

SUNAPEE BOARD OF SELECTMEN
6:30PM Town Meeting Room
Tuesday, September 5, 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: 0118-0017-0000 42 Mary's Road, Richard & Jeanne Jaffe

Parcel ID: 0134-0030-0000 270 Lake Ave., Deborah Pasculano

Parcel ID: 0136-0076-0000 216 Burkehaven Hill Road, Patrick & Susan Fine

Parcel ID: 0133-0107-0002 33 Maple Street, KMA Trust (Anthony Lenhart)

Parcel ID: 0133-0010-0000 26 High Street, Joshua Brown

Parcel ID: 0209-0013-0000 41 Coventry Drive, Todd & Joanna Drummond

Parcel ID: 0136-0031-0000 337 Lake Avenue, Anne Montgomery

By Selectman Gallup, seconded by Selectman Gottling. Unanimous.

MOTION TO APPROVE THE FOLLOWING SIGN PERMIT:

Parcel ID: 0104-0003-0000 6 Holmes Lane, Left Branch Realty

By Selectman Gottling, seconded by Selectman Hastings. Unanimous.

MOTION TO APPROVE THE FOLLOWING LAND DISTURBANCE BOND:

Parcel ID: 0136-0031-0000 337 Lake Avenue, Anne Montgomery

By Selectman Hastings, seconded by Selectman Gallup. Unanimous.

VETERAN'S EXEMPTION

Parcel ID: 0127-0035-0015 23B Overlook @ Indian Cave, Ronald Kulpa

By Selectman Gottling, seconded by Selectman Hastings. Unanimous.

APPOINTMENTS

6:30PM-Surplus Beach Dock Bid Opening

Chairman Trow asked if there were any bids to submit for the beach dock, there were none.

Chairman Trow stated that at this point there have been no bids twice on this dock and asked the Board what they would like to do. The Board decided to give the dock away by holding a drawing. The winner of the drawing would be responsible for hauling it away. **Motion that the Board offers the Surplus Beach Dock free to anyone willing to haul it away. If multi-people express interest, then people can submit their names until Friday, September 15th at 5:00PM and on Monday, September 18th the Town Manager will draw the winner by Selectman Augustine, seconded by Selectman Gottling. Unanimous.**

6:45PM-Fernwood South Bid Opening

Chairman Trow stated that the Town received 2 bids for the Fernwood South property. The first bid is from David and Jill Paul with a bid amount of \$101,000 and a check for \$15,000. The second bid is also from David and Jill Paul with a bid amount of \$101,000 and a check for \$15,000. Donna Nashawaty stated that when she accepted the first bid she couldn't give any details regarding if other bids had been received, so the Pauls' submitted the second bid with an escalating clause.

Motion to award the bid to David and Jill Paul in the amount of \$101,000 by Selectman Gallup, seconded by Selectman Gottling. Unanimous. Motion to instruct the Town Manager to make-up the appropriate documents for the sale of the property on Fernwood South by Selectman Gallup, seconded by Selectman Hastings. Unanimous.

7:00PM-David Scott, DOT and Thomas French, HDR-Bridge Projects

David Scott is here to discuss a bridge preservation project, which will address 4 bridges in Sunapee. Two of the bridges are at the intersection of Route 11 and Route 103. The next bridge is on Route 11 by Sleeper Road and the final bridge is at the intersection of Lower Main Street and Main Street. The idea is to extend the useful life of an existing bridges by 20 to 25 years at a much lower cost than it would be to do a full bridge replacement or a bridge rehabilitation. The plan is to use the state and federal money wisely and to extend the life of bridges in the State's current inventory. This project was planned with safety, cost, schedule and traffic control in mind. The bridge at Main and Lower Main will cause an alternate route for the school buses and trucks because of the turn radius. There was some concern about the Sestercentennial Celebration in August, but the bridge is scheduled to be completed in June. The work will be started in April of 2018, with a completion in October of 2018. Thomas French gave a brief overview of the details of the project. The slide show presentation is attached. The DOT will be reconstructing a portion of the bridge on Route 11 near Main Street, which includes a sidewalk, so the Chairman will need to sign the Municipal Sidewalk Agreement. **Motion to authorize the Chairman to sign the final draft of the Municipal Sidewalk Agreement by Selectman Gallup, seconded by Selectman Hastings. Unanimous.**

7:30PM-Fire Engineers

The Fire Engineers (Chief Dan Ruggles, Howard Sargent and Mark Scott) went over the details of the Sunapee Fire Department reorganization.

The bullet points are as follows:

- 1) Warrant Article to adopt RSA 154:1 Paragraph D.
- 2) Board of Engineers would be a 3-member board.
- 3) Board of Engineers would be appointed by the Board of Selectmen, not elected.
- 4) The Fire Chief would not be a part of the Board of Engineers.
- 5) The Board of Engineers would appoint the Fire Chief.
- 6) The Fire Chief would appoint the Members and Officers of the Fire Department.

The Fire Engineers will work with the Town Manager on the ordinance or SOP (Standard Operating Procedures) and the warrant article.

SELECTMEN ACTION

•Sign MS-1

Motion to sign the 2017 MS-1 as prepared by Selectman Gallup, seconded by Selectman Hastings. Unanimous.

•Approve and Sign Zoning Compliance Fees

Donna Nashawaty stated that at the last meeting the Board had some questions relative to the projects that were counting the square footage of the foundation, if the foundation wasn't finished space. The fee form was changed to include the wording of finished space only.

Motion to approve the new Zoning Compliance Fees by Selectman Gottling, seconded by Selectman Gallup. Unanimous.

CHAIRMAN'S REPORT

Selectman Augustine asked the Town Manager if she got any feedback from the email she sent out regarding the department tours for the Advisory Budget Committee. Donna Nashawaty replied she got responses from Selectman Augustine and Linda Tanner, which she read to the Board. Donna Nashawaty spoke to the School Superintendent about a senior project which would set up a narrative tour of the departments for the public to be able to view. Donna Nashawaty stated that the last time the tours were done in 2 half days with each Department Head talking for roughly an hour and a half. The participants were too tired to finish the Town office part of the tour. Donna Nashawaty said that the first issue of the Advisory Budget Committee is getting a full committee. There is one citizen vacancy left by John Brandolini that needs to be filled. Ron Kulpa called and said he would be available for the all-day budget session on November 3rd, but will be leaving for Florida on December 1st for the winter. He could either participate by phone or would resign if the committee wanted to look for someone else to fill the spot. There are 3 or 4 meetings after the all-day session that the member should attend. Donna Nashawaty said this year the meetings will be recorded, so if a member of the committee doesn't understand something explained at the meeting, they can go back and watch it, which may help. Donna Nashawaty asked the Board for direction regarding the 8 positions that were still way off in the pay study. The whole pay table was adjusted last year, but because of the cost the 8 positions were not brought up to be equal with the other towns in the pay study. She wanted to know how the Board wanted her to address that in the budget this year. After some discussion, the Board said to bring this back for discussion at the relevant time.

