



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES January 23, 2017 6:00 PM

PRESENT:

G. William Helm, Jr., Chair
Nancy Rollins, Selectman
Janet Kidder, Selectman
Kim Hallquist, Town Administrator
Wendy Johnson, Finance Officer

ALSO PRESENT:

Richard Lee, Public Works Director
Phyllis Piotrow, New London Budget Committee
Ed Andersen, Police Chief
Jay Lyon, Fire Chief
Doug Lyon, Board of Firewards
Gena Edmunds, Firefighter
Kyla Pillsbury, Firefighter
Leigh Bosse, *The Messenger*
John Raby, *The Intertown Record*
Joe Cardillo, New London Budget Committee
Brian Carey, New London Resident
Peter Bianchi, New London Resident
Jud Donaghy, New London Resident
Bruce Hudson, New London Budget Committee
Chandler Engel, Dubois & King Engineering
Chris Lorio, New London Budget Committee
Sandra Licks, Library Director
Michael Dickinson, American Heart Association Northeast
Nancy Vaughan, Director, Government Relations- NH Chapter of the American Heart Association
Cindy Tuttle, Member Board of Directors – NH Chapter of the American Heart Association
Bill Wood, NH Bureau of Emergency Medical Service
Pamela Drewniak, NL Hospital EMS & Emergency Prep Coordinator
Terry Moulton, NL Hospital Emergency Dept. Director
Tim Monahan, Manager of New London Ambulance Service

Chair Helm opened the meeting at 6:00pm.

Presentation of NH HeartSafe Award

Bill Wood, NH Bureau of Emergency Medical Services (EMS); Pamela Drewniak, NL Hospital EMS & Emergency Prep Coordinator., Terry Moulton, New London Hospital Emergency Dept. Director; Tim Monahan, Manager of New London Ambulance Service; Michael Dickinson, American Heart Association Northeast; Nancy

Vaughan, Director Public Relations NH Chapter of the American Heart Association & Cindy Tuttle, Member of the Board of Directors, NH Chapter of the American Heart Association.

Mr. Wood explained that the Heart Safe community initiative is a cooperative one that recognizes and promotes public awareness, public CPR training, and AED placement in communities to help with out of hospital cardiac arrest. He pointed out that the EMS system handles about 240 calls per month in New Hampshire and thus CPR and AED usage is instrumental in helping to save those who are under cardiac arrest and not inside a hospital. HeartSafe is a voluntary program and it works. New London is the 28th municipality to receive the recognition. Chair Helm noted that Pam Drewniak spearheaded this initiative for the town and thanked her for her efforts. Mr. Wood presented the hospital and community of New London with a certificate for achieving HeartSafe status. Nancy Vaughn of the Heart Association said public training courses in CPR are very important; they want to get all high school students trained before they graduate. She presented a certificate for NH Heart Safe to the Town of New London. They also provided a sign for the Town to show that the town's status as a HeartSafe community.

Chief Lyon thanked all those involved in this effort. When asked, Mr. Wood explained that an AED generally costs \$1,500 to \$2,500 each, however the program for state agency bids can get AEDs for \$780 or less. Ms. Drewniak said the New London Hospital offers many CPR classes and AEDs can be purchased with their help in the bid process.

Chandler Engel, Dubois & King – Update on the Pleasant Lake Dam Project

Mr. Engel, engineer for Dubois & King, informed the Board that they have advanced to the 90% completion level of the engineering and are assembling the permits to proceed with the State. They updated the costs for construction, construction observation, and the bid phase. Construction cost estimate is at \$308,000. The final values will be dependent on NHDES review and input. He feels that the design is in a good position to be approved but they won't know for sure until it has been submitted to the state and feedback is received.

The services provided by Dubois & King include the project bidding services, assembling contract documents, advertising the project, answering questions, organizing the pre-bid meeting with interested parties, and coordinating and leading the bid opening, reviewing the bids, providing a formal recommendation and issuing the notice can be tailored to the Town's needs. These services are estimated at \$10,000.

