



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES November 13, 2012

PRESENT:

Selectmen
Peter Bianchi, Chair
Tina Helm, Selectman
Janet Kidder, Selectman
Kimberly Hallquist, Town Administrator
Wendy Johnson, Finance Officer

ALSO PRESENT:

Jen Tockman, Lake Sunapee Region Chamber of Commerce
Gen Izutsu, Lake Sunapee Region Chamber of Commerce
Jay Lyon, Fire Chief
Dave Seastrand, Police Chief
Sergeant Ed Anderson, New London Police Department
Chad Denning, Recreation Director
Doug Homan, Budget Committee
Rob Prohl, Budget Committee
Jim Wheeler, Budget Committee Chair
Bill Helm, New London Resident
Larry Ballin, New London Resident
Dave Kidder, New London Resident
Casey Biuso, New London Resident
Fred Downey, New London Resident
Leigh Bosse, *The Messenger*
Merry Armentrout, *The Intertown Record*

Chair Bianchi called the meeting to order at 8:30am.

Lake Sunapee Region Chamber of Commerce – Jen Tockman

Jen Tockman, Executive Director, Lake Sunapee Region Chamber of Commerce (the Chamber) and Chamber member Gen Izutsu, met with the Board to talk about Hospital Days. Ms. Tockman said that the Chamber is considering being part of Hospital Days for the upcoming year and are thinking about bringing back the midway. They are considering all the factors involved, including the cost for police coverage for the event. Chief Seastrand previously reported to her that the cost for police coverage for Hospital Days would be \$859.63. The Chamber is now interested in knowing if the Town will cover this cost (police coverage) for the event as the Chamber's motivation behind participating is to bring more people and business to the New London retailers.

Chair Bianchi noted that the hours quoted by Chief Seastrand did not include the Thursday night that would be necessary for coverage at the midway. Ms. Tockman said she requested Thursday night, Friday night and Saturday; there would be no Sunday coverage requested. Chief Seastrand clarified that his estimate was for three days, whether the days included Thursday or Sunday, did not matter. Ms. Kidder

asked if any profits would be donated to the hospital. Ms. Tockman said that this issue has not been decided yet. Mr. Izutsu observed that the Chamber will probably lose money on this venture and anticipate losing \$2,000 to \$3,000 which is why the hospital gave up the midway in the past.

Ms. Helm asked if there was a profit made, beyond the residual profit to the retailers in town, would the Chamber be agreeable to using some of the profits to reimburse the Town for the police coverage expenses. Mr. Izutsu said he thought it would be unusual to create this kind of event and then give profits from it back to the town. They are asking the businesses to donate to this event and if they give money back to the Town, he did not think it would be fair to the other businesses.

Chair Bianchi said that the history of Hospital Days was to support the hospital. The question they have to consider is what entity would this particular event support? He understands that the event will benefit all the businesses, but if the Chamber runs it in cooperation with the hospital, where does the money go and who picks up the loss? Those are the questions they want to understand. Mr. Izutsu said that the hospital will gain from the good will of having the midway back. The Chamber is ready to absorb all the costs and take a loss. If a gain is made, the Town and members of the Chamber will benefit from it. Ms. Tockman added that the hospital wants to make it clear that the midway is a Chamber event and not a hospital event.

Ms. Helm said she was not envisioning this year's Hospital Days to be a repeat of what has happened before, but instead creating a new event. For them to look back at what it used to be like would not be as helpful as looking forward to how it could be. She would like to see if the town could support this by paying for the police coverage, as it would bring people into town and support the merchants. She cited other town's festivals that bring vibrancy to their areas.

Chair Bianchi asked which other towns make up the Chamber membership. Ms. Tockman said there are businesses from 13 towns, including the towns in the Kearsarge Regional School District. Chair Bianchi wondered to what extent New London police department provides service to other entities in town. Chief Seastrand said that they have certain levels and prices of service that are charged depending on the entity and whether they are profit/non-profit. He said that they have different rates for different things. If it is a matter of public safety or traffic concerns, he can require police coverage. Chair Bianchi said it sounded as if they take each case as it comes. Chief Seastrand agreed.