TOWN MANAGER REPORTS

•Transport NH-HB 121

Donna Nashawaty asked the Board if they had the chance to read the material regarding HB 121. This is the bill that would increase the cap on the local option transportation improvement fee That municipalities may opt to charge annually, from \$5 to \$10. This bill provides an important and useful option for municipalities to raise revenue to fund local transportation needs (road improvements, matching funds for bridge aid, sidewalks, etc.) and is an alternative to raising property taxes. Donna Nashawaty stated that at one point the Board decided not to add a fee to the resident registration. NHMA is asking for support of this bill and would like the Town to speak or email Senator Ward about this bill. The Board will support the bill, but this fee will not be implemented in Sunapee at this time. **Motion to come out in favor of the option to go from the \$5 fee, up to a \$10 fee by Selectman Gallup, seconded by Selectman Hastings. Unanimous.** Donna Nashawaty will contact to Senator Ward.

•Streetlight Update

Donna Nashawaty reported that the streetlight update is complete, with no complaints and awaits the first bill to see the savings.

•Monthly Budget

The Board reviewed the monthly budget through August 31, 2017.

•Large Trucks

Donna Nashawaty received an email from Josh Collins, a regional organizer with the Coalition Against Bigger Trucks who works with local governments, law enforcement, engineers and the Fire/EMS community to oppose federal mandates that would put heavier and longer commercial trucks (18-wheelers) on our local roads and highways.

There is going to be doing a brief conference call with Senator Hassan and her transportation staffer next week, Thursday, September 14th at 11:00AM and he is looking for folks from local government that might be willing to join us on the call. The discussion will be the negative impacts to infrastructure such as local roads, streets, bridges, culverts etc. that would be caused by allowing heavier trucks (another 5 tons, as has been proposed before) and longer double-trailer trucks if this legislation is approved. Josh Collins asked if someone from Sunapee could join in on the call to discuss the issue with Senator Hassan, as it helps to have local voices from New Hampshire discussing their expertise and talking about impact on roads, as well as traffic and safety. After some discussion, Donna Nashawaty will participate in the conference call to get a better handle on what is being proposed.

9:10PM-Motion to go into non-public Session under RSA 91-A:3, II(a)-Dismissal, promotion or setting compensation for public employees by Selectman Gottling, seconded by Selectman Gallup. Unanimous.

9:27PM- Motion to exit non-public and seal minutes by Selectman Gottling, seconded by Selectman Gallup. Unanimous.

9:29PM-Motion to go into non-public Session under RSA 91-A:3, II(a)-Dismissal, promotion or setting compensation for public employees by Selectman Gallup, seconded by Selectman Hastings. Unanimous.

9:51PM-Motion to exit non-public and seal the minutes by Selectman Gallup, seconded by Selectman Gottling. Unanimous.

