



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES January 26, 2015

PRESENT:

Janet Kidder, Chairman
Nancy Rollins, Selectman
Peter Bianchi, Selectman
Kimberly Hallquist, Town Administrator
Wendy Johnson, Finance Officer

ALSO PRESENT:

Ed Andersen, Police Chief
Phyllis Piotrow, Budget Committee Member
Rob Prohl, Budget Committee Chair
John Wilson, Budget Committee Member
Larry Dufault, Budget Committee Member
Sandra Licks, Library Director
Steve Ensign, Board of Firewards
Doug MacMichael, New London Resident
Donna Larrow, Police Department Administrative Assistant
Richard Lee, Public Works Director
Bruce Hudson & Renate Kannler, New London Residents
Karen Ebel, New London Resident & State Representative
Dave Kidder, New London Resident & State Representative
Jay Lyon, Fire Chief
Linda Hardy, Town Clerk/Tax Collector
Joe Cardillo, Budget Committee Member
Arne Vesilind, New London Resident

Chair Kidder called the meeting to order at 6:00pm.

Karen Ebel & Dave Kidder, State Representatives

The two state representatives from New London were present to answer any questions people had. Mr. Kidder said they are working on the budget at the state level right now and they are finding many holes that need to be filled. The representatives asked the Selectmen to let them know if they noticed more down-shifting of funding from the state level to the town level. They said they would come to the Selectmen regarding bills that come up that they would like the Board's feedback on.

Town Administrator's Report – Kim Hallquist, Town Administrator

Winter Carnival

Ms. Hallquist reported that Scott Blewitt, Recreation Director, felt the winter carnival activities from the previous weekend were a huge success and he wanted to thank the police, fire, and highway for their help throughout the entire event.

State of Emergency for New Hampshire

Ms. Hallquist noted that the Governor has declared a state of emergency due to the impending winter storm the next day and is urging people to stay off the roads. Ms. Hallquist wondered if the Selectmen wanted to close the town office the next day, as many other offices are closing. The Selectmen were fine with the closure.

Tracy Library Update

Sandra Licks, Library Director, said they are still working on the library (after two burst pipes and some air quality issues that have arisen since, causing employees to become sick) and are trying to come up with a date when they can open the doors to the public. They want to insure things are safe before they open. Ms. Licks said insurance will cover the repairs and cleanup, but not the testing for air quality.

Mr. Prohl asked if any of the pipes that burst did so because of shoddy work. Ms. Licks said one of the pipes that burst was from the 1990 addition work and was possibly due to a joint that wasn't soldered properly.

Citizen's Advisory Committee Report

Ms. Hallquist thanked the Fire Department for hosting the meeting the past Saturday and for the food they provided to those on the committee who attended.

Discussion of FY2016 Budget – Dispatch

Selectman Bianchi thanked Chief Andersen for his presentation at the last meeting. He has since talked with both Chief Andersen and John Wilson to get the facts and figures straight. He understood they would need to raise and appropriate \$135,000 which would possibly be offset by the \$43,500 that was raised last year for the console. The recommendation is for two consoles. Selectman Bianchi said when adding \$135,000 to the budget sheets, it shows that they will need to raise over half a million dollars for dispatch, overall. They will need to supply about 62% of that money which will be \$315,000. He feels that the Town of New London should run dispatch if they are going to keep it and not have it be part of a municipal agreement with the other towns. He felt it critical that they re-do the formula for charging the other towns because New London cannot continue to pay 62% of the costs. There are ongoing costs and maintenance agreements that have to be addressed. He has no problem going ahead with the \$135,000 being appropriated but he feels they need to look at a new formula so the other towns can pay their fair share.

Selectman Bianchi said if the other towns don't want to contribute more, they should think about how they will continue with dispatch. To increase the coverage to best serve the member towns, there would need to be another extension of the tower on Whipple Hall and a tower put up on Mt. Sunapee. If New London doesn't have the other towns in the mix, the town may not need to do this. He feels the dispatch budget is high and in order to make it fair, they will need to redo the formula used to assess the member town's fees for service.

