



TOWN OF
NEW LONDON, NEW HAMPSHIRE

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**BOARD OF SELECTMEN
MEETING MINUTES
April 29, 2013**

PRESENT:

Selectmen
Peter Bianchi, Chair
Tina Helm, Selectman
Janet Kidder, Selectman
Kimberly Hallquist, Town Administrator

ALSO PRESENT:

Jay Lyon, Fire Chief
Doug Homan, Budget Committee
Jim Wheeler, Budget Committee
Richard Lee, Public Works Director
Ed Andersen, Acting Police Chief
Conservation Commission members: Bob Brown (Chair), Terry Dancy, Andy Deegan, Laura Alexander, Sue Clough, & Emma Crane
Leigh Bosse, *The Messenger*
Minette Sweeney, *The Intertown Record*
John Garvey, Ausbon Sargent Chair, Nan Kaplan, Bob Crane, John Clough

Chair Bianchi opened the meeting at 8:30am. He welcomed Bob Brown to speak on behalf of the Conservation Commission with regard to the easement language for the Phillips Preserve.

Mr. Brown, referring to the Conservation Commission Meeting Minutes of April 17th, noted that the Commission had a productive meeting with Town Administrator Kim Hallquist and Ausbon Sargent Executive Director Debbie Stanley concerning the Phillips Preserve Conservation Easement.

Chair Bianchi observed that neither the Selectmen nor the Conservation Commission were lawyers and thus must rely on the advice of Town Counsel. Town Counsel has indicated that the easement language as prepared by Ausbon Sargent is possibly detrimental to the Town and changes should be considered. He said that this is a document that must be adhered to forever and thus they need to be careful with what they agree to. Ms. Kidder agreed with Chair Bianchi. Ms. Helm said she has spent a lot of time studying and trying to process the information. She said after talking with people at Ausbon Sargent, she finds there are three steps both parties would need to go through before going to court. She did not believe it would ever go this far and did not have a problem signing the easement the way it is. She agreed that this easement deed is different from other deeds that have been signed by the Town in the past, however, she felt that

the easement in its present form is acceptable. Mr. Deegan said all easements have enforcement provisions in them. Otherwise, what is the point of having the easement? All easements in town have these provisions in them. He named several property owners in the town, including the Town of New London, that have signed deeds with this language in it.

Mr. Homan wondered why the Town did not just continue to own the land as it is and questioned the need to put an easement on it. Mr. Deegan explained that the easement would ensure that the land will remain undeveloped even if the Town sells it. He noted that the Conservation Commission will manage the property and New London will continue to own the property. The Conservation Commission will make sure the land is not damaged and that it is sustainable. Mr. Deegan noted that protecting this land would also help to protect the watershed at Otter Pond, which affects Lake Sunapee. Ms. Helm reminded everyone that it was voted at Town Meeting that the Town put an easement on the property. Chair Bianchi said that there is no problem with any of the parties involved in the easement; it is just some of the language that they are at odds with.

It was asked if this land is not put under easement as the Town was asked to do, what would keep the Town from selling the property to let it be developed. Chair Bianchi said there is nothing keeping that from happening and it would only need a vote at Town Meeting. The easement would prohibit development on the land by anyone, including the Town, and any subsequent owner the Town may sell the land to.

Mr. Wheeler wondered if this was the first time the easement language was sent to Town Counsel for comment. Chair Bianchi said he was not sure.

John Garvey, Chair of Ausbon Sargent, said he has been a lawyer for 35 years and his family has signed easements with this kind of language in it many times. He wondered if it would be possible for him and Town Counsel to meet face to face to resolve the problem together. Chair Bianchi thought this would be a good thing to do and felt comfortable expending Town money to make it happen. Ms. Kidder and Ms. Helm agreed that this was a good idea.

Ms. Clough said having known Ms. Phillips, she was sure that she would have wanted all the protection possible for that property. She wanted it preserved and not turned into anything else. For the lawyers that does not make a lot of difference, but for the Town and those who knew her, it is an important viewpoint to consider. Ms. Helm added that they also must take into consideration the Master Plan and those wishes of the town for having open lands and protected properties.

Mr. Deegan said that the easements used at Ausbon Sargent are written by the country's top lawyer in this field and added that Ausbon Sargent is an accredited organization. It took them three years to get this designation and they are nationally recognized as one of the premiere organizations in the country. They do not take this lightly.

