

SUNAPEE BOARD OF SELECTMEN

6:30PM Town Meeting Room

Monday, October 30, 2017

Present: 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 OCTOBER 16TH ITEMS FOR SIGNATURE:

MOTION TO APPROVE THE FOLLOWING CZC'S:

Parcel ID: 0218-0026-0000 242 North Road, Robert & Susan Vigneault

Parcel ID: 0136-0051-0000 68 Birch Point Road, Charles Morrison

Parcel ID: 0225-0067-0000 5 Riverside Drive, 350 Enterprises, LLC

Parcel ID: 0218-0033-0000 43 Hilltop Drive, Mark & Dawn Pippy

Parcel ID: 0132-0026-0000 50 Winn Hill Road, Shirley Trombley

Parcel ID: 0126-0034-0000 34 Garnet Hill Road, Mona Bennett

Parcel ID: 0210-0034-0000 474 North Road, Elaine Arbour/Kurt Gergler

Parcel ID: 0122-0013-0000 162 Jobs Creek Road, Kirk & Julie Bishop

By Selectman Gallup, seconded by Selectman Hastings. Unanimous.

MOTION TO APPROVE THE FOLLOWING LAND DISTURBANCE BONDS:

Parcel ID: 0122-0013-0000 162 Jobs Creek Road, Kirk & Julie Bishop

Parcel ID: 0121-0005-0000 82 Woodland Road, Don & Marcia Blenco

By Selectman Hastings, seconded by Selectman Gottling. Unanimous.

MOTION TO APPROVE THE FOLLOWING PERMIT TO EXCAVATE:

Parcel ID: 0118-0036-0000 41 Burma Road James & Sheri Riter

By Selectman Gottling, seconded by Selectman Gallup. Unanimous.

MOTION TO APPROVE THE FOLLOWING INTENT TO CUT:

Parcel ID: 0224-0005-0000 135 Sleeper Road, Michael & Mary Colby

By Selectman Gallup, seconded by Selectman Hastings. Unanimous.

REVIEW OF OCTOBER 30TH ITEMS FOR SIGNATURE:

MOTION TO APPROVE THE FOLLOWING CZC'S:

Parcel ID: 0209-0002-0000 225 Perkins Pond Road, William & Anne Sailer

Parcel ID: 0235-0078-0000 4 West Hill Road, Leonard & Elizabeth Spada

Parcel ID: 0127-0005-0000 15 Clearwater Drive, Steven Tallarico

Parcel ID: 0235-0053-0000 73 Oakledge Road, Colyer Crum

Parcel ID: 0138-0038-0000 15 Stagecoach Lane, Wiggins/American Tower Corp.

By Selectman Gottling, seconded by Selectman Hastings. Unanimous.

Parcel ID: 0121-0055-0000 & Parcel ID: 0121-0056-0000 4 & 10 Fernwood South
Fernwood Trust/Margaret Thompson Rev. Trust contingent upon Planning Board
approval on Thursday by Selectman Hastings, seconded by Selectman Gottling.

Unanimous.

MOTION TO APPROVE THE FOLLOWING LAND USE CHANGE TAX:

Parcel ID: 0231-0011-0000 Stagecoach Road, Walter & Nancy Kangas

By Selectman Gallup, seconded by Selectman Hastings. Unanimous.

**MOTION TO APPROVE THE FOLLOWING LAND DISTURBANCE BOND:
Parcel ID: 0121-0055-0000 & Parcel ID: 0121-0056-0000 4 & 10 Fernwood South
Fernwood Trust/Margaret Thompson Rev. Trust contingent upon Planning Board
approval on Thursday by Selectman Gottling, seconded by Selectman Hastings.
Unanimous.**

APPOINTMENTS

7:00PM-Scott Blewitt-Special Rec Transfer

Scott Blewitt is here tonight to request a transfer from the Special Rec fund to the General Fund in the amount of \$26,492.31. **Motion to transfer \$26,492.31 from the Special Rec fund to the General Fund by Selectman Gallup, seconded by Selectman Hastings. Unanimous.**

Selectman Augustine asked if at some point the Board could get a report of the revenue that goes into the Special Rec fund. The balance in the special Rec fund, after the transfer is \$71,046.85. The money will be used for improvements to Veterans Field and “seed” money for the fireworks, Turkey Trot and existing events.

