

SUNAPEE BOARD OF SELECTMEN
6:30PM Town Meeting Room
Tuesday, May 30, 2017

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: 0124-0009-0000 93 Ryder Corner Road, Judith Thackaberry

Parcel ID: 0125-0006-0000 56 Jobs Creek Road, Deborah Coffin

Parcel ID: 0125-0006-0000 56 Jobs Creek Road, Deborah Coffin

Parcel ID: 0235-0076-0000 30 West Hill, Andy & Angela Neilson

By Selectman Gallup, seconded by Selectman Hastings. Unanimous.

MOTION TO APPROVE THE FOLLOWING SIGN PERMIT:

Parcel ID: 0133-0088-0000 58 Main Street, Sunapee Harbor Riverway

By Selectman Gottling, seconded by Selectman Gallup. Unanimous.

MOTION TO APPROVE THE FOLLOWING PERMIT TO EXCAVATE:

Parcel ID: 0104-0001-0001 1042 Main St., GM, Terry Mattson

By Selectman Hastings, seconded by Selectman Gottling. Unanimous.

MOTION TO APPROVE THE FOLLOWING INTENT TO CUT:

Parcel ID:0224-0004-0000 101 Sleeper Road, Harriet Colby

By Selectman Gallup, seconded by Selectman Gottling. Unanimous.

MOTION TO APPROVE THE FOLLOWING TIMBER TAX:

Parcel ID:0225-0028-0000 108 Youngs Hill Road, Robert Henry

Parcel ID:0201-0001-0000 North Road, YMCA Camp Coniston, Inc.

Parcel ID:0208-0003-0000 Dodge Pasture Road Guy & Sharon Lavigne Trust

Parcel ID:0115-0053-0001 Perkins Pond Road, Kevin Barton

Parcel ID:0224-0004-0000 101 Sleeper Road, Harriet Colby

Parcel ID:0211-0018-0000 962 Route 11, Albee Automotive Holdings, LLC

Parcel ID:0237-0029-0001 102 Brook Road, Michael Mayo

Parcel ID:0237-0029-0000 110 Brook Road, Michael Mayo

Parcel ID:0121-0002-0000 Woodland Road, Mary Young

Parcel ID:0231-0034-0000 50 Pine Ridge Road Frederick Green/Lois Gould

By Selectman Gottling, seconded by Selectman Hastings. Unanimous.

●SELECTMEN ACTION

●Recreation Appointment-Timothy Berube, Three (3) Year Term

Motion to approve the appointment of Timothy Berube to the Recreation Committee for a three (3) year term by Selectman Gottling, seconded by Selectman Hastings. Unanimous.

•Library Alt. Appointments-Suzanne Tether & Scott Rappeport, One (1) Year Term
Motion to approve the appointments of Suzanne Tether and Scott Rappeport as Library Trustee Alternates for a one (1) year term by Selectman Gottling, seconded by Selectman Hastings. Unanimous.

•Sign New Street Name Application

The Board received a Street Name Application from Bruce and Mary McCarthy. The street will be in the McCarthy Subdivision, which was approved by the Planning Board on November 6, 2014. The proposed street names are Patriots Hill, Hammond Hill and Homestead Hill. **Motion to approve the Street Name Application with the first choice, on the condition of the Fire Chief's approval by Selectman Gottling, seconded by Selectman Gallup. Unanimous.**

•Use of Facilities:

06/20-SCES 5th Grade Beach Day, Dewey Beach

Motion to approve the Use of Facilities from the SCES 5th Grade to use Dewey Beach on June 20th for Beach Day by Selectman Hastings, seconded by Selectman Gottling. Unanimous.

07/15-Terrier Wedding, Gazebo

Motion to approve the Use of Facilities from Arlene Terrier for a wedding at the Gazebo on July 15th by Selectman Gottling, seconded by Selectmen Hastings. Unanimous.

08/17-Project Sunapee Outdoor Family Movie Night, Gazebo/Harbor

Motion to approve the Use of Facilities from Project Sunapee to use the Gazebo/Harbor for Outdoor Family Movie Night on August 17th, with a rain date of August 18th, if determined there is no conflict with Flanders Stage by Selectman Gottling, seconded by Selectman Hastings. Unanimous.

