



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES May 16, 2016 6:00 PM

PRESENT:

Bill Helm, Chair
Nancy Rollins, Selectman
Janet Kidder, Selectman
Kim Hallquist, Town Administrator
Wendy Johnson, Finance Officer

ALSO PRESENT:

Minette Sweeny, *Intertown Record*
Leigh Bosse, *The Messenger*
Scott Blewitt, Recreation Director
Phyllis Piotrow, Budget Committee
Doug Lyon, New London Resident
Steve Ensign, Board of Firewards
Renate Kannler, New London Resident
Paul Messer, New London Resident
John MacKenna, New London Resident
Colin Campbell, Budget Committee Member
Chris Lorio, Budget Committee Member
Mark Kaplan, New London Resident
Jennifer Vitiello, Administrative Assistant
Jean Connolly, Center for the Arts
Peter Vedova, Energy Committee Member
Tim Paradis, Energy Committee Member
Laura Lorio, Recreation Commission
Celeste Cook, New London Welfare Officer

Chair Helm opened the meeting at 6:00pm.

Public Comments

There were none.

Old Business

Streetlight Project

Peter Vedova informed the Board that as requested, the Energy Committee put out a press release on the planned change of street light to LED fixture to seek citizen input. Ms. Hallquist said the responses she received were 100% positive. Some were in favor of the brighter light, and some because of the environmental benefits. Ms. Johnson said the funds for this project would come from the unexpended fund balance at the end of the fiscal year. Ms. Hallquist said by June 30th they will know which line item(s) the funds will come from to pay for this changeover. Ms. Johnson said the heating fuel lines will be where they will look first, as prices for heating fuel

were much lower than expected. After the rebate, the Town will be responsible \$16,500, and the job should take about three weeks to complete. Selectman Kidder thanked the Energy Committee for their work on this project.

IT WAS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to approve the expenditure of FY2016 funds to accomplish the switch of street lights to LED as proposed by the Energy Committee. THE MOTION WAS APPROVED UNANIMOUSLY.

1941 Building Discussion

Chair Helm said the Selectmen appointed Doug Lyon and Mark Kaplan to represent the Selectmen in discussions with the School Board on the issues related to the 1941 building and the town's potential use of it. Doug Lyon and Mark Kaplan were present at the meeting to discuss the status of their efforts to date.

Mr. Lyon began by noting he and Mr. Kaplan recognize that there has been an ongoing effort to develop a community center in the 1941 building. This effort had a number of weaknesses: first, it required a very large amount of charitable support--for purchase, renovations and/or ongoing operations, second, it required many local groups/nonprofits to rent space long-term and/or on a one-off basis, third it depended on the willingness of these same groups to pay adequately for their space rentals and fourth it depended on the ability of whatever community center organization is established to self-fund operations--from rentals, Town funding, or gifts.

The BOS has appointed a committee to take a second look at the project, based on CIP requests for more space and reluctance to let a large facility be demolished if it can be put to a valuable community use. That committee, composed of Mark Kaplan and Mr. Lyon, talked with a number of local groups about programmatic and space needs, had an engineer and contractor walk through the building, gotten a very preliminary parking plan done and had a budget estimate prepared for renovation and renewal of the building. Based on our discussions, that committee proposes that the BOS consider creating a Community Wellness Center in the 1941 building.

A Community Wellness Center—What is it?

Mr. Lyon noted that one of the infrequently discussed themes of the Affordable Care Act is a shift in focus to preventive health. As an affiliate of Dartmouth-Hitchcock, New London Hospital is focusing even more attention on community wellness as a driver of preventive health. But community wellness is a holistic approach that incorporates preventive medicine, family planning, financial counseling, mental health, lifestyle changes (smoking, obesity), nutrition counseling, after school programs, health screening, substance abuse, exercise, recreation, meditation, end of life issues and about anything you can think of that relates to a human being's wellness. It could incorporate programs and educational opportunities from COA, AIL, Colby-Sawyer, the SAU, the Boys and Girls Club, VNA, NL Hospital and Dartmouth-Hitchcock. It could take advantage of existing programs in town as well as developing new ones.

