

SUNAPEE BOARD OF SELECTMEN  
6:00PM Town Meeting Room  
Monday, April 17, 2017

Present: Josh Trow, Chairman, Suzanne Gottling, Vice Chairman, John Augustine, Fred Gallup, Shane Hastings, Chief Cahill, Chief Ruggles, Scott Hazelton, Betty Ramspott, Mindy Atwood, Sean Moynihan, Terra Geer, Kelly Wessells, Mike Montore, Brenda Thomas, Matt Bouranis, Paul Skarin, Ron Kulpa, Kevin Cooney and Linda Tanner.  
Also, Present: Donna Nashawaty, Town Manager, and Russ Holden, Superintendent.

Chairman Trow opened the meeting at 6:00PM

●6:00PM- ABC COMMITTEE WRAP-UP

The following are some of the recommendations from committee members:

Ron Kulpa, Chairman of the Town ABC Committee:

- 1) A separate Organization/Overview meeting in the budget process given by the Town Manager for new committee members who need to refresh their understanding of the process.
- 2) More time in the timeline (minimum 48 hours) between when the budget data is released to the committee members and the all-day department head presentations workshop.
- 3) Need clarification on the Right to Know (RTK) rules regarding communication between committee members.

Linda Tanner, Chairman of the School ABC Committee:

- 1) Thought the Town committee meetings got sidetracked because they were combined with the BOS meetings.
- 2) Would be good to have the data for a full year.
- 3) Budget numbers by department and general category.
- 4) Sub-committee of just the community members to discuss things among themselves for a better understanding of the budget process.

Kevin Cooney, member of the Town ABC Committee

- 1) Believes any community committee should be strictly advisory.
- 2) Doesn't believe Department Heads should be "voting" members of an advisory committee; feels it's a conflict of interest.
- 3) Likes the idea of a sub-committee to be able to discuss items and educate each other.

John Brandolini, former member of the Town ABC Committee:

- 1) Need an independent budget committee.
- 2) BOS/Town Manager should attend School Board Budget review.  
School Board/Superintendent should attend Town Budget review.
- 3) Joint spending committee between the town and school should be assigned with tasks given to the committee.
- 4) Community members should be encouraged to periodically attend BOS and School Board meetings to get a sense of how the Town is managed.

Donna Nashawaty read an email from Mary Danko, former Library Director on her recommendations.

Donna Nashawaty will run the subcommittee idea and the RTK rules by the Town Attorney. The ABC Committee will be invited to the RTK session this fall. Donna Nashawaty suggested a new guideline: Town and School educational tours be available in August/September, before the start of budget season. Chairman Trow thanked the committee members for their input. The Board will be discussing the recommendations and changes or adjustments to the guidelines over the next couple of BOS meetings.