**Meeting adjourned at 9:53PM
Respectfully Submitted by,
Barbara Vaughn
Administrative Assistant**

SUNAPEE – NHDOT PROJECT # 41300
Public Officials / Informational Meeting

NHDOT – David Scott, PE

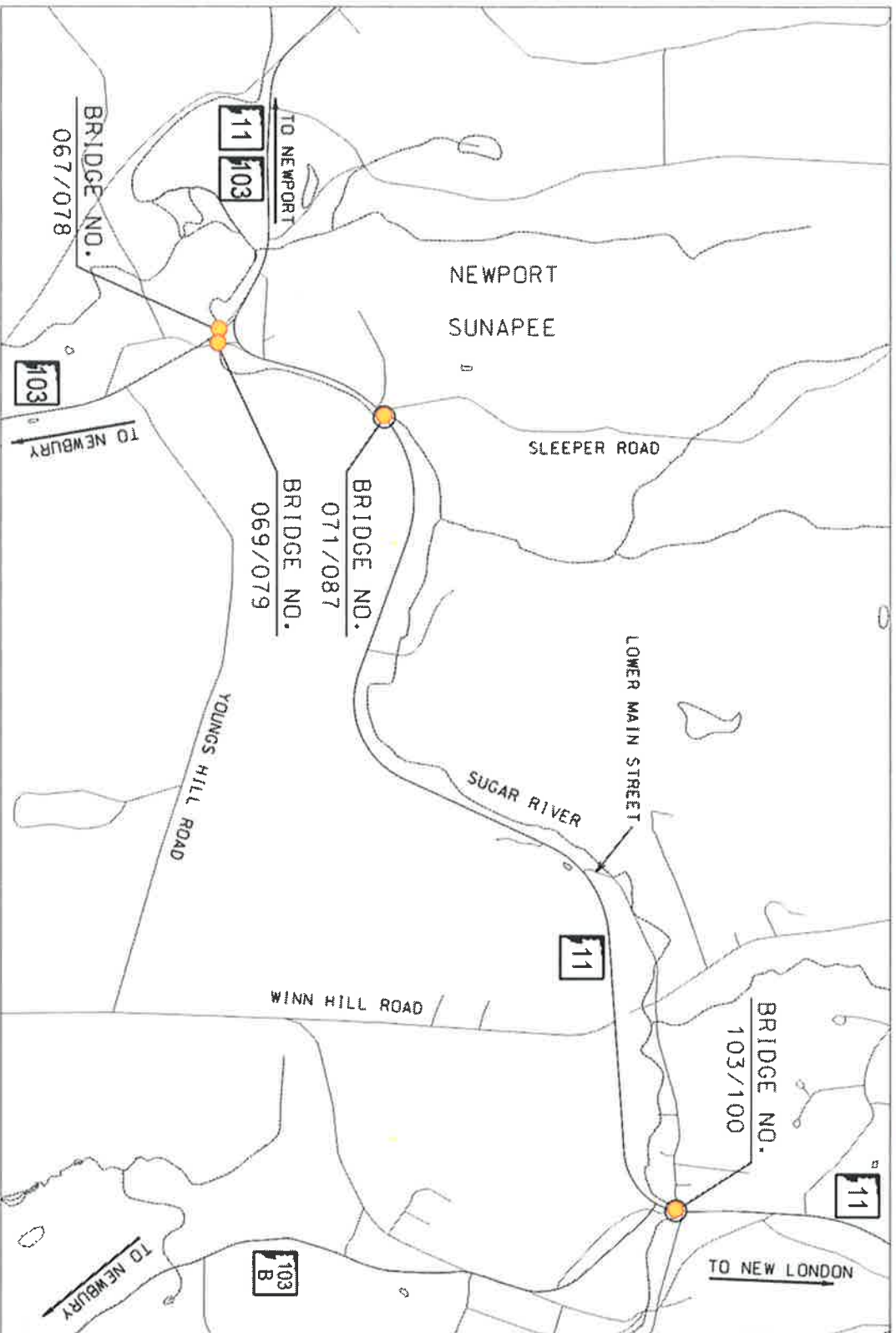
In-House Design Chief

HDR – Thomas French, PE

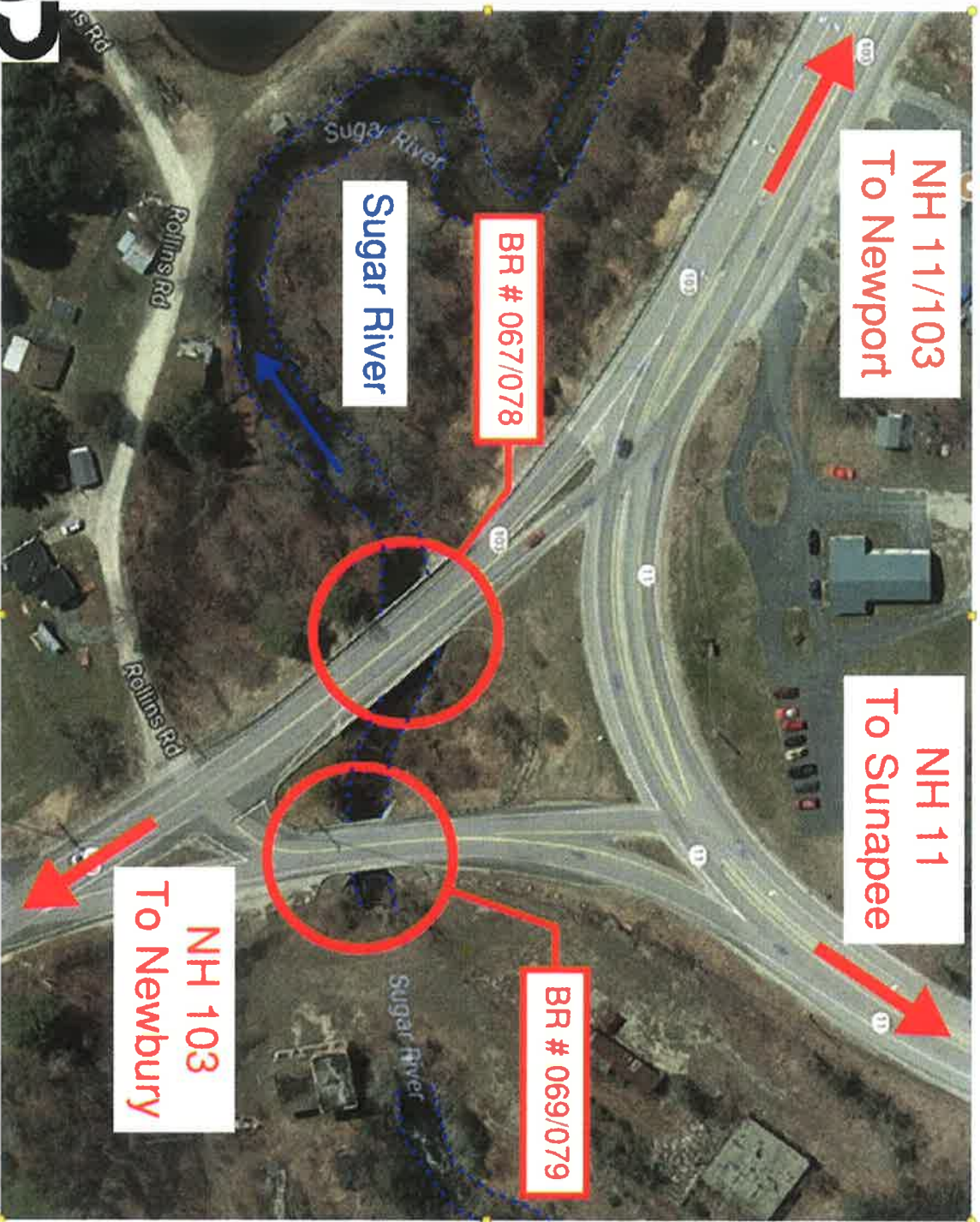