Chief Seastrand explained the levels of coverage and the prices associated with them. Ms. Tockman said they should consider that the Chamber hopes that the amount of business brought in for this event would be different from other events that happen in town that the police provide coverage and charge for. Ms. Helm opined if the Board cannot find \$1,000 somewhere in their budget to support bringing people into the town, she would be troubled. She did not see why they could not support this initiative. Mr. Denning said that if an event is all encompassing within the community and the group is doing something for the greater good and not for themselves, it requires full-community support. On the other hand, if an event is being put on for a particular group, that group should pay for the police coverage because they are putting the event on. He felt that Hospital Days was an economic stimulator for the community.

Ms. Casey Biuso observed that in earlier years, Hospital Days was held to benefit the hospital. Now, the name and tradition of Hospital Days can, in turn, help to benefit the town.

Mr. Homan, a member of the Budget Committee, thought it was great if Hospital Days was pro-business and he was for it. He did not think \$1,000 was a lot to spend for this cause. Jim Wheeler, Chair of the Budget Committee, said that every year they get people who want a few thousand for some very worthy

causes, but they need to understand they will either have to raise taxes to get this money or to take it from somewhere else.

Chair Bianchi said that Chief Seastrand has to find the money in his budget and if he needs help with this, he needs to let the Board of Selectmen know. He said that they will not recommend appropriating the money for police coverage every year as part of the budget, but will deal with it each year as it comes up. Chief Seastrand said that the part of the budget where this money would be coming from is still being completed so he will not know if he can absorb it just yet.

Larry Ballin recalled that Chair Bianchi noted that “the town already donates to the hospital.” He asked in what capacity. Chair Bianchi said that the town pays \$130,000 for ambulance service. Mr. Ballin felt that this was not really a donation but a cost for service. Mr. Homan said that this amount paid is discretionary as the Town is not under contractual obligation to provide this money.

IT WAS MOVED (Janet Kidder) AND SECONDED (Tina Helm) to authorize the Police Department to provide up to \$1,000 for police coverage for the 2013 midway during Hospital Days. THE MOTION WAS APPROVED UNANIMOUSLY.

Ms. Tockman said the Chamber’s board would meet the following day and would know within the next few weeks whether or not they will bring back the midway.

Ms. Helm thanked the Chamber for considering helping with this task, as she felt it was a positive initiative. She observed that this effort highlights the Chamber for what they do for their community and enhances the quality of life for those living in the town.

New Hampshire Fast Roads - Carol Monroe

Ms. Hallquist indicated that Ms. Monroe was not able to make it to the meeting as scheduled.

Bemis property on Sunset Shores

Attorney Susan Hankin-Birke, representing David Bemis and Lisa Hoke, owners of property on Sunset Shores, met with the Board to request that their property be restored to its pre-merged status of two separate lots. This request is pursuant to RSA 674:39-aa.

Attorney Hankin-Birke presented the request on behalf of the property owners. She indicated that a letter had been provided to the Town with the history of the property in question. Ms. Hankin-Birke explained that around the turn of the century Julia Converse purchased land on Lake Sunapee. Over the next 31 years she subdivided the land and sold many of the parcels off to family and friends. Ms. Converse died in 1957 and left a will declaring that much of the property be left to her nephew, Francis Kapper, who was married to Kathleen.

In 1969 the New London Planning Board approved a subdivision that involved part of the land in question, taking some land from the back portion (non- waterfront) of the Kapper property and adding it to two abutting properties (belonging to the Browning and Thompson families). This subdivision and annexation allowed the Brownings and Thompsons to have a back lot they could use for septic systems, etc. The plan recorded at that time showed the two subdivided pieces being added to the abutting properties but did not show a full survey of the Kapper property that was then remaining. The plan did not show the subdivided property in the front lots but showed one large lot. More recently, the family found some old records which showed the 1990/1991 tax bills and in David’s mother’s handwriting were notes about the property. They learned that the Town used to issue two separate tax bills for the property; lots 91-13 and 91-15. From what they can gather from their investigation, in 1991 there was a huge

increase in the taxes for one of the lots. This caused Ann Bemis, (the person in control of the property and responsible for paying the tax bill), to approach the town to find out why. The Town ultimately began sending only one tax bill, for all of the land. Attorney Hankin-Birke pointed out that they can find no record of an application for a merger on the part of the property owners or a notice for merger found in the registry of deeds. The property owners hired a surveyor who found that the property consists of two lots of record as he couldn't find a record of any merger. Attorney Hankin-Birke noted that she has reviewed a tax abatement form that states lot 91-13 as being annexed to lot 91-15 and the reason given is that the tax bill was "improperly inputted" and should be deleted. She observed that there is no application for abatement submitted by the property owner or any meeting minutes explaining why the lots were combined.