Ms. Hallquist was asked to set a meeting up with Mr. Garvey, Mr. Mayer and herself to try and come up with an agreeable solution.

Equipment Needs for the Police Department – Ed Andersen, Acting Police Chief

Chief Andersen said that due to current events they have been looking at ways they can better protect their employees. When the Police Department was originally built, plans were to wire the facility for audio and video recording capabilities, but the audio portion was cut from the plans. The dispatch, meeting area, and interview rooms are not audio recorded; just video recorded. They have had issues over the years with hand-held recording devices not recording when they should have been. The booking area for those under arrest has a camera but again, no audio. No one can see an interview in that closed room. Chief Andersen spoke with Beltronics, the company that services the equipment, to see what it would cost to enable audio recording in these areas.

Chief Andersen explained that the company would install a DVR system to match the video that is already being recorded. The two interview rooms would have their own stand-alone DVR system to record audio so that the recordings could be stored up to one year. Currently, the video is held for about 70 days but when adding the audio, it would be saved for even less time. Budget constraints in the past have caused them to replace broken cameras with others in the system deemed less important.

Ms. Kidder asked how long the information can be saved and if it could be transferred. Mr. Andersen said that it recently cost \$600 for Beltronics to come in and take the information from the old system. The new system can be accessed easily and downloaded onto a thumb drive.

The cost for this system, including cruiser cameras, is approximately \$35,000. They have the availability to implement 32 cameras and there are 16 working right now. There are currently two DVR systems but they are not working well. Mr. Homan suggested finding other quotes as the price of these systems has come down.

Chief Andersen said that the problem with this upgrade is that the wires have to be run through conduits which are already jammed packed with other necessary wires. They do not know if they will be able to fit any more in there. It was discussed as to why the audio portion was not included in the original design for the police station when they upgraded it. No one could remember a request for this being cut from the budget. It was frustrating to Chair Bianchi that they have to do this now, but agreed that it needed to be done.

Chair Bianchi said the most expensive audio/video equipment was only as valuable as those running it and following the procedures in place. He observed that systems/equipment are not effective if people don't turn them on or follow the procedures. Mr. Andersen agreed and said the cameras in the interview rooms would be motion activated, eliminating human error. Chair Bianchi said that the Town would be reviewing the procedures used by the Police Department in the near future.

Ms. Helm said she has given this a lot of thought. The concern of the members of the Police Department was how they would be protected going forward. She was empathic to that but also thought they need to not have a knee-jerk reaction to one incident. They (the Selectmen) are a

little “under the gun” at this point in time, as Town Meeting is just a couple weeks away. She realized the timeframe and if they wait until Town Meeting of 2014, that is putting these upgrades even further away. She did not feel comfortable proposing this amendment to this year’s budget but said that does not mean she wouldn’t eventually support this initiative. She would like to know what other towns have in terms of protection like this. She also would like a second or third estimate to compare prices.

Mr. Homan suggested purchasing two DVRs and cameras at about \$300 each to do what they need to do. He thought they could do it for about \$5,000. Chair Bianchi said \$17,000 - \$19,000 of the \$35,000 was for dashboard cameras in the cruisers.

Chair Bianchi said the Board should consider a rationale for an amendment at Town Meeting, with a dollar amount for the public safety budget. Then they could review the department’s policies afterwards and put those dollars towards upgrading the system. Chair Bianchi noted there are 3-4 relatively new officers and while this is not bad, procedures may not be second-nature to them yet. Ms. Helm said she was not in favor of a band-aid approach to problems but suggested identifying the defective equipment to see if things could be remedied in the meantime to get them through.

Mr. Wheeler questioned what compelled the request for the upgrades. Ms. Hallquist noted that she was compelled to ask Chief Andersen to request quotes on this equipment as she felt that the upgrades were necessary and that funds should be requested at the upcoming Town Meeting. She felt that this is in the best interests of the Town. Chief Andersen said that many in the department are worried that they are one phone call away from a false allegation. He said there are many times when officers arrest a young female at 2am and there is oftentimes undocumented time spent. He thought cruiser cameras would be helpful in protecting the officers from false accusations.