**REVIEW OF ITEMS FOR SIGNATURE:**

**MOTION TO APPROVE THE FOLLOWING CZC's:**

**Parcel ID: 0136-0003-0000 169 Burkehaven Road, Foxstand Living Rev. Trust**

**Parcel ID: 0129-0056-0000 9 Central Street, 350 Enterprises, LLC**

**Parcel ID: 0225-0073-0000 34 Riverside Drive, David Bailey**

**Parcel ID: 0133-0064-0000 4 Lake Avenue, Larry & Maria Robins**

**Parcel ID: 0106-0021-0000 1250 Route 11, H.K. Sunapee Cove**

**Parcel ID: 0109-0003-0000 21 Westwood Road, Stephan & Nancy Braun**

**By Selectman Gallup, seconded by Selectman Gottling, Unanimous.**

**MOTION TO APPROVE THE FOLLOWING LAND DISTURBANCE BOND:**

**Parcel ID: 0106-0021-0000 1250 Route 11, H.K. Sunapee Cove**

**By Selectman Gottling, seconded by Selectman Hastings, Unanimous.**

**MOTION TO APPROVE THE FOLLOWING DEMO PERMIT:**

**Parcel ID: 0104-0084-0000 1282 Route 11, Michael & Joan Fowler**

**By Selectman Hastings, seconded by Selectman Gottling, Unanimous.**

**MOTION TO APPROVE THE FOLLOWING ELDERLY EXEMPTION:**

**Parcel ID: 0215-0025-0000 112 Apple Hill Road, Helen C. Tosh Trust**

**By Selectman Gottling, seconded by Selectman Hastings, Unanimous.**

**●SELECTMEN ACTION**

**•Fernwood South-Sale of Deeded Property**

The Board received a memo from Kristen McAllister, Assessor, regarding the vacant lot located on Fernwood South, which is owned by the Town. She supplied data to support the assessed value of the lot that is assessed at \$90,200. In her opinion, in a sealed bid process, an offer of \$85,000 to \$100,000 should be expected for this location.

**Motion to offer the Town-owned property located on Fernwood South, Parcel ID # 0121-0047-0000, for sale in a sealed bid process, with a minimum reserve price of \$85,000**

**By Selectman Augustine, seconded by Selectman Gallup, Unanimous.**

**•Deed Waivers**

The Board received four (4) deed waivers that need to be signed, so the Town of Sunapee does not to own them. Three of the waivers are for mobile homes. The fourth waiver is a parcel of land that was subdivided. The Map and Lot numbers were changed with the lien on it, therefore, the Town is not able to deed the property. Chairman Trow read the deed waiver descriptions:

Parcel ID: 0114-0006-0002 and 0114-0006-0003 located at 952A Route 11

Parcel ID: 0239-0001-0008 located at 22 wilderness Park Road

Parcel ID: 0239-0001-0002 located at 38 Wilderness Park Road

Parcel ID: 0147-0033-0001 located at 59 Hamel Road

**Motion to sign the deed waivers as read by Selectman Gallup, seconded by Selectman Hastings, Unanimous.**

•Trustee of the Trust Fund Appointment-Lynn Smith, one (1) Year (until next election)

**Motion to appoint Lynn Smith to the Trustees of the Trust Fund Committee for 1 year until the next election by Selectman Hastings, seconded by Selectman Gottling, Unanimous.**

•Recreation Committee Reappointment-Tracy Nangeroni, Alternate one (1) Year

**Motion to reappoint Tracy Nangeroni as an alternate to the Recreation Committee for a one year term by Selectman Gottling, seconded by Selectman Hastings, Unanimous.**

•Joseph Furlong-Recreation Committee Resignation

**Motion to accept the resignation from Joseph Furlong from the Recreation Committee by Selectman Gallup, seconded by Selectman Hastings, Unanimous.**

•PSNH/Eversource Petition & Pole License-Maple Street

**Motion to approve the Petition and Pole License for PSNH/Eversource located on Maple Street by Selectman Gottling, seconded by Selectman Hastings, Unanimous**

•Harbor Parking Lot Paving Project

Scott Hazelton stated that he received five (5) bids for the project. The paving costs are the lowest he has seen since the 2005/2006 timeframe. The paving quotes received were in the high 50's to low 60's per ton for asphalt in place. The project has been awarded to GMI Asphalt, LLC. As discussed, a couple of months ago, they will be paving Main Street, Lower Main Street, Trow Hill, the dirt section of Beech Street, and the Harbor Parking Lot. Because of the low price received, it looks like as if a small section of North Road and/or Stagecoach Road will also be done. The Harbor Parking Lot project cost, just for the paving is \$23,089. All the paving will be torn up, except for the paving that was done two (2) years ago. At the same time, some drainage improvements will be done. The total estimated cost, including time and materials is \$42,423, which will come out of the Buildings Maintenance Capital Reserve Fund. This project will start after the Chowderfest, which is September 24<sup>th</sup>, and the pavers are scheduled to come after Columbus Day, which is October 9<sup>th</sup>. The boat launch will be closed at certain times during the project. Scott Hazelton is working on a schedule for the exact timeframe. The boat launch will be closed, about two (2) days during the paving. The Fentons will have access to the boats.