Attorney Hankin-Birke referred the Board to RSA 674:39-aa, noting that the law was designed to deal with just these types of situations. Lots or parcels that had been involuntarily merged prior to September 18, 2010 by a city, town, county, village district or municipality shall, at the request of the owner, be restored to premerger status and all zoning and tax maps shall be updated to identify premerger boundaries to said lots or boundaries and be registered with the registry of deeds.

Attorney Hankin-Birke observed that even if Ann Bemis did ask the Town to merge the lots, she had no authority to approve such a merger as she wasn't the owner of the property, she was a life tenant. She could not convey the property away. Attorney Hankin-Birke noted that they can find no evidence that the lots were ever voluntarily merged, so the burden is now shifted to the Town that they show that the owner of the property wanted these parcels merged.

Chair Bianchi said he has talked with Ms. Hallquist about this. His understanding is that typically, people want to combine lots to save money on property taxes. That may be the rationale of why this may have taken place although there is no proof that the merger was voluntary on the part of the property owners. Unless the Town can find proof that the merger was requested, it is an involuntary merger. He noted that he is satisfied that town personnel has researched this issue and finds no evidence of a voluntary merger. Attorney Hankin-Birke noted that this is not the only town where this type of situation has happened. She noted that the new law must be posted within all towns so that property owners know that they can request this. Ms. Helm said the notice is posted in the town and in the Town Report as required by law. Ms. Hallquist said if the Board approves the request, the lots will be considered as separate as of April 1st of this year, which means they will be taxed as two lots for the 2012 tax year. Attorney Hankin-Birke and the Bemis' agreed that this was proper. Mr. Homan asked if there was a chance to collect back taxes on the lots. Ms. Hallquist said there was not.

Mr. Bemis noted that they, as a family, had no idea that the property was actually two lots as they had been operating under the assumption and paying taxes as it being one parcel. When he bought out his brother's interest in the property the lot in question was not conveyed along with the other piece, and that is why they began to look into it after the fact. Only then did they realize that there were two lots and assured the Board that they were not intentionally sitting on it for 20 years trying to avoid paying for the second lot. It came as a total surprise to them.

Jim Wheeler said he has seen this happen twice in Sunapee on the lake. Ms. Hallquist said merging of lots by towns was a fairly common practice in the past and that is why the legislature adopted this law, so that property owners can un-do mergers that were not done voluntarily.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to reinstate the lots to their pre-merger condition. THE MOTION WAS APPROVED UNANIMOUSLY.

New Business

Chair Bianchi said that Dan Wolf, Chair of the School Board, sent a letter to the Board of Selectmen regarding the 1941 Building. New London is one of two entities that sent in a proposal for the 1941 building per a request for proposals made by the School Board. The Board is invited to present the town's proposal to the Ad Hoc Committee of the School Board on November 26th at 4pm. The letter also noted that the cafeteria and classrooms were not part of the RFP and would thus be considered separately.

Ms. Helm said the Board of Selectmen were led to believe that they could include anything they wished in the RFP. She would like to attend the meeting and defend their proposal as it was put forth. Ms. Kidder agreed. Chair Bianchi wondered how they should defend the proposal. Ms. Kidder thought they should characterize costs, such as how much it would cost to rehabilitate the building, how much they would seek from private and taxpayer donations (this year and in the future). They will then take it to the voters of the town who will decide if they want to go forward with the project.

Dave Kidder, member of the 1941 committee, said that the cafeteria and the classrooms have been part of the discussion since they began talking about it. Mr. Downey agreed. Chair Bianchi guessed that the school district spent some money to sprinkle those areas and maybe feel that they need to recoup some money on those. Ms. Biuso said that the space is intended for something in the future and she could see the school district wanting to keep it but they are also willing to be flexible with whoever uses the space.

Mr. Downey suggested that they need to get good information. They need to know what they must do if they take control of the property to make it safe and serviceable. They also need to know the operating costs for the building. Before anyone gets involved, they have to know these numbers. He felt the Budget Committee should be involved in the process. In the proposal there is no linkage between the public/private partnership that he felt was necessary. The group he has been working with, (New Kearsarge Community Center aka NKCC) has spent a great deal of time and money on a lease discussion. While there is a lot of work already done on this project, there is a great amount of work that still must be done.