This week (5/16/16), New London Hospital staff are meeting to discuss possibilities and Mr. Kaplan and Mr. Lyon have a meeting scheduled with the Director of the Central NH Boys and Girls Club. Mr. Lyon observed that in short, the possibilities are only limited by our imagination, and a Community Wellness Center would be quite compatible with the educational campus that the SAU wants to develop with the non-1941 portion of the building.

So what would make this possible?

Mr. Lyon suggested that the town needs to abandon the idea of renovating the old gym. It's in bad shape, the cost to fix it is high and with it gone, about 30 extra parking spaces can be created. It also reduces the renovation cost by \$1.5MM. He suggested that the Town needs to recognize that private fundraising efforts have been unsuccessful and ask voters to approve a bond issue for the renovation of the building and also that there will be an ongoing support cost for the building which cannot be reliably funded with rental income from programs using the facility. If New London residents recognize the value of the program, they also need to commit to funding it.

Mr. Lyon noted that in making this recommendation for a wellness center, he and Mr. Kaplan believe that with continued national emphasis on preventive care and wellness, that Federal and private grant money will be available, but that a town supported operational budget should serve as the foundation of facility support.

Costs

Mr. Lyon addressed the issue of cost by noting that they secured a budget estimate that would be refined and competitively bid should the project move forward. The renovation cost estimate is \$2.54MM or about \$230/sq.ft. That budget includes demolishing the old Gym, and would save the SAU about \$400K that would be required to demolish the 1941 building. It would also save the SAU the cost of adding parking and sorting out the drainage and egress issues. He noted that the detailed budget estimate has been submitted to the Town Administrator, along with a preliminary site plan, and reviewed some of the renovation highlights that include:

- Some structural and ventilation work to meet new codes.
- New energy efficient heating system to which A/C could be added.
- New energy efficient lighting and dropped ceilings to reduce heat demand.
- An elevator and an ADA compliant entrance and parking.
- ADA compliant bathrooms.
- Site work, drainage, paving and granite curbing.
- 100 parking spaces including the existing ones behind the 1941.
- Redesigned traffic egress (still a work in progress).
- A sprinkler system, and new doors to meet assembly codes.

Next Steps:

Mr. Lyon noted that they have promised to submit a proposal to the SAU's Facility Committee by June 6th. The Facility Committee will in turn make a recommendation to the school board on the suitability of the Town's proposal. One of the concerns by at least 2 members of the school board is that this proposal would require a vote at New London's Town Meeting in 2017, delaying any other work for a year. The school board is meeting this week to consider transferring surplus funds from its 2016 budget to demolish the 1941 building this summer. If they decide to do so, then this issue becomes more complicated. If the school board decides to give New London time to present this idea to voters and if the BOS decides that it wants to support the proposal, then he and Mr. Kaplan would spend time over the next year refining the proposal with more specifics and educating voters on the pros and cons.

Summary:

Mr. Lyon observed that the proposal as presented meets some current needs, but it also requires voters to consider where the town is going in the next 30 years and what kinds of services and programs will be desirable or required to meet the needs of all our citizens. This requires a commitment on behalf of the BOS to providing citizens with a vision of the future and the information necessary to understand and evaluate that vision. Mr. Lyon concluded his presentation by stating, to quote management guru, Peter Drucker, "The best way to predict the future is to create it."

Selectman Kidder noted that in the estimated budget, the demolition of the gym assumes the asbestos and lead is removed by the SAU. Mr. Lyon said the school board said all that remains is the asbestos tile in the floor and they have \$70,000 in their budget to remove it, noting that he wasn't sure what impact the town's desire to acquire the property would have on the school board's plans to deal with the asbestos.

Selectman Kidder said she wonders where a wellness center could be located other than this location and feels the building still belongs to the people of the New London and she would hate to see it torn down.

