

SUNAPEE BOARD OF SELECTMEN
6:00PM Town Office Meeting Room
Monday, November 14, 2016

Present: Suzanne Gottling, Vice Chairman, John Augustine, Fred Gallup, Shane Hastings, Veronica Hastings, Kevin Cooney, Ron Kulpa, Linda Tanner, Chief David Cahill, Mary Danko, Scott Hazelton, Chief Dan Ruggles Joe Furlong, Donna Nashawaty, Town Manager and Lynne Wiggins, Financial
Absent: Josh Trow, Chairman, John Brandolini and Betty Ramspott

Vice-Chairman Gottling opened the meeting at 6:00PM

REVIEW OF ITEMS FOR SIGNATURE:

MOTION TO APPROVE THE FOLLOWING CZC'S:

PARCEL ID: 0129-0015-0000 46 Lower Main St. Edward A. Bailey

PARCEL ID: 0106-0011-0000 Lake Ave. GM Glenn & Jill Cutting (Add 'l Owners)

PARCEL ID: 0126-0012-0000 152 Garnet Hill RD. Patricia Currie (Selectman Gallup recused himself from discussion)

**PARCEL ID: 0133-0050-0000 73 Lake Ave. Michael & Stacey Vinick
by Selectman Hastings, seconded by Selectman Gallup Unanimous**

LAND DISTURBANCE BOND:

**PARCEL ID: 0126-0012-0000 152 Garnet Hill RD. Patricia Currie
by Selectman Hastings seconded by Selectman Gallup Unanimous (Selectman Gallup recused himself from discussion)**

MOTION TO APPROVE THE FOLLOWING DRIVEWAY PERMIT:

**PARCEL ID: 0210-0009-0004 Fieldstone Drive Lot 4 Elizabeth & Kevin Wallace
by Selectman Gallup, seconded by Selectman Hastings Unanimous**

MOTION TO APPROVE THE FOLLOWING DEMO PERMIT:

**PARCEL ID: 0132-0026-0000 50 Winn Hill RD. Shirley Trombley
by Selectman Hastings, seconded by Selectman Gallup Unanimous**

2016 RATIO STUDY SUMMARY REPORT-Will be discussed at next meeting.

APPOINTMENTS:

•6:00PM Chief David Cahill-Computer Equipment Purchase

Chief David Cahill asked permission from the Board to allow him to over expend his computers line item. The reason he is asking to over expend that line item by \$15,000 is to outfit three (3) of the police cars with new computers. The computers that they are using are four (4) or five (5) years old and the processors are too small and can't support what they need to run. Chief Cahill feels comfortable spending the \$15,000, since there are line items in his budget that he will not be spending, which would certainly cover the bottom line at the end of the year. **Motion to approve the Chief's request to rearrange his budget, so he can make the purchase of new computers by Selectman Gallup, seconded by Selectman Augustine Unanimous**

•6:15PM Scott Hazelton-On Call Pay

Scott Hazelton stated about two (2) years ago, he came to the Board to discuss the on-call policy that he had established for the highway department, which involved a weekly pay of \$75 per person for them to be on-call for the week. At the end of 2014, it was discovered that the Water & Sewer Department also have an on-call policy, but the weekly pay is \$100 a week. The on-call pay is only given during the winter months, which would be October 15th thru April 15th. Scott Hazelton asked if the highway on-call weekly pay could be changed from \$75 a week to \$100 a week and change the time from fifty-two (52) weeks to twenty-six (26) weeks. **Motion to change the pay for on-call to twenty-six (26) weeks, at \$100 a week for the Highway Department by Selectman Hastings, seconded by Selectman Gallup. Unanimous**

•6:30PM ABC Committee Meeting-Continue 2017 Budget

Vice-Chairman (Selectman) Gottling handed the meeting over to ABC Chairman Kulpa. Chairman Kulpa wanted to confirm that they had a quorum before starting the meeting, Donna Nashawaty replied that the members required as a quorum are here. Chairman Kulpa opened the meeting and stated that everyone was supposed to pick-up a packet at the library, there been some adjustments made by Donna Nashawaty, so Chairman Kulpa turned the meeting over to Donna Nashawaty, who stated that the committee would not be getting revised individual budget worksheets, but a total summary page with the 10/28 meeting changes in their packet, which she reviewed with the committee. After some discussion, Chairman Kulpa asked for the next meeting, that the members start formulating their impressions of the budget, the pros and cons, their assessment of the budget at this point.

