

**SUNAPEE BOARD OF SELECTMEN
MEETING AGENDA
6:30PM Town Office Meeting Room
Monday, July 30, 2018**

1. REVIEW OF ITEMS FOR SIGNATURE:

CZC's:

Parcel ID: 0125-0053-0000 56 Old Georges Mills Road, Michael Kemp Sr.

LAND DISTURBANCE BOND:

Parcel ID: 0106-0005-0000 1002 Main Street, George Neuwirt

2. APPOINTMENTS

7:00PM-Sestercentennial

- 1. The Committee requests that the Selectmen approve an expense to Stone Vault of not more than \$850 to engrave the logo and the words, "Sestercentennial Time Capsule" and "To be opened at the Sesquicentennial in 2118.**
- 2. The Committee requests that the Selectmen approve an amount not to exceed \$1000 for Echo Communications to produce 1500 color copies of the Sestercentennial program on 60 lb. opaque stock and saddle stitched.**
- 3. The Committee requests that the Selectmen approve an amount not to exceed \$2000 for 250 printed envelopes at Echo Communications. These will be used for the Sestercentennial postmark and will be sold to offset the cost.**

7:15PM-Scott Hazelton- "Draft" Boat Launch & Town Dock Ordinance

3. PUBLIC COMMENTS:

4. SELECTMEN ACTION

- Authorize Chairman Trow to Sign Appreciation Letter**
- Use of Facilities: 09/25 Outdoor Recreation for Seniors (COA), Dewey Beach.**

5. CHAIRMAN'S REPORT

- Monthly Expense and Monthly Revenue Reports on Town Website**
- Recap of Capital Improvements Program Committee (CIPC) First Meeting and CIPC Next Steps**
- One Year Anniversary (7/24/17) of Sale Agreement with Sunapee Historical Society for Old Abbott Library**
- Update Regarding Building Foundation Inspections Approved Policy versus Current Practice**
- Town Employee Job Openings**

6. TOWN MANAGER REPORTS

- 2019 Budget- Board request**
- Summer Town Meeting Agenda**

7. UPCOMING MEETINGS:

8/02-7:00PM Zoning Board, Town Meeting Room

8/07-7:00PM Summer Town Meeting, Town Meeting Room

8/08-7:00PM Sestercentennial Committee, Safety Services Building

8/09-7:00PM Planning Board, Town Meeting Room

8/13-6:30PM Board of Selectmen, Town Meeting Room

8/13-7:00PM Fire Engineers, Safety Services Building

8/14-5:30PM Recreation Committee, Town Meeting Room

8/15-7:00PM Sestercentennial Committee, Safety Services Building

8/17-8-19-SESTERCENTENNIAL CELEBRATION

8/21-5:30PM Abbott Library Trustees, Abbott Library

Town of Sunapee
APPLICATION FOR USE OF TOWN OF SUNAPEE FACILITIES

Area (Circle One): BenMere/Banstand – Sunapee Harbor – Georges Mills Harbor – Dewey Beach – Coffin Park – Ski Tow
 Safety Services Building – Town Hall

Name of Organization: Outdoor Recreation For Seniors (COA)

This Organization is: Profit – ~~Non Profit~~ – Political – Private – Other _____

Name of Duly Authorized: Al Peterson

Mailing Address 92 Pine Ridge Rd
Sunapee

Daytime Phone: 763 5456 Evening Phone: same

I/We hereby apply for permission to use the above circled Town facility on:

Event Date: sep 25 Time From: 9:30 am To: 1:30 pm

Please describe the event: we hope to launch kayaks and then picnic afterwards

I/We acknowledge understanding the following restrictions:

- (1) The Town of Sunapee enforces the Ordinance for Control and Use of Alcoholic Beverages. If per permitted, please attached a copy of the permit to the application. If approved by the Selectmen, I understand:
 - a. Alcohol will not be sold.
 - b. I will designate a person over the age of 21 who will be responsible for monitoring the event for appropriate alcohol consumption by attendees.
 - c. I will designate two designated drivers who will not consume any alcohol and who will be available until the end of the event.
 - d. I am responsible for terminating the event by midnight.
 - e. I agree that random police checks may be made at any time.
 - f. I understand all relevant State laws must be complied with.
 - g. I under I must obtain liability insurance in the amount of \$300,000 and a copy must be filed with the Board of Selectmen before use of alcohol will be permitted.
- (2) If this event will likely bring more than 50 people or 20 cars to the area, the applicant must first submit this application to the Chief of Police. The Chief of Police may require the applicant to hire police officer(s) for crowd or traffic control.
- (3) No equipment or materials may be permanently attached to the building/structure without specific permission from the Board of Selectmen.
- (4) I/We agree to abide by the Town of Sunapee's Recreation Area Ordinance, which controls conduct and uses of this area (Copy attached).
- (5) The applicant shall indemnify and hold the Town of Sunapee, its employees, agents, and representatives harmless from any and all suits, actions, claims, in equity or at law, for damages asserted by any attendees at such function, or other third parties, resulting from the use of the premises, or from the food and beverages served at the above-described function. In addition, in the event that the town is required to respond to any claims of any nature arising in connection with the function or the applicant's use of the premises, the applicant agrees to pay to the Town all costs, fees, charges and attorney's fees which may be incurred by the Town concerning such claims.