Selectman Rollins said the proposal calls for going to Town Meeting for the town to fund this. She observed that there have been eight years of non-support for acquiring the building and questioned why Mr. Lyon and Mr. Kaplan think it will go through now. Mr. Lyon said when a private capital campaign is utilized for funding a project, it is a small minority of people in town who are involved: they are the ones who can make substantial gifts to the center. He pointed out that this plan does not include requesting private gifts of anyone, although it could be part of the project at some point. He concluded that past groups found they couldn't raise the substantial additional funds (\$4 million dollars) by doing it privately - by using a public funding via a bond, everyone can give to this project.

Mr. Lyon feels a wellness center will provide for more than a recreation center pointing out that these kinds of centers are springing up all over the place. A wellness center that deals with substance abuse would be a useful thing to have in the area, considering the opiate crisis right now. New London is a wealthy town but not everyone in New London is wealthy. It is difficult to get services and having this kind of a center would be a benefit to those who couldn't otherwise afford it. It is up to the voters; if they want to support this kind of a proposal, they will communicate this by their support.

Selectman Rollins said she was surprised that a wellness center was the idea they came up with after hearing previous discussions. Mr. Lyon said some of the uses proposed at the meeting she attended were vetoed by the SAU. The SAU wants it to remain an educational campus and want uses that are compatible with that. As a CFO for many years, he has learned to never give up 11,000 square feet because they will always need it in the future.

Selectman Rollins asked about maintenance costs going forward and would the mixed use garner rent? Mr. Lyon said there will be some organizations in a position that could pay rent but some will not. He foresees federal grants being available (preventative health saves money in the long run). Colby-Sawyer College is starting a master's program in nursing in the fall and this could provide for a clinical setting (free services). He guessed it would cost between \$30,000 and \$40,000 annually for routine repairs, heat the building and pay for the water/sewer each year. It is hard to estimate these costs because it will not be used 24/7. They would likely need custodial assistance $\frac{3}{4}$ time.

Mr. Lyon said if the school board is not in favor of this plan, it is out of the Town's hands and the school board controls the property and it is unlikely that the Town could stop the demolition if the school board decides to follow through with their plans. The last meeting with the school board showed there is some support for tearing the building down this summer, but it is not the majority of the board. The consensus of those present at the Selectmen's meeting was that a decision to tear the building down should go before the voters with regards to a transfer of funds to do so. Mr. Lyon said until they have a program approved by the voters, the building belongs to the SAU. Support by New London voters at Town Meeting will be required if the Town is to get the building back for town uses.

Mark Kaplan said \$2.5 million is \$230 per square feet. To build a brick building with parking on Main Street, it would cost between \$400 and \$450 per square foot. This is why he is enthusiastic about the project. New London has always been forward thinking and he feels this project would be a continuation of that.

Chair Helm said the Board needs to open the dialogue with the citizens of the town to make these kinds of decisions. He observed that the 2005 the tax rate was \$3.94/thousand. This year it is \$4.05 per thousand which is a 3% increase over 10 years and they haven't spent much money over the past 10 years. The additional taxes paid by tax payers show a 29% increase for the county and a 47% increase for the schools over that same time frame. He feels they should continue this dialogue because it meets the special needs of the town and many of the organizations within it. He feels they will need more space for municipal purposes in the future. The 1941 building is an integral part of the town and is a symbol of the multigenerational residents who went through that school as children. It is a good, old, brick building which can be fixed up to be functional again. For a taxpayer who pays taxes on a \$300,000 property, the increase they are proposing is just \$45/year. There are a lot of old

buildings in town they are blessed with and these buildings make the town attractive. Chair Helm would like to see the Town create a future for the building and would like to continue the discussion.

Jean Connolly, Chair of The Center for the Arts, said she would love to see project happen pointing out that everyone is looking for more space and Recreation and arts are important to the town. The building is beautiful and most of the residents and people who move to the town would love to see the building stay. She feels support would come if this is proposed the right way. She moved to New London because of the beauty and historical significance. This is why other people move and visit here.

