

SUNAPEE BOARD OF SELECTMEN
6:30PM Town Meeting Room
Monday, April 3, 2017

•Election of Officers

Chairman-Selectman Gallup nominated Josh Trow, seconded by Selectman Hastings, 4 in Favor, Selectman Trow Abstained.

Vice-Chairman-Selectman Gallup nominated Suzanne Gottling, seconded by Selectman Hastings, 4 in Favor, Selectman Gottling Abstained.

•Board Committee Assignments

Crowther Chapel: Selectman Augustine

Highway Safety: Selectman Gallup

LSPA: Becky Rylander

Planning: Selectman Hastings, Selectman Gottling Alternate

Scenic Byways: Selectman Gottling

UVLSRPC: Chairman Trow

Present: Josh Trow, Chairman, Suzanne Gottling, Vice Chairman, John Augustine, Fred Gallup, Shane Hastings and Donna Nashawaty, Town Manager

Chairman Trow opened the meeting at 6:30PM

REVIEW OF ITEMS FOR SIGNATURE:

MOTION TO APPROVE THE FOLLOWING CZC's:

Parcel ID:0147-0036-0000 63 Hamel Road Todd & Tara Jackson

Parcel ID:0107-0054-0000 38 Otter Hill Road Scott Legendre & Stephanie Singer

By Selectman Hastings, seconded by Selectman Gottling, Unanimous

MOTION TO APPROVE THE FOLLOWING LAND DISBURBANCE BOND:

Parcel ID:0147-0036-0000 63 Hamel Road Todd & Tara Jackson

By Selectman Gottling, seconded by Selectman Gallup, Unanimous

MOTION TO APPROVE THE FOLLOWING TIMBER TAX:

Parcel ID:0202-0001-0000 North Road YMCA Camp Coniston, Inc.

By Selectman Gallup, seconded by Selectman Hastings, Unanimous

MOTION TO APPROVE THE FOLLOWING EXCAVATION TAX:

Parcel ID:0211-0011-0000 1106 Route 11 Michael & Elizabeth Lemieux

By Selectman Hastings, seconded by Selectman Gottling, Unanimous

MOTION TO DENY THE FOLLOWING ELDERLY EXEMPTION (over income/asset limits):

Parcel ID:0119-0038-0000 39 Upper Skijor Steppe Margery Bradie

Parcel ID:0218-0066-0000 96 Sargent Road Robert Mastin

By Selectman Gottling, seconded by Selectman Gallup, Unanimous

Since the meetings are now being taped, Donna Nashawaty wondered if the Board wanted to change the agenda so the Public wasn't watching the Board review building permits between 6:30PM-7:00PM. After some discussion, the order of the agenda will be changed with the Selectmen Action segment following Items for Signature. The Selectmen Action segment will be worked on until the 7:00 appointment and will continued after the Appointments segment.

APPOINTMENTS

7:00PM-Public Hearing Beech Street Paving

Chairman Trow opened the public hearing at 7:05PM.

Scott Hazelton stated this proposal is to pave the dirt section of Beech Street beginning at the corner of Maple Street and continuing approximately 500 feet towards the end of the dirt section, just passed the last house on the right. There will be a turnaround and the project will tie in to Saville Lane. The project will involve re-grading the street and taking approximately six (6) inches of the existing sand and replacing it with one and a half inches of crushed ledge product. They will grade and crown the road, making sure the drainage is split to both sides of the road. In addition, they will be doing drainage ditch improvements along that portion of the road. The Saville Road drainage was also questioned. The project is in the "bid" process right now and the estimate for the project is approximately \$30,000. One of the driving points of this project is that it is easier to maintain a paved road. The \$30,000 will come from the Dirt Road Paving Capital Reserve Fund. Scott Hazelton sent out a letter notifying abutting property owners of the project. A few property owners have called with questions, but were in support of the project. After Scott Hazelton answered a few questions, the public hearing was closed at 7:21PM. **Motion to authorize the withdrawal of up to \$30,070 from the Dirt Road Paving Capital Reserve Fund for paving the dirt section of Beech Street by Selectman Gallup, seconded by Selectman Gottling. Unanimous**

SELECTMEN ACTION

•KGD, LLC (Anchorage) Live Entertainment License

Motion to authorize the Live Entertainment license by Selectman Gallup, seconded by Selectman Hastings. Unanimous

•Ben Mere Bandstand Summer Concert Contract

Donna Nashawaty stated that last year Bill Wightman approached the Town regarding changing the summer concerts time to 6:30PM to 8:30PM, which is working well. Donna Nashawaty wanted a consensus of the Board, to see if would they like to continue with these hours. The Board agreed that if is producing better attendance and there have been no complaints they see no reason to change.