Sr. Structural Engineer

HDR

Project Locations – 4 Bridges

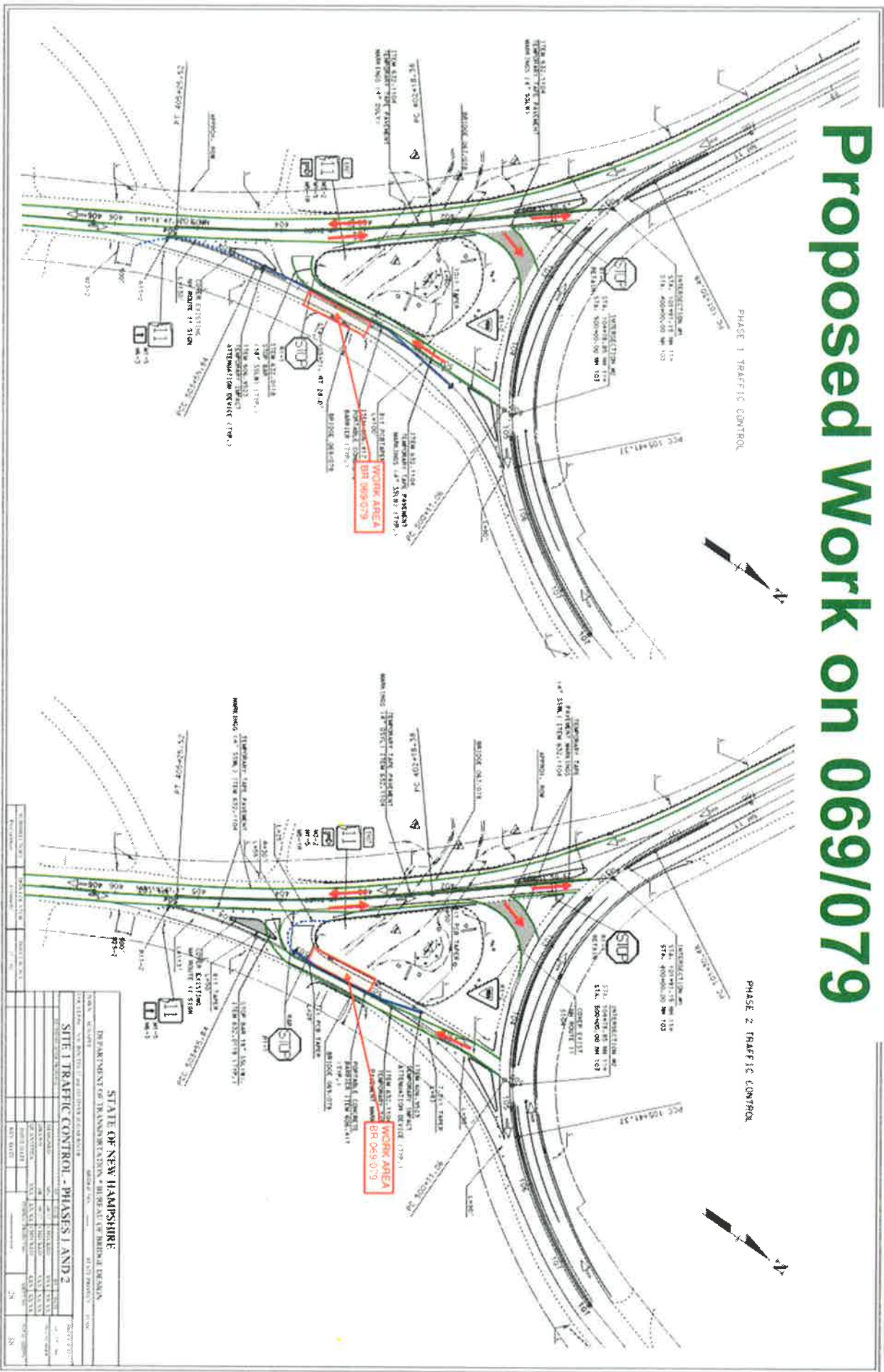


Site 1 – 2 Bridges



H2R

Proposed Work on 069/079

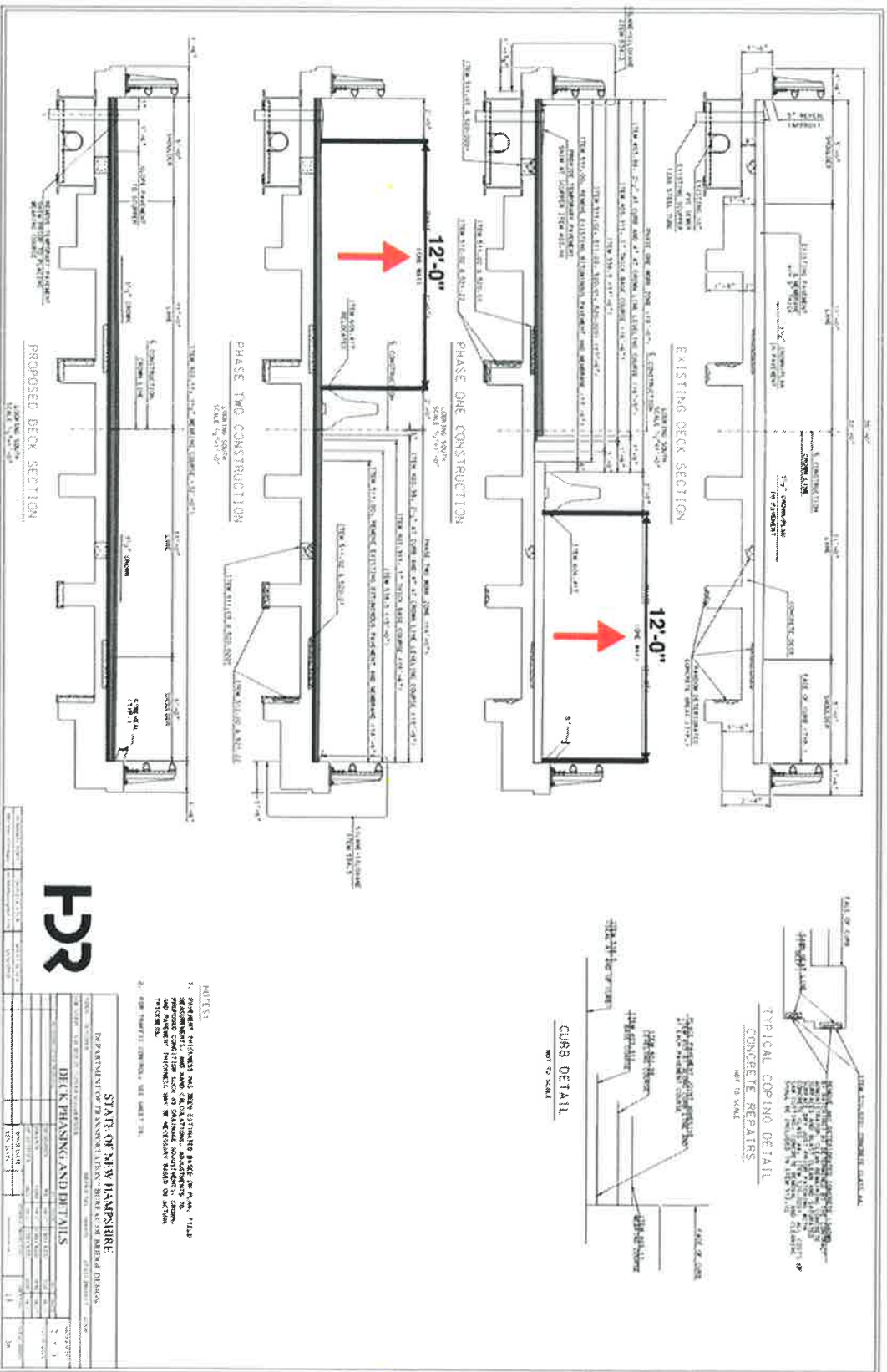


STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION • BUREAU OF TRAFFIC ENGINEERING

