & Safety Fair, 10/24/09 9AM-1PM - @ Old Middle School – Approved.

Application for use of Town Commons:

- MoveOn political vigil – September 2, 2009 5:00-9:00PM – Approved.

Application for use of Whipple Hall:

- Kearsarge Community Band, A. Vesilind, November 15, 1:00-4:00PM; December 12, 10:00AM-4:00PM; March 14, 2010, 1:00-4:00PM – Approved.

Respectfully submitted,

Jessie Levine, Town Administrator