Scott Blewitt would like permission to hold the Looney Lunge in the harbor on Saturday, December 2nd as part of Christmas in the Harbor. **Motion to allow the Looney Lunge during the annual Christmas in the Harbor Festival by Selectman Gallup, seconded by Selectman Hastings. Unanimous.**

Scott Blewitt updated the Board on the new fee of \$50 for non-residents to participate in Sunapee sports.

7:15PM-Fentons-Mt. Kearsarge 3-Year Contract
Rescheduled to Monday, November 13th at 7:10PM.

7:30PM-Scott Hazelton-Used Equipment Fund & Road Management Plan

•Storm Road Update

Scott Hazelton updated the Board regarding the road clean-up from Sunday night’s storm. The Highway crews focused on keeping culverts, basins, and ditches clear, which quickly transitioned into taking care of downed trees. There were many closed roads, which included Ledge Pond, Marys Road, Bradford Road, Nutting Road and Trask Brook. The roads were closed due to water over the road or down trees and electrical wires. The number one priority is to get the roads back open. The Highway crews cannot work around the electrical wires and it looks like the Utility crews won’t be here for 48 to 72 hours. A News and Announcements message was sent out this afternoon for contact information in case anyone needed assistance. There was some minor erosion on the dirt section of Stagecoach Road and Sargent Road, which was taken care of today. A lot of leaves came down in the storm. One culvert was backed up on Lave Avenue, but was cleared. The department will continue to clean up the debris from the storm. Chief Cahill checked with the Eversource website and there were 300 plus residents without power. Residents on Prospect Hill in Georges Mills could be out of power for a couple of days. Chief Cahill feels that the weather is on our side where it’s not below freezing, but will keep an eye out for those sections of town. The Town Manager and Chief Cahill have been in contact with Howard Sargent, Emergency Management, in case a shelter needs to be set-up, where residents can have a hot shower, charge their phone or have a hot cup of coffee. Donna Nashawaty stated that the latest update from New Hampshire Electric Coop is that out of state crews should be arriving tomorrow morning.

The Governor reported that Massachusetts was also hit hard, so electric crews will be spread around the area. The message from both utility companies was if you're out now expect to be out a couple of days. Chief Cahill said that this morning there were a couple of residents "barricaded" in their homes, but those issues were addressed first thing this morning.

•Used Equipment Capital Reserve

Scott Hazelton reported that for the last three (3) winters he and his former Foreman started looking at plow routes. In 2014/2015, they looked at the efficiency of the routes and modified them to make them more efficient and it worked. The following is an excerpt from a memo sent from the Highway Director to the Town Manager explaining the improvements and discussing the possibility of purchasing a used 1-ton plow truck.

We are making significant efficiency improvements to a few of the existing plow routes. Specifically, last year truck #H-18's plow route included many small roads and dead-end roads in George's Mills and in the village of Sunapee (see attached Plow Routes 2016/2017). H-18's plow route typically ended up taking an average of 4-hours to plow and treat during a normal storm event, primarily as a result of having to travel from the village to the Mills throughout the duration of a storm. Additionally, equipment #H-7, the Volvo loader's plow route included Town and School parking lots as well as many intersections throughout the village area. H-7's route time varied depending on the type of storm event, however, always required that another truck leave its plow route to treat those parking lots and intersections that it had plowed.

It is our intent moving forward to divide H-18's existing route into two routes (see attached Plow Routes 2017/2018), one of which will include the small roads and dead-end roads and parking lots in George's Mills, and the other of which will include the village roads, dead end roads, and Town and School parking lots in the village of Sunapee. The loader will remain at the garage for loading trucks throughout the duration of each storm event, and will only be used for plowing when we receive a large storm event that requires the use of the box plow to plow the School's parking lots and the Highway Garage's parking lot.