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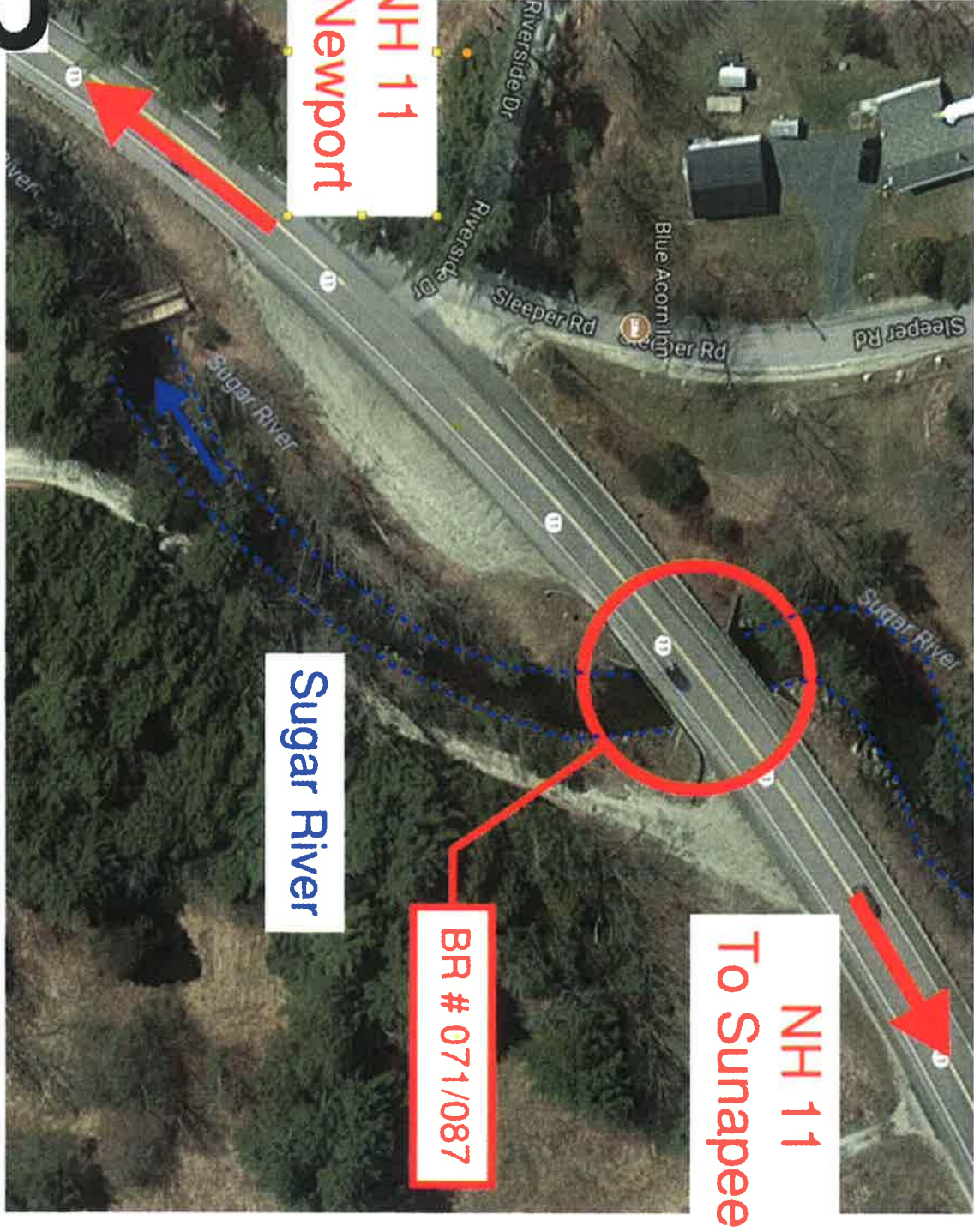
Proposed Work on 069/079



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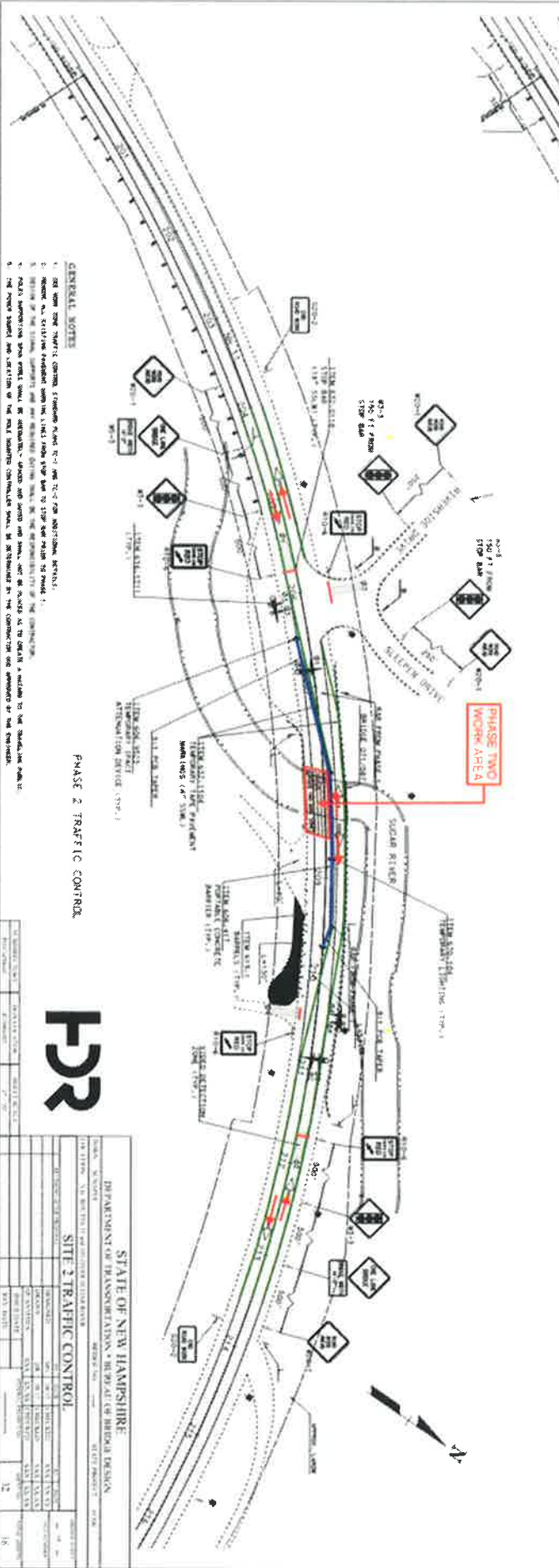
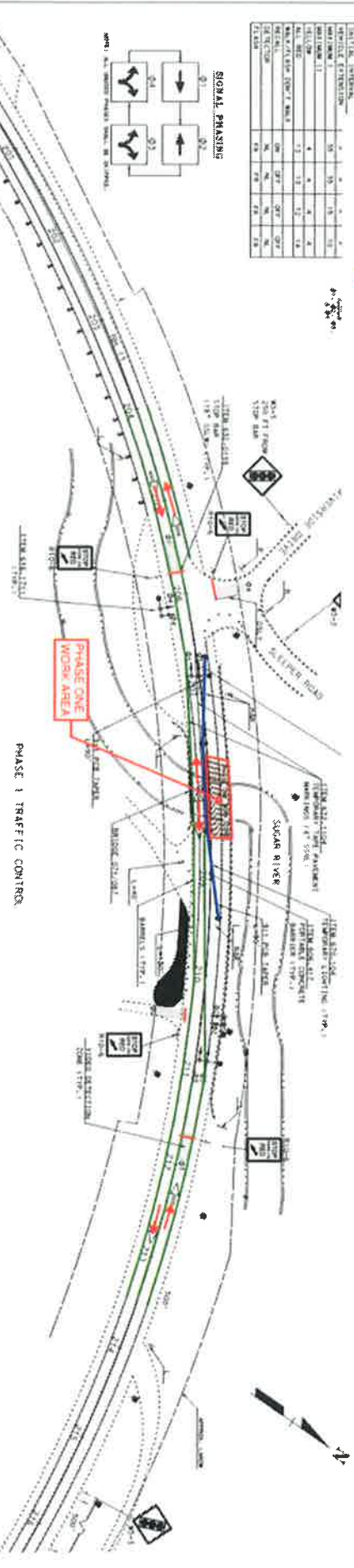
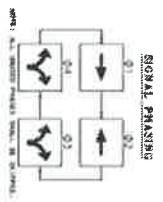
Site 2 – 1 Bridge