Ms. Hallquist said this year’s current Police Department budget will be close as they are already over on uniforms and equipment due to the addition of new employees. They may also have more overtime as they are down another fulltime officer (one officer is not yet certified so is not able to work independently). Chief Andersen said that in addition, the server at the Police Department is on its last leg and will be about \$15,000 to fix/replace. Ms. Hallquist said that they will use every penny they can this year to put towards these things, however, addition funds for the FY2014 budget is recommended. She noted that she felt it is advisable to request some additional money from Town Meeting so that in the coming year, they can investigate these issues and be ready to put the resources into the upgrade. Ms. Hallquist stressed that the timing of Town Meeting (only weeks away) is difficult since the Selectmen won’t be able to have all of the details they usually have when asking for appropriations, and the issue was not discussed during the budget process, but she felt that voters would be understanding of why it was necessary. If funds are not appropriated this year, it will likely be July 2014 before the equipment can be purchased. Ms. Hallquist said the Selectmen could deal with this (amending the Police Department Budget) right up to the end of Town Meeting.

Chair Bianchi asked Chief Andersen to go through the department and prioritize where the cameras should go. They will do all they can to come up with a valid amount to do these upgrades. They will have to justify it at Town Meeting with logic and a rationale and be able to answer questions that may come forth.

Ms. Helm thought they should start with replacing any defective equipment.

Chief Andersen said that the booking area and an interview room were the most important places to have audio and video recordings. Dash cameras are very important for liability protection. Perhaps they could only have this camera installed in the primary patrol car in an effort to save money. Chief Andersen also suggested that a Highway Safety Grant could be used to help pay for in-car cameras. This grant could cut the cost by up to 50% but they are not able to apply for it until October 1, 2013.

Ms. Kidder thought a goal should be that one interview room was totally functional and that is the only room people could be interviewed in. Chief Andersen said that if someone is arrested they do not come upstairs, but stay downstairs. The other interview room is upstairs and used for those not arrested and they would not bring them down into where the jail cells were. Ms. Kidder thought those two interview rooms should be taken care of first and be fully equipped.

Public Works Department – Richard Lee

Mr. Lee, referring to the discussion on the Police Department equipment needs, observed that department heads are urged to cut things from their budgets to keep numbers low. He thought this may be what happened with the Police Department camera system. He felt they all share a portion of the responsibility for things breaking down or not functioning, when fears about increasing budgets means necessary equipment is not requested by department heads.

Mr. Lee informed the Board that a species of invasive beetle has been identified in Concord which inhabits ash trees. As a result, the State has issued a quarantine on all ash in Merrimack County. This means it cannot be transported out of the County. This poses a problem for New London, as the company that grinds the town's brush is located in Sullivan County (in Springfield, NH). They will take all other brush but not Ash. Mr. Lee said he has to do some more research on what they can do with the brush and what Concord is doing with theirs to dispose of it. Chair Bianchi wondered if they should put a notice up saying only soft wood allowed. He explained that any tree having needles is soft wood and any tree having leaves is hard wood.

Mr. Wheeler suggested writing to the DES and asking for an exception as it is a short haul to Springfield where it will be burned, which would kill any beetles present. Mr. Lee thought the Forest & Lands Department would be the ones to contact. He opined that getting an answer from these government agencies was sometimes difficult. They are just trying to get a handle on getting rid of this beetle.

Mr. Lee said he was there at the meeting to alert the Selectmen that they may not be taking brush to Durgin & Crowell in the near future. Should this happen, they may need to schedule more

than just one grinding day next year. He will keep them updated with information as he receives it.

Chair Bianchi asked if Mr. Lee had heard any more about fixing the compactor at the Transfer Station. Mr. Lee said that it would be repaired on May 15 - 17. They will make an announcement about limited trash being received on those days.

Ms. Helm said that she is still getting rave reviews about the work that was done on Forest Acres Road last year. Mr. Lee said that this year's mud season was not substantial but he agreed that what the Town has been doing with their gravel roads was paying off.

Discussion of Inspection of the Bandstand

Mr. Wheeler said that he, Bruce Parsons, and Frank Anzalone were going to meet that day to check out the gazebo and academy building. They were aware that roof shingles at the bandstand needed to be replaced. He will report back to the Board once the inspection is done.