Mr. Engel explained that Dubois & King provides services for construction management, observation, certification and inspections. A resident engineer will be on site for about four weeks and must be there during all critical times. There is about a 10-week long construction period. For these services, Dubois & King charges \$50,000.

Mr. Engel said the project total is at about \$385,000. If the Town plans to bond for a block of funding, he recommends making it for \$400,000 as a conservative amount that provides for some breathing room. Selectman Kidder asked if a construction bond would be necessary for those bidding on the project. Mr. Engel answered in the affirmative. They would also need a performance bond and they are required to have insurance.

Jud Donaghy, New London resident and advisor to the Board, observed that he felt the plan as presented makes sense. He asked Mr. Engel if he looked at using the articulated concrete block vs. the geocells. Mr. Engel said they did, explaining that for cost purposes and aesthetics and ease of constructability, they are favoring the geocells. The articulated concrete blocks would likely need to sit on the surface of the dam which would be a significant change in aesthetics.

Mr. Engel said there is some existing equipment in the gate house; he wasn't sure if it would be removed or not. Mr. Lee said they have left the old gate intact; he isn't sure they could get it out due to rust. He noted that keeping

it there offers some historical value. Mr. Lee said he would talk with Mr. Engel about the possible removal of equipment at a later date.

Peter Bianchi said a \$50,000 management cost is a little less than 18% of the cost for the project; and asked if that was typical. Mr. Engel said it was; typically they use between 15%-18% for a high hazard dam work as a rule of thumb. Monitoring of critical activities is required by the State and with this kind of work a significant amount of effort is required. An engineer will be on site every day for four weeks of the project.

Mr. Engel said that between now and Town Meeting, they will finalize the assembly of the permit application for DES and will remain engaged with them for the next 1-2 months which is how long it generally takes for approval. If the Town wants them to proceed with bid documents, they will prepare the front-end documents and drawings. Some revisions will need to be made upon comment from DES, at which the plan will be at 100% complete. Once approval for the money is made at Town Meeting, they will have a four-week bid period and will distribute sets of the plans. They would like to begin working on this project by July 1st.

Selectman Kidder asked if the boat launch or parking would be able to be used during this time. Mr. Engel said they can address sensitive areas with the contractors prior to the start of the project and pointed out that he did not believe there that use of the boat launch will be impacted during construction. Some work will be done on the rock wall but that shouldn't block the boat ramp. Mr. Engel noted that the parking area will need to be reserved for construction materials and equipment.

Public Comment

There was none.

Budget Finalization

Ms. Johnson presented information showing the differences between the Board of Selectmen and Budget Committee budgets: Recreation and Conservation.

Conservation Commission

The Budget Committee decided to restore the cuts that were made by the Selectmen. Chair Helm said the Board cut the budget because the Conservation Commission had never used the entire amount. It was noted that Bob Brown, Chair of the Conservation Commission, had come in to explain why their budget was requested at the level it was, noting that the Conservation Commission needs to be able to cover certain expenses that are associated with land acquisition. They do not have a land acquisition every year but it is still good to keep funds available.

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to accept the Budget Committee's proposed amount for the Conservation Commission budget, which is \$15,663.

THE MOTION WAS APPROVED UNANIMOUSLY.

Recreation Department

Ms. Johnson said the Board of Selectmen had removed \$7,180 from waterfront staff wages and associated FICA. The Budget Committee voted to put those amounts back in. The total is \$7,730. With regards to the van, the Budget Committee put the \$8,500 back into revenues, which the Board of Selectmen had not done.

Chair Helm wonders why they would pay for waterfront staff wages from one part of the budget, and camp counselor wages from another part of the budget. He feels they should be consistent and pay for the wages from the same place.

Selectman Kidder could not recall what Mr. Blewitt had said about this division of wages. Chair Helm said he feels they should keep with the Selectmen's original allocations.