**Motion to authorize the withdrawal of \$42,423 from the Building Maintenance Capital Reserve Fund for the Harbor Parking Lot paving project by Selectman Augustine, seconded by Selectman Gottling, Unanimous.**

•Old Abbott Library Renovations Update

Selectman Augustine asked for an Old Abbott Library update. Scott Hazelton replied that everything has been moved out of the Harbor House Livery. There is just a minor amount of plumbing work to be done and most the electrical work is complete. Now that the frost is out of the ground, they will be starting the temporary walkway. The Thrift Shop opening is Tuesday, May 2<sup>nd</sup>. Donna Nashawaty called the Riverway to tell them she would not be paying the \$1,100 annual bill for the parking lot. In addition, she will be changing the name on the utility bills to the Riverway.

## **APPOINTMENTS**

•8:00PM-Town of Sunapee Service Plaque-James McKenna

Chief Cahill present Officer James McKenna a service plaque and thanked him for his five (5) years of dedicated service to the Sunapee Police Department.

Officer McKenna was hired in 2012, but due to his busy work schedule as a full-time Officer in New London, gave his resignation in the beginning of 2017. Chief Cahill reported that part-time Sunapee Police Officer Peter Brigham ran the Boston Marathon with a time of 3 hours and 40 minutes.

### **CHAIRMAN'S REPORT**

•Chairman Trow reported that the UVLSRPC Annual Meeting will be held on June 20<sup>th</sup>.

### **TOWN MANAGER REPORTS**

#### •Health Insurance Update

Donna Nashawaty stated that she would like to come back and give a complete presentation to the Board on the health insurance options. The issue tonight is if the health insurance is going to change effective July 1<sup>st</sup>, 2017, the employees need to be noticed prior to May 1<sup>st</sup>, 2017. Donna Nashawaty would recommend educating the employees this year about a Site of Service plan with a deductible. The Flexible Savings Accounts (FSA) cannot be adjusted until January 1, to allow the employee to put the money away for the first half of their deductible. When you have a deductible for a plan that starts in July, the deductible resets starting January 1st. The employees would be liable for two (2) deductibles in eighteen (18) months. Donna Nashawaty went over the plans that would be offered to the employees. She will email the generic plan details to the Board and any questions can be addressed at the May 1<sup>st</sup> meeting. Donna Nashawaty would like to start the new insurance plan effective January 1, 2018. In case the warrant article for the expendable trust had failed, the money is in the Operating Budget to cover the cost for the full 2017 year. **After some discussion, a motion was made to delay implementation of the new healthcare plan until January 1<sup>st</sup>, 2018 by Selectman Gottling, seconded by Selectman Gallup, Unanimous.**

#### •Paving Bid

Scott Hazelton reported that they received five (5) bids. GMI Asphalt, LLC was awarded the Bid, Pike Industries was second, and R&D was third. Between GMI and Pike there was a 10,000 to 15,000 spread. Just for the three (3) projects that come out of the Highway Operating Budget, the average of the three (3) was above the \$325,000. The highest bidder was \$297,000, the next one was \$245,000 and R&D was \$325,000. It was a very successful bid process.

#### •March Monthly Budget Report

The Board reviewed the monthly budget report.

**9:02PM-Motion to go into a Non-Public Session to discuss RSA 91-A:3, II(c)Matters which, if discussed in public, would likely affect adversely the reputation of any person by Selectman Gallup, seconded by Selectman Hastings. Roll Call, Unanimous.**

**9:42PM-Motion to exit the non-public session by Selectman Gallup, seconded by Selectman Hastings. Roll Call, Unanimous.**

**9:43PM-Motion to seal the non-public minutes by Selectman Gallup, seconded by Selectman Gottling, Unanimous.**

#### •Board Vacancies

The Board would like an update on all the committee vacancies.

**Meeting adjourned at 10:00PM**  
**Submitted by,**  
**Barbara Vaughn**  
**Administrative Assistant**

**Approved:** \_\_\_\_\_

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**Joshua Trow, Chairman      Suzanne H. Gottling, Vice Chairman**

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**John Augustine                  Frederick Gallup**

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**Shane Hastings**