•CHAIRMAN'S REPORT

•Chairman Trow reported that the UVLSRPC's Annual meeting is June 20th.

•Selectman Gottling received a call from a constituent, who was very happy with the Town's Take It or Leave It Shop. The constituent wondered why the shop was not open on Mondays. Donna Nashawaty believes that the shop is closed on Mondays to allow the volunteers to remove the items that didn't move and replace with new items.

•Thrift Shop Move to Old Abbott Library (OAL)

The Thrift Shop held their grand opening at their new location on Thursday, May 25th, which was very successful. The hours are on the Town's website.

•Historical Society Purchase of Old Abbott Library (OAL)

The contract is still with the attorneys, who had a couple of questions regarding the insurance. Donna Nashawaty anticipates more information at the next meeting. At that point, she would schedule an appointment for the Historical Society on the next BOS agenda to discuss some issues that were brought up.

•Paving Projects Status Update

The paving contract is completed.

•Phase One of Cold Storage Building Construction

Donna Nashawaty said that the focus was on completing the paving projects and the construction would be started later this year.

•Sale of Fernwood Point Property

Donna Nashawaty is working on the bid process.

•Sale of Police Cruiser(s)

Chief Cahill is on the June 12th agenda to discuss the online auction process.

- Dewey Beach Opening Weekend Recap/Feedback

The Beach employees worked on cleaning up the beach on Saturday and Sunday. The beach was closed on Monday due to the weather.

- Recreation Newsletter

The Recreation Newsletter has gone out in the mail. In addition, the Newsletter is available on the Town website.

- Zoning Administrator Job Description & Recruitment Plan

Donna Nashawaty will be going to the June Planning and Zoning Board meetings to see what the Boards need from the Zoning Administrator. For the immediate short-term, Michael Marquise will be covering the position, which he did when he was first hired in Sunapee. Donna Nashawaty will research the needs of the position and hopefully try to streamline it.

- Town Employee Job Openings

The Mechanic position is still open.

- TOWN MANAGER REPORTS

- New Application for Use of Town Facilities

Donna Nashawaty reported that a Use of Facilities Form was submitted by an applicant who did not disclose the complete details of the event. The Applicant had a cook-out, with grills in the harbor, which isn't allowed according to our Town Ordinance. When an application is submitted, the Town should be able to look at the application and know the complete description of the event. Donna Nashawaty will update the current Use of Facilities Form to expand the section where the Applicant would give specific details of the event. It would also include directing the Applicant to the Town website to read the Town Ordinances. The Highway Director was also added to sign off on the event. A draft will be sent to the Board for their review.

- Payroll/Direct Deposits Update

There was an issue with last week's payroll deposits. The bank that the Town uses went through a conversion and something happened to the payroll deposits. The employee's direct deposit funds did not go into their account on the regularly scheduled payday, which is Tuesday. This issue had nothing to do with our Payroll Department, it was an issue with the bank.

- Trustees of Trust Fund Update

Donna Nashawaty gave the details of the Trustees of the Trust Fund kick-off meeting, which she attended with the newly appointed members.

- Selectman Augustine asked the status of the Streaming Camera System at Safety Services Building Meeting Room. Donna Nashawaty replied that a walk thru was done last week to check for camera positions. It was voted on by the Police and Fire Departments to take the costs out of their maintenance operating line. It will be ordered and installed as soon as an electrician sets up the lines for the drop.

- Selectman Augustine asked if the Town Manager could email the comments from the Department Heads regarding collaborative effort with the School. Donna Nashawaty will email the Board.

- Donna Nashawaty met with the person responsible for the School's electric account and found out the company she deals with offers a lower rate.

- Selectman Augustine asked about the status of the Street Lights Proposal. Donna Nashawaty replied that she signed the contract and they should start swapping out the lights this summer.

•Primex-Parade Safety

Donna Nashawaty stated that Primex has informed her that they have criteria for holding parades. Primex has asked to review the Town's rules and liability sign-off to get us closer to their criteria. Donna Nashawaty will come back to the Board when she has more information.

Meeting adjourned at 8:00PM

Submitted by,

Barbara Vaughn

Administrative Assistant

Approved: _____

Joshua Trow, Chairman

Suzanne Gottling, Vice Chairman

John Augustine

Frederick Gallup