Selectman Rollins agreed they should make the commitment to appropriate the \$135,000 to bring the infrastructure to where it should be. She thought they should meet with the other towns again and also to keep dispatch in New London. They would need to discuss with the other towns

regarding what kind of say they would like to have in the system in general. The other towns are making a financial commitment and they may have an opinion on this. She asked Chief Andersen about the other towns that might be interested in joining the service. Chief Andersen said there were a couple of towns that have approached him but they won't join them until they see where the infrastructure goes. There were also a couple of towns that had to leave the service in the past due to low coverage.

Chair Kidder said she feels the Town should make the commitment and that they should agree on whether or not they should go with the budget that includes the additional \$135,000. She thinks a meeting with the member towns should take place once they have made their decision. Before they get together with other towns, however, they need to get in place the idea of what they'd like to see. They need time to get scenarios together and she wasn't sure it would be done prior to Town Meeting.

Selectman Bianchi said they have increased the dispatch equipment maintenance and repair fund from \$2,000 to \$16,000. He wondered why this was, and asked if the maintenance and repair costs were included in this line. Chief Andersen said it is for replacement of the Comlog, which records all radio and other communications between the patrol cars and dispatch. The current system is currently failing and is outdated.

Ms. Hallquist said New London will be charging the other towns fees for maintenance agreements but they aren't sure how much those agreements will be. Chief Andersen said he could get costs for maintenance agreements as soon as he knows they will purchase the equipment. Ms. Hallquist said Beltronics will tell them how long it will take them to get the equipment after July 1st, when the money can be used.

Salary Adjustments for Town Employees

Selectman Bianchi said the budget sheets show the salary recommendations for the department heads. Ms. Hallquist noted that where department heads included a salary recommendation, those recommendations were inserted into the budget. If no recommendation was made, the prior year budget figure was used. Wendy Johnson (Finance Officer) has come up with scenarios for 2%, 3% or 4% raises to see what those numbers would look like.

Selectman Bianchi said the other department heads, except for Linda Hardy (who had not indicated a raise) had an average increase of 6.4% which he felt was too high and would not be in favor of. He said the employees wanted a 4% increase in salary; his recommendation would be a 2% increase across the board for all employees. He spoke with Ms. Johnson about the part-time help. There were six part-time employees that had recommendations but the rest of them had no recommendations.

With regards to the pay grade, Selectman Bianchi explained that every year they raise the values by what they give for a raise which means if someone is hired at pay grade 1 for \$10/hour and the Town gives a 2% raise, the person will still be at the bottom of the pay grade. Wherever someone is hired in the pay grade is where they continue and they never get to the middle or high end of the pay grade. He didn't think it made any sense.

Selectman Rollins asked if there were steps within the pay grade. Ms. Johnson answered in the negative. Selectman Rollins asked if this is how other towns handle their pay grades. Ms. Hallquist noted that it was her understanding that a salary study was done around 2006 and a system of steps was implemented, but that system is not used today. Ms. Hardy commented that the change she was talking about was only was in effect for one year and then wasn't funded the second year so they never went up in the pay grade. Ms. Hardy said in that model, they offered a merit raise to employees, not a merit bonus.

Selectman Bianchi said the Police Department can have their employees skip a pay grade due to when they move up in the ranks. Selectman Rollins said she in all her experience within her line of work, she is accustomed to providing a career ladder to employees and she was concerned about what seems to be a fluctuation and imbalance with what the Town has done with regards to pay increases. She thought the 4% was a reasonable raise across the board.

Chair Kidder didn't think it was a good idea to give department heads a higher percentage pay raise than the rest of the employees. She thinks they have a really good staff that saves the Town a lot of money by doing a lot of extra things; they keep it safe and a nice place to live. She didn't think they had been as generous as they should have been the last several years. She understands the need to keep the budget in line, but she felt it important to reward the employees and felt a 4% increase was appropriate.