Mr. Wheeler said that a warrant article at the May Town Meeting asking taxpayers to contribute to the project seems evident. The Board of Selectmen and the Budget Committee will be required to say whether or not they support it. They will want good, reliable numbers provided to them as they have to present it to the taxpayers. He was not sure it would be possible to get this information. Chair Bianchi said that the school board knows that the Selectmen have no authority to spend any money without approval from the taxpayers. He agreed that they need figures and there has to be a threshold of willingness from the taxpayers to continue with the expense for this building.

Mr. Prohl said they should get the Board of Selectmen and the 1941 Building Committee together to come up with a timeline and a checklist of what needs to be done and who will do it. Mr. Downey said they have a lot of this information already and felt that the NKCC needed to be part of the process.

Mr. Homan wondered why the Town has not had a discussion with Mount Royal to create a symbiotic relationship. He noted that much of the concerns he has heard about the building revolve around fears that the building will be torn down. He noted that these concerns would be addressed if another entity ends up renovating and owning the building. The town could perhaps still have access to it and it would benefit the town. Ms. Helm said that she has had the same thought and at the meeting on the 26th she would like to bring that issue up. She noted that Mount Royal Academy wants to use all the space, including the fields. If it could work that the town and Mount Royal could work together, that would be a benefit. Mr. Homan observed that if Mount Royal renovated the building and saves it, the town should be

happy. Chair Bianchi said that they only knew within the last week who the other bidder was and they have not had the chance to talk with them regarding any possible collaboration yet. Mr. Homan wondered if someone from the 1941 Building Committee could contact them. Chair Bianchi said perhaps this could happen as the discussion was definitely worth having.

Chair Bianchi said that maybe their goal for the 26th is to make a request for more time to gather more information. The school board knows that the Town cannot commit any money until after Town Meeting. It was agreed that the Board of Selectmen and the 1941 Building Committee would meet on November 19th at 4:00pm to discuss the presentation that will come forth the following Monday to the school board.

Mr. Wheeler said they should have some corroborated evidence that there are private entities willing to join in the effort. Ms. Helm said their goal is to have something to present at Town Meeting in May with some concrete numbers.

Bucklin Beach Bathhouse Improvement

The Board discussed the proposal submitted by Chris Gaherty in the amount of \$34,000 to do the entire project. At the last meeting, the Board asked that the contractor submit references that could be checked as well as proof of insurance. It was noted that another roof proposal came in just three days prior to the meeting for less than \$6,000 (the amount within the Gaherty proposal) but it did not include the cupola. It was reported to the Board that Mr. Gaherty had already started working on the roof, although he had not been awarded the job yet. Chad Denning confirmed that when Mr. Gaherty called him on Sunday for the key to the building, he gave it to him, believing that the job had already been awarded. Ms. Hallquist said she talked with Mr. Gaherty the previous week and informed him that he would be informed by noon that day, after the Selectmen acted on the proposal, if he had the job or not. Ms. Kidder thought there must have been a misunderstanding and she did not feel that any harm was done. Chair Bianchi said that this is not how business is done and he should not have started the job until the agreement was signed. Ms. Helm agreed that there must have been some confusion, probably due to the fact that he (Mr. Gaherty) understood that he was the only one who sent in a proposal. Ms. Hallquist said that Mr. Gaherty has proof of insurance and all the references have been checked and were all great.

**IT WAS MOVED (Janet Kidder) AND SECONDED (Tina Helm) to accept proposal of \$34,000 from Chris Gaherty for work to be done on the Bucklin Beach Bathhouse.
THE MOTION PASSED. Tina Helm: Yes, Janet Kidder: Yes, Peter Bianchi: No**

Approve Warrant for Collection of 2012 Property Taxes

The tax rate is \$15.03: town portion is \$3.93; school is \$5.69; state education tax is \$2.57 and the county is \$2.84. The water precinct rate is \$1.14.

**IT WS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to approve and issue the warrant for 2012 property taxes to be collected in the amount of \$7,722,644.40.
THE MOTION WAS APPROVED UNANIMOUSLY.**

Receive FY 2013 Budgets from Department Heads

Ms. Hallquist distributed the department heads' budgets to the Board. The Board set their schedule for review of the departments operating budgets as follows:

November 26th, 8:30am - Public Works and Recreation

December 10th, 8:30am – Fire Department and Police Department

December 17th, 6:00pm – Administration and Library

Non-profits will be invited to meet with the Selectmen sometime during the week of January 7th.