Police Chief Replacement

Chief Bianchi said he did not think they wanted to spend money on a head-hunter. Ms. Kidder thought they should get the Attorney General's (AG) final thoughts on what transpired recently and have an outside group or person review the procedures and policies of the Police Department and make some recommendations to the Town. Once they have those recommendations, they could move forward with searching for a new Chief. Ms. Helm wondered if they had to wait on a report from the AG's office before they review the department. Ms. Hallquist noted that while the Town is not obligated to wait for the AG's okay to begin the review of the procedures, she feels that it is better to honor the AG's request to hold off, if possible. She noted that the Town will be conducting a review of the policies and procedures, not any possible criminal activity, as that is what the AG is doing.

Ms. Hallquist said she has talked to an outside source that would be a good fit to review the town's policies and procedures, once the AG's Office gives the go-ahead. She explained that the person they choose to help them has to be well-versed in police work and appropriate procedures for police departments. She thought the review might take 3-4 weeks depending on the availability of staff. Departments should be consistent between towns as the laws are all the same.

Ms. Kidder noted that she won't know what they will need until she reads a report and gets recommendations from the review. Ms. Helm said there are different public safety models used in other towns and while she was an advocate of the model they use now, they should still consider other models (she referred to a *Valley News* article regarding Hartford Vermont's decision not to hire a new police chief but instead create a cross-departmental "public safety director"). Ms. Helm felt that there could be cost-saving ways to run the department that they are not aware of and as such, all options should be considered.

Chair Bianchi wondered if part of the study would include a change in dispatch procedures in the Town of New London. He said there has been talk and publicity about more regional dispatching

services being used by other towns. When this model is used, dispatching is not under the supervision of the Police Chief. Ms. Kidder thought dispatch was part of the Police Department. Ms. Helm wondered if this could be part of the review. Ms. Hallquist said that the person reviewing would not be looking at cost saving opportunities, except as they might be related to best practices. The financial part of this issue is not the focus of this review, as the focus is on whether we have adequate policies and procedures in place and are they being followed. A review of cost savings opportunities can be done, but she felt getting a handle on the policies and procedures should be dealt with first.

Mr. Homan said that he, Ms. Hallquist, some members of the Budget Committee, and someone else (formerly Dave Seastrand) were slated to be on a subcommittee to study dispatch in other towns to find out the financial aspects of it. They have not met yet, however.

Mr. Homan wondered what the board would do if the AG's office found no further allegations to investigate. Ms. Hallquist said if that happens, she believed the AG would close the case on the matter. She has confidence in the AG's office that they are conducting a thorough investigation, speaking to all of the witnesses, and if they conclude that there is no further action warranted, the Town should also be content that no additional action should be taken. Ms. Hallquist stressed that she has spoken with many of the officers one-on-one and also in a group and from those contacts she has no concerns with those officers possibly being involved with the cases currently being investigated. Mr. Homan was not sure the AG's Office was conducting a real investigation. Ms. Hallquist reminded all that the AG's Office is the chief law enforcement agency of the State.

Upcoming Selectmen's Meeting Dates

May 4, 2013 – CAC

May 13, 2013 – 6:00pm

May 29, 2013 – 8:00am

June 10, 2013 – 6:00pm

June 24, 2013 – 6:00pm

July 8, 2013 – 8:00am

Old/Pending Business

Ms. Helm said that on May 8th at 7:00pm Rotary is having a toast to Peg Holliday and Connie Appel who have sold Morgan Hill Bookstore. This will be held at Tracy Memorial Library.

Ernie Pongraz, resident, was at the meeting to learn more about how things work in New London. He has an issue with his insurance company at the moment which is delaying his building project. Mr. Pongraz said he may be coming in to meet with Ms. Hallquist at some point to get her advice on the matter.

CAC Topics for Conversation

Ms. Kidder thought one possible topic would be a discussion about the easement at Phillips Preserve.

Chair Bianchi thought a rationale for the Board of Selectmen and the Budget Committee not approving the warrant article for the Conservation Commission's Land Acquisition Fund could be shared. He also thought they could share the information regarding audio/visual recording upgrades for the Police Department and see how they would feel about a possible amendment to the budget to the tune of approximately \$40,000.

Ms. Helm wanted some definition of where they stand on all issues by the May 13th meeting. It was noted that Michael Todd (Moderator) would be at this meeting to go over Town Meeting procedures.