Mr. Cardillo said they tried to establish that they would not pay hourly employees from the revolving fund. Those would stay in the operating budget. Ms. Piotrow said because some of the people who were salaried and some were paid for by the town, all the personnel should be in the regular budget. It is easier to put the van into the revolving fund because revenue came from it. Mr. Lorio said they weren't told the camp counselors pay was coming from the revolving fund and had they known that, they would have taken their salaries out of an operating budget instead of the revolving fund that goes up and down. He thinks they may revisit this and put more back into the operating budget.

This will be discussed further at the reconciliation meeting.

Employee Health Insurance

Chair Helm asked Ms. Hallquist to summarize her recommendations on the health insurance issue. Ms. Hallquist recommended that the Board make no changes in employee health insurance this year. She pointed out that this year is a transition year for the step program for employee compensation and while a 10.6% maximum increase is not a little amount of money, they have seen higher increases in the past and may see higher in the future. She doesn't think this is the year to ask employees to pay more or change their plans. With regard with the ElevateHealth program, she feels that the program is too new to properly evaluate the impact it would have on the employees' coverage. Ms. Hallquist informed the Board that she heard from employees who are concerned that their primary care physicians and or hospital are not part of the network.

Ms. Hallquist noted that if the Board decided that some change was required for FY2018, then she recommended the contribution rate of the employees paying under 15% be considered. She noted that the Employee Committee suggested that the contribution rates could be increased from 4%-6%, and 10%-12%, so that the same insurance plan could be retained. Ms. Hallquist noted that the Board could also look at changing the amount paid to the buyouts¹; but she cautioned that reducing the buy-out may encourage some employees to join the plan which could increase the towns overall costs for insurance.

Selectman Rollins recommends following through with what has come from the Employee Committee with regard to increasing the contribution rates for some employees, and also recommends changing the buyout program at this time. She thinks that the time of having a 50/50 payout to an employee that gets their insurance elsewhere is generous; it is much higher than other surrounding towns and suggested adopting a 33% rate for the buy-out.

Selectman Kidder agreed with Selectman Rollins and suggested that the Board work to establish a formula going forward so that insurance increases could be shared between the town and the employees. Selectman Kidder noted that the Board should start moving in this direction and sees up to a 20% contribution for insurance by employees in the future. Selectman Kidder noted that she was not sure on the issue of changing the buyout as she wasn't sure of the impact on the employees who get buyouts. Ms. Hallquist said those employees would get less if the amount goes from 50% to 33%; this could adversely affect the town if people decide to join the town insurance instead of being a buy-out. Ms. Hallquist noted that 50% buyout is more generous than many other towns that have gone to less generous programs, either a fixed amount or something less than 50%.

Ms. Johnson said someone opting out of the family plan insurance would get \$10,500 a year in their paycheck, which is 50% of what the Town saves by not having them use the Town's insurance. The two-person and single

¹ Buyouts are those employees that are eligible for town paid insurance coverage but who do not take it because they get coverage elsewhere; they share in the saving realized by the town on a 50-50 basis with a cash payout.

employees would get less as those premiums are less. The town spends \$70,000/year based on these rates. The town would save \$24,000 if they reduced the buyout to 33%.

Chief Andersen said the Employee Committee should be consulted on this possible decrease in the buyout. They should consider how many employees might switch from the buyout to joining the insurance. This would eventually increase everyone's costs.

Chair Helm said considering possible changes in the Affordable Care Act might cause other issues in these insurance programs with other companies. Some of the plans are new and some use different methodologies to come up with their premiums. He suggests freezing the buyout premium amount where it is so if the premium rates increase, the town doesn't compound the increases by also increasing the buyout payments.

Selectman Rollins would like the research done sooner than later on the insurance programs available and they should also consider asking new hires to contribute more to their insurance. She would agree that they will need to continue shopping for the best insurance program, as Ms. Larrow had suggested in the past. She would like to have the homework done before having to make a decision about insurance.

