



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES February 1, 2010

PRESENT:

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

ABSENT:

Mark Kaplan, Selectman

ALSO PRESENT:

Jim Wheeler
Erle Blanchard
Peter Bianchi
Carol Fraley
Amy Rankins
Linda Jackman
Bob & DJ Lavoie
Pat Trader, Intertown Record

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

Minutes: Chair Ballin noted one correction on page 2, from “Bittersweet” to “Woodcrest.” Also Bob Lavoie noted the following changes:

Mr. Lavoie noted the following corrections to the minutes:

On page 7, replace the existing text with:

Mr. Lavoie read the following remarks regarding cost allocation for the treatment plant:

‘Because the number of sewer customers is about 1/4 the number of town taxpayers, a treatment plant cost allocation of 1/3 for the town and 2/3 for the sewer customer group would result in an individual sewer customer typically paying 8 times as much as the non-user for the community's treatment plant. I do not consider this reasonable.

I suggest that the Selectmen reconsider the following more equitable cost allocation options:

A. An allocation of 1/2 for the town and 1/2 for the sewer customer group would result in an individual sewer customer typically paying 4 times as much as the non-user for the community's treatment plant.

B. An allocation of 2/3 for the town and 1/3 for the sewer customer group would result in an individual sewer customer typically paying 2 times as much as the non-user for the community's treatment plant.

I consider the latter option reasonable, and what I meant but misapplied in the context of the previous meeting's discussion. The cost imposed on the typical individual sewer customer is a more equitable measure of the treatment plant cost burden than using the sewer customer group (collectively all users) as the basis for comparison.

The suggested reconsideration is based upon:

- The town's sewer customers already pay one of the highest rates in NH.
- The whole town benefits in many ways from having a higher density commercial core permitted by the treatment plant, which is an asset like schools and roads.
- The town is liable for heavy daily fines and potential lawsuits if the current outdated treatment plant is not upgraded to meet near-term environmental standards to control pollution. Also, potential grants are currently available to subsidize part of the upgrade cost.”

At the end of the end of the fourth paragraph on page 8, add the following: “Mr. Lavoie pointed out that the last two bond issues involved extending the sewerage system to specific neighborhoods which differs from the treatment plant which is a town facility benefiting the whole town.”

The minutes were not approved due to Mark Kaplan's absence (Tina Helm was not present at the January 19 meeting and could not vote to approve).

Town Meeting Warrant:

The selectmen reviewed the draft town meeting warrant, noting that it was only a draft and that the Selectmen would sign the warrant at a future Selectmen's meeting.

Article 21: Ms. Levine stated that this warrant article was added at the request of Michael Doheny and the people who were in attendance at the last meeting regarding a multi-purpose park at the Little Common. Chair Ballin informed Tina Helm that he and Mr. Kaplan had approved adding this to the warrant so that voters could consider the request. Ms. Helm said that she is also in favor of a skatepark.

Jim Wheeler asked if the Selectmen would take a position on this particular site when asked at Town Meeting. Chair Ballin said that at this point the Selectmen have agreed to let the parcel be used as a subject for a plan. He still wants to see exactly what they have in mind, but from a preliminary standpoint he thinks it's a good spot. Mr. Wheeler said that he does not think it's a good spot and he's on the Site & Design Committee for the skatepark, and he wanted the Selectmen to be aware that not everyone agrees that it is the best place in everybody's eyes. Chair Ballin said that he understood and added that the best place in everyone's eyes isn't available, so this is a backup site. He said that he thinks the school property or something more proximal to the Outing Club would be great, but this is a plan B (or plan C). He does think that there is enough momentum now that the Selectmen should not discourage the families from moving forward with the process, and he looks forward to seeing what they will come up with. Mr. Wheeler encouraged the Selectmen to keep a neutral stance.

Tina Helm said that she thinks the optimum location is the one that's not available, and added that the park could be built with movable parts and relocated once a better site became available. Mr. Wheeler said that he would be in support if that were the case, but that was not the presentation brought to the Selectmen. He said the presentation included permanent changes, such as a depressed bowl, gates, fences, etc., with no indication that they would be temporary. He added that with the high water table on the Little Common, he's adverse to getting the Town on board with that site. He agreed that if it were a flat level surface with movable apparatus, that would have been fine, but that's not what was presented.

Bob Lavoie asked if the Planning Board is ultimately the body that approves this kind of use. Chair Ballin said that they would have to sign off on it. Bob Lavoie noted that if that were the case, they could deny the plan if it did not meet certain standards.

