

SUNAPEE BOARD OF SELECTMEN
6:30PM Town Meeting Room
Monday, August 21, 2017

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

Absent: Shane Hastings

Chairman Trow opened the meeting at 6:30PM

REVIEW OF ITEMS FOR SIGNATURE:

MOTION TO APPROVE THE FOLLOWING CZC's:

Parcel ID: 0137-0013-0000, 67 Burkehaven Hill Road, Douglas & Anne Cahill.

Parcel ID: 0146-0021-0000, 38 Turtleback Road, Jonathan Bellis/Virginia Gwynn.

Parcel ID: 0218-0082-0001, 621 Route 11, Town of Sunapee.

By Selectman Gallup, seconded by Selectman Gottling. Unanimous.

MOTION TO APPROVE THE FOLLOWING DEMO PERMIT:

Parcel ID: 0225-0073-0000, 34 Riverside Drive, David & Pauline Bailey.

Parcel ID: 0104-0026-0000, 57 Prospect Hill Road, Ramon Laro.

By Selectman Gottling, seconded by Selectman Gallup. Unanimous

APPOINTMENTS

7:00PM-Chief Cahill-Swearing-in of New Officer

Chief Cahill introduced Noah Gooch, the new full-time Police Officer and his parents to the Board. Officer Noah Gooch was then sworn in by Betty Ramspott, who is the Town Clerk for Sunapee.

7:10PM-Scott Hazelton-Highway Dept.

•Organization Change

Scott Hazelton briefly went over the details of the proposed Buildings and Grounds Supervisor job description, that will take the place of the Buildings and Grounds Maintenance Technician job description. The actual duties and responsibilities of the proposed position are much more in line with the requirements of the position and what the current employee has been performing on a regular basis. The new position would include an increase from grade 11 to grade 12. The Organizational Chart will reflect the restructuring of the position. **Motion to adopt the new job description, which has name and responsibility changes for a Building and Grounds Supervisor and reflect that in the Organizational Chart by Selectman Gottling, seconded by Selectman Gallup. Unanimous**

•Response Time

Scott Hazelton would like approval from the BOS to increase the response time to 30 minutes. The current response time is 20 minutes, which means employees are required to live within 20 minutes of the Highway Garage. There are currently 2 employees who were with the department during the 2016/2017 winter season that performed effectively and had no issues because of the increased response time. The increased response time would extend the existing demographic region and allow more potential candidates the opportunity to apply for positions with the Highway Department.

Motion to increase the Highway Department's current response time from 20 minutes to 30 minutes by Selectman Gallup, seconded by Selectman Gottling. Unanimous.

•Wash-out Update

Scott Hazelton updated the Board on the status of the road wash-outs and work completed on Ryder Corner Road, North Road and Perkins Pond Road.

•New Mechanic

The Town has hired a new mechanic, Peter Hill, who will be starting the 31st of August.

SELECTMEN ACTION

•Use of Facilities: 09/03-Indian Cave Owners Association, Safety Services Building

Motion to approve the Use of Facilities form Indian Cave Association to use the Safety Services Building on September 3rd for their annual meeting by Selectman Gallup, seconded by Selectman Gottling. Unanimous.

•Three (3) Year Term, Thrift Shop Committee-Janice Kulpa

Motion to appoint Janice Kulpa to the Thrift Shop Committee for a three (3) year term by Selectman Gottling, seconded by Selectman Gallup. Unanimous.

•One (1) Year Term, Abbott Library Alternate-Melvyn Rappeport

Motion to appoint Melvyn Rappeport to the Abbott Library Trustees for a one (1) year alternate term by Selectman Gallup, seconded by Selectman Gottling. Unanimous

•Adopt New Zoning Compliance Fees

The Board reviewed the zoning fee changes, but had some questions, so they have tabled their decision until the September 5th BOS meeting so Donna Nashawaty can discuss with Michael Marquise.

•Waive Building Permit Fee for Sunapee Highway Cold Storage Building

Motion to waive the Building Permit Fee for the Cold Storage Building by Selectman Gallup, seconded by Selectman Gottling. Unanimous

CHAIRMAN'S REPORT

•Selectman Augustine stated that he felt the minutes of the last meeting, under the meeting packet process did not caption the essence of the discussion and someone reading it wouldn't take away what was talked about. Selectman Augustine said it wasn't the process that he was concerned about, but the appropriate results. The minutes stated "the consensus of the Board felt no changes would be made at this time." Selectman Augustine asked if the consensus of the Board was that they would like the packets to be more accurate and complete then we did previously. Chairman Trow replied that the Board would want a complete package as best as we can, but he doesn't feel there was any general desire for a change of how or what was happening. The change was to try and do the best job you can. Selectman Gallup said the Board pretty much agreed that errors are part of life and the people working here do the best they can to provide the Board with as much information as they can. Selectman Gallup didn't feel it was that sufficient of an issue to make an issue out of. Selectman Augustine replied the minutes did not reflect either comment. Selectman Augustine received an email with feedback from a resident on the topic that he would like to share with the Board. Selectman Augustine passed out copies and read the email to the Board. Chairman Trow said he would like to note, as a point of order that anything that is sent to you as a Selectman is public information and the name should not be blacked out, unless there are social security or personal details. The best way to deal with this is to forward the email to Donna Nashawaty or Barbara Vaughn, who have town email addresses.