Renate Kannler, New London resident, recalled that Chair Helm noted that the Town hasn't spent much money, yet they have a list of many bonds they have to pay off and other unfinished projects that need to be addressed. She questioned how the Town could fit this project in as well. Chair Helm said there is close to another \$2.5 million dollars of projects needing funds. He feels this should be a town-wide discussion to decide what they will do for the next several years. He would prefer to keep this on the list of things to keep in mind, however, and not just dismiss it because it is another cost.

Ms. Piotrow feels they should continue the discussion. From a health and wellness point of view, the U.S. is the only developed country where middle aged white men are dying younger and faster than before. They need more of this (wellness) kind of thing. Secondly, she thinks it should be more than wellness; archives could be housed in the building and there could be educational programs made available where students can work with and see the archival information. Thirdly, she can visualize what the citizens of this town would do if the 1941 building is demolished and a parking lot is built – suggesting that there would be an uproar! Chair Helm suggests that those who have strong feelings of the matter attend the SAU meeting that Thursday evening to voice them.

Laura Lorio thinks the work done by the subcommittee is fantastic and she appreciates their explanation. She agrees with Ms. Piotrow and feels it should be put forth to the townspeople to decide. She recognizes the fact that it is an old building and it is going to be difficult to make the space what they would need. It sounds like there are some good preliminary plans, but she feels what is most needed is more gym space in the town. She pointed that that there is one gym that they try to share and use. She is concerned if they demolish the old gym, they'll never get another one. Mr. Lyon said the gym is in terrible shape and there is a basement underneath it which is in even worse shape. A structural engineer said the gym should come down. The school district is concerned with adequate parking for the educational campus. Without the 30 spaces gained by the demolished gym, they won't have adequate parking. He added that the gym is not regulation size and is kind of hazardous as it is also an auditorium. There is no elevator in the building and the best place to put one (if the new plans are approved) is where the stage is in that gym.

Ms. Lorio said a wellness center is a great thing but they will still need a recreation center at some point.

Mr. Lorio said it would be difficult to go back to the town for more money for a recreation center after the \$5 million dollars in projects in the budget are paid for. Other towns will likely want to use this center too and it is a great idea. Consideration should be taken to include all ages and recreation should be included in the plans. If they could try and create additional space with additional dollars, it would be worthwhile to consider.

Mr. Lyon said the SAU has said they would provide office space for the Recreation Department in the non-1941 portion of the building. They are looking at it as an educational campus, training center, continuing education center for teachers, etc., and want to take the existing cafeteria and turn it into a meeting space for about 160 people.

Celeste Cook thanked Mr. Lyon, Mr. Kaplan and the Selectmen for being positive in going forward in the community. The last 10 years they haven't done anything and things have been at a standstill. If they have to

spend some money, that's what they need to do. The building is an important piece of the community and she would like to see it stand and would be horrified to see it turned into parking spaces. If they educate the citizens she feels the plans would go through.

Tim Paradis said interest rates are at historic lows and so this is a good time to do this. There is a good sense of place in this town and if they destroy that building and create parking, many would be disappointed. He encouraged the Town to make careful decisions on this.

Mr. Blewitt said Whipple Hall is beautiful but does not function well as a community center. He has to tell people "no" who want to use the building because there is not enough space. Not only does it lack space inside, but there is not much available parking. The Center for the Arts is growing tremendously and the Town is going to lose out on income if they have to keep turning people away. The Barn Playhouse can't use Whipple anymore, and his summer day camp can't use the school so Whipple must be used. The Repertory Theatre uses it a month in the summer. He gave a list to Mr. Kaplan of the groups who want to and do use the building. He has lived and worked in neighboring towns his whole life and knows that Whipple Hall is beautiful. Some older buildings in Newport that were completely stripped down, but kept and renovated were Arlington Sample and Salt Hill, which are now assets to that town.

Colin Campbell said he went from 1st through the 8th grade in the 1941 building and agrees with the positive statement about the proposal; the proposal is intriguing to him. He thinks the building belongs to New London and gets the impression that the town is being pushed around by the school district. To let the building go and become a parking lot would be awful. This project would be a good start to rectify some of the things they haven't done and made happen in the community.