Town Administrator's Report

With regard to the Elkins project, Ms. Hallquist said she has received a revised schedule from Pathways Engineering. They can complete the first portion of the project by the end of December.

Ms. Hallquist brought attention to a memo that came in from the Chamber of Commerce regarding Hospital Days and a request to use the Town Hall parking area for antique cars. She gave the memo to the Department Heads who would give input on the request and will report back to the Board.

Committee Meetings/Reports

Ms. Helm reported on the April 23rd Planning Board meeting. She said it was a lengthy meeting but that Jeff Hollinger (acting Chair that evening) and Lucy St. John (Planning & Zoning Administrator) did an exceptional job. The Planning Board approved Colby-Sawyer College's request to install artificial turf on one field at Kelsey Fields. Ms. Helm felt that the college did a good job meeting with abutters prior to the meeting, which meant for little discussion at the meeting.

Ms. Helm explained that New London Barn Playhouse came in for a conceptual plan to build a barn on the corner of Everett Park and Williams Street to house costumes and build scenery. Abutters were there and contributed good information to the dialogue.

Other items that came forth were the following:

- 210 Main Street (where Sage's Interiors is currently housed) has new owners who want to fast-track a request to improve the back parking area by taking down some dead Ash trees.
- A tree-cutting request at Checkerberry Lane was approved.
- Colby-Sawyer College came with a request to change the playground plans at the Windy Hill School, which had yet to be built.
- A complicated tree-cutting issue on Pike Brook Road by Charlie Hirshberg. The Planning Board requested that the issue be taken to the ZBA for a Special Exception.
- Alioops! (currently located in the New London Shopping Center) was approved for a fast track application to move where OMG was (394 Main Street).

- There was notice of a request by a citizen who wished to purchase 1386 Newport Road (near the park and ride) and have a towing and recovery home business. It was felt this was a residential area and this was not approved.
- The Planning Board agreed that they would like a joint letter from the Selectmen and the Planning Board be sent to Mark Vernon to acknowledge receipt of his letter regarding a recent subdivision, addressing comments he had made and their joint response.

The next Planning Board meeting is scheduled for May 14th.

Ms. Kidder said she went to a New Hampshire Selectperson's Institute last Saturday which was part one of a four-part program. She found it interesting and said it was geared towards new selectpersons. She learned that any property that devalues adjoining properties can be addressed. Ms. Kidder felt there was a property on Main Street that may be devaluing the neighbors' property and they should consider what they should do about it. Ms. Hallquist said there is a law regarding dilapidated buildings which can be looked into to see if it can be used to address some of these situations. She noted that dealing with these issues can be a lengthy and expensive process to enforce, if the owners do not voluntarily come into compliance. Ms. Kidder thought the owners of these kinds of properties should be talked to and asked to consider how the problems could be taken care of. Ms. Hallquist agreed that getting homeowners to voluntarily fix the problems would be best.

Chair Bianchi said he attended the 1941 Committee Meeting last week. They have their brochure for Town Meeting almost done. They will also be forming their own 501(c)(3). This entity would do the fundraising for the project.

Upcoming Meetings

April 30th Candidate's Night at Tracy Library

Chair Bianchi wondered if he should be at the polls with the other Selectmen at voting day as he was running for office. Ms. Hallquist said that the law allows a selectman who is on the ballot for that job to perform his role as an election official and be at the polls.

The polls would be represented by the Selectmen at the following times:

Tina Helm: 8:00am – 12:00pm

Peter Bianchi: 12:00pm – 3:30pm

Janet Kidder: 3:30pm – 7:00pm

The pre-Town Meeting potluck is being planned. Ads will be in the Shopper and Michele Holton will be generously donating the paper goods again. It will be held in the elementary school cafeteria at 5:30pm.

Review of Minutes

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to approve the minutes of April 1, 2013 and April 4, 2013, as circulated. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to approve the minutes of April 9, 2013, as amended. THE MOTION WAS APPROVED.

Ms. Kidder did not vote as she was not present at the meeting.

IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to approve the minutes of April 15, 2013, as amended. THE MOTION WAS APPROVED.

Ms. Kidder did not vote as she was not present at the meeting.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to approve the minutes of April 17, 2013, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Tina Helm) AND SECONDED (Janet Kidder) to approve the minutes of the April 6, 2013 CAC Meeting, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.