Anything that comes through as Selectmen's information is public information.

Selectman Gottling said she can't acknowledge anything anonymous. Selectman Augustine wanted to clarify that he thought things that got sent to a majority of the Board constituted public information. Chairman Trow's impression has always been that if the information is sent to you as a Selectman it is public information. That is how he understood the "Right-to-Know" law. If it is dealing with you in your official capacity, then it is public information. Selectman Augustine asked Donna Nashawaty if it was sent to one person is it was public information or if it's sent to a majority of the Board. Donna Nashawaty replied that she believes if it is the intent of the sender to resolve a problem as a Selectman and were going to bring it forward, that becomes a "Right-to-Know". If it was emailed to a single Selectman and you were not bringing it up at a meeting she's not sure it is. But distributing it today, it became part of the record. Chairman Trow said for future items it's always safe to copy the Town Manager or Barbara Vaughn so there are no questions.

•Joint Meeting

Selectman Augustine would like to have a conversation about guidelines for future joint meetings with other towns. Selectman Augustine was disappointed that residents could not watch the joint meeting with New London, either live or on videotape because the Town of New London doesn't have that capacity. So, if we're going to agree to joint meetings with other towns in the future, Selectman Augustine thinks the Town should either require that they have videotape capability or that they must come here. Selectman Gallup replied that the residents did have the opportunity to come to the meeting. Chairman Trow stated that it was a New London Selectmen meeting and the Sunapee Selectmen attended their meeting. Selectman Augustine asked each Board member to weigh in on their opinion. Selectman Gallup said that any meetings that are held at the Town Office meeting room are on tape, but any meetings where we are attending another town's Selectboard meeting, the Board will be under their program whether they have videotape or not. New London was the host town in this scenario. We would not make a host town come to us. Selectman Gallup stated that the town has survived almost 250 years and now the camera has become the end all of everything. Selectman Gallup thinks the camera is a great thing and a convenience for our residents, but when it's our responsibility to go to the other town we are going to accept what way the public has to get the information through attending or minutes, as opposed to requiring that the meeting be videotaped. Selectman Gottling believes there were 2 reporters there, who seem to be taking extensive notes and thinks an article would be in the Intertown record and Eagle Times or Valley News. Selectman Gottling would agree with Selectman Gallup. Chairman Trow has no problem offering the town's meeting room for a meeting, but otherwise going wherever the host town is and following their guidelines is the right way. Donna Nashawaty said that other towns can watch their meetings on a public access channel with their cable provider, but our residents would not have access to the cable channel.

•Fire Engineers Meeting

Selectman Augustine stated that at a recent Fire Engineer's meeting, the meeting was taped but there was no audio. Is that meeting the only meeting that ever had an issue getting the audio captured. Donna Nashawaty replied that the mixer shorted out on the unit. The problem has been resolved and the sound is working at the meeting being held tonight.

TOWN MANAGER REPORTS

•Underwood Draft Contract-Perkins Pond Sewers

The Board received a copy of the draft budget for the Pump Replacement and Electrical Improvements Project. As there is \$224,971 of grant funds remaining unspent from the Perkins Pond Project, the plan is to use this money to upgrade some of the older Sewer Pump Stations in Town. There are 4 pumps on the Lake Avenue Sunapee line that will be upgraded with new pumps and electrical improvements.

•Lake Sunapee Water Levels

Donna Nashawaty stated that it has come to her attention that there are some issues relative to the lake water levels. Donna Nashawaty would like the authority to bring all the vested interested parties together; New London, Newbury, Lake Sunapee Protective Association and Hydro Operators to start a fact-finding group to study the lake water levels.

•Sunapee's Projected Cost for Zoning Administrator

The Board received the shared cost for the Zoning Administrator that was discussed at last week's joint meeting with New London.

•HealthTrust Summary

The Board received the packet that will be presented to employees at the Informational Insurance Meeting on Wednesday, August 23rd in the Town Meeting Room.

•2018 Budget Process & Input

Donna Nashawaty updated the Board on the Advisory Budget Committee vacancies and gave them the details of the 2018 budget process. The all-day budget session will be Friday, November 3rd at the Town Meeting Room.

•Tax-Deeded Property Agreement

Donna Nashawaty reported that the person who signed an agreement with the Town to get back their tax-deeded property to apply for a reverse mortgage has paid the town. The other property that has an agreement has been paying the monthly amount agreed upon, on the due date.

•Ambulance Follow-up

Donna Nashawaty stated that it was brought to her attention that there was a change of hours that the ambulance is covered in Sunapee. It was 10am to 10pm and it is now 7am to 7pm, but when our coverage is over a second ambulance is on in New London, which is an enhancement. Previously after 10pm there was only 1 ambulance available at New London Hospital.

•Auction for Cruisers

Donna Nashawaty has signed the agreement for the auction to sell the cruisers.

Meeting adjourned at 9:02PM

Respectfully Submitted by,

Barbara Vaughn

Administrative Assistant