Steve Ensign said he has been supportive of every iteration that has come forward that saves the building as he thinks it is a gem and speaks to the history of the town. He is complimentary towards Mr. Lyon and Mr. Kaplan and feels a lot of support will be found when they present it this time.

Chair Helm asked his colleagues if they were in favor of presenting a statement to the subcommittee to support continuing the discussion and ask that the decision be taken to the people of the town. Selectman Rollins is supportive of bringing the dialogue to the townspeople to decide. She feels this project needs to be evaluated along with all of the other projects that represent the significant needs of the town in the coming years. The town's CIP continually stresses a need for more space in the town. She thinks part of the strategy needs to include a commitment to looking at sustaining this venture financially, whether it is through rents, grants (use of solar to offset some enormous heating/cooling costs), etc.

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to send a message to the school board that the Town would like to continue discussions of acquiring the 1941 building and to have request go before the voters at Town Meeting to make a decision.

Selectman Kidder feels they need to urge the school board that they should go forward with the town with a comprehensive proposal. She thanked Mr. Lyon and Mr. Kaplan. She pointed out that she is not discounting the fact that the Town will be acquiring another older building with significant costs, but she feels it is important to the character of the town to keep and use the building and feels it unfortunate it has sat there for as long as it has. They need the town's piece in order to go forward successfully. She hopes it goes before the voters in March to make the final decision on the issue.

Mr. Lorio asked what the town could do as a last recourse if the school board decides to go ahead and demolish the building. Ms. Hallquist said the Town would contact town counsel to see if the Town had any legal recourse to stop the demolition. Chair Helm said the school is considered a governmental body and doesn't have to adhere

to the regulations as if they were property owners in the town. They do have to get input from the Planning Board on their demolition plans, however, but that process would only take 30 days.

Selectman Rollins trusts the work Mr. Lyon and Mr. Kaplan are doing and she is confident that the situation won't become adversarial. Chair Helm noted that the New London Representatives on the school board are Ben Cushing and Gena Edmonds.

THE MOTION WAS APPROVED UNANIMOUSLY.

Cupola on Whipple Hall

Ms. Hallquist noted that Jim Perkins secured estimates from Arch Weathers and Foster's Painting. Working together, they can do the project for \$12,600. Jim Perkins, Archivist, thinks they should make a decision ASAP to get on the Fosters schedule. Ms. Johnson believes there is enough unused money in the budget to pay for this project.

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to approve hiring Arch Weathers and Foster's Professional Painting to restore the cupola on Whipple Hall not to exceed \$15,000.
THE MOTION WAS APPROVED UNANIMOUSLY.**

GIS Mapping Project

Ms. Hallquist reported that she, Norm Bernaiche (Chief Tri-Town Assessor), Amy Rankins and Lucy St. John met with Tim Fountain of CAI Graphics to discuss the GIS project. Mr. Fountain said that every plan the Town has in the building that has a professional licensed stamp on it (subdivisions, site plans, plot plans) will need to be sent to CAI for this project. The preferred deadline for this is July 1st. Ms. Hallquist said she is not sure this is possible but feels they can get it done by August 1st. The sooner they can get this information transferred, the sooner they can get the project done. Ms. Hallquist suggested that instead of using existing staff, permission be given by the Board to hire a temporary staff person who would be dedicated to only this project. The six-eight weeks of work would cost about \$3,000. The person would work approximately 40 hours/week. This would be done in the conference room and the room would be unavailable to outside groups and some board meetings while the collection and cataloging was being done. Selectman Kidder suggests holding Selectmen's meetings at the library or at the fire station, if possible. She feels the room will be set up for the mapping and shouldn't be disturbed.

Selectman Rollins asked what skill set the person would have to do this work. Ms. Hallquist said the selected staff person would need to be able to recognize a professional stamp and record plan information in a database. The person will have to go to various parts of the building to collect the plans to bring them to the meeting room. Selectman Rollins suggests finding a place to relocate meetings instead of disturbing the conference room where the work will primarily be done.

