

SUNAPEE BOARD OF SELECTMEN  
6:30PM Town Meeting Room  
Monday, August 7, 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: 0133-0010-0000, 26 High Street, Josh & Patty Brown.**

**Parcel ID: 0131-0018-0000, 100 Lower Main Street, Kellner Gen Skipping Trust.**

**Parcel ID: 0218-0059-0000, 128 Sargent Road, Amy Coletti.**

**Parcel ID: 0118-0007-0000, 106 Mary's Road, Dustin Aldrich.**

**Parcel ID: 0210-0009-0001, 22 Fieldstone Drive, Richard Evans/Claudia Estrada.**

**Parcel ID: 0134-0014-0000, 235 Lake Ave., Barbara Chase.**

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

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

**Parcel ID: 0118-0007-0000, 106 Mary's Road, Dustin Aldrich.**

**Parcel ID: 0134-0014-0000, 235 Lake Ave., Barbara Chase.**

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

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

**Parcel ID: 0134-0014-0000, 235 Lake Ave., Barbara Chase.**

**BY Selectman Hastings, seconded by Selectman Gallup. Unanimous.**

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

**Parcel ID: 0134-0014-0000, 235 Lake Ave., Barbara Chase.**

**Parcel ID: 0210-0009-0001, 22 Fieldstone Drive, Richard Evans/Claudia Estrada.**

**Parcel ID: 0104-0039-0000, Prospect Hill Road, Bernard Eastman.**

**Parcel ID: 0134-0008-0000, 221 Lake Ave., Donald Hague.**

**Parcel ID: 0231-0001-0000, Hells Corner Road, Gloria Achilles**

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

**MOTION TO APPROVE THE FOLLOWING LAND USE CHANGE TAX:**

**Parcel ID: 0210-0061-0000, 74 Trow Hill Road, Lynne Bell Trust.**

**Parcel ID: 0210-0009-0001, Fieldstone Drive, Richard Evans/Claudia Estrada.**

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

**MOTION TO APPROVE THE FOLLOWING VETERANS CREDIT:**

**Parcel ID: 0103-0013-0000, 66 Oak Ridge Road, Gisela Polleys Trust.**

**BY Selectman Hastings, seconded by Selectman Gallup. Unanimous.**

**MOTION TO APPROVE THE FOLLOWING TIMBER TAX:**

**Parcel ID: 0210-0061-0000, 74 Trow Hill Road, Lynne Bell Trust.**

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

**MOTION TO APPROVE THE FOLLOWING CURRENT USE:**

**Parcel ID: 0210-0003-0000 & 0210-0004-0000 & 0210-0005-0000,  
Fieldstone Drive, Kevin & Elizabeth Wallace.**

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

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

**Parcel ID: 0133-0107-0002, 33 Maple Street, KMA Trust of 2017.**

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

**APPOINTMENTS**

The Public Hearing to accept and expend Unanticipated Funds this year in the amount of \$104,429.79, this is the Town of Sunapee's portion of Senate Bill 38 thereof, the hearing was opened at 7:00PM.

Donna Nashawaty gave the specific procedural requirements for accepting the unanticipated revenues. A public hearing is required for amounts of funds \$10,000 or greater. A notice of the time, place, and subject of such hearing is published in a local newspaper at least seven (7) days before the hearing is held and posted in two (2) public places. A notice of funds in the agenda and in the minutes of the BOS meeting in which the funds were discussed. The funds can only be used for construction, reconstruction and maintenance of a municipality's Class IV and V roads, similar to the Block Grant Funds. It can, therefore, be used as part of the cost for a project in the Town's bridge program. The Board invited Scott Hazelton to share his thoughts on what he would like to use the funding for. Scott Hazelton went over the following memo he sent to the Board of Selectmen that provides a summary of the costs that are necessary to replace the existing Bradford Road Bridge with a new, laminated wood beam and wood deck bridge, and includes a recommendation for funding of the remaining cost of the project.