Steve Ensign said as chair of the Board of Firewards, the request for Jay Lyon was on the higher side of the requested percentages of raises. He said for the past several years they have moved along in a 2% environment where job openings not far away are offering significantly higher salaries and raises and they need to recognize the value they get from some of their employees who are of a highly professional level. They are trying to get Chief Lyon's salary up to the mid-mark of other people in similar positions. They need to think about how New London would look without Chief Lyon should he leave for another position. Hiring someone else would likely cost more, including the cost to relocate them.

Mr. Prohl wondered if there was a consideration of giving a pool of money to a department head who could then decide which employees get which percentage of raise. Chair Kidder said this has not been discussed.

Selectman Bianchi said the budget is up over \$600,000 since last year. He wasn't sure what the first bond payment for the sewer was going to be, but 2/3 of it would be charged to the sewer users and 1/3 would be charged to everyone.

Ms. Piotrow said they spend a huge amount of money for things that are critical, like necessary equipment. The use and care of the equipment is handled by those employed in the Town. To insure that the equipment is run appropriately, they need to keep those employees they have who are doing a good job. She felt the surrounding towns should be seen as competition and they should consider the jobs everyone has to do. Chair Kidder felt most people knew about this but

felt that they needed to be fair to all of their employees. It may not be well received if a much higher raise is given to one employee and not the others.

Ms. Piotrow said the stock market went up 13% this year which is 3x the amount of the raise they are discussing for the employees. She was sure that many of those living in New London held some stock of some sort. She thought they should think about what is fair for employees of all levels.

Selectman Bianchi felt it should also be considered what is fair to the taxpayer. The Selectmen are elected by the taxpayers to be prudent and fair to them as well. Ms. Piotrow felt that a 2% raise was disrespectful.

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to support a 4% across the board wage increase for employees. THE MOTION PASSED.

Peter Bianchi voted NO.

Capital Reserve Funds (CRF) – Transfers In

The Board reviewed a list of potential transfers to Capital Reserve Funds (CRF) as recommended by the Budget Subcommittee on CRF and also as recommended by Town Administrator Hallquist. Selectman Bianchi observed that the recommendations by Ms. Hallquist represented a 52% increase in capital reserves over the prior year. He opined that some of the capital reserves were getting large because they were only using one quote or estimate to determine the amount to put in. Ms. Hallquist noted that Mr. Lee included \$160,000 in the operating budget for the repair of the Academy Building while she felt is best to instead add \$100,000 to the Capital Reserve Fund (CRF). If the Board agrees to add to the CRF, the \$160,000 will be deducted from the operating budget.

Selectman Bianchi asked about Whipple Hall. Ms. Hallquist said she was not recommending any major repairs at this time, instead, just painting and fixing/painting the cupola as the Board has not received enough information on what needs to be done at this time. She suggested that the Board should have a discussion of the future use of the building before making any major improvements. The Engineering study is not complete yet; a draft has been provided and staff has asked the engineer for more information. Ms. Hallquist suggested that the town not consider a bond in FY2016 or appropriate money for Whipple because they don't have enough information. This could change before the Budget Committee is done doing its work with the budget, but for now, she would not recommend appropriating or bonding for major repairs or renovations to Whipple Hall.

Selectman Bianchi asked about the Bandstand, which is in need of significant structural repairs. It was noted that a structural engineer is working on the bracket design. Mr. Lee said the repair work is estimated to be about \$60,000. He has only received one estimate from one contractor, as they could not get any more contractors to come look at it.

Selectman Rollins participated in the capital reserve committee and agreed at that time with the recommendations they came up with. She thought they should come to a firm decision about

doing the short-term things (painting, cupola repair) and consider getting some updated figures so they can roll all of the significant capital projects into a bond. She thought they needed to try to get good estimates sooner than later.

Chair Kidder thought they should accept the following budget considerations:

\$12,000 back to the Fire Vehicle Refurbishment and Maintenance

\$16,000 back into the highway building fund

\$10,000 for sewer lagoon cleanup

\$100,000 for town buildings

Chair Kidder thought whoever they get to insulate and reside the Academy Building can also do the cupola on Whipple. They will have that type of equipment and it won't add that much to the project. She didn't think \$40,000 should go into the GIS update fund, but she thought they could do \$20,000 this year and \$20,000 the next.