Article 22: Ms. Levine said that this is the warrant article regarding single stream recycling; it seeks approval to enter into a 15-year contract with the Coop in Concord.

Article 23: Ms. Levine said that she has given the Selectmen two options: one would seek approval from town Meeting to explore and negotiate a cell tower contract on any appropriate town property, and the

other would be more narrow, seeking approval for the Transfer Station property. Ms. Helm asked if it would make sense to have the broad approval, and Chair Ballin replied that he thinks towers are a hot button issue in this town (given the history on Mt. Kearsarge), so he thinks the Selectmen should start with just the Transfer Station discussion and, depending on the response, could go for a more broad approach in the future. He thinks people will want the specifics of this site. Chair Ballin said he's more comfortable with the second option, and Ms. Helm agreed.

Peter Bianchi asked about Article 10, which is the article to make deposits into capital reserves. He said that he has been present during the Budget Committee meetings for the discussions about budgeting \$1, and pointed out that had not been done in the past. He asked if it is necessary to have \$1 listed. Secondly, he said that it is his understanding that an article can only be amended at the bottom line and not by line item. If someone wanted to add or subtract any specific capital account, he asked, can they only amend the bottom line or can they amend the line items in the article? Jessie Levine said that she believed that the answer to the second question is that the department budget can be amended and that would amend the bottom line. Mr. Bianchi said that he thought the moderator had ruled otherwise in the past. With respect to the \$1 question, Ms. Levine said that if the budget has been zeroed out, then that line item cannot be amended on the floor of Town Meeting; leaving \$1 in the budget gave Town Meeting the option of making changes. Ms. Levine will seek an answer from the moderator on the first question.

Assessing Update: Chair Ballin turned the floor over to Norm Bernaiche, Assessor, who is present to discuss the Town's equalization ratio for 2009 and the requirement to "value anew" property in 2010. Mr. Bernaiche referred to his memo of January 21, 2010 regarding the equalization ratio and statistical analysis. He informed the Selectmen that his office fills out a form for the Department of Revenue Administration (DRA) every year regarding all sales that have occurred from October 1- September 30. The DRA uses this information and their own information to produce a ratio study, which results in an equalization ratio used for the state school tax, the county tax, and the local school tax.

Mr. Bernaiche referred to the spreadsheet analyzing the 2009 ratio. He said that he arrived in New London in 2005 and immediately performed a statistical update, since the Town had to certify its values that year. He showed that there was not a lot of movement in the weighted mean from 2005-2008, but there was movement in 2009 when the weighted mean went from 87.2% to 92.6%. He explained that the state uses the weighted mean to compare one town to the next, but within town we use the median to compare assessed value to market value, which means that on the average properties are currently being assessed for 96.9% of their sales price. He explained that the ratio itself does not mean everything; what is more relevant is to use the Coefficient of Dispersion (COD), which shows the average deviation of sales from the median ratio. In New Hampshire, considering the rural nature and different property types that we have, New London has a COD of 14.5, and the goal is to be under 20. In an update year, Mr. Bernaiche said, one wants to be under 10. The COD has not changed much from 2005-2009.

Mr. Bernaiche then referred to the Price-Related Differential (PRD), which reflects how the sales of low and high price properties compare to their assessed values. If the PRD is over 1, it means that high priced properties are being under-assessed relative to low priced properties. He said that he is not going to draw a large conclusion on the 2009 number of 1.04 because in 2009 there were fewer sales than in previous years (50 in 2009 compared to 70 in 2008, 81 in 2007, and 92 in 2006).

Overall, Mr. Bernaiche said that he thinks the town is still performing well. He quickly reviewed the breakdown of sales in the 2009 group, which is primarily residential property, and showed how the sales compared to the total population of properties in each category.

Mr. Bernaiche said that by the State Constitution, towns have to "value anew" every five years. New London was last done in 2005, so it has to be done again in 2010. He explained that by using sales in a two-year time frame, sales can be trended up or down based on what the market's doing. April 1, 2010 will be the target date for the value. He will use some of the 2008 sales and deflate them somewhat for

the 2010 analysis so that we can have more sales to come up with a target ratio for 2010. Ms. Levine asked if the deflation compares the 2008 median of 88.3 to the 2009 median of 96.9, and Mr. Bernaiche said that it did.

