

SUNAPEE BOARD OF SELECTMEN
6:30PM Town Office Meeting Room
Monday, March 21, 2016

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 6:39PM

Elections of Officers

Selectman Gallup nominated Josh Trow to remain as Chairman and Sue Gottling to remain as Vice-Chairman, seconded by Selectman Hastings. Unanimous.

Assignments to Boards

Crowther Chapel-Selectman Augustine

Highway Safety-Selectman Gallup

Lake Sunapee Protective Association (LSPA)-TBD

Planning-Selectman Hastings & Selectman Gottling as Alternate

Tri-Town Assessing-Selectman Gottling is in 2nd year of 2-year term.

Upper Valley Lake Sunapee Regional Planning Commission

(UVLSRPC)-Chairman Trow

REVIEW OF ITEMS FOR SIGNATURE:

MOTION TO APPROVE THE FOLLOWING SIGN PERMIT:

Parcel ID: 0104-0080-0001 1294 Rt. 11 Otter Square Realty Trust (Reporting MD)

By Selectman Gallup, seconded by Selectman Gottling Unanimous

MOTION TO APPROVE THE FOLLOWING TIMBER TAX:

Parcel ID: 0239-0014-0000 Nutting Road Windy Hill Farm Irrevocable Trust

By Selectman Hastings, seconded by Selectman Gallup Unanimous

MOTION TO APPROVE THE FOLLOWING PROPERTY TAX ABATEMENT:

Parcel ID: 0239-0001-0009 30 Wilderness Park Colleen Raiche

By Selectman Gottling, seconded by Selectman Hastings Unanimous

SELECTMEN ACTION

•Springfield Transfer Station Agreement

Motion to approve the Transfer Station Agreement with Springfield by

Selectman Gallup, seconded by Selectman Gottling. Unanimous.

•Tri-Town Resident