Mr. Cardillo asked if \$727,510 was Chair Kidder's suggested amount. This was confirmed. Mr. Cardillo said that amount differed slightly from what the committee came up with. Last year they appropriated \$504,000. The difference between this year and last is \$223,510.

Chief Lyon explained that the reason the capital reserve for the refurbishment and maintenance of the apparatus was being discussed was because they don't have money to repair their apparatus. Recently the tanker was damaged and they had to look elsewhere in the budget to find money to repair it as it wasn't in a designated fund.

Selectman Bianchi wondered if Chief Lyon would take the Repair and Maintenance account out of the operating budget if they put the refurbishment and maintenance fund back in. Chief Lyon said in 2008 they didn't do some maintenance on apparatus because he chose not to put money into it. Last year they were over budget by \$6,000 which meant monies had to come from other line items. They have increased the line for vehicle maintenance because they had to get back to where they should be. Every 10-12 years they should refurbish apparatus to insure they are reliable and should last 20+ years. Ms. Hallquist said she and the Chief discussed the fund and it is mainly for catastrophic things; the Board of Selectmen are agents to expend in the event something were to happen and repairs were needed immediately. Chief Lyon didn't think it fair to have to pay for repairs for catastrophic emergencies from other department's budgets.

Chief Lyon said he feels they practice good budgeting, as is represented from the minimal remaining funds over the last several years. He feels they are doing well considering it is a \$300,000+ budget.

Selectman Bianchi understood they would be doing away with the capital reserve account for maintenance and refurbishment and would be putting those costs back into the operating budget. Chief Lyon agreed that this was what had been decided last year. Chair Kidder asked Chief Lyon if he had wanted to do away with the account last year. Chief Lyon said he did not. Chair Kidder asked Chief Lyon if he was strenuously persuaded by the Budget Committee to do away with the account. Chief Lyon answered in the affirmative. Ms. Hallquist pointed out that as far as she

knows, there has never been a discussion of discontinuing the CRF, which would take a vote of Town Meeting to accomplish. Mr. Prohl asked if this capital reserve, if reinstated, would change what the Fire Department will be asking for in their budget. Chief Lyon said it would not. They have over \$2,000,000 in apparatus and they are expensive to maintain and repair. They are frugal at the station and do all the painting, repairs and installing of new windows themselves. If they could do the maintenance on the apparatus themselves, they would.

IT WAS MOVED (Peter Bianchi) to accept the capital reserve amount of \$569,210, as recommended by the CRF Subcommittee, which did not include the Fire Apparatus Maintenance & Refurbishment Fund.

There was no second to the motion.

Selectman Rollins suggested a compromise. She said they could include the \$12,000 for the fire apparatus refurbishment fund, and defer the \$16,000 for replacement of the salt shed. When asked if this could be done, Mr. Lee said parts of the building were rotting but they could do the best they could if they had to defer it for another year. Selectman Rollins suggested adding \$10,000 for the sewer lagoon closure, \$100,000 for Buildings, and \$5,000 for dispatch (which the Capital Reserve Subcommittee already had accounted for in their suggested totals). The total for this compromise was \$691,510.

IT WAS MOVED (Nancy Rollins) AND SECONDED (Janet Kidder) to have the above-mentioned items included and recommend the amount of \$691,510 for the capital reserves fund. THE MOTION PASSED. Peter Bianchi voted NO.