Bandstand Review

Before the meeting had ended, Mr. Wheeler, Mr. Anzalone and Mr. Parsons returned with news regarding the bandstand. Mr. Anzalone said the roof of the bandstand is rotting. Water is trapped between the roof and ceiling. When sun hits it, it gets hot enough to steam the shingles. Shingles need to be replaced in a method so this does not happen again. They can prepare a small spec for that or contractors can submit their proposals and they can be modified if need be. Also, along the bases, the rails and walls supporting them are wet and are not drying out, causing rot. The majority of them need to be replaced. The plywood and trim work need to be removed. A plastic replacement would be the direction he would recommend. From what they could see, the under-decking looked to be OK.

Mr. Wheeler thought they should get proposals for the roof and then later, for the side walls. They were estimating \$25,000 for the entire repairs and thought \$10,000 for the roof. He wondered if the Bandstand Fund (Mendelson Trust) could be used for this. It was discussed that some money was used for painting the bandstand in prior years. Ms. Hallquist said the fund belongs to, and is used at the discretion of, the Bandstand Committee. The Town owns the building, itself. Mr. Wheeler wondered if the committee would be interested in helping to pay for this. Ms. Helm felt it was worth asking the committee if they would help out. Ms. Kidder said others use the bandstand, and it is not just used for music so she was hesitant to use that source to maintain it. She wondered if the bandstand was safe. Mr. Anzalone said it is safe, as it is the decorative work that needed replacement.

Mr. Anzalone said that the Academy Building has a noticeable sag in the roof running front to back and it is dramatic. They saw other signs that since the building was renovated, it has sagged even more. The roof seems to be pushing the gables out and the roof sheathing is buckling. Repairs were done in 1999 and he will look at the plans. They need to address the roof and decide if the movement is OK or if it needs to be repaired. They would like to bring in a structural engineer. Mr. Parsons said they would get a full set of plans from those who made the

upgrades to find out more information. They could then put together a proposal for possible repairs.

Chair Bianchi wondered the cost for a structural engineer. Mr. Anzalone said he would talk to one who would come and look at no cost, but the cost would begin when they started asking questions and creating a proposal.

Ms. Helm wondered if they could put their findings in writing. Part of the problem is that there is no comprehensive plan for buildings in the Town. Mr. Parsons agreed that this should be done, as well as a plan for other maintenance issues, such as painting buildings every "x" number of years.

The Board considered the following requests for applications, permits and expenditures:

Application for Building Permit:

- William & Jane Hopwood, 722 Bunker Road (Map & Lot 076-044-000) replace decking – Permit # 13-027 – Approved.
- John & Victoria Peiffer, 124 Knights Hill Road (Map & Lot 083-002-000) build attached garage w/apartment above – Permit # 13-028 – Approved.
- Beaconwood 2012 Realty Trust, 231 Poor Road (Map & Lot 091-006-000) demolish residence and attached garage – Permit #13-029 – Approved.
- Carolyn Lockhart, 693 County Road (Map & Lot 082-007-000) build ADA compliant wheelchair ramp – Permit #13-030 – Approved.
- Harry Snow III, Cottage Lane (Map & Lot 085-015-000) build new duplex consisting of 6 bedrooms and 3 – ¾ baths in each unit. – Permit #13-031 – Approved.

Application for sign permit:

- First Baptist Church – rummage sale – April 27th, - 8AM -12PM – approved
- Community Garden @ Tracy Library – June 23rd, 2-4 – Approved.
- Kearsarge Chorale – Concert May 19th, 3PM – 2 signs 1 at info booth, 1 at CSC – Approved.

Application for use of Whipple Memorial Hall:

- New London Barn Players – rehearsals – 30 days – approved.

Applications for Current Use:

- Mark & Alison Vernon, 323 Pingree Road - Map & Lot 023-006-000
- Tyler Justice & Arrollyn Vernon, Pingree - Road Map & Lot 023-011-001
- Jeremiah & Nicole Vernon, Pingree Road – Map & Lot 023-005-001

Other Items to be signed:

- Disbursement voucher
- Warrant Yield Tax Levy - \$118.64 – Map & Lot 117-005 – Michael Hansen

With no other 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 11:25am.

Respectfully submitted,

Kristy Heath, Recording Secretary
Town of New London