



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## BOARD OF SELECTMEN MEETING MINUTES January 4, 2012

### **PRESENT:**

Mark Kaplan, Chairman  
Tina Helm, Selectman  
Peter Bianchi, Selectman  
Kimberly Hallquist, Town Administrator

### **ALSO PRESENT:**

Dave Seastrand, Police Chief  
Richard Lee, Public Works Director  
Chad Denning, Recreation Director  
Peter Stanley, Planning & Zoning Administrator  
Jay Lyon, Fire Chief

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

Chair Kaplan noted that they were there to review budgetary items. He noted that since they have gone through each of the departments, with the exception of salaries, which will be reviewed during the evening meeting, they can now review the budget and if no changes are required the Board can finalize their figures and pass it along to the Budget Committee. He was ready to do so and asked how the other selectmen felt. Ms. Helm felt the Board should take up each nonprofit and town department separately to see if any changes need to be made, and if not, the Board can vote.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$5,491.85 for the Upper Valley Lake Sunapee Regional Planning Commission.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to not fund the American Red Cross the amount of \$2,005.20 as they have requested.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to fund \$20,000 to the COA Chapin Senior Center. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to not appropriate \$500 to Court Appointed Special Advocate (CASA), as they have requested.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$5,050 for the New Hampshire Municipal Association Membership.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$3,809 for the Community Action Program. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$3,225 to the Messer Pond Protective Association. THE MOTION WAS APPROVED UNANIMOUSLY.**

Ms. Helm noted that their request was down 20% from last year.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$6,500 for the Pleasant Lake Protective Association. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$121,393 for New London Hospital. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$9,600 for the Lake Sunapee Region Chamber of Commerce. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$5,500 for the Little Sunapee Protective Association. THE MOTION WAS APPROVED UNANIMOUSLY.**

It was noted that this request had come in the previous day and that it had gone down \$200 from last year.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$5,000 for the Lake Sunapee Protective Association. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to postpone consideration of the Lake Sunapee Region VNA and Hospice request of \$12,922.44 as the letter accompanying the request indicates that it is level funded while it appears to actually be an increase over the prior year. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### Police Department Budget

Mr. Bianchi estimated that the Police Department's budget had increased 4.8% since last year. It was his understanding that the reason the request is up is because of a clerical error by town office staff, not within the police department. If this error had not been made, there would actually be a decrease in his budget.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve \$91,839 as requested by Chief Seastrand for the Police Department budget. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### Dispatch

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve \$26,454 as requested by Chief Seastrand for Dispatch. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### Fire Department

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve the request of \$65,400 for the Fire Department. THE MOTION WAS APPROVED UNANIMOUSLY.**

Department of Public Works

*Cemetery*

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve the request of \$23,242 for the Cemetery Fund, as presented by Richard Lee.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

*Highways*

Mr. Bianchi commented that there were two areas: streets and roads and personnel administration. He thought they should vote on the two separately.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve the request of \$14,433 for Highway Personnel Administration, as presented by Richard Lee.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve the request of \$527,100 for Highway Streets, as presented by Richard Lee.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve the request of \$14,000 for Street Lighting, as presented by Richard Lee.**

Mr. Bianchi said that this was an increase over last year and wondered if there was an increase in electricity. Ms. Johnson said she put the number in as a guess by taking the first six months from the previous year and doubling it. In 2010 it was a little over \$14,000 and was almost that much in 2009, so \$14,000 seemed to be a reasonable estimate.

**THE MOTION WAS APPROVED UNANIMOUSLY.**

*Transfer Station*

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve the request of \$196,800 for the Transfer Station, as presented by Richard Lee.**

Mr. Bianchi questioned the \$9,000 increase in hauling fees. Mr. Lee said that as of December they were on track with what they were a year ago but due to the fact that they are now getting the trash from the college, they have put some increase in the amount to account for possible additional hauling. Ms. Helm and Mr. Lee agreed that it is hard to put a budget together when they haven't gotten through most of the year yet.