Town Pit/Shooting Range Signage

Ms. Hallquist said that the Spears (abutters to the shooting range) are anxious to have the Town put up signs at the town pit prohibiting the discharging of firearms by unauthorized people. Chief Seastrand, Kim Hallquist and DPW Director Richard Lee worked on the wording of signs to be placed in that area, and the signs have been ordered and will be installed as soon as they are delivered. The Town is not limiting public access to the property or the possession of firearms on the property, only the discharging of firearms.

Chief Seastrand explained that people are allowed in the pit area but if they are in the shooting range area, they will be considered trespassers. If this becomes a constant issue they can adopt a town ordinance stating the repercussions. The only way to truly enforce this is by statutes related to trespassing. The gate is locked and a chain has been welded to it to keep it secured, however, this measure has not alleviated the shooting as it happened again a couple weeks ago. It is hoped that the addition of signs will deal with the issue. The Spears have been informed that they will be contacted in advance if the Police Department will be training at the range and if they hear shooting and have not been alerted, they should contact the Police to let them know.

Chief Seastrand said the Police Department is checking the property regularly and they are hopeful that the unauthorized shooting will cease once the signs are installed. If not, he will come back before the Board for the adoption of an ordinance with penalties.

Hiring for an Open Position within the Police Department

Chair Bianchi noted that they spoke at an earlier meeting about Chris Currier's resignation and how they would propose filling it. At the end of the last CAC meeting there was some discussion of where the Board left the issue after speaking with Chief Seastrand. Chair Bianchi opined that although he was not in favor of filling the open position last year and he continues to believe that it should not be filled, he respected the vote at Town Meeting last May and felt that the message was clear when voters reinstated funding for the position. He noted that since nothing has changed since Town Meeting, he felt that the position now open should be filled as well.

Chief Seastrand said that the very next day after the last meeting he went to Ms. Hallquist and said he wanted to be clear about starting the pursuit of hiring to avoid any misunderstanding. Ms. Hallquist confirmed that it was her understanding that he should proceed with the hiring process. Since then he has tried to find someone who could work in the detective position (retired state police) but it is difficult as it is only by word-of-mouth that they could find someone of this capacity to do this work. He would still like to move forward in this direction to make changes in the department and hire an entry position for patrol.

Chair Bianchi thought Chief Seastrand should do what he thinks is necessary. Ms. Helm said that it is budgeted for this year and the Board should not second-guess him. She said for the next budget process there may need to be some changes. Chief Seastrand said that hiring someone on the entry level and putting them through the academy that is the least they would have to pay for an officer. If they put someone through the academy who ended up not being hired because the position was not available, they would still be putting someone into law enforcement who could be a benefit to a nearby town.

Chief Lyon asked if the Board intends to move to more part time positions rather than full-time for the next budget process. Ms. Helm said this was not her intention although retirement and healthcare costs were increasing and hiring part-time help would alleviate some of these costs. Chair Bianchi said that the

Town of New London has never let someone go in order to decrease forces, but rather the Town decreases their staff through attrition.

RPC Board Representatives

Ms. Hallquist said that the people who were interested in serving on this board are: Bob Crane, Laurie DiClerico, Mike Gelcius, and Nancy Rollins. John Clough was initially interested but said he needed to think about it more and had not gotten back to her. Some invitees did not respond at all. Ms. Hallquist advised that the Board should consider appointing people who have not yet served the town as the tendency is to re-appoint people on Boards, which means new people have a hard time getting an appointment. She noted that serving on the RPC Board would be good training for people who want to serve on other town boards in the future. Ms. Helm agreed but said that the Planning Board had expressed a strong desire to have Bob Crane represent the Town. He is at every Planning Board meeting and is willing to do it. She believed that having one new person and one person who has been involved before would be a good thing. Chair Bianchi observed that Nancy Rollins works for the State and felt this would be a good position for her.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to appoint Nancy Rollins and Bob Crane to serve on the Upper Valley Lake Sunapee Regional Planning Commission Board. THE MOTION WAS APPROVED UNANIMOUSLY.

Town Administrator's Report

Ms. Hallquist noted that the Fire Department annual pay night dinner will be held on December 3rd at 5pm. Susan Bryant's retirement party is being held on Wednesday between 2:00 and 4:30 in the hospital dining room. December 6th will be the employee luncheon at the 4-Corners at 12:00pm.