Mr. Bernaiche said that the purest approach for a statistical update would be to use paired sales (i.e., if one property sold in consecutive years), but in the absence of that option, one uses the ratio and trends it. With that said, he does not anticipate overall that property values will change much. He usually tries to shoot for 95% in a revaluation year. In an escalating market, we could be close to 100% and know that by the next year we'd be back at 95% because the values are inflating, but we are not anticipating that at this time, so we may see a general decrease in the overall assessments of properties to bring them closer to the 94-95% range. Mr. Bernaiche said that we have some issues in a few places, such as weak values at Hilltop, so he would anticipate those going down more than the average, but overall he does not anticipate many changes.

Mr. Bernaiche referred to the PRD from 2007 to 2009 and said that if we had been at 1.04 for those three years, one would tend to believe that the higher price properties would see an increase and the lower price would see a decrease.

Jim Wheeler said that when looking at the waterfront properties, it looked like the average sale was under the average assessment. Norm Bernaiche said that is not what the spreadsheet shows – what it shows is that the total population of waterfront properties has an average assessment of \$1,118,487, but the average assessment of those that sold is \$962,957. He said that there was a year in which the average assessment of the properties that sold was about \$650,000, which were mostly tear downs or cottages or smaller properties that were not on the big lake. Ms. Levine reiterated that what that means is that if the average assessment of the sale properties in a category is close to the average assessment of that whole category, then the general assessments in that category are reasonable.

Mr. Bernaiche said that 50 sales is the least amount that we have had in the five years that we have done the study, and probably in the last 8-9 years.

Bob Lavoie asked if this discussion is for residential analysis. Mr. Bernaiche confirmed that and said that for commercial properties he will look at basic trends and sales from other areas through the MLS. As a professional association, the assessors share sales information, so if there is a similar property type of property, he may be able to use it for comparative purposes. The one commercial sale in New London in 2008/2009 had a ratio of 1.02%, so it sold for less than its assessment but nothing alarming. Mr. Bernaiche also explained that to the extent that he can get income and expense information regarding commercial properties, that would be used as well.

Mr. Bernaiche explained that values had to be updated anew in 2010 and we also have to recertify with the DRA to make sure our whole assessing program is line with state requirements. This includes recertifying elderly exemptions, which is based on income; reviewing all veteran's credits, and all current use properties. He said that Amy Rankins has already started this process. The assessing office will send out a survey to all commercial property owners asking for their rental information and expenses related to their property. He noted that commercial property values do not move in great numbers up and down as residential properties sometimes do.

Mr. Bernaiche said that we will do the work over the summer and notify people of any property value changes in August, and they will have the opportunity to come in and talk to the assessors in August. Jessie Levine said that we will also do publicity in the form of a letter or newsletter.

Erle Blanchard asked about the Vision database being off-line. Mr. Bernaiche said that the information is still available on-line but in a different format that is linked to the Town's GIS system on-line. He explained how one finds the new on-line information, which is set up so that people can either get the tax card or the mapping information. Jim Wheeler asked if the assessing card still showed the purchase

history, and Norm confirmed that it did. He said that the only thing missing in the new arrangement is the sketch, but there is a link to allow people to request the sketch from the town office.

Peter Bianchi asked if this analysis will have an effect on the grand list. Mr. Bernaiche said that it always does, and if one takes the median and the weighted mean, the two top numbers, and divided the whole grand list by that number, that would give a 100% grand list. But, he added, some properties will go up a little bit, some are going to go down, plus there will be value picked up from new construction. Mr. Bianchi asked if this information would be available for setting the tax rate in the fall. Mr. Bernaiche said that it would be all available when property owners get a letter with the new assessment, with reports and other information on the website, such as the sales analysis and total grand list. Chair Ballin said that this information will be available and will be reflected in the fall tax bill. Mr. Bianchi asked if the projected tax rate was that based on the 2009 grand list? Jessie Levine said that she left the grand list flat when projecting the 2010 tax rate. Mr. Bernaiche explained that the work done in the Assessor's office is independent from the budget projection process.

Mr. Bernaiche reiterated that the median ratio is used in town to compare one property to its market value, while the weighted mean is to compare towns and tax rates.

Public Meeting Schedule: Ms. Levine reviewed the meeting schedule between now and Town Meeting. Next Monday's meeting will include information sessions on single stream recycling and the cell tower lease, and the Selectmen's meeting on the following Wednesday will be the public hearing on the wastewater bond.