**SUMMARY OF DESIGN & CONSTRUCTION COSTS**

HEB Engineers – Proposed cost for design and construction phase services for the Bradford Road Bridge project.	\$16,975.00
• HEB Engineers paid invoices for design phase services	- \$3,900.02
• HEB Engineers remaining cost to complete the design and construction phase services	\$13,074.98
Hansen Bridge – Proposed cost to purchase and installed the bridge materials, and to construct site work associated with the bridge project.	\$183,025.00
• Change Order #1 – Unsuitable soils were discovered behind the bridge abutments. Therefore, the installation of steel bearing piles is required for the construction of the new bridge abutments.	\$20,000.00
• Hansen Bridge invoice to purchase bridge materials, to complete soil borings, and to purchase steel bearing piles.	- \$82,400.00
• Hansen Bridge remaining cost to complete the construction of the Bradford Road Bridge	\$120,625.00
Total remaining cost to complete the Bradford Road Bridge project is:	\$133,699.98

## FUNDING OPTION BRADFORD ROAD BRIDGE PROJECT

\$104,429.79 in the unanticipated revenues were recently received from the state per SB38. It is my understanding that the funds have to be used for infrastructure improvement projects. Therefore, I recommend that the funds be put towards the total remaining costs of the Bradford Road Bridge project. If approved, this results with \$29,270.19 of remaining costs to complete the Bradford Road Bridge project, which I recommend be taken from the Bridges Capital Reserve Fund. The use of the unanticipated revenues and the Bridges Capital Reserve Fund to cover the total remaining costs of the Bradford Road Bridge project will result with a \$60,000 decrease in the March 2018 Bridges Capital Reserve Warrant Article from \$100,000 to \$40,000. NOTE: The current balance in the Bridges Capital Reserve Fund is \$79,103.00. After some discussion, the public hearing was closed at 7:16PM. **Motion to accept the \$104,429.79 from the State, that was distributed excess funds the State received from revenue and applied them to the Bradford Road Bridge Project by Selectman Gallup, seconded by Selectman Gottling. Unanimous. Motion to authorize an expenditure of up to \$30,000 from the Bridges Capital Reserve Fund to be the last piece in completing the Bradford Road Bridge by Selectman Gallup, seconded by Selectman Hastings. Unanimous.**

## SELECTMEN ACTION

•Cheryl Meachen-Sestercentennial Committee Appointment

**Motion to approve the appointment of Cheryl Meachen to the Sestercentennial Committee by Selectman Gottling, seconded by Selectman Gallup. Unanimous.**

•Thrift Shop Resignation-Wilda DiGiovanni

Donna Nashawaty received a note from Wilda DiGiovanni, who will be resigning from the Thrift Shop Committee, due to personal reasons. **Motion to accept the resignation from Wilda DiGiovanni from the Thrift Shop Committee by Selectman Trow, seconded by Selectman Gallup. Unanimous.**

•Dustin Aldrich Settlement Agreement

The Board received and reviewed the Dustin Aldrich Settlement Agreement.

**Motion to agree with the settlement agreement and release of all claims by Selectman Gottling, seconded by Selectman Hastings. Unanimous.**

## CHAIRMAN'S REPORT

•Meeting Packet Process

At the request of Selectman Augustine, the Board reviewed the meeting packet process. After some discussion, the consensus of the Board was that they felt no changes would be made at this time.

•Health Insurance

Donna Nashawaty wanted to know how the Board wants to proceed with the health insurance. The Finance Department is working on the slide presentation for the Employee Informational Meetings. There will be two (2) meetings on Wednesday, August 23<sup>rd</sup>, one will be at 2:00pm and the second will be at 6:00pm. The Town won't know what the rates will be until the last week in October. The employees must decide what plan they're taking by November 15<sup>th</sup> and the information must be forwarded to Healthtrust by December 1<sup>st</sup>.

Selectman Gallup said it might be beneficial to the Board to attend the workshop. Donna Nashawaty replied that the Board was invited to attend.

#### TOWN MANAGER REPORTS

- Turning 65 Workshop

The Town of New London, Newbury and Sunapee will hold a Turning 65 workshop on Thursday, September 14<sup>th</sup> from 1:00am to 11:30am in Newbury for employees. The workshop is geared to the over 50 age group, but all employees are invited. The three (3) towns will split the cost for the workshop.

- July Monthly Budget

The Board received and reviewed the July Budget report.

**Meeting adjourned at 8:17PM**

**Respectfully Submitted by,**

**Barbara Vaughn**

**Administrative Assistant**