**IT WAS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to hire a temporary full-time person to get mapping ready for transportation to the firm hired to complete the GIS project.
THE MOTION WAS APPROVED UNANIMOUSLY.**

Ms. Hallquist said she will look into scheduling the library for their future meetings.

Ms. Hallquist gave a brief summary of other ongoing projects in the town:

- Brookside Drive culvert - bids are due May 18th at 3:00pm.
- Bandstand construction is completed except for some painting and handrails on the ramp.
- The Elkins sidewalk project's parapets are done and look good; things are going as planned.

- Voting at Whipple – election officials prefer to stay at Whipple for 2016 instead of going to the Public Works garage. They feel that if they are going to move voting to the cafeteria at the school in the near future, they shouldn't move it somewhere else in the interim and have to tell everyone voting has moved twice. They don't feel that the Public Works garage will be as functional as the cafeteria. The election officials were very appreciative of the offer to use the Public Works garage. During the first week in June they are going to set up the voting booths in Whipple Hall to see how it all fits and figure out how they can get a better flow of voters and parking. Michael Todd acquired 15 voting booths for \$1 from the Town of Chester. Between his mileage and tolls, the booths cost \$67.80. They would otherwise cost \$1,200 – \$1,400 to purchase new.
- Sewer Lagoons – RMI submitted their closure report on May 2nd. On Friday Charley Hansen said they need to update the plan as they may need to do some additional testing of the materials. RMI and Dennis Thompson (the person doing the work) anticipate that it will not be the expensive kind of testing. 200,000 gallons of water from the sewer lagoon went to the wastewater treatment facility in Sunapee and there has been no word that this deposit affected anything there.
- The Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) is setting up an advisory committee to determine whether an I-89 commuter bus route would work; someone from New London will serve on the committee. The Board suggested that Liz Meller be asked.
- Ms. St. John (Planning & Zoning Administrator) is attending an application writing workshop for Community Block Grants. The 1941 building may have potential for acquiring funds. Chair Helm said he feels the sidewalks could also qualify for funds.
- Land purchases – Pleasant Street – Bart Mayer, Town Counsel, is working on the title search, expecting to close later this month.
- Clark Lookout Purchase and Sales (P&S) agreement was agreed upon by counsel for the seller and the town. The Town is currently waiting for the sellers to send the P&S back signed and identify when they want the \$10,000 payment. Malcolm Wain, Trustee of the Trust Funds, has acquired the \$10,000 from the Mary Haddad Trust so the deposit funds are available now.

Committee Meetings & Reports

Budget Committee Meeting

Selectman Rollins said they discussed the upcoming and ongoing projects. Chair Helm said he attended as well because he was curious about the dynamics of the Budget Committee since the election and was pleased.

Approval of Minutes of May 2, 2016

IT WAS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to approve the minutes of May 2, 2016 as circulated. THE MOTION WAS APPROVED UNANIMOUSLY.

Meetings & Special Events

- Next Regular Selectmen's Meeting – Monday, June 6th - 6:00 PM
- Selectmen's Meeting to review Employee Wage and Salary Study Report, May 31st – 9:00 AM
- Planning Board – Tuesday, May 10th - 6:30PM
- Conservation Commission – Wednesday, May 18th – 8:30 AM
- Recreation Commission – Tuesday, May 3rd – 5:00 PM – Whipple Town Hall

Chair Helm noted that the next Selectmen's meeting on May 31st at 9am would be when the employee wage study would be discussed. He suggested that the Board needs to look at the long range implications of the results. Questions need to be asked and they will determine how this will be implemented as part of a plan. Ms. Hallquist pointed out that an important consideration is that July is when annual salary adjustments are awarded. She knows there will likely be several months of discussion about performance reviews and other aspects of the personnel

policies, but cautioned that the longer the discussion on salary adjustment goes on, the harder it is for the employees. Chair Helm said the message to the employees is that the Selectmen are going to do the right thing, but they don't want to rush to conclusions. He doesn't feel they need to spend all \$80,000 just because they have it. There were questions Chair Helm has about the pay grades as recommended by the consultant and the need for so many of them. Ms. Hallquist asked if the Board has specific questions, please forward them to her ahead of time so they can make the most use of the time they have during the meeting by sending them to the consultant in advance. The Selectmen decided the meeting should last no more than 90 minutes.