CAC Meeting: The Selectmen discussed the agenda for Saturday's Citizen's Advisory Committee meeting: the draft warrant, draft budget, pre-town meeting review.

Quicklink: Ms. Levine said that the newsletter is in mailboxes and also on the website. Jim Wheeler referred to the italicized note from the Board of Selectmen at the end of the budget section on page 1, which cautioned taxpayers that there may have to be increases in the future to make up for cuts in the capital funds now. He said that he spent a better part of the weekend working on just that, and by his calculations we are in far better shape than we think we are in terms of going forward, and he thought he'd put those in a format for the Selectmen to review. Other than the gravel roads paving program, even though we cut over \$400,000 over 2009 and 2010, we are still solvent because we had that much surplus built in over time. Making up on the gravel roads program will be a fairly minor proposition of making up \$49,000 over the next 15 years.

Chair Ballin said that from the beginning of the discussion, it was understood that cuts to capital reserves would have to be replenished at some point, and if we continue to cut we face the threat of not having enough money in the future, so that's where this caution comes from.

Jim Wheeler said that he understood that was the assumption, but he disagrees with the outcome. He said that he and Jessie Levine should compare figures. Bob Lavoie said that it sounds like he's saying that everything is okay with capital funds, but asked if they need to be reinstated as in the past. Jim Wheeler said that he believes the funds have built themselves up so we can make the cuts without damaging solvency.

Town Elections: Ms. Levine reviewed the list of candidates for election in March, and noted that no one had signed up for Town Moderator.

- Selectman (vote for one): Lawrence (Larry) Ballin, R. Peter Bianchi
- Moderator : NONE

- Trustee of Trust Funds: Andrew W. Hager
- Tracy Memorial Library Trustee (two seats): Robert Bowers, Phyllis Tilson Piotrow, Lisa Ensign Wood
- Budget Committee Member (three seats): Bernard L. (Ben) Cushing II, Michael Doheny, Geoffrey W. (Bill) Helm, John Sheehan, James (Jim) Wheeler, John B. Wilson
- Supervisor of the Checklist: Celeste C. Cook
- Cemetery Commissioner: Charles M. Hafner

The Selectmen discussed the process for filling the moderator position, which must be appointed by the supervisors of the checklist if no one runs a write-in campaign. Ms. Levine said that no one filed for the New London seat on the Kearsarge Regional School Board, and it was discussed that the School Board appointed that position.

Elkins Planning: Ms. Levine said that there are two possibilities before us for Elkins planning: we could apply for a Plan NH grant to do a fairly extensive public charrette process, and/or we could engage Clough, Harbour Associates and their architect colleague, Dan Scully, to review the building. She referred to a quote from Scully Associates regarding the project for \$1000, and said that Clough, Harbour would have a small fee for engineering as well.

Chair Ballin said that we need to have a deeper discussion about the building; his intent has been to demolish a large part of the building, leaving primarily the façade and enough to meet the requirements of the grant application. He would have to look at the volume of the building but doesn't see saving any more than 5-10% of the building. Ms. Levine agreed that was her idea as well, but suggested that the building should still be reviewed to determine what demolition would be involved, what portion could and should be saved, etc. Chair Ballin thought that would be okay as long as they do an appraisal for demolition, appraisal on what's clean, and what costs for demo would be (asbestos, lead paint, etc.). He wants to draw a line on what will be used and what will be demo'ed and calculate costs along with that.

Jim Wheeler asked if Chair Ballin is suggesting that these guys give a comparison between taking it back to a façade versus leaving the whole building up. Chair Ballin said that he has not mentioned leaving the whole building up – he thinks we're all in agreement that the whole building cannot be restored. Chair Ballin said that we would use a picture of the building from years past and retain what small amount we would need to honor the grant. Mr. Wheeler asked who would give us a more accurate answer – a demolition company or architectural firm. Ms. Levine said she would recommend going with the architects & engineers because of how it fits in with the overall project. Ms. Helm said it's also possible that they will find things in the building that help us determine where to draw the line in the building.

Chair Ballin said that he is fine with moving ahead with the money to be spent, as long as there is a clear understanding that this is not an architectural company that will come in and suggest that we renovate the building into apartments. Ms. Levine said that she believes they are clear on the Selectmen's intentions. Ms. Helm pointed out that it is actually \$1200 including engineering expenses.