**THE MOTION WAS APPROVED UNANIMOUSLY.**

*Solid Waste Clean-up*

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve \$21,400 for landfill monitoring and Pleasant Lake Dam permit fees. THE MOTION WAS APPROVED UNANIMOUSLY.**

Mr. Lee noted that no money is being asked for the household hazardous waste program as the town participated last summer, and only participates every-other year.

Recreation

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve \$22,650 for the Recreation Department. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Emergency Management*

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve 5,851 for the Emergency Management line item. THE MOTION WAS APPROVED UNANIMOUSLY.**

Town Administration and Finance

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve \$29,029 for the Town Administration. THE MOTION WAS APPROVED UNANIMOUSLY.**

Mr. Bianchi thought they may consider taking out the Selectmen's Discretionary Account depending on how they decide to pay the insurance and Workman's Comp that may come from a Capital Reserve Account. Everyone agreed that they should keep the insurance and Workman's Comp separate from the discretionary fund.

*Finance*

Ms. Helm wondered about the increase for the audit line item. It was noted that the increase accounted for an 18-month audit instead of a 12-month audit.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve \$116,167 for the Finance Department. THE MOTION WAS APPROVED UNANIMOUSLY.**

*Government Buildings*

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve \$181,321 for Government Buildings.**

Ms. Helm asked if they had locked in a price for fuel oil. Ms. Johnson said that they had for this current heating season. Chair Kaplan noted that propane has is at an all time low right now and they should look to lock in these prices around May, if possible.

Mr. Bianchi said that this is up 7% but that these are all energy-related, which they cannot control.

**THE MOTION WAS APPROVED UNANIMOUSLY.**

Town Clerk

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve \$15,579 for the Town Clerk's budget.**

Mr. Bianchi noted the budget is up over \$5,000. Ms. Hallquist said that this is because of the need of a new computer and voting booths. Ms. Helm said it seemed that several departments are asking for new computers. She wondered if they could get a group purchasing price. Ms. Hallquist noted that the last computer purchased, for the Finance Officer, was purchased through the Police Department's contact and got a very good price. Chief Seastrand said that through PC Connections, GOV Connection offers very good prices to the Town.

**THE MOTION WAS APPROVED. Tina Helm – Yes, Mark Kaplan – Yes, Peter Bianchi – No.**

Library

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve \$433,420 for the Library, including cleaning. THE MOTION WAS APPROVED UNANIMOUSLY.**

CIP Recommendations

As included in the approved CIP as adopted by the Planning Board:

Sidewalk Project – \$20,000  
Bridge Maintenance – \$5,000  
Fire Vehicles – \$100,000  
Fire Refurbishment & Maintenance – \$13,000  
Highway Equip replacement – \$150,000  
Town Buildings – \$30,000  
Highway Building – \$21,500  
Fire Breathing Apparatus – \$10,000  
Recreational facilities – \$7,500  
Police Vehicle – \$31,000  
Gravel Roads \$25,000  
GIS Update – \$25,000  
Sewer Lagoon Clean up \$20,000  
Total: \$458,000

Mr. Bianchi could not find where Bridge Maintenance was requesting \$5,000. He asked what they planned to do for bridge maintenance. Chair Kaplan asked Mr. Lee if he wanted the line item to pull money from should a repair be needed. He said there are five bridges that need repairing and there are two that need to be replaced within the next couple of years. They will be expensive. Right now there is \$100,000 in the bridge maintenance fund, but the two bridges to be replaced on Brookside Drive may be up to \$300,000 each. There may be grant money available but the funding won't be available until 2016. Mr. Bianchi noted that he was unable to find the bridge repair item in the CIP. He was shown where bridge maintenance was provided for in the CIP at \$5,000.

Mr. Bianchi noted that the Trustees of the Trust Funds will complete the MS-9 form, reporting on all of the trust funds held by the town, showing the totals for all funds. Once this form is completed the Board will know exactly what is in each fund. They hoped to have these numbers soon.