I/We plan on 30 # of people and 20 # of vehicles attending our event.

Signature of Responsible Individual [Signature] Date 7/18/2018

Approved by Chief of Police [Signature] Date 7-19-2018

of Officer(s) will be assigned to event at applicant's expense. _____

Approved by Recreation Director (if applicable) [Signature] Date 7-20-18

Approved by Fire Chief (if applicable) [Signature] Date 7/24/18

Signature of Approving/Denying Authority (Chairman of the Board of Selectmen) _____ Date _____

Insurance: At least ten (10) days prior to such scheduled function, the applicant shall furnish to the Office of the Sunapee Board of Selectmen written confirmation that the applicant has secured adequate liability insurance covering the event in an amount not less than \$300,000. In the event that alcoholic beverages permitted shall be required to also furnish to the Selectmen's Office, at least ten (10) days prior to such function, written confirmation that the applicant has secured a liquor liability insurance policy in an amount not less than \$1,000,000.

***Suggested \$50 donation for non-residents**



DRAFT for Discussion Only

Town of Sunapee

BOAT LAUNCH & TOWN DOCK ORDINANCE

SECTION 1. PURPOSE.

The purpose of this ordinance shall be to promote harmonious use of the Town boat launch and docking facilities by everyone who visits them. This includes Town residents, tax payers, visitors, commercial users, recreational organizations, and organized tournament users. It is important to the Town of Sunapee that we maintain a positive relationship with individuals and groups that regularly launch from the Town boat launch and/or that utilize the Town docks. It is equally important to create a positive relationship with new users. It is for both purposes that we offer this ordinance.

SECTION 2. DEFINITIONS. In this ordinance:

- A. *Boat Launch* means real property abutting the waters of Lake Sunapee and owned and maintained by the Town of Sunapee for the purpose of launching boats.
- B. *Boat* shall mean any craft or vehicle which is used for travel on water.
- C. *Commercial* shall mean any enterprise conducted for financial gain or benefit by reason of the sale of goods or services.
- D. *Dock* shall mean any Town-owned structure or other facility used in connection with water access, including, but not limited to, wharf, landing, launch, ramp and boat slips.
- E. *Operator* shall mean any person who shall have physical control of a motor vehicle, including a boat.
- F. *Park* shall mean any Town-owned facility used for passive or active recreation purposes.
- G. *Parking Lot* shall mean any facility used for the convenience of motor vehicles (including boats) in such a way as to provide for non-permanent storage, temporary abandonment, stationary visitation or operator access to nearby attractions including the boat launch.
- H. *Recreational Area* shall mean real Property owned and maintained by the Town of Sunapee for recreational use, including, but not limited to, the following areas: Coffin Park including the Hydro Plant and Information Booth area, Sunapee Harbor, Ben Mere lawn and property, Dewey Beach, Georges Mills Berach, Ski Tow land off Route 103B, boat launches, docks and associated town-owned parking areas. Recreational Area shall mean the buildings thereon, grounds, and any other property necessary for the operation thereof and constituting a part thereof which is now or hereafter will be maintained, operated, and controlled by the Town of Sunapee for public recreation use.
- I. *Trailer* shall mean any wheeled apparatus which is pulled behind a motor vehicle as a means of carrying boats, snowmobiles, recreational vehicles, or any other equipment or loads of materials and/or equipment.
- J. *Tractor Trailer* shall mean any semi-trailer as defined by RSA 259:98 or truck trailer as defined by RSA 259:116, or any vehicle designed to transport commercial loads using a removable container or other apparatus.

SECTION 3. HOURS OF CLOSING.

No person shall be permitted to remain, stop, or park within the confines of any recreational area between the hours of 10:00 P.M. and 5:00 A.M. prevailing local time, except as provided in subsections A and B.

- A. Any person may apply for a permit from the Board of Selectmen to have use of any recreational area during these times. Said permit to be issued by Board of Selectmen or its designee when it is in the public interest to do so.
- B. Sunapee Harbor and the Ben Mere property will be open at all times, provided however, that the Board of Selectmen may close any portion of these areas when it is in the public interest to do so.

SECTION 4. PERMITS.