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to accept the 10.6% increase for health insurance by HealthTrust; change the contribution of grandfathered employees to 6% for single plans and 12% for two-person and family plans; and to freeze the premium rates at current levels used to calculate the buyout payments to employees, these changes are expected to save the town a little over \$11,200. THE MOTION WAS APPROVED UNANIMOUSLY.

Bond Discussion

Chair Helm noted that the bond the Selectmen have been discussing totals \$855,000.

Brian Carey met with the Board to provide his thoughts on the attic and roof issue at the Academy Building. Mr. Carey introduced himself to the Board and said he has lived in New London since 1978. He builds homes and has had a construction business since 1994. He heard about the town possibly spending \$275,000 on the Academy Building and was concerned and he wanted to get involved so offered to look into things. Mr. Carey said he went into the attic to look around and make some recommendations. He provided a proposal to the Selectmen and compared his suggestions to those from the Trumbull-Nelson estimate which is \$278,000.

Mr. Carey said that Trumbull-Nelson plans to reframe the roof within the roof structure; bring in new bridge beams and rafters. They will support those with pillars all the way down to the basement. He has an issue with this proposal. It is estimated to cost \$52,000 to do this work, which is an allowance. The proposal does not include engineering or architectural work; it has not been engineered and they were just throwing that \$52,000 out there. Mr. Carey noted that he fears that \$275,000 will grow into a larger number.

Mr. Carey said that Trumbull-Nelson proposes to spray foam insulation into four gable ends, using 4" of closed cell, and spraying 9" in all the roof slopes to encapsulate the roof attic to get the HVAC equipment into a conditioned space. They would remove the roofing material and apply strapping to the roof which would create an airspace, a layer of plywood and a new shingled roof. The air space would create a cold space enabling it to breathe from the soffit to the ridge. This makes no sense after spray foaming the entire roof. He sees this as a wasted step.

Mr. Carey said he did his research and priced his own work without the \$52,000 allowance. \$278,000 minus \$52,000 is \$226,000. He came up with \$119,000 to do what Trumbull-Nelson has proposed, with a few things they left out that he would include. Mr. Carey noted that spray foam needs to be covered with a fire retardant, which was left out of the Trumbull-Nelson proposal. In his plan, he would seal the surface of the spray foam with a fire retardant paint. There are a few other things that Trumbull-Nelson failed to do. He would not insulate the

roof. It isn't leaking, and the roof may not need to be replaced. The work he is proposing for the roof is \$48,000 and would be done through Weathercheck, a reputable roofing company he uses on all his custom homes. Their work comes with the best warranty that is available anywhere around this area. Mr. Carey also proposed that they not vent the roof. They could put more insulation in the attic, along the fla ends especially. This would be approximately \$27,000. So by his calculations, a new roof is \$48,000. Mr. Carey added that anything more than 6" of spray foam is a waste; 9" is not necessary in his opinion.

Mr. Carey said the equipment in the attic is in an unconditioned space. Had it been built now, it would have been put into a conditioned space and would last longer. He spoke with Mr. Anzalone about this project and he provided more information to him. Mr. Carey questioned why the town would spend \$275,000 when it isn't obvious why the project is being considered. Chair Helm said they only had one number and they weren't actually in agreement to spend the \$275,000.

Mr. Carey said he had an option not included in his proposal, which was to move the HVAC units to the center of the building and build around them. It depends on the amount of heat that the units are contributing to the attic whether or not this would work. He could price it for the town and they could make their decision from there. Mr. Carey noted that just the insulation would be \$28,000 and it would be \$76,000 if they re-shingled the roof.

Mr. Lee pointed out that there have been leaks in the roof where the ice dams build up under normal winter conditions. Mr. Lee said the trusses need to be reinforced to hold the weight of the spray foam.