Capital Reserve Funds – Transfers Out

The list of items scheduled for capital outlay in FY2016 were as follows:

GIS (This would be removed from the initial list because the Selectmen had just voted not to put in the full amount in FY2016, but rather \$20,000 a year for the next two years)

Utility Truck for the Fire Department: \$54,000
1-ton Dump Truck and Sander: \$80,000
Bobcat Loader: \$38,000
Pickup Truck for Highway Department: \$41,000
Sewer Pickup Truck: \$30,000
Cruiser/Pickup Truck and Detective's Vehicle: \$70,907
Recreation Facilities: \$15,000 for Elkins Beach Rehab & \$10,000 for dock replacements
Library: \$55,000

Police Department Cruiser/Pick-up

Selectman Bianchi asked about a pick-up truck as a cruiser within the Police Department. Chief Andersen said the pick-up would replace the Expedition they currently have. Selectman Bianchi confirmed that the department would then have three cruisers, a detective's van and a pick-up. Chief Andersen said that having three cruisers has worked well for the department. The

maintenance on the extra cruiser they kept this past year consisted of a battery and oil changes. They used this vehicle to drive to court and to Concord and didn't lose any money by holding it an extra year. When they put the vehicle out to bid, they got \$2,600 for it which is more than they have ever received for a cruiser. Chief Andersen said with the amount of traveling they do to Newport and Concord, it is helpful to have an extra vehicle. They didn't have to do as much traveling when the court was in New London.

Selectman Bianchi asked Chief Andersen if a pickup would be as useful as a SUV. Chief Andersen said feels this transition from a SUV to a pick-up would actually save the town money. In Goshen, they purchased a pick-up, and after seven years and 60,000 miles, they received \$10,000 in trade-in value. In the research he has done, trucks seem to be the wave of the future for cruisers because the resale value is so high. He hoped to keep a pick-up cruiser either three or six years; he felt the miles would stay lower. Chief Andersen

Chief Andersen said the investigations vehicle is a 2006 Dodge Caravan. It is used for surveillance and they had hoped to get 10 years out of it but they are putting in for replacement one year early. They have recently spent \$1,000 tinning the rocker panels, the hood is rotted beyond repair, and the sub frame is rotting. Lauridsen's Auto Body won't even look at it. They prefer to have a non-typical vehicle as it works well for undercover work. Right now the vehicle has close to 70,000 miles on it.

Selectman Bianchi asked how long Chief Andersen expected to keep the cruisers. Chief Andersen said that cars run 100,000 miles over three years and are subject to hard use. It has been an average of three years before they hit the 100,000 mark. He would test the waters with keeping a truck for three years but if they determine they can keep it another three years, they would.

Fire/Utility Truck

Selectman Bianchi asked about the need for a Fire/Utility Truck. Chief Lyon said the support vehicle they have is a pick-up with a cap on it. This has something called an "Extend-o-Bed" which is a unit that sits on the back. The Tahoe is the command vehicle. Both of these vehicles carry Self Contained Breathing Apparatus (SCBA), metering equipment for carbon monoxide, propane and cyanide, and hazmat equipment. They can use these vehicles to mitigate having to use a larger piece of apparatus on most calls. Chief Lyon said someone is on call 24/7 and the pick-up is what this person would use to respond to the non-emergency calls. The vehicle is at the residence of the person on call so they can respond quickly to calls. The Selectmen agreed that this should be kept in the plans for capital outlay.

Highway Equipment – Dump truck and Sander

Mr. Lee said this will replace the oldest one-ton they have. The one being replaced will go to the transfer station and will replace the oldest one that is there. He is trying to see if he can get a stainless steel body on the next one to see if it extends the life. The Selectmen agreed that this should be kept in the plans for capital outlay.

Bobcat Loader

Mr. Lee said he would like to keep the old Bobcat and put a snow blower attachment on it. He explained that the State plowing practices tend to push slush onto the sidewalks, which freezes and is difficult to remove. The Selectmen agreed that this should be kept in the plans for capital outlay.

Highway Department Pick-Up Truck

Mr. Lee said he has worked with the Budget Committee to extend the life of the pick-ups. The pick-up will be used by the town for six years as the Road Agent's truck and then six years as a shop truck. Selectmen Bianchi said that this pick-up was supposed to be purchased in 2017 and he thought it shouldn't be purchased until then. Selectman Rollins and Chair Kidder didn't agree.