Mr. Bianchi didn't think they should put in \$7,500 into the recreational facilities this year. Mr. Denning said that it has been voted down for the past four years. Mr. Denning explained that the appropriation represents a "good faith effort" to plan for the future. The money is to put them on a schedule to meet the different time frames for projects in the future. Chair Kaplan said that the buildings at the beaches need to be upgraded and they have to put money away to take care of everything they need and continue to operate and will need repairs in the future. He felt it foolish not to put money aside to have it when it is needed. Mr. Denning said that they are planning for the future which is what the CIP is for. Mr. Bianchi said there should be a schedule of what needs to be done. The only thing that has been mentioned is the Bucklin Beach building. Nothing has been said about other buildings (such as Elkins). He thought that unless there was a particular need, it shouldn't be funded. Mr. Denning pointed out the schedule of projects for the future. His department has its own master plan to back up their CIP, and he pointed out that his is the only department that did their own master plan. Chair Kaplan felt they should keep the \$7,500 in for Recreation and the \$5,000 for Bridge Repair.

Ms. Helm thought it prudent and important to set money aside for any program that needs work to be done to execute the master plan. She felt they were too hung up on the fact that the proposed need is to

upgrade Bucklin Beach house. It may be that this money is set aside whether the beach house renovation is passed or not, and will be put towards other projects. Mr. Denning agreed and said that this money is earmarked for the schedule they have formulated for the future, not just one project.

**IT WAS MOVED (Mark Kaplan) AND SECONDED (Tina Helm) to approve the funding of the CIP Recommendations as listed above, equal to \$458,000. THE MOTION PASSED.**

Mark Kaplan – Yes, Tina Helm – Yes, Peter Bianchi – No.

Ms. Helm summarized the discussion by noting that it is important and prudent to to set up a program to anticipate needs of the town. At the moment the need is to upgrade the Bucklin Beach bathhouse but if the Town turns down the project, the money will remain in the Capital Reserve Fund. Mr. Denning agreed with this summary.

#### Capital Outlay – Vehicles

Fire Apparatus \$860,000  
Dump truck & 1 ton dump truck \$238,884  
New Highway equipment \$10,000

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to fund account number 01-4902 with \$1,108,884.**

Ms. Hallquist said these vehicle requests would appear on the warrant as separate articles, requesting withdrawals from capital reserve funds. Chair Kaplan said that people will be asking questions about the fire apparatus being traded in and purchased at Town Meeting. Chief Lyon said that he would have this prepared. They are working with six companies to get bids and he hoped that by the time Town Meeting came around, he would have more information to illustrate this process. He thought he would have some sort of slide show to help explain the details of the apparatus and what they have/need and plan to replace. Chief Lyon thought that the questions that come up will certainly come up under the oversight of the Budget Committee when those meetings begin.

Mr. Bianchi hoped that the articles would have separate totals for each item that is being appropriated for.

**THE MOTION WAS APPROVED UNANIMOUSLY.**

#### *Capital Outlays Buildings*

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve \$10,000 for the capital outlay for buildings. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### *Capital Outlays Improvements*

**IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to approve \$143,344 to fund the Recreation Facility Upgrade and the Gravel Road Upgrade.**

#### *Recreation Facility Upgrade*

\$85,000

#### *Gravel Road Upgrade*

\$58,344

Mr. Bianchi did not feel that the \$85,000 requested for the Recreation Facility was a firm number yet. He thought that if they approved it, they were approving spending that amount on the upgrade. Mr. Bianchi

was not ready to spend any money until they know what they will be doing. Ms. Helm thought that \$85,000 was the minimum needed to do improvements to the Bucklin Beach bathhouse. Mr. Bianchi said that two proposals had been made (\$108,000 and 123,000) and he didn't think that there was an estimate for \$85,000. They had not figured an exact cost to do what needed to be done. Mr. Denning agreed and said that at the point that they obtained an estimated amount, they had no concrete plans. The \$85,000 is a complete guess on what it would be to fix the building and not make any changes in the height of the building or adding dormers. He presented the potential project they'd like to move forward with two weeks ago.

