

SUNAPEE BOARD OF SELECTMEN  
6:30PM Town Meeting Room  
Monday, July 10, 2017

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

Vice-Chairman Gottling opened the meeting at 6:30PM

**REVIEW OF ITEMS FOR SIGNATURE:**

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

**Parcel ID: 0113-0023-0000 56 Ridgewood Road, David Howland.**

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

**MOTION TO APPROVE THE PERMIT TO EXCAVATE:**

**Parcel ID: 0131-0013-0000 162 Lower Main, Richard Leach. (Flanders Sewer)**

**Parcel ID: 0133-0082-0000 40 Burkehaven Hill Road, Mark Lather.**

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

**MOTION TO APPROVE THE FOLLOWING CURRENT USE: (DENIED)**

**Parcel ID: 0235-0083 & 0235-0079-0000 Andrew & Angela Neilson, Lot 1 Samoset Road.**

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

**SELECTMEN ACTION**

•Waive Site Plan Review and Building Permit Fee for Sunapee School District (Shed at Highway Garage)

**Motion to waive the Site Plan Review and Building Permit Fee for Sunapee School District  
By Selectman Augustine, seconded by Selectman Gottling. 2 in Favor. Selectman Gallup  
Abstained.**

•Historical Society Lease Agreement

Vice-Chairman Gottling asked the Board if they would like to wait until they have a full Board to decide, but it can certainly be discussed tonight. Selectman Gallup would like to discuss some of the changes tonight, but thinks a decision should be made with the full Board. Vice-Chairman Gottling feels that with just three (3) members here tonight, she would like input from as many of the members, as possible. Donna Nashawaty asked if there was anything the Board wanted her to research before the next meeting. In the initial letter, back from the Historical Society Attorney a question was raised regarding the liability. Donna Nashawaty received an email from the Town's insurance provider that said "because this is a lease we can agree to the waiver of subrogation and the insurance requirements look fine from our standpoint". The Board discussed the changes that the Historical Society made to the Lease Agreement and made their corrections. Selectman Augustine stated that the agreement states that the Town will construct and maintain a separate handicap accessible entry way, but it was announced at the last meeting that there will be no handicap accessible ramp even considered until Spring of 2018. The funding for this is still very unclear. There is no date in the agreement of when that must happen, which gives him some legal relief, but the fact that it is so uncertain is an issue for him.

If there is no money and the ramp doesn't happen what is the Historical Society's position on that and are the Thrift Shop ladies aware that they're not going to have a ramp until the Spring of 2018 at the earliest and potentially not soon after that date. If they are aware fine, but if they don't want to operate throughout the winter without the ramp, then this whole thing is on thin ice. Selectman Gallup stated that he thinks they will operate with no problem and is sure Craig Heino will make sure the steps are taken care of. Donna Nashawaty replied that Craig Heino will do that. The other piece is that the Redi-Rock blocks that the Town was looking at from Carroll Concrete were already promised to someone else. Donna Nashawaty gave the details of the Thrift Shop Walkway Cost Estimate from Scott Hazelton. The cost of the Redi-Rock Blocks is \$11,244.20. The estimated cost for the remaining material including crushed stone, geotextile fabric drainage components and paving is approximately \$5,500. The total cost for the materials to construct the walkway into the Thrift Shop is approximately \$17,000. Mark Usko and Shaun Carroll have volunteered their excavators to assist with the walkway installation. If Highway Staff is used to construct the walkway it will take roughly two (2) weeks. If we were to hire a contractor the total cost would be in the \$20,000-\$22,000 range for the entire project. Scott Hazelton would want to have a site contractor price out the job to get a better handle on the cost. This is a walkway for the lower level only.

•Sale of State Owned Land in Sunapee

Donna Nashawaty received letter from the NH Department of Transportation (DOT) proposing to sell a larger parcel of State owned land located on the northerly side of Route 11 to Lynne Bell of the Lynne Bell Trust and Robert W. Bell, who are abutters. There are two (2) parcels, one is 0.21 of an acre and the other is 0.40 of an acre. The DOT is proceeding to sell these parcels, pending Governor and Executive Council approval. The total is \$6,100, which includes an administrative fee of \$1,100. By statute, the Town of Sunapee must be notified of this proposed sale to determine if the Town of Sunapee has an interest in purchasing this property before it is sold to the abutter. Donna Nashawaty stated that about two (2) years ago the Town of Sunapee was approached by the State regarding taking possession of the entire right-of way. The Board of Selectmen determined buying this piece of property was no benefit to the Town.

**Motion to respond to the State that the Town of Sunapee has no interest in pursuing these two (2) parcels of land by Selectman Gallup, seconded by Selectman Augustine.**

**Unanimous.**

CHAIRMAN'S REPORT

Selectman Gallup wanted to discuss two (2) scenarios about driveway culvert responsibilities when there is a major weather event. The first scenario; there are three (3) driveways on the right side of Ryder Corner Road. Driveway #1 spends no time maintaining his driveway culvert. It's all plugged up with leaves and sticks. Both Driveway #2 and #3 take perfect care of their culvert. There's an event and Driveway #1's culvert plugs up, which plugs up Driveway #2 and #3 and washes the entire road out. Whose responsibility is that? Should the Town come back to Driveway #1? Does the Town tell Driveway #1 to take care of it since they caused the problem or does the Town take care of it? The Homeowner is responsible for their driveway culvert, but to what extent. The second scenario is the Town's responsibility as far as our highway cross culverts that haven't been maintained for whatever reason. It plugs up, the water backs up and takes out a driveway on the low side of the road. Where does the responsibility lie? and how far do they go? Donna Nashawaty replied that she would have to find the answer out.

If this was a five hundred (500) year rain event do we have drainage that's built to withstand a rain event of that magnitude? Selectman Gallup stated that on both sides of the street the driveway owner, who according to the rules explained to the BOS, is responsible for his culvert and the Town is responsible for their culverts. Selectman Gallup went on to say that under a situation of that magnitude it's hard to tell whether there were maintenance issues or, it was debris dislodged by the intensity of the rain. Selectman Gallup was approached by a couple of homeowners who were upset about this. Donna Nashawaty replied that when the rain event started there was a "Good Samaritan" who saw the beginning of a problem at someone's culvert and went down with a rake and shovel and broke it open. It saved a portion of the road from washing out. Selectman Gallup said there was a gentleman at the June 26<sup>th</sup> Public Hearing that mentioned there was still stuff in the ditch from the last snowstorm. Selectman Gallup doesn't want to come down on the Highway Department because they have plenty to do, but drainage maintenance is huge. Donna Nashawaty will find out the answers and report back at the next meeting.

#### TOWN MANAGER REPORTS

- Monthly Budget Report

The Board reviewed the Monthly Budget Report thru June.

- Health Insurance Update

The Employee Health Insurance Informational Meeting will be held on Wednesday, August 23<sup>rd</sup>. There will be two (2) meetings scheduled, one in the afternoon and one in the evening so spouses will be able to attend.

- Zoning Administrator's Retirement

Donna Nashawaty reported that Roger Landry's last day will be this Wednesday. Donna Nashawaty has had some discussion with New London regarding a "joint" Zoning Administrator position. Michael Marquise will be working with the Town Manager to revise the job description and see how technology can help streamline the job.

Meeting adjourned at 8:34PM

Submitted by,

Barbara Vaughn

Administrative Assistant

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

---

Joshua Trow, Chairman

---

Suzanne H. Gottling, Vice Chairman

---

John Augustine

---

Frederick Gallup

---

Shane Hastings