Selectman Bianchi wondered why there were such big balances in the account every year. Mr. Lee said in 2024 they would have about \$750,000 to make some large expenditures. Ms. Johnson said in 2024 \$800,000 is scheduled to be spent for various large pieces of equipment. The Selectmen agreed that this should be kept in the plans for capital outlay.

IT WAS MOVED (Janet Kidder) AND SECONDED (Nancy Rollins) to approve the purchase of the pick-up truck for the Highway Department. THE MOTION WAS APPROVED. Peter Bianchi voted NO.

Sewer Pick-up Truck

Mr. Lee said this outlay is for an F-150 which is used for daily work and for carrying pumps around when they have to be replaced. Selectman Bianchi wondered how often they needed to carry pumps around as perhaps a smaller truck could be purchased instead of an F-150. Mr. Lee said his plan is to try and get a stripped down F-150 4WD to replace the 2WD F-150 they have now. He said it won't have a plow on it. The Selectmen agreed that this should be kept in the plans for capital outlay.

Mechanical Systems – Library

Ms. Licks said the funds planned for expenditure will replace the air handling system for the back wing. They have received three bids for the project so the number they have quoted is accurate. The Selectmen agreed that this should be kept in the plans for capital outlay.

Elkins Beach & Dock Replacement

Ms. Hallquist said that this is in regards to making the bath house handicapped accessible. Mr. Lee thought most of the work can be done in-house. The Selectmen agreed that this should be kept in the plans for capital outlay.

Dock Replacement – Bucklin Beach

Mr. Lee said the Highway Department has had to replace a lot of the boards on the docks in the past and the aluminum is showing its age. He wasn't sure how many docks were being replaced but he thought it was the two large wooden ones.

The Selectmen agreed that this should be kept in the plans for capital outlay.

Mr. Cardillo asked what was the total amount raised and appropriated last year for operating and capital reserves. Ms. Johnson said it was \$7,351,353 including capital outlay. Mr. Cardillo said they were looking at \$650,000 + 4% this year. He asked if the approximately \$129,000 in capital reserve funds that were no longer needed, and as discussed by the CRF Subcommittee, could go away. He wondered if the Selectmen had considered these and when that could be addressed so the Budget Committee could take that into consideration. Ms. Hallquist said the Selectmen had not made any firm decisions on these funds but would have to make a decision by the time the warrant is drafted. Ms. Hallquist noted that in addition to the funds identified by the subcommittee, there were two other funds identified for possible discontinuance: \$115,209 that was intended for the wastewater treatment facility fund and \$7,982 in a Milfoil account that could be closed out, as the programs are funded as non-profits through the lake associations. She also noted that of the funds the subcommittee identified, the Board might consider keeping the Master Plan Update CRF, which has \$7,337, since the master plan has to be re-done every 5-10 years, and the Intersection Improvement Fund if there was any thought of saving for this purpose in the future. It was decided they would keep the line but not fund it. The money from any of these funds that are closed out will go back into the general fund.

Other Business

Bandstand Repairs with Use of the Steve Mendelson Funds

Ms. Hallquist said she understood Mr. Vesilind was no longer the President of the Bandstand Committee, but she wondered if he could share his insight on the possibility of using the funds from the Steve Mendelson Fund to repair the Mary Haddad Memorial Bandstand.

Mr. Vesilind said historically, when the fund came to the Bandstand Committee there was a broad spectrum of the responsibility they had, including care of the bandstand. Dave Cleveland and others used the funds from the unrestricted part of the endowment to paint and do minor repairs to the bandstand. When it was decided that this was no longer appropriate and that the Town should fund the repairs to the bandstand, they were fine with this. The last repairs done to the bandstand were funded by the Town. Ms. Hallquist wondered what his advice would be for the Selectmen to be able to help repair the bandstand. Mr. Vesilind said if it is the Town's pleasure to maintain the bandstand, he thought the unrestricted funds could be used and the Bandstand Committee would be delighted to request the Town trustees hand over the funds necessary to repair and maintain the bandstand.