•2017 Police Detail Rate Change

Donna Nashawaty received a memo from Chief Cahill requesting a change in the police detail rate. The change is a .8% increase that is paid to the Officer. The .8% increase is consistent with the COLA for 2017. **Motion to accept the new rate for police detail by Selectman Gallup, seconded by Selectman Hastings. Unanimous**

•Trustee of the Trust Fund (1) Year Appointment-Brian Garland

Motion to approve the appointment of Brian Garland for one (1) year (until next election) to the Trustee of the Trust Fund by Selectman Gallup, seconded by Selectman Gottling. Unanimous

•Sign MS232-Report of Appropriations Actually Voted

Motion to sign the MS232 by Selectman Gallup, seconded by Selectman Hastings. Unanimous

•Approve Water & Sewer Pay Table

Donna Nashawaty was invited to the Water & Sewer (W&S) Commission meeting to discuss the pay table that was adopted on January 1, 2017. Donna Nashawaty went through the presentation of what her charge was, what data was used, and how the table was developed. The W&S Commissioners felt that the W&S Foreman position was a position that they wanted to see changed. The W&S Administrative staff got a W&S Superintendent's job description and developed the Assistant W&S Superintendent job description. The position had a little more responsibility and outlined more of what really set the position apart from the W&S Foreman position. This new position eliminated the W&S Foremen position. Also, the W&S Commissioners acknowledged that there was a mistake in the pay table. Both the Chief Operator and the Plant Operator II were in the same pay grade. On the overall organizational chart, the W&S Commissioners requested the following changes: the laborer position from one (1) to two (2), and reduced the Operator position from four (4) to three (3). There is no overall addition to staff. Donna Nashawaty would recommend that the Board adopt the job description for the Assistant W&S Superintendent and set the grade to 14. The Chief Operator would be a grade 12. The number of Operators and Laborers would change on the organizational chart. Chairman Gallup, of the W&S Commission, wanted to clarify that he thinks it would be cleaner if the W&S Department had their own organizational chart. The W&S Department is separate from the Town. The W&S Department was involved in the pay study because it's beneficial for all the employees of the Town. It's the Commission's decision as to what they want to pay their people. They need to be able to build their team as they see fit. Donna Nashawaty isn't sure if Chairman Gallup is speaking for the Commission or himself. Chairman Gallup replied that he was speaking for the Commission for everything, except for having their own organizational chart, which doesn't have to be done tonight. But, in the future, it would be simpler and better if they have their own stand-alone chart. Donna Nashawaty and David Bailey have worked very closely on this resolution. Donna Nashawaty supports this resolution and is asking the BOS to approve it. Any further steps mentioned by Chairman Gallup should warrant a lot of discussion. The Town manages the payroll, health insurance, NH Retirement and the personnel plans, which is invisible to the W&S Commission. After some discussion, **a motion was made to accept the changes to the organizational chart, job description, (Assistant W&S Superintendent) and to the pay table as proposed by the Town Manager and the W&S Superintendent by Selectman Gallup, seconded by Selectman Gottling. Unanimous**

•Use of Facilities:

Motion to approve the Use of Facilities to hold the Converse Wedding at the Gazebo on April 2nd by Selectman Gottling, seconded by Selectman Gallup. Unanimous

Motion to approve the Use of Facilities from the Fire Dept. Association to hold their Annual Supper at the Safety Services Building on April 22nd at 6:00PM by Selectman Gallup, seconded by Selectman Gottling. Unanimous

CHAIRMAN'S REPORT

- Selectman Gottling reported that they are starting the County Budget on Monday and voting on the State Budget on Wednesday.
- Selectman Augustine asked the Town Manager if there had been any resignations from the Planning Board due to the voter fraud arrest. The Town Manager replied none that she was aware of.
- Selectman Augustine asked if the Board could be updated on the open positions. Donna Nashawaty stated that the truck driver position has been filled but there is an open mechanic position.

TOWN MANAGER REPORTS

•Street Lights Update

Donna Nashawaty gave the Board the details of the proposals, as requested, that the Towns of New London, Newbury and Grantham received for their lighting projects. The Board discussed the various proposal dollar amounts, which included installation, number of lights, and Eversource rebate. The equipment and installation costs are \$33,691, with a utility incentive rebate of \$17,300. The total project cost after the incentive is \$16,391. **Motion to approve the quote from Efficient LED Lighting Systems to replace the streetlights with updated LED lights in the amount of \$16,391 by Selectman Gallup, seconded by Selectman Gottling. Unanimous**

8:30PM-Motion to enter non-public session under RSA 91-A:3, II(a)-Dismissal, promotion or setting compensation for public employees or the investigation of any charges against him, unless the employee affected has a right to be present at that meeting and requests that the meeting be open, in which case the request be granted by Selectman Hastings, seconded by Selectman Gallup. Roll Call Unanimous

9:55PM-Motion to return the non-public session by Selectman Gottling, seconded by Selectman Hastings. Roll Call Unanimous

9:56PM-Motion to seal the minutes by Selectman Gottling, seconded by Selectman Hastings. Roll Call Unanimous.

Meeting adjourned at 9:57PM

**Submitted by,
Barbara Vaughn
Administrative Assistant**

Approved: _____

Joshua Trow, Chairman Suzanne H. Gottling, Vice Chairman

John Augustine Frederick Gallup

Shane Hastings