Erle Blanchard said that he was surprised at how much discussion on this subject was generated at the last Budget Committee meeting. His understanding is that the grant will commit the town to upgrade the building and the dam. Ms. Levine said that the dam project is not part of the grant and there is no requirement of the grant for any work on the dam. She said that is a separate project that does not relate to the grant, but is part of the overall Elkins plan. This led to a lengthy discussion about the grant process, the timing of the grant application, and the transparency of the public meetings on this subject.

Chair Ballin said that this has been an open process. Mr. Lavoie said that he would agree with Erle that this project has not been common knowledge, and thinks the Selectmen should make it clear that there will be some decision making on the public's part along the way.

Ms. Levine said that this grant process was handled the same way every other grant has been handled – we apply for the grant when it's available and then go to Town Meeting when the funds become available and the whole town votes on the project and providing matching funds. She said this was the process followed for the two previous grants from this source, as well as the Safe Routes to Schools grants, the fire equipment grants, and more.

Ms. Levine asked Mr. Bianchi what he would do for Elkins if you were sitting in these seats. Mr. Bianchi said that he agrees that work needs to be done on the sidewalks and intersection, but the grant proposal did not say anything about safety at the Post Office. The design in the grant application does not fit, and he does not think the building should be purchased. He thinks the improvements should include sewer, as that area needs sewerage.

Ms. Levine said that the plan in the grant proposal was strictly conceptual arising out of the last public charrette, and the grant included design and engineering fees for an actual design. She added that she did not include the building in the original draft of the grant application; it was the Elkins subcommittee that specifically asked for the building to be included.

Mr. Bianchi said that the perception that there was no transparency with this process. Ms. Levine said that there was a public process in Elkins in 2005, a publicly noticed charrette in 2008, and multiple Selectmen's meetings at which this has been discussed.

Jay Lyon said that his job deals with safety, and everything Mr. Bianchi said is correct as far as safety in Elkins is concerned. As a grant writer, Chief Lyon said that the Fire Department has applied for a \$154,000 grant for SCBA equipment that they're waiting to hear about – they have gone to the Town to establish a capital reserve fund, similar to the intersection fund. He would much rather do the leg work upfront than go to Town Meeting and seek a vote hoping that some day grant money will come along. Chief Lyon discussed the lack of water supply in Elkins with huge buildings that are not in the best shape. He said that if we can save \$700,000 by the time it's all said and done, that's a huge savings for the town and gets the best bang for the buck.

Chief Lyon said that at the last budget meeting there was much scrutiny over depositing \$20,000 or \$40,000 into the capital reserve funds, and he thinks that to put that money aside as a good faith effort is tremendous and he hopes that we continue moving down the road. The fire service does not do a good enough job educating the public because they may not be interested at that time. The same goes for this project – the Selectmen can be perfectly transparent, and unless people are interested in that specific item, a lot of people aren't going to pay attention.

DJ Lavoie said that one of the major concerns that she picked up on at the budget meeting is what's going to happen at the building, and Chair Ballin's comments this morning were enlightening in that there is a small portion of the building that would be saved, and if that had been known in the community prior to the meeting, that would have alleviated a lot of concerns over the cost of fixing the building, but if only a portion of the building would be preserved, that makes a big difference. If these comments were on the front page of the Intertown Record, that would be helpful. Chair Ballin said this is an ongoing process and the grant application isn't even final yet, and some Selectmen have been absent at recent meetings, and they haven't even had a chance to fully talk about what would happen. He repeated that this is an ongoing process and nothing is finalized, and without the opportunity to get the grant money, the whole project is dead.

Bob Lavoie said that applying for the grant interprets that as committing the town to doing certain things, and if we clarify that point, then ultimately the plan will be presented to the town for approval. In the meantime the grant does not commit the town to do anything specific. Ms. Levine agreed, and added that the Town has applied for \$465,000 grant to rebuild Lamson Lane but Town Meeting has not approved accepting the funds and spending matching funds yet.

Mr. Bianchi said that the grant application said that the town would also grind and pave Elkins road, and he does not think that has gone to town Meeting. Ms. Levine said that is Richard Lee's plan to do that road when we are working in that area, just like he ground and paved County Road during the roundabout project, rather than going back later to do it. She said this is efficient planning and not an effort to avoid a public process.