PUBLIC COMMENTS:

•Chief Cahill reported that the Sunapee Police Department delivered over 350 pounds of Halloween candy to the Central Street residents.

SELECTMEN ACTION

•Use of Facilities-05/20/17 Sullivan County Humane Society 5K-Sunapee Harbor
Motion to approve the use of facilities application from Sullivan County Humane Society for the 5k to be held on 05/20/17 in Sunapee Harbor by Selectman Gallup, seconded by Selectman Hastings Unanimous.

•Recreation Committee Reappointment-Maria Fair

Motion to reappoint Maria Fair to the Recreation Committee with the term that's recommended by Selectman Gallup, seconded by Selectman Hastings Unanimous.

•Review Updated Pay Table-Implementation Plan

Donna Nashawaty stated that at the last meeting the BOS asked her to go back and take the new eighteen (18) step pay table, that was the result of the New London Salary Study and please show a couple of different implementation options for the new pay table. The new pay table excludes the seasonal help and elected officials and includes all the rollups. Selectman Augustine stated that he did not want to decide until he sees the total budget numbers, including the warrant articles.

Selectman Gallup stated that the current pay table in the budget had a 1.3% COLA and step. Selectman Gallup feels that with the information presented option three (3) on the new pay table, which is a step, .8% COLA and a new pay table totaling an increase of \$17,539 is the best way to go, but he doesn't think he then could support the \$25,000 warrant article for the Route 11 improvements. Donna Nashawaty stated the UVLSRPC (Upper Valley Lake Sunapee Regional Planning Commission) will be coming to talk to the Planning Board at their December 1st meeting, regarding the Route 11 improvements, there might be some grant money to do the engineering piece, so please keep an open mind regarding the project.

•Warrant Article Update

Donna Nashawaty went over changes made on the following warrant articles:

Highway Truck-Donna Nashawaty reported that Scott Hazelton went back and had some discussions with the lowest bidder and got them to increase the trade allowance to a number that allowed the net price to be what is in the capital reserve fund now. So, both warrant articles still should be supported, but if the one adding the money to Highway Equipment Capital Reserve fails, and the warrant article for the truck passes, then the truck can still be purchased. The warrant article would say "to raise and appropriate \$175,500, \$16,500 to come from trade-in and \$159,000 to come from Highway Equipment Capital Reserve fund".

Forestry Truck-The BOS wanted the Town Manager to asked the following questions to the Fire Department; how many calls did the Forestry truck responded to, was the truck amount too high, could a truck of less caliber be purchased and did they look at used equipment. Chief Ruggles gave the Town Manager a cover letter relative to the forestry calls, which the BOS and ABC Committee received in their meeting packet. Between the years 2012-2016 there have been twenty-two (22) forestry calls. Chief Ruggles has been visiting some of the other communities to see if a smaller pick-up truck will do and what other towns are using. Selectman Gottling asked if the calls were within the town or outside of Sunapee. Chief Ruggles replied most are in town, but some are out of town too. Chief Ruggles said the department goes out of town for forest fires. Selectman Augustine asked if every town had a forestry truck. Chief Ruggles replied not every town; Newport uses a utility truck, that has a tank and pump in the back New London has a trailer, but no water, Wilmot, Sutton, Andover and Lempster have a forestry truck, Goshen and Claremont have two (2) forestry trucks. They're built so they can be used for more than a forestry truck, but primary carry the equipment and have four-wheel drive. The current forestry truck came from a state grant and if the town buys a new forestry truck, the old one must go back to the state. Chief Ruggles stated that it's going to be used as a forestry/utility truck, so it will be used quite abit more. Donna Nashawaty stated that the Fire Equipment Capital Reserve Fund is in the same situation as the Highway Equipment Capital Reserve Fund is. The request was to put in \$115,000 and the amount of the warrant article is \$150,000 and the balance in the Fire Equipment Capital Reserve Fund is \$123,000. The warrant article to put the money in the capital reserve fund must pass, even if the forestry trust warrant article passes.