Request to use Whipple Hall

Mr. Vesilind said they have a good community band in New London that has no home. They use the Outing Club but have to pay rent each time and they don't have the income to be able to do that. They thought if they became associated with the college, they would have concert space, rehearsal space and a body of students from which to draw from for band members. The college also felt that this was a good idea. After joining the college, they have access to a stage and to the students, but rehearsal space is the problem. They thought to ask about Whipple Hall as it is close to campus. Acoustically it is better than other options, and it is available to the community.

The request is for the community band to use Whipple Hall on Tuesday nights for band rehearsal. He recognizes that this is a large request to be asking for every Tuesday night. In addition to this request, they would also like to use some space to store a few instruments. They are asking that the fee to use Whipple Hall be waived. Selectman Rollins asked if there was enough room for all their members. Mr. Vesilind said there was enough room for their 45 members. Chair Kidder asked if they would put down and take up the chairs. Mr. Vesilind said they would.

Chief Andersen said noise is an issue as they hold their meetings in the room below Whipple Hall. He just wanted to be notified when the band would be practicing. Linda Hardy (Town Clerk/Tax Collector) said elections are usually on Tuesday nights so this should be taken into consideration. Ms. Heath (Recording Secretary) noted that Whipple Hall was already reserved for another group for several weeks this spring.

The Selectmen noted they would need to discuss this at their next meeting.

Appointments to Various Boards and Committees

It was noted that the Zoning Board needed three alternates. The Planning Board needs one full-time member and two alternates¹. The Conservation Commission has a vacancy, however the Chair, Bob Brown, is happy with membership at the moment and will continue to meet with potential new members and will advise the Board when appropriate.

After reviewing the volunteer forms, the Selectmen appointed the following people to the following boards:

Zoning Board of Appeals

Frank Anzalone – alternate
Katharine Fischer – alternate
Vahan Sarkisian – alternate

Planning Board

Marianne McEnrue – full member
John Hurley - alternate
Tim Paradis - alternate

Review of Minutes of January 20, 2015

The minutes from the prior weeks' meeting had not been distributed to the Selectmen in time for review. These minutes would be amended/approved at the next meeting on February 2, 2015.

Committee Meetings & Reports

It was noted that there hadn't been any meetings since the last Selectmen's meeting. The Planning Board Meeting to be held the following evening had been cancelled due to snow.

¹ Later research showed that the Planning Board needed three alternates and no full members, so all three appointees are alternates.

Upcoming Meetings & Special Events

- New London-Sunapee Wastewater Commissioners Joint Meeting – January 29, 2015 at 5:30 (Sunapee Town Office)
- Selectmen’s Meeting – February 2, 2015 at 6:00pm
- Budget Committee Meeting – Wednesday, February 4, 2015 at 7:00pm

It was decided that if the Selectmen needed to meet again after the February 2nd meeting, they could meet on February 3rd at 4:30 so they could get the budget to the Budget Committee by its first meeting: February 4th. This meeting will only be held if needed to finalize the budget.

Application for Building Permit:

- Graham McSwiney, 49 Balsam Acres (095-003-000) Installation of a 6.0kw rooftop solar electric array - APPROVED
- William Spear, 48 Baker Road (112-011-000) Installation of a 5.7kw rooftop solar electric array - APPROVED

Application for Use of Whipple Hall

Kearsarge Community Band at Colby-Sawyer College – Tuesday nights weekly from 7-9:30 PM September-May (academic year) – requesting waiver of fees – Selectmen to discuss at the next meeting.

Sign Permit Application

Center for the Arts – February 1-6 – Corner of Main Street to Seamans Road (in front of Whipple Hall) for Gallery Night on Friday - APPROVED

Other Items to be Signed:

- Certification of Yield Taxes Assessed – Tax Year: April 1, 2014 to March 31, 2015

**IT WAS MOVED (Nancy Rollins) AND SECONDED (Peter Bianchi) to adjourn.
THE MOTION WAS APPROVED UNANIMOSLY.**

The meeting adjourned at 8:14pm.

Respectfully submitted,

Kristy Heath, Recording Secretary
Town of New London