Ms. Hallquist informed the Board that the employee personnel committee presented their findings to the department heads. She noted that the committee did an excellent job. The department heads offered some suggestions on things to look into more for their upcoming meeting with the Board of Selectmen and the public. They will give their presentation to the Board of Selectmen after Thanksgiving – the date to be determined.

School Budget Meeting Update – Ms. Kidder and Ms. Hallquist attended this meeting. Ms. Kidder reported that the school's budget would increase by 2.6%. Their operating budget will increase by 1.1%. They plan to offer full-day kindergarten for the 2013-14 school year which will necessitate two more teachers but will not require any increase in space. The budget is up \$370,000 even though retirement costs went up to \$400,000. They renegotiated the bus contract which gave a \$900,000 savings. They presented a draft Capital Improvement Plan for all the buildings. Two warrant articles will come before the voters regarding teacher salaries. There is a new three-year contract that will be a bonus-type plan with four levels of competency. This is a new way of compensating as performance based. Reviews will be done by teachers, administration and outside people. Kearsarge is only one of two school districts in the State that will implement this kind of contract. The NEA has been opposed to doing this in the past but has accepted this model.

Upcoming Meetings

Ms. Helm said that the next Planning Board meeting would be held that night at 7:00pm. There would be a tree-cutting request, discussion of the Messer subdivision, and a request to waive site plan review for an overhead canopy to be built at the liquor store. Colby-Sawyer College will also be coming in with a proposal to install a single wind turbine in front of Ivey Center.

Other Business

Chair Bianchi noted that the election that was held last Tuesday (November 6th) went extremely well and smoothly given the very high turnout of voters. He noted that he heard many comments on how well organized everything was. He suggested that the Board send a letter to Linda Hardy, Town Clerk, for her to share with all of the election workers thanking them for the job they did. Ms. Hallquist agreed to write such a letter which will be signed by the Board of Selectmen. Ms. Kidder and Ms. Helm agreed.

Review of Minutes

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to approve the minutes of October 24, 2012, as circulated. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to approve the minutes of October 29, 2012, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.

Application for Building Permit:

- Stanley & Pamela Bright, 470 Burpee Hill Road (Map & Lot -070-020-000) build 12x26 addition to existing shed – Permit #12-112 – Approved.
- Louis Kowalski, 85 Pine Hill Road (Map & Lot 071-008-000) convert chicken coop to art studio – Permit #12-113 – Approved.
- Chris Bottinger, Camp Wallula, 684 Little Sunapee Road (Map & Lot 033-016-001) build 4 bedroom house w/3 car attached garage on existing site – Permit #12-114 – Approved.
- Laurie DiClerico, 614 Little Sunapee Road (Map & Lot 033-017-000) remodel bathroom – Permit #12-115 – Approved.
- William & Gladys Dowd Trust, 160 Camp Sunapee Road (Map & Lot 045-035-000) build retaining wall – Permit #12-116 – **DENIED**
- 235 Pilothouse Road Realty Trust, 235 Pilothouse Road (Map & Lot 068-005-000) demolish existing house and construct new single family house and associated site work – Permit #12-117 – Approved.

Application for sign permits:

- Permanent sign – The Gallery – 276 Newport Road – (Map & Lot 059-015-000) replace existing wooden sign – Approved.
- Temporary sign – St. Andrews Church Fair – sign at information booth – Holiday Fair 12/1/12 – approved.
- Temporary sign – Lake Sunapee VNA & Hospice – 1 sign at information booth – 1 sign in driveway – Craft Fair 11/17/12 – Approved.
- Temporary sign – First Baptist Church – 1 sign at church – Holiday fair 11/17/12 – Approved.

Other Items to be signed:

- Disbursement voucher
- Pole licenses – approved.
- Tax abatements for Edmunds Road sewer betterment – approved.
- 3rd & 4th Quarter Property Tax Billing 2012

IT WAS MOVED (Janet Kidder) AND SECONDED (Tina Helm) to enter into non-public session, pursuant to RSA 91-A:3,II (a) – to discuss the employee evaluation of the Town Administrator. THE MOTION WAS APPROVED UNANIMOUSLY. Peter Bianchi: Yes, Tina Helm: Yes, Janet Kidder: Yes.

The Board returned to public session. With no further business, Chair Bianchi called for a motion to adjourn.

**IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to adjourn the meeting.
THE MOTION WAS APPROVED UNANIMOUSLY.**

The meeting adjourned at 12:00 pm.

Respectfully submitted,

Kristy Heath, Recording Secretary
Town of New London