Mr. Denning said that the Recreation Commission voted amongst themselves and wanted Option #2 (with the dormers). When he presented it to the Little Sunapee Protective Association they also liked the second option. Mr. Denning said they need to modify the amount of \$85,000 to match the option they choose for the building. This option will "gut it to the cinderblock." He explained that the \$85,000 was a placeholder in the budget for the project. He asked if there was an option preference among the Board of Selectmen. He noted that Option #1 and Option #2 were identical downstairs and upstairs except that Option #1 had sky lights and Option #2 included dormers.

Chair Kaplan said if they choose the second option, what would it do to the \$85,000? Mr. Denning said that they would try to expend the current funds from the CIP and if there isn't enough they would go out and fundraise to make up the difference. He said that option #1 would be covered by the \$7,500 and option #2 would be funded, in part, through fundraising.

Chair Kaplan said that the \$85,000 should actually be shown as \$107,500 as it is what will be expended for the new building. Mr. Denning said that he would like permission to expend the \$107,500 and the \$7,500, should it be appropriated. The permission to use these funds should be written in two separate warrant articles.

In total for the two upgrades (Recreation Facility and Gravel Roads) is \$165,844.00

**IT WAS MOVED (Tina Helm) AND SECONDED (Mark Kaplan) to amend the \$85,000 to \$107,500. THE MOTION PASSED. Mark Kaplan – Yes, Tina Helm – Yes, Peter Bianchi – No.**

**IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to approve the capital outlay for Recreation Facilities and Gravel Roads in the amount of \$165,844.00. THE MOTION PASSED. Mark Kaplan – Yes, Tina Helm – Yes, Peter Bianchi – No.**

Mr. Bianchi felt the discussion on the recreation facility was premature as Chair Kaplan had requested Mr. Denning and Ms. Hallquist to sit down and talk about what needed to be done. This hadn't been done yet. Mr. Bianchi said he wasn't against sprucing up the Bucklin Beach bath house, his problem was the way it was done.

Sewer equipment repair and rehab transfers to capital reserves

Mr. Bianchi asked if they could move this to a new line item under the other CIP recommendations. Ms. Hallquist said that it is separated because the sewer users pay for sewer expenses so keeping this appropriation in the sewer department area is appropriate.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve \$5,000 for the sewer department transfer to capital reserve. THE MOTION WAS APPROVED UNANIMOUSLY.**

Tri-Town Assessors

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve \$81,812 for the Tri-Town Assessors. THE MOTION WAS APPROVED UNANIMOUSLY.**

Legal and Animal Rescue

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to approve \$25,200 for legal fees (\$25,000) and animal rescue fees (\$200).  
THE MOTION WAS APPROVED UNANIMOUSLY.**

Planning and Zoning

**IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to approve \$15,313 for planning and zoning fees. THE MOTION WAS APPROVED UNANIMOUSLY.**

Insurance

Ms. Johnson did not have the Workman's Comp figure as of yet. She would have the figure for that evening's meeting.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$74,068 in account 01-4196 for Insurance Not Otherwise allocated. THE MOTION WAS APPROVED UNANIMOUSLY.**

Health

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$7,906 for Health Administration.**

Mr. Bianchi asked if Health Officer Bent is requesting an assistant, what would he pay them? Ms. Hallquist noted that the budget provides \$500 for a deputy, and that Dr. Bent didn't mention that he intended to request a change. Dr. Bent hasn't had an assistant for a while but is now requesting one. Mr. Bianchi questioned if Dr. Bent would be asking his assistant do more work than just fill in from time to time, and thus perhaps the salaries should be adjusted. Ms. Hallquist said that she could have Dr. Bent come in to see if he would like to split the position differently and pay her more.

**THE MOTION WAS APPROVED UNANIMOUSLY.**

Welfare Vendor Payments

**IT WAS MOVED (Tina Helm) AND SECONDED (Peter Bianchi) to appropriate \$16,000 for Welfare Vendor Payments. THE MOTION WAS APPROVED UNANIMOUSLY.**

Mr. Bianchi noted that many other municipalities have a six-figure number in their budgets for this item. He felt that there were many non-profits, including area churches, that were helping fill the needs of people who were struggling to pay for things such as fuel and rent in these trying economic times.