Mr. Carey said the work could be done at just about \$100,000. The Selectmen thanked Mr. Carey for his work and interest on the project. Chief Lyon said Brian Carey constructed the fire station expansion and with the bid process they went through, his bid was \$200,000 under any other contractor. \$540,000 was allocated for the job and it came in at \$469,000. Historically, he has done a good job working for the town. Mr. Carey said he was just interested in having the Selectmen take another look at the project; he isn't asking to be hired. He wanted to give his opinion.

Mr. Cardillo reminded the Selectmen that they might want to throw into the discussion the sprinkling the building and suggested that this might be the appropriate time to get that conversation started. Chair Helm said he is hesitant to throw something new in at the last minute to this project, although his colleagues may have a different view. Chair Helm understands this is something that should be done but he was leery about adding it in at this time. Chief Lyon said there was a plan to sprinkle the building in 2016 but it was not done.

Selectman Kidder suggests using a placeholder for the Academy Building at \$125,000. The Selectmen were in agreement with this.

Academy Building: \$125,000

Lagoons: \$150,000

Goosehole – move these expenses to the bridge repair fund. The Selectmen are agents to expend that account.

Remove \$70,000 from the bond estimate.

Recreation/Police Department Engineering – \$35,000

Pleasant Lake Dam: \$400,000

Total: \$710,000

Other projects to consider include sidewalks and gravel roads.

Peter Vedova, who lives on Parkside Road with his family, met with the Board to discuss the sidewalk on Parkside Road. He explained that there is an existing sidewalk that runs from the Outing Club to Main Street and he considers this to be unusable. It isn't plowed in the winter because it isn't wide enough for the plows, and there

are lots of nicks, bumps and potholes along the way. He walks with his daughter to school each day and there is only room for one person on the sidewalk. He formally requests the town consider replacing the sidewalk from the Outing Club entrance to Main Street. He spoke with almost all the neighbors that about the sidewalk, and everyone was positive about getting the sidewalk replaced. Those he didn't get verbal contact with he left a letter asking for their support. He also went along the cross road from Barrett Road and Everett Park Road and got signatures to replace that sidewalk. The residents want this to happen and he wants to make sure the Selectmen knew this. Chair Helm commended Mr. Vedova for taking this action as this is how things get done. Mr. Vedova said that Mr. Lee had suggested this method to him. He said State funding might be able to be used, or bonding, or the transportation fund may be available too. He hopes this becomes a priority.

Chair Helm said Mr. Lee had noted it would cost \$110,000 to get this done and possibly a little more the next year. Mr. Lee agreed it would be about \$110,000. Selectman Kidder is in favor of this; it is an area used a lot for walkers. With all the kids they have in that area it would be a wise decision.

Selectman Rollins thinks since they have clarified the things they have moved to other areas of the budget, her only other consideration was the number of projects and making sure they don't take too much on especially given that the Public Works Director will be leaving. She noted that if they can devote the staff needed to get the sidewalks done, she would support it. She said there is a part where property would be infringed upon and trees may need to be cut to widen the sidewalk. Mr. Lee said everyone will need to sign an easement that abuts the sidewalk. Mr. Vedova said this was a discussion he had with some residents, but on the whole, they were willing to work with the Town on this.

\$120,000 for this sidewalk project will be proposed to go into the bond.

Mr. Lee said the estimate he had was \$196,700 for gravel roads. He figures \$65/ton which got it down to \$162,000 to pave all six of the gravel roads on his list.

With this addition, the bond is now at \$995,000.

Chair Helm asked his colleagues how they feel about this amount to take to the Budget Committee on February 1st.

Mr. Lee offered that the Seaman's Road sidewalk and the bridge rail in Elkins (\$85,000) had been removed from the bond will be funded from the Transportation Fund. He asked what if they also took the Parkside Road sidewalk out of the fund. These changes would bring the bond to \$875,000. Mr. Cardillo asked what the \$875,000 would do towards debt service. Ms. Johnson said it would be a few pennies more than they were paying for the debt they will be retiring.