HR

Proposed Work on 071/087

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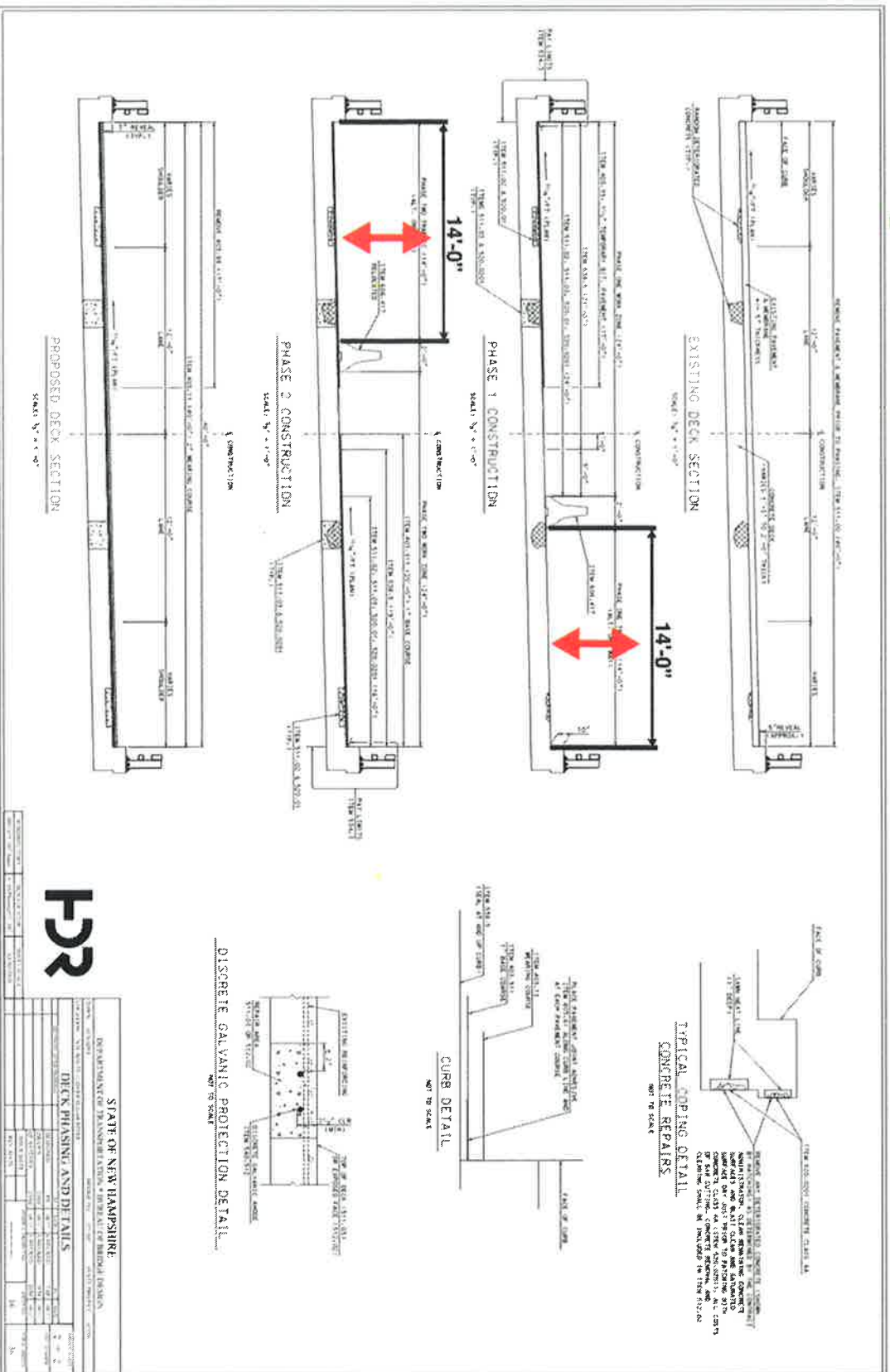
- GENERAL NOTES**
1. SEE WORK ORDER TRAFFIC CONTROL STOPPING ROAD 17'- AND 15'- TO 15'- FOR MODIFICATION DETAILS.
 2. REMOVE ALL EXISTING SIGNAGE ALONG THE 15' STOP BAR FROM 17' TO 15' AND 15' TO 17'.
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STATE OF NEW HAMPSHIRE	
DEPARTMENT OF TRANSPORTATION • BUREAU OF BRIDGE DESIGN	
BRIDGE NO. 1000	
SITE 2 TRAFFIC CONTROL	
DATE	12/15/2011
BY	12/15/2011
CHECKED	12/15/2011
DESIGNED	12/15/2011
APPROVED	12/15/2011
SCALE	AS SHOWN
PROJECT NO.	12/15/2011
SHEET NO.	12/15/2011
TOTAL SHEETS	12/15/2011

HDR

HDR

Proposed Work on 071/087



HJR

STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION • BUREAU OF BRIDGE DESIGN