Cold Storage Building-At the last BOS meeting, the Board wanted to see a design, wanted to know who was constructing it, could be phase in over a three (3) year period, with the site work and only one of the bays done. Selectman Augustine asked if Bay #1 was needed because the Building Maintenance person got displaced from the Harbor House Livery Building. Scott Hazelton replied yes it was one of the reasons, the current cold storage building's items have been displaced outdoors for the maintenance person's workshop. The idea is to get some the equipment inside and undercover to make it last. The current cold storage building needs to be turned into a "heated" workshop. Selectman Augustine asked if this were to happen would it change the purchase schedule because equipment would last longer. Scott Hazelton replied it may with some of the vehicles. Selectman Gottling asked if it would save on maintenance. Scott Hazelton replied it absolutely could. Donna Nashawaty stated that the budget warrant article contains \$135,000 currently before we had this piece of information. Linda Tanner asked if it was phased out over three (3) years would the price remain the same. Scott Hazelton replied it would be up, but his intent the first year, would be to put the foundation and slab in and one bay, cost \$50,000 per year.

Bradford Bridge-The BOS asked if the project could be spread out over two (2) years. The answer was yes, it could be phase over two (2) years, so that after the warrant article, in the spring of 2018 the Town could go forward with the construction. A report was received from HEB Engineers, which stated that based on their observations it is safe to keep the bridge open with its current configuration until the spring of 2018. Selectman Gottling asked not the state, but the engineers observation. Scott Hazelton replied yes, the engineers, who have worked for the town and did the last bridge and is familiar with the state's recommendations. They also recommend that the Town continues to monitor the bridge for movement and additional deterioration. They believe it is unlikely that the NH DOT would recommend completely closing the bridge again between now and the time the bridge is replaced, if the Town goes by the spring 2018 schedule. Donna Nashawaty stated the warrant article amount is \$225,000, so the suggestion would be if you wanted to spread over two (2) years this would help. Selectman Gallup said to take the \$225,000 and split it in half and add that to the Bridge Capital Reserve fund for the next two (2) years, when the Town should know the amount and then have a warrant article to expend up to a that amount. The amount was updated to \$200,000, which is \$100,000 per year for the next two (2) years. Scott Hazelton explained the Bridge Maintenance Capital Reserve Plan to the Board. The Board should decide what the long-term amount would be put annually into the Bridge Maintenance Capital Reserve fund. Donna Nashawaty will make the changes to the warrant articles and gave to the Board at the next meeting. Selectman Gallup wanted to run one thing by the Board regarding the two (2) Conservation warrant articles, one for \$55,000 and one for \$15,500. Selectman Gallup felt that maybe they could lower the \$55,000 warrant article by \$15,500, so the total of both warrant articles would total \$55,000. The Board supported that suggestion.

TOWN MANAGER REPORTS

•Month End Reports

The Board reviewed the October End of Month Reports.

The Board of Selectmen wanted to thank the workers and volunteers who helped make voting day successful this year.

Meeting adjourned at 9:17PM
Submitted by,
Barbara Vaughn
Administrative Assistant

Approved: _____

Joshua Trow, Chairman

Suzanne H. Gottling, Vice Chairman

John Augustine

Frederick Gallup

Shane Hastings