Mr. Bianchi asked if they should bond all these gravel roads since there is a long term capital reserve for gravel roads. He questioned if this work is done sooner than planned, would the capital reserve for gravel roads be eliminated over time. Chair Helm said in the future, they would be able to reduce the funding of that account on an annual basis. It is projected that \$50,000 per year will go into the fund until 2020 and then \$100,000. It may stay at \$50,000 instead of \$100,000 if this work is done sooner. Mr. Lee said those six roads he wishes to pave are short, dead-end and are very difficult to maintain.

Mr. Bianchi said Parkside sidewalk has never been done because of impingement upon private property. There used to be much more traffic there in the past with the Middle School and the kids walking to the Outing Club fields in the fall and spring. It will need to be carefully understood that easements will need to be considered.

The Selectmen reviewed the list of projected proposed for an \$875,000 bond.

IT WAS MOVED (Bill Helm) AND SECONDED (Nancy Rollins) to propose an \$875,000 bond issue to the Budget Committee. THE MOTION WAS APPROVED UNANIMOUSLY.

Mr. Bianchi asked about the \$210,000 for a street sweeper. He proposes they not buy a street sweeper this year. Chair Helm said that this is a discussion of the warrant on February 6th at which time he is welcome to give his opinion. Mr. Bianchi agreed to take this up at the February 6th meeting.

Memo from the Conservation Commission Re: Pleasant Street Parcel

Ms. Hallquist said the Conservation Commission would like to know whether the Selectmen are going to have anything on the 2017 warrant with regards to the Pleasant Street property. The Conservation Commission will defer the easement issue on the Pleasant Street party until next year if they can be assured that the Selectmen do not have any plans to place a warrant article for voters to consider. Selectman Kidder said the Planning Board hasn't had an opportunity to vet this issue and their input is needed; she suggests putting it off until after Town Meeting; there were no plans by the Board to put anything on the warrant regarding Pleasant Street.

The Conservation Commission is in the process of sending letters to property owners to get trail agreements in place; the Conservation Commission believes that it would be helpful if the Board joined in on the letters so that property owners know that the Selectmen are aware of the agreements. The Selectmen agreed to sign the letter.

Memo from Norm Bernaiche Re: Equalization Ratio Study

Ms. Hallquist said Mr. Bernaiche has extended an offer to come in to give a presentation on the Equalization Ratio Study. The Selectmen did not feel this was necessary.

Annual Report Dedication

The Board will discuss the dedication of the town's annual report at its February 6th meeting.

Town Administrator's Report – Kim Hallquist, Town Administrator

Park and Ride Camera Issue

Ms. Hallquist said she attended a House Public Works Committee meeting at the legislative office last week. Committee Chair Gene Chandler brought up the issue of the New London Park and Ride video feed to the commissioner of the DOT. The Chair was surprised that it hadn't been resolved yet and asked the DOT to get back to the Committee with a report. Ms. Hallquist noted that the Commissioner wasn't aware that the AG's office sent an opinion letter to her office and she promised to look into the issue. Ms. Hallquist was encouraged by this action.

Gordon Family Sandbar Issue

Ms. Hallquist said she and Karen Ebel plan to meet with State Marine Patrol and with members of the Gordon family regarding the sandbar issue on Lake Sunapee. The Gordon family feel that the boaters that use the sandbar are a problem for them in using their property as it is noisy and trash washes up onto their property, and some people trespass on their property. June Fichter from LSPA will also join in the discussion.

New Crossing Guard

Ms. Hallquist said that the new crossing guard, Mary Hoyt, started last week. Ms. Hoyt has a lot of positive energy and informed Ms. Hallquist that she loves the job.

Municipal Matters

Ms. Hallquist noted that the January issue of *Municipal Matters* just came out, delayed a bit due to the holidays. The next publication is expected to be on February 3rd.