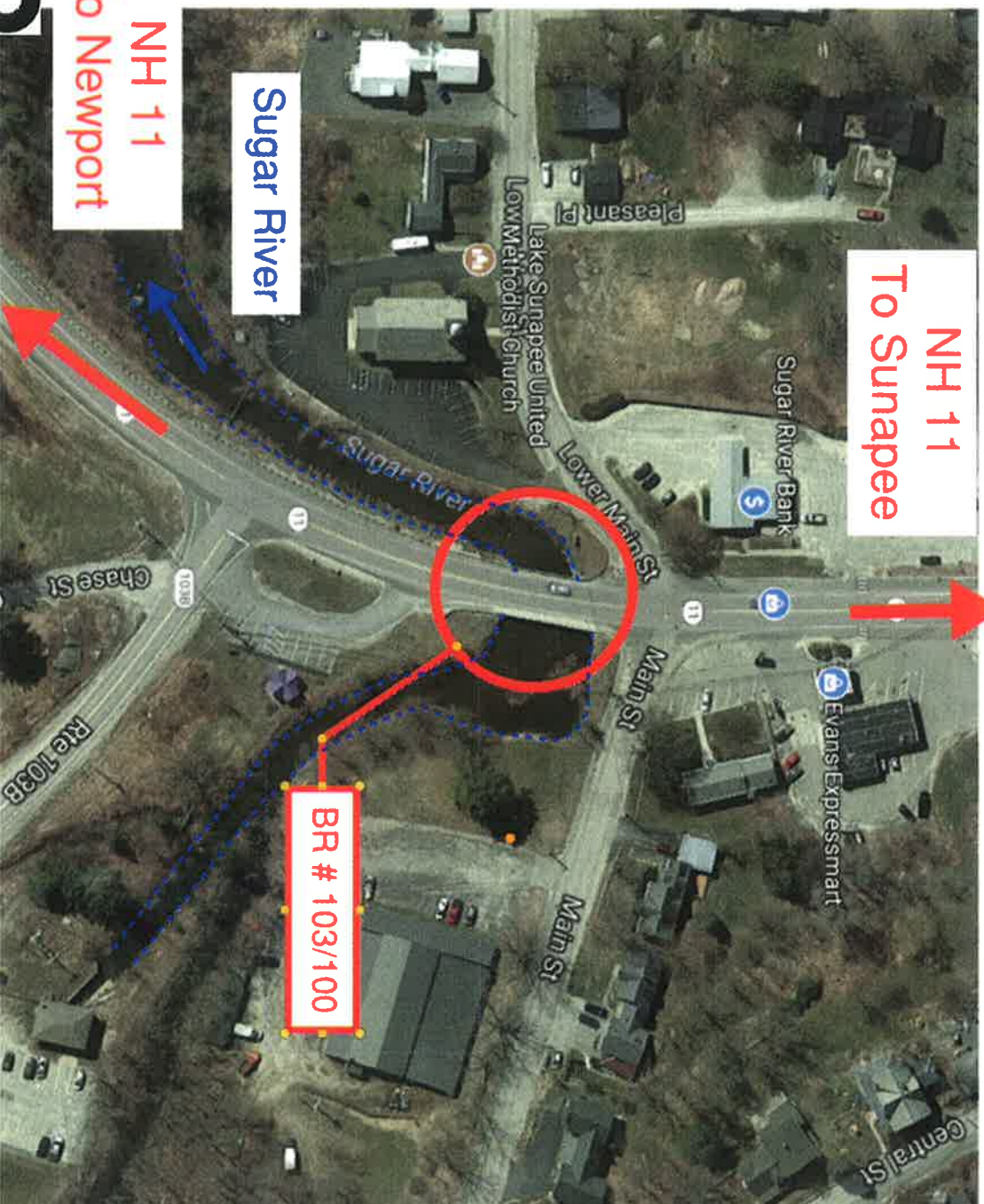
PROJECT NO. 071/087
DRAWING NO. 071/087-01
DATE: 07/15/10

DECK PHASING AND DETAILS

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HJR

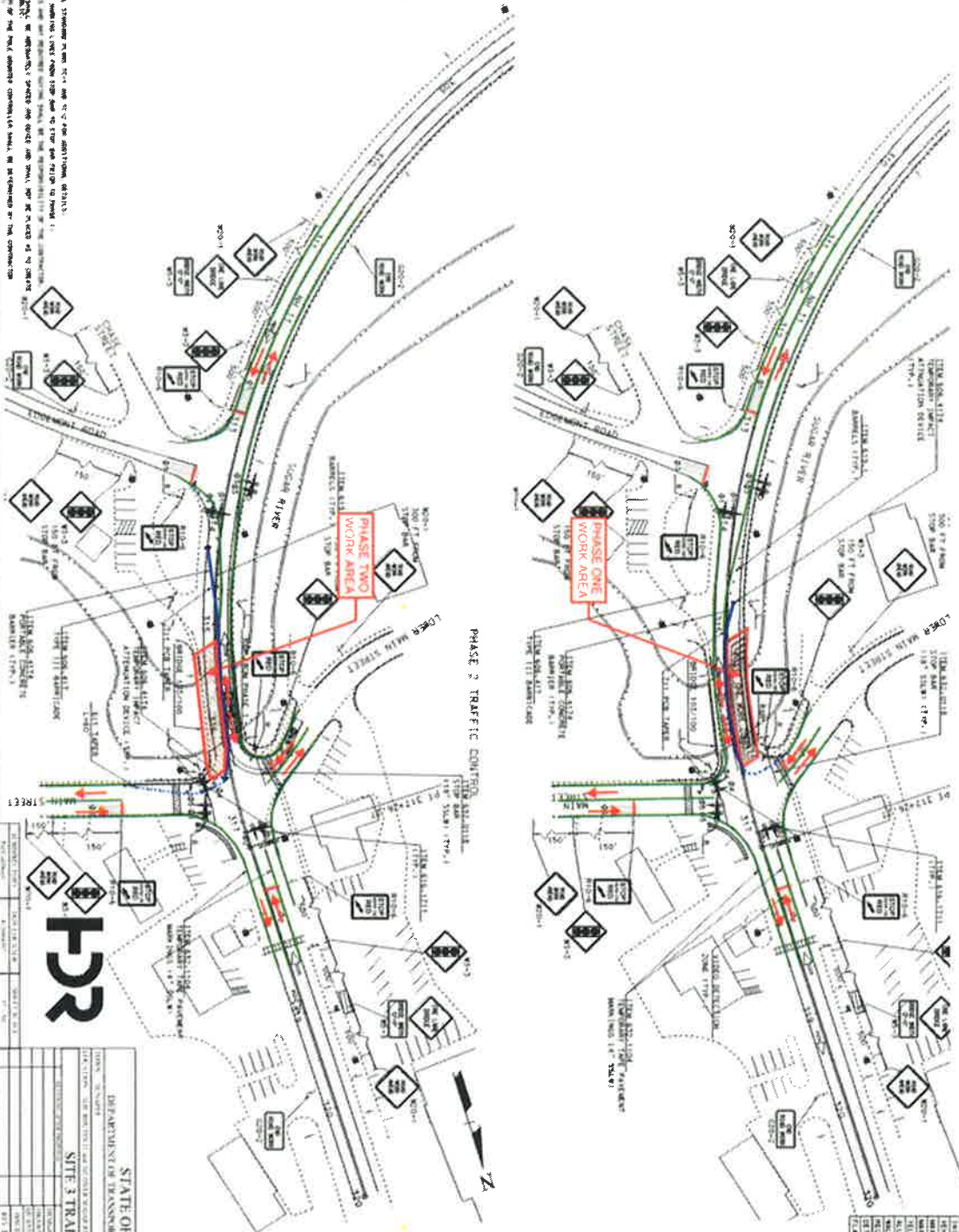
Site 3 – 1 Bridge



H2R

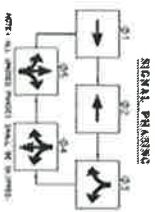


Proposed Work on 103/100



SIGNAL PHASING

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PHASE 2	↔	↔	↔	↔	↔
PHASE 3	↔	↔	↔	↔	↔
PHASE 4	↔	↔	↔	↔	↔
PHASE 5	↔	↔	↔	↔	↔