For the next several Selectmen's meetings, Chair Helm suggests identifying the topics of discussion to be sure and address all issues in a timely manner. He recommended the following schedule of topics:

May 31st – 9:00am – Selectmen's Meeting – Employee Wage and Salary Study Review
June 6th – 6:00pm – Selectmen's Meeting - Brookside Drive and Sewer Lagoons
June 20th – 6:00pm – Selectmen's Meeting - Whipple Hall issues
July 6th – 6:00pm – Selectmen's Meeting - Richard Lee – Road/bridge needs
July 18th – 6:00pm – Selectmen's Meeting – Pleasant Lake Dam/Dubois & King

The Board agreed with the Chair's recommendations.

Other Business

Appointment to the Archives Committee

Ms. Hallquist said Jim Perkins would like to have Pamela Stanley Bright appointed to the Archives Committee.

IT WS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to appoint Pamela Bright to the archives committee. THE MOTION WAS APPROVED UNANIMOUSLY.

Cable Franchise Fee

Ms. Hallquist said the Selectmen could consider raising the Comcast cable franchise fee. They can go as high as 5% and are at 3.5% but can only increase by .5%/year. An increase of .5% would bring in \$24,000 for the Town. TDS would have to have the same fee percentage, by law. They haven't raised the fee since 2010.

IT WS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to increase cable franchise fee as allowed in the franchise agreement until they get to 5%. THE MOTION WAS APPROVED UNANIMOUSLY.

Application for Building Permit

- Eric & Allison Campbell, 1512 King Hill Road TM 129-017-000. Repair flood damage to basement and installation of generator. Demo patio and replace with deck. BP # 16-045. **APPROVED.**
- James & Mary Shain, 28 Shaker Street, TM 098-018-000. Renovate existing bathroom to include accessible shower. BP #16-046. **APPROVED.**
- Peter & Deborah Stanley, 638 Burpee Hill Road, TM 056-006-000. Construct freestanding 560 SQ FT & 16 ft. high shed. BP #16-047. **APPROVED.**
- Michael Hansen Properties, 134 Hastings Landing Rd., TM 103-010-000. Repair existing concrete dock. BP #16-049. **APPROVED.**
- Colby-Sawyer College, 541 Main Street, TM 085-033-000. Demo of home on CSC campus. BP #16-050. **APPROVED.**
- Edward Burt, 130 Sutton Road, TM 123-028-000. Add base board hot water system & propane boiler. BP #16-051. **APPROVED.**

- Colby-Sawyer College, 504 Main Street, TM 085-035-000. Renovate existing kitchen, Remove & replace siding. BP #16-052. **APPROVED.**

Application for Sign Permit

- Temporary Sign Permit at Chamber of Commerce Information Booth and Whipple Hall on May 19 to 24, 2016 by NL Garden Club for Plant Sale. **APPROVED.**
- Temporary Sign Permit at Chamber of Commerce Information Booth from July 16 to 23 by NL Garden Club for Antiques Show. **APPROVED.**
- Temporary Sign Permit at Chamber of Commerce Information Booth from June 4 to 11, 2016 by The Fells for Annual Plant Sale. **APPROVED.**
- Permanent Sign at Whipple Hall for Center for the Arts. **APPROVED**

Other Items to be Signed

- 1 Appointment Cards – redo
- Revised Trail License Agreement – NL Hospital and Town
- Primex Membership Agreement dated July 1, 2016
- Disbursement and Pay Authorization Voucher dated 5/16/16 by Wendy Johnson, Finance Officer
- Pay Authorization Voucher dated 5/16/16 by Wendy Johnson, Finance Officer
- Warrant for 1st and 2nd Property Tax Billing 2016

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

The meeting adjourned at 7:53pm.

Respectfully submitted,

Kristy Heath, Recording Secretary
Town of New London