Loan Project & Overages

Ms. Hallquist gave the floor to Wendy Johnson, Finance Officer, to discuss paperwork on the loan project and overages in legal and sand and salt. Ms. Johnson said it looks like they are right on track with operating budget expenses at 50% half way through the year.

In legal they have already spent \$56,800 on a budget of \$20,000. They have to find \$36,000 somewhere. Another area they have to watch is the Police Department as the special detail is way up, She noted that there is corresponding revenue but that doesn't help with the budget overage. Ms. Johnson noted that one retiree was paid accrued leave time and the expense is in the Police Department budget for now; if the police department budget cannot absorb the expense, it will come from the leave-time buyout section of the budget. She will keep an eye on that. Ms. Johnson also provided information on where the legal fees were spent.

Chair Helm asked if Ms. Hallquist feels comfortable with the amount they have allotted for the legal line in the next budget. She said she is noting that it is difficult to predict how many court cases the town will have to defend; an increase of \$5,000 was recommended.

The loan discussion would be held at the February 6th meeting.

Meeting Reports

There were no meeting reports.

Review of Minutes

IT WAS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to approve the minutes of January 9, 2017, as circulated. THE MOTION WAS APPROVED UNANIMOUSLY.

Upcoming Meetings & Special Events

- Next Regular Selectmen's Meeting – February 6th
- Planning Board – **PUBLIC HEARING on Zoning Amendments**, Monday, January 23rd - 6:30PM – Whipple Memorial Town Hall
- Joint Meeting of Selectmen & Budget Committee – Wednesday, February 1st – 7:00PM
- Citizen's Advisory Committee Meeting – Saturday February 4th – 7:30AM
- Recreation Commission – Tuesday, February 7th – 5:00 PM – Whipple Town Hall
- Conservation Commission – Wednesday, February 15th - 8:30 AM

Items to be signed

- Pay Authorization Voucher by Wendy Johnson, Finance Officer
- Accounts Payable Voucher by Wendy Johnson, Finance Officer
- Tax Abatement, Deacon Family Limited Partnership/Arthur & Virginia Howard Trusts (50% ownership) TM 069-005-000
- Intent to Cut, Kristin Smith and Nicholas Baer, P.O. Box 116, Elkins. Map 39 Lots 2 & 4
- Intent to Cut, Mike and Colleen Ross, P.O. Box 251, Elkins. Map 39 Lot 1

Application to Use Town Property to be signed

- Clara Sheehy of 279 Shaker Street, New London on Tuesday, February 7, 2017 for N.H. Watchdog from 6:00PM to 9:30PM at Whipple Town Hall.
- Glenn Gladders of 24 Main Street, Newport on Thursday, February 23, 2017 for UNH Cooperative Extension from 8:30AM to 12:30PM in the Syd Crook Conference Room.

Approved Building Permits

- Theodore & Trina Dawson, 117 Northwood Lane, TM 104-008-000. Extension of BP16-011.
BP17-002. APPROVED 1/12/2017.
- Philip & Jill Miller, 74 Pike Brook Road, TM 135-011-000. Demo existing shed, add new shed 12'x24'.
BP17-001. APPROVED 1/19/2017.
- NL Hospitality Holdings, LLC, 353 Main Street, TM 084-089-000. Replacing roof, adding 4 outlets and sink to basement. **BP17-004. APPROVED 1/19/2017.**

IT WAS MOVED (Bill Helm) AND SECONDED (Nancy Rollins) to enter into non-public session pursuant to RSA 91-A:3, II (a): the compensation of a public employee and employee performance evaluations. Roll call vote: Helm- yes; Kidder - Yes; Rollins - Yes.

The Board entered nonpublic session at 8:08PM.

A motion was made and seconded to return to public session. Helm – yes; Kidder – yes; Rollins – yes.
The public session resumed at 9:35 p.m.

A motion was made, seconded and approved unanimously to adjourn the meeting.
The meeting adjourned at 9:36 p.m.

Respectfully submitted,

Kristy Heath, Recording Secretary
Town of New London