- A. Commercial use of a Recreational Area, including but not limited to boat launch ramps, parking lots, and associated docking structures shall be by permit only and issued by the Board of Selectmen.
- B. Application for a permit shall be a written letter describing the proposed commercial use, the inclusive dates and times of use, and the anticipated impacts on residents, visitors, and other users. The letter must include a very clear statement that the commercial user shall be responsible for any damage that they or their subcontractors do to the recreation area, and shall include a copy of the commercial users insurance certificate with the Town being named as additionally insured.
- C. The Board of Selectman may issue the requesting user a one-time, Single Use No-Fee Permit after they review the proposed use and its impact on the recreational area.
- D. The Board of Selectmen retains to itself the option to issue a Seasonal No-Fee Permit to the requesting user when the Board of Selectmen feel that circumstances warrant that type of permit.
- E. The decision to issue a one-time single-use or seasonal permit rests solely at the discretion of the Board of Selectmen.
- F. The Board of Selectmen retains to itself the option to require the user to post a bond to cover the cost of potential damages that may result from the use.
- G. Permits must be in the user's hand before the proposed use of the Recreational Area begins.
- H. Possession of a one-time, Single Use or a Seasonal, No-Fee Permit, does not forgive or excuse any other rules existing or provided herein.
- I. No commercial user shall preclude others using the boat launch facility for a prolonged period of time, and they shall not exceed the time limit proposed to and accepted by the Board of Selectmen.

SECTION 5. ACTS PROHIBITED WITHOUT WRITTEN PERMISSION.

- A. No permit is required to launch or haul out pleasure boats at launching ramps for residents and/or tax payer of the Town of Sunapee and/or Town of Springfield. A transfer station

sticker (other sticker type?) must be visible in the windshield of operator of the vehicle for all residents and taxpayers.

- B. All other visitors shall pay a daily boat launch fee of (\$TBD). Daily permit will be provided by (PD part-time staff member??). Visitors may also request a seasonal boat launch pass from (Town Office???) with a fee of (\$TBD). (Where \$\$ gets put?? i.e. revolving fund??)
- C. No commercial vessel, floating dredge or barge is to use the Town docks or to anchor within 100 yards from said Town docks, unless the operator thereof first obtains a written permit from the Board of Selectmen.
- D. No motor vehicles, construction equipment, supplies, or materials shall be stored or parked on a boat launch ramp, or in parking lots/areas adjacent thereto, unless a written permit is first obtained from the Board of Selectmen.

SECTION 6. ACTS PROHIBITED

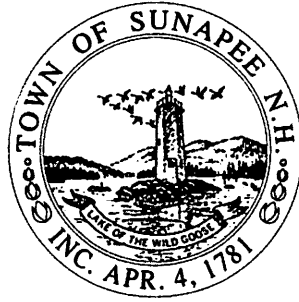
- A. No motor vehicles, wheeled or tracked construction equipment, skateboards, bicycles, scooters, roller blades or the like shall be permitted on Town docks.
- B. No motor vehicles, construction equipment, construction materials or supplies shall be parked or stored on the Town docks.
- C. Under no circumstance will the Town tolerate power loading at Town boat launch ramps. Individuals who power load are subject to a fine of not less than one hundred dollars (\$100.00) for destruction of Town property.
- D. No vessels or watercraft shall be docked in that area reserved for the MV Mount Sunapee or MV Kearsarge boats.
- E. No vessels shall impede the path of the MV Mount Sunapee or the MV Kearsarge boats, or the area directly in the rear of their sterns.
- F. No vessels shall dock in the slip closest to any public launching ramp except that docking for a period not to exceed 10 minutes shall be allowed for purposes of loading and unloading only.
- G. No overnight docking shall be permitted.
- H. No swimming or playing in the water of Sunapee Harbor including the boat launch is permitted.

SECTION 7. PENALTIES

- A. Violation of any provision of this ordinance shall constitute a violation, and anyone so convicted shall pay a fine of no less than ??? Dollars (\$TBD).
- B. In addition, persons found to be violating any provision may be denied use of the recreational area by a member of the Board of Selectmen, their designees, or a member of the Sunapee Police Department. Any such denial of use may be appealed to the Board of Selectmen.

SECTION 8. ENFORCEMENT.

This ordinance shall be enforced by the Board of Selectmen, its designees, and by the Town of Sunapee Police Department or any other police agency having jurisdiction within the Town of Sunapee in the manner prescribed for enforcement of violations of law by New Hampshire Statute.



TOWN OF SUNAPEE

AGENDA

"SUMMER TOWN MEETING"

August 7, 2018-7:00PM

23 Edgemont Road

Sunapee Town Offices/Lower Meeting Room

Introduction-Joshua Trow, Chairman Board of Selectmen

Town Manager-Donna Nashawaty

Fire Chief-Dan Ruggles

Police-Chief David Cahill

Library-Mindy Atwood

Town Clerk/Tax Collector-Betty Ramspott

Water & Sewer-David Bailey

Highway Dept., Transfer Station & Buildings & Grounds-

Scott Hazelton

Sunapee Schools-Jesse Tyler, Chairman School Board

Recreation-Scott Blewitt

Tri-Town Assessor-Norm Bernaiche