Patriotic Purposes

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$300 for Patriotic Purposes. THE MOTION WAS APPROVED UNANIMOUSLY.**

History and Archives

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$1,000 for History and Archives. THE MOTION WAS APPROVED UNANIMOUSLY.**

Conservation



**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$15,748 for Conservation. THE MOTION WAS APPROVED UNANIMOUSLY.**

It was noted that this was a decrease from last year.

Energy

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$989 for the Energy Committee. THE MOTION WAS APPROVED UNANIMOUSLY.**

Care of Trees

Ms. Johnson said she spoke with Dave Carey. Half was spent on trimming trees and half was spent on the purchase of trees.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$5,300 for Care of Trees. THE MOTION WAS APPROVED UNANIMOUSLY.**

Debt Service

Ms. Johnson said she had no idea when they would be starting payments on the loan for the sewer bond. Ms. Hallquist said she would speak to their representative from Underwood to see if she could get some idea.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to zero this account until they have more information. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$198,264 for debt service. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to appropriate \$62,646 for interest for debt service. THE MOTION WAS APPROVED UNANIMOUSLY.**

Health Insurance Capital Reserve Fund

Mr. Bianchi felt they should set aside money for an anticipated increase of health insurance. Had they not changed policies, their cost would have gone up 11%. Ms. Hallquist noted that it would have been an increase of over \$44,000 if they had stayed with the same plan. Mr. Bianchi suggested having money in the capital reserve to cover half of that increase, as they would only need to make up for six months. He suggested putting about \$30,000 in the fund. Should they not need the money or if insurance goes down, the money will remain in the Capital Reserve for future years when the insurance may go up mid-fiscal year. Mr. Bianchi suggested making this fund be for only health, dental and workman's comp unanticipated increases.

Ms. Johnson said that they may be able to switch over their property and liability insurance to the Town's fiscal year. Ms. Hallquist agreed and said that those premiums aren't as volatile as health, dental and workman's comp insurance premiums. Ms. Helm thought this was a good idea and it was important to keep the fund separate from the Board of Selectmen's Discretionary Account.

**IT WAS MOVED (Peter Bianchi) AND SECONDED (Tina Helm) to create a new Capital Reserve Fund in the amount of \$30,000 for potential insurance increases between January 1 to June 30 of the Town's fiscal year. THE MOTION WAS APPROVED UNANIMOUSLY.**

Ms. Hallquist said that she would be providing worksheets including salary information and what certain percentages of raises would cost. It would also show the amount the Town has saved through not hiring for open positions and other measures that have been taken to decrease the budget.

Mr. Bianchi said that in the past there was a line item for raises. In recent years, the raises were shown in each department to show what a certain percentage looked like. He thought they should consider these two ways of presenting the information and decide which one was most effective.

#### Town Administrators Report

Mr. Bianchi responded to Ms. Hallquist's query regarding the Elkins project and the procedure the Board would use to select the engineer for the project. He felt that the entire board should be involved with the Elkins subcommittee to make the decision on which firm to hire to do the work. He pointed out that everything up until this point has been done at the select-board level and it should continue in this manner. He didn't want to shut the subcommittee out, but wanted to make sure the Board of Selectmen were involved. Ms. Helm agreed.

#### Primary Poll Coverage

Mr. Kaplan said he would be at the polls the next Tuesday at 8am to 12pm. Ms. Helm would do 12pm to 4pm and Mr. Bianchi would do 4pm to 8pm.

#### CAC Meeting on Saturday, January 7th

Ms. Helm thought they should come up with an agenda for the CAC meeting on Saturday and suggested that since the school deliberative session would begin at 9AM, perhaps CAC member Rich Anderson, who also serves on the School Budget Committee, would agree to address the Committee on school budget issues. Mr. Bianchi said that the members could be emailed to let them know that it would be a shorter meeting so that they could attend the deliberative session and to have them come to the meeting with questions.

Chief Lyon said that he would be happy to come in to the CAC meeting to talk about winter heating precautions. He would attend if Mr. Anderson was not able to talk to the group.

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

The meeting adjourned at 11:15am.

Respectfully submitted,

Kristy Heath, Recording Secretary  
Town of New London