- GENERAL NOTES**
1. SEE THE PLAN SHEET FOR THE LOCATION OF THE PROPOSED WORK.
 2. THE PROPOSED WORK IS TO BE COMPLETED BY THE END OF 2010.
 3. THE PROPOSED WORK IS TO BE COMPLETED BY THE END OF 2010.
 4. THE PROPOSED WORK IS TO BE COMPLETED BY THE END OF 2010.
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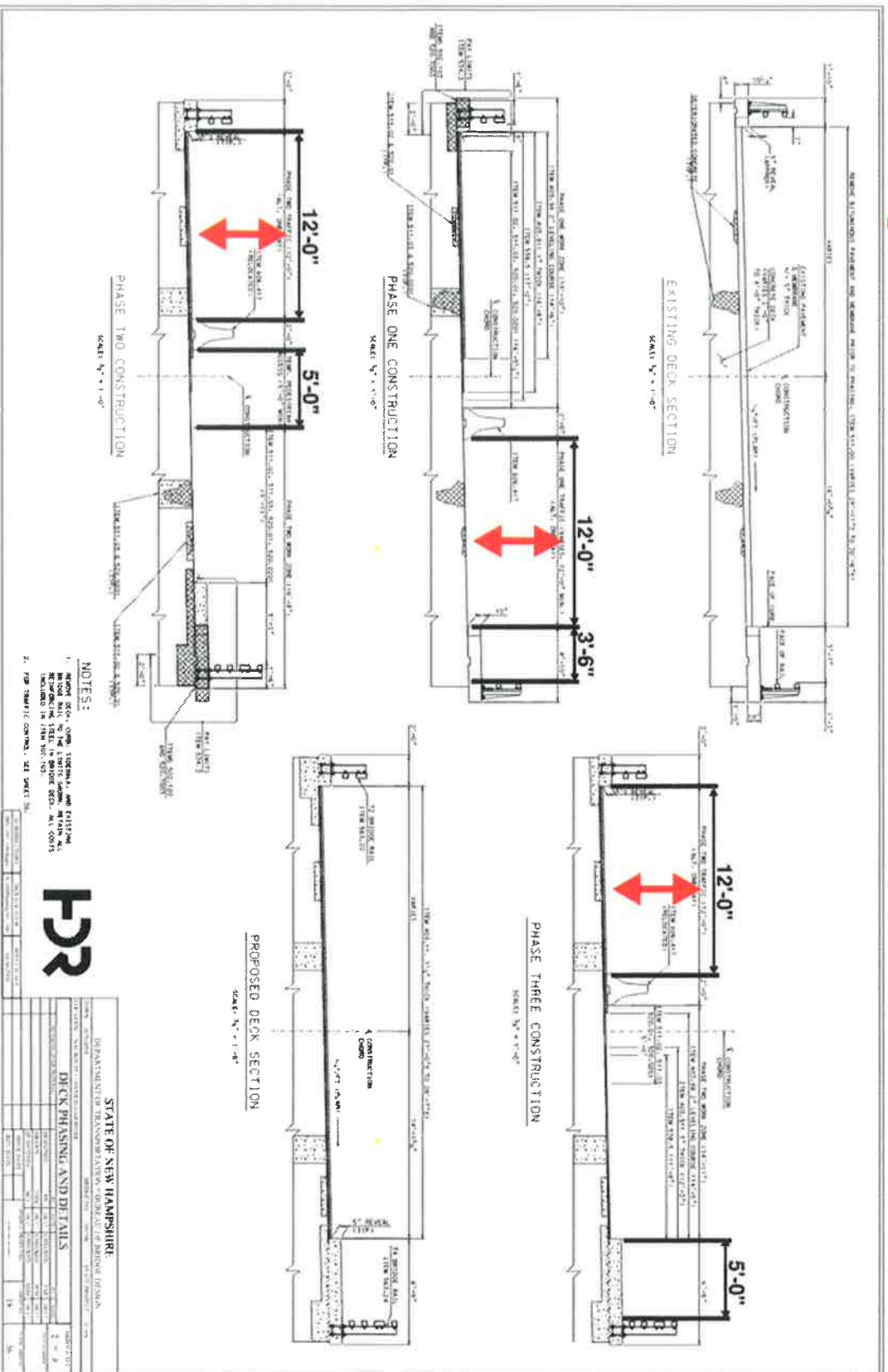
STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION - BUREAU OF BRIDGE DESIGN

SITE 3 TRAFFIC CONTROL

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3	APPROVED BY		
4	DATE		

HJR

Proposed Work on 103/100



HJR

STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION - BOSTON

DECK PHASING AND DETAILS

NO.	DATE	BY	CHKD.	APP'D.	DESCRIPTION
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3	10/15/10	[unclear]	[unclear]	[unclear]	ISSUED FOR PERMIT
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HJR

Public Statement
Sunapee 41300

As part of the National Environmental Policy Act (NEPA) and other state and federal regulations, the NHDOT must investigate the potential impacts that our projects will have on the surrounding natural, cultural, and social environment. Identifying key resources early in the project development process enables the Department to avoid or minimize impacts as design proceeds.

Part of our review involves historic resources. In accordance with Section 106 of the National Historic Preservation Act, the Department is reviewing the project area to determine if there are historic resources within the area that would be impacted by the construction of this project. Historic properties can include buildings and structures fifty years or older as well as archaeological sites. In addition to age, it also must be determined if a structure is eligible for the National Register of Historic Places.

To date, it is known that Bridges # 071/087 and 103/100 were built in 1957, and Bridge # 069/079 was originally built in 1923 and was widened in 1979. Although the bridges are more than 50 years old, no impacts to their historic character are anticipated since work will be limited to the bridge deck. The project as proposed should result in No Adverse Effect to historic properties. Bridge # Bridge 067/078 was originally built in 1975 and was rebuilt in 1979.

Further study is underway to determine if additional historic resources exist in the project area. In complement to this review, we are asking that if anyone has concerns about historical or archaeological resources in or adjacent to the project area, they bring them to our attention tonight or contact us after this meeting.

Section 106 of the National Historic Preservation Act offers individuals or organizations with a demonstrated interest in the potential impacts to historic resources an opportunity to become more involved in an advisory role during project development as "Consulting Parties." Those interested would need to indicate so in writing to the Federal Highway Administration. Please see me after the meeting if you would like more information.

Regarding natural resources, the project will not impact wetlands, surface waters, or banks. All four bridges are over the Sugar River and will require a Shoreland permit. As the project proceeds, we will continue to coordinate with the appropriate agencies to avoid or minimize impacts to Natural and Cultural resources.