Erle Blanchard said that now he is concerned to hear Chief Lyon's comments about safety problems in Elkins which it sounds like the Town would not plan to address without a grant, and he would think that we would be going forward even if we didn't have a grant. He said that Town Meetings always back us, and if we have a need that we're hiding, then that's not good. Chief Lyon said that the information has been out there, and as the process goes forward, the safety problems will be addressed. He said that they have been addressed with the sign board, speed patrols, but whenever there is a safety concern, things cost money, such as Main Street.

Chair Ballin said that we have been talking about these issues for some time and he thinks this is the best way to get these projects funded, and if we can get \$800,000 to get that done, let's do it.

Tina Helm moved to appropriate up to \$1200 to Clough, Harbour & Associates to evaluate the Mesa building in Elkins. Seconded by Chair Ballin and approved 2-0.

Chair Ballin asked for more information about the Plan NH charrette, but said that he thinks we're way ahead of this. Ms. Helm agreed that it seems like it might be duplicative of work we've already done.

Legislative Update: Ms. Levine said that she would be attending the work session on HB 1242, the broadband bill, on Thursday. She said that she has not heard anything regarding HB 1179 for reverse notification. Chair Ballin referred to the Senate hearing on SB 465 (education funding collar), which is on Thursday morning. He will attend.

Committee Meetings & Reports

Joint Board: Chair Ballin attended the KRSD joint boards of selectmen meeting on January 21 in Warner. The road agents were all in the room and the road agent in Warner and our own Director of Public Works spoke very well of the efficiencies that they've created. We talked about intent to cut questions, which seemed to be more of an issue in Bradford, Warner & Sutton, whether the abutters should be notified or not. The joint board spoke about the school funding issue, even though only two of the towns were donor towns, and he encouraged the other Selectboard members to be on board with us because if they're not a donor town today, they may be one tomorrow. He thinks that moving forward we may be able to get support from the other Selectboard's. The next joint board date is April 22 at 6:00 PM in Bradford.

Winter Carnival: Chair Ballin said that he thought the weekend's events went off quite well despite the weather. He said there was a good crowd at the Jack Frost dinner and the ski joring brought a lot of people to Main Street. He spoke to a business owner this morning who was happy with the traffic on Main Street, which was up considerably from a normal weekend, and people were moving about and taking advantage of our retail establishments. Ms. Levine said it looked like the Wild West came to town. Chair Ballin said we can work with the ski joring folks if they want to do it again and make a few changes, but will wait to see how everything looks in the next day or two, but all in all it brought a lot of people to town.

Upcoming Meetings:

Public Budget Hearing on February 8: Jim Wheeler said that he will ask John Wilson to waive the two-minute rule and the rule prohibiting people from speaking. He thinks it's important that people be able to speak. Chair Ballin agreed and thanked Mr. Wheeler for doing so.

Other business:

Peter Bianchi asked if the Selectmen knew any “scuttlebutt” about the 1941 building and a charter school. Ms. Levine said that Jerry Frew talked about Kearsarge Learning Center proposal when he met with the Selectmen in December, but she has not heard about a charter school. Mr. Bianchi said that he heard the District had applied for a \$5 million grant to renovate the building for a charter school. Ms. Levine suggested that he attend a School Board meeting to get more information.

Application for Building Permits:

- Colby-Sawyer College, 541 Main St. (Map & Lot 085-033-000) convert stone well house into sugar house – Permit #10-002 – Approved.
- Joseph Wallace, 292 County Road (Map & Lot 072-015-000) interior remodeling, drywall garage – Permit #10-003 – Approved.
- Robert A. Schwartz, 29 Hayes Road (Map & Lot 084-043-000) remove garage – demolish house – Permit #10-004 – Approved.
- Stephen Jesseman 1996 Trust, 63 Hastings Landing Road (Map & Lot 116-006-000) construct new 3 bedroom house with attached 3 car garage – Permit #10-005 – Approved.
- Robert Tappan, 421 Hall Farm Road, (Map & Lot 076-010-000) finish rooms in basement – Permit #10-006 – Approved.

Application for use of Whipple Memorial Town Hall:

- NorthEast Shakespeare Ensemble, Auditions, February 9, 2010 10:00 AM – 5:00 PM – approved.
- New London Barn Players, Auditions, April 10 & 11, 2010 9:00 AM – 5:00 PM – approved.

Other:

- Disbursement voucher week of January 25 & February 1, 2010 - Approved.
- Elderly & Disabled Tax Deferral Application – Approved
- Notice of Lien.
- 2009 Appropriation Transfers.

Respectfully submitted,

Jessie Levine, Town Administrator