In order to complete the proposed route improvements, we would like to purchase a used 1-ton plow truck that is equipped with, and/or that we equip it with, a used plow and sander. My foreman, mechanic, and I have been looking for a used 1-ton plow truck for a few weeks now. We have located six trucks that are in good condition, and that would be suitable for use on the plow route that we are proposing. The plow trucks include Ford F350's, Ford F550's, Chevy and GMC 3500HD's, range in age from 2000 to 2015, and range in price from \$22,995 to \$34,000. We would like authorization to purchase a used 1-ton plow truck that is equipped with, and/or that we equip it with, a used plow and sander, and that we not expend more than \$32,500 from the "Used Equipment Capital Reserve Fund". This will allow us to go look at the trucks, test drive and inspect them, and if acceptable to the mechanic that we make an offer on the truck.

Selectman Augustine asked what the balance of the Used Equipment Capital Reserve fund was? Scott Hazelton replied \$34,000 and change. **Motion to approve the purchase of a used 1-ton plow truck, not to exceed \$32,500, which will be taken from the Used Equipment Capital Reserve fund by Selectman Gottling, seconded by Selectman Hastings. Unanimous.**

Pavement Management Plan

Scott Hazelton stated that in 2013/2014 a Fifteen-Year Pavement Management Plan was established and adopted. At the time, a fifteen-year and ten-year pavement management plan was presented to the Board. It was the Board's recommendation that after five (5) years that we revisited the plan to discuss the option to transition to a 10-year pavement management plan.

The following is an excerpt from a memo that was sent from the Highway Director to the Town Manager regarding the pavement management update and 10-year plan.

We recently completed our fifth year of the fifteen-year pavement management plan, and due to the decrease in asphalt prices over the last five years we have been able to complete additional paving work on a few of the Town's roads that were in very poor condition. Please find attached a copy of the 15-year Pavement Reconstruction, Rehabilitation & Resurfacing Plan that was recently revised to reflect all paving projects that have been completed and future paving projects that include estimated costs using current asphalt prices. This plan is also posted on the Highway Department's webpage on the Town of Sunapee's website at www.town.sunapee.nh.us.

When we developed and adopted the 15-year plan we agreed to revisit and discuss the option of transitioning into a 10-year pavement management plan depending on the results of the current plan. A 10-year plan, as originally presented in 2013, would require an additional \$75,000 per year in the paving line item of the Highway Department's budget, which would provide a total paving budget of \$400,000 per year.

The current plan has allowed the Town to reconstruct and/or rehabilitate approximately 10 miles of existing paved Town roads that were in poor to fair condition, and the plan is on track for all roads to be completed in 2028, provided that asphalt prices remain relatively constant. Unfortunately, many of our Town roads continue to deteriorate at a much higher pace due to lack of maintenance in prior years and due to the severity of the winters. Therefore, some of our roads that were in fair condition in 2013/2014 are quickly transitioning into poor condition, and those that are in poor condition are only getting worse. We have been addressing this issue by utilizing every penny of the existing paving budget to reconstruct and/or rehabilitate the poor roads, and to construct paver levelling courses on other roads to extend the life of those roads by 1-3 years, using remaining budget from each year's paving plan. Any remaining budget has not been enough to fully address the needs of any of our existing poor roads.

For that reason, and because current asphalt prices are very low (\$61.30/ton in place), I recommend that the Board of Selectmen consider transitioning into the 10-year plan. This would allow me to rehabilitate one or more roads that are in fair condition on an annual basis, and/or to reconstruct an entire road that might be in poor condition (see attached 10-Year plan) and would put the Town on track to complete its paving plan in 2024. I look forward to discussing this with the Board at its next scheduled meeting.

Donna Nashawaty stated that if the Board was inclined to go forward with going towards the 10-year plan she would not support adding it to the operating budget. She would suggest a warrant article for \$75,000 and in that warrant article the \$75,000 would be added to the pavement management plan a 10-year plan instead of a 15-year plan. After some discussion, the Board thanked Scott Hazelton for updating them.

PUBLIC COMMENTS:

- Chief Cahill reported that Officer Gooch is in week ten (10) of the Police Academy and due to graduate on December 15th.

SELECTMEN ACTION

- Discussion on Sullivan County Manager/Commissioners Invitation
Selectman Augustine would like to invite the Sullivan County Manager and/or the Commissioners to come in and talk about the County Budget and County Tax Rate. It would be taped so residents could watch at their convenience.

Chairman Trow asked how this differs from the County Public Hearings, other than the fact it would be here physically, but it's still a public meeting. Selectman Augustine replied it would be recorded for residents. Selectman Gottling suggested that Penny Whitman, Economic Development, who is interested in touching base with the towns be invited too. Donna Nashawaty would like a little more direction on what topics the Board would like to talk about. Donna Nashawaty stated that this was the County Manager's first budget, so he would be able to speak on that. Selectman Augustine would like to talk about the budget, the changes in the budget from the prior year, their health insurance program, how they compensate employees and how they award contracts. Chairman Trow said in his mind that Derek Ferland couldn't answer the health care question, since he's new. Donna Nashawaty said she could answer most of the question. The County made a mistake in the beginning and didn't anticipate that they had to pay a whole year's worth of the deductible portion. Selectman Gottling stated that Derek Ferland assisted the old County Manager with the budget and thinks he could answer some of the questions, but could only give a report on the healthcare plan and pay schedule since it wasn't done under his guidance. It's Selectman Augustine's understanding that Sunapee Taxpayers are the largest contributors to the County Budget, is that true? Donna Nashawaty replied that it was true. Selectman Augustine hopes they would jump at the invitation to come and let their biggest contributor see how they're doing. After some discussion, Donna Nashawaty will see when Derek Ferland is available.

•Sign 2017 Second Half Tax Warrant (Motion)

The amount of the Second Half Tax warrant is \$9,513,705.92 with interest at twelve percent (12%) per annum after Friday, December 1, 2017. **Motion to approve the Second Half Tax Warrant for the Town of Sunapee by Selectman Gallup, seconded by Selectman Gallup. Unanimous.**

•Use of Facilities-10/28 Haunted Harbor Halloween, Bandstand/Harbor (Motion)

Motion to approve the Use of Facilities form from Project Sunapee for the Haunted Harbor Halloween on October 28th by Selectman Gallup, seconded By Selectman Hastings. Unanimous.

CHAIRMAN'S REPORT

•Review & Approve Prior Meeting's Minutes

Selectman Augustine reviewed the minutes and wanted to bring up a couple of things, that in his opinion, should have been in the minutes.

◊In the No Through Trucking Ordinance, Selectman Augustine didn't see anything that talked about the viable alternative in Route 11 and Main Street, which he felt was a key part of the discussion.

◊In the section where the Board voted on the amount to take from Fund Balance to reduce taxes, he thought there was general agreement if it was not unanimous that the name would be listed of who was in favor and who opposed. This was not reflected in the minutes, but would like done in future minutes.

◊In the Route 11 corridor discussion, he thought it was very emphatic that there was no roundabout considered.

•Recap of Road Safety Audit, Findings, and Next Steps

Donna Nashawaty said the Town will have a report in about thirty (30) days with the next steps in the process.

•Update Regarding Sunapee Historical Society Fund-Raising to Purchase Old Abbott Library
Donna Nashawaty received an email from Becky Rylander regarding fund-raising. The Historical Society has raised nearly \$300,000; \$175,000 in cash and \$125,000 in pledges. Selectman Augustine asked if there was any indication since they crossed the purchase price of \$250,000 that they would have any interest in accelerating the process. Donna Nashawaty replied it had been discussed in the past, she would have to talk to her Board, but the email gave no indication. Selectman Augustine asked if it was correct that if it gets to the warrant article deadline in January and the transaction hasn't occurred the Board would have to create a warrant article. Donna Nashawaty replied yes.

•Joint Town/Library Efforts for Utilities Contracts and Buildings & Grounds Maintenance
Donna Nashawaty received an email from Selectman Augustine, who forwarded to Scott Hazelton, regarding a discussion at the Library Budget meeting. The discussion involved hiring a private contractor to spread mulch and do Spring clean-up at \$35 an hour. The question was why Town employees are not doing this work. The Town Employees do some work at the Library, but traditionally they have always hired their own out. The Town plows the access road, parking lot and maintains the lawn and wildflower slope. The small gardens are maintained by an outside contractor because of the specialty flowers in the gardens. At that same budget meeting Selectman Augustine stated it was uncertain whether the new Library was included in the Town's bulk electrical contract. Donna Nashawaty replied it was not, but the new contract that was signed last Friday includes the Library. So, the Library will get the benefit of the better rate. All the Town building are under the umbrella of the electrical contract.

•Agenda for November 3rd All-Day Town 2018 Budget Review
The agenda is the first page in the Town Budget Workshop Book.

•COLA for 2018 Budget

The COLA for the 2018 budget is 1.9%, which is the most recent Northeast CPIU. Selectman Augustine said there is the COLA at 1.9% and the step from the pay table. Donna Nashawaty replied yes. Selectman Augustine asked if the Town Manager had the new health insurance rates. Donna Nashawaty replied yes, they are included in the budget.

•Hydroelectric Plant 2017 Planned Renovations

Donna Nashawaty said the Town did get the report from the "FERC" inspection, which is every three (3) years. Bob Collins sent an email to the Town Manager stating he was not planning any concrete construction projects in 2018. His plan is to use next year to come up with exactly what to do to address their concerns.

He does plan on improving the security of the fencing at the town dam, some minor sandblasting and coating repairs in the turbine pressure case and new bearings on the turbine and generator. It is still his plan to replace the hydraulic system and update control systems, if time permits. Bob Collins is trying to get the annual maintenance done and the plant back on line. As of today, the plant is at 1/3 power until tomorrow, then full power.

•Advisory Budget Committee (ABC) Position Vacancies

Donna Nashawaty went over the vacant positions on the ABC committee. There is one "Citizen at Large" position open and Ron Kulpa is leaving for Florida on December 1st, so he would resign if the Board found someone to replace him. Selectman Augustine asked if there were still zero people for the Capital Improvement Committee, Donna Nashawaty replied yes.

•Town Employee Job Openings

Donna Nashawaty is not aware of any openings. The joint Zoning Administrator position has been filled. Her name is Nicole Gage, who started in New London today and will be here on Thursday and Fridays.

TOWN MANAGER REPORTS

•Hydro Inspection Plan

This topic was covered earlier.

•2017 Equalization Municipal Assessment Data Certificate

The Board reviewed the Equalization Study prepared by Norm Bernaiche, Chief Assessor.

Motion to approve the 2017 Equalization Municipal Assessment Data certificate by Selectman Gallup, seconded by Selectman Gottling. Unanimous.

•Electric Contract

The Electricity contract was signed effective Friday, October 27th. The rate has gone up about 20%. The new rate is .08499, but still 20% less than the Eversource January 2018 rate.

•Cost of Salary Adjustment Update

Donna Nashawaty presented the Board with the 2016 delayed portion of the pay plan recommendations. There were eight (8) people, who even after they were put on the new pay table were 8% different than where the actual rate was in comparison to the rest of the employees in the town. Three (3) of the people no longer work here. The Board asked the Town Manager to bring this back during the budget process. The Board asked what the cost would be, the costs are the salary line, which is \$9,863.07 and the rollups for a total of \$12,770.48. Each person would get the 1.9% COLA, a step on January 1st and then a step on their anniversary date. **After some discussion, a motion**

to adopt the added step for the positions indicated to help bring the pay table back in line by Selectman Gallup, seconded by Selectman Hastings. Unanimous.

Meeting adjourned at 8:59PM

Respectfully Submitted by,

Barbara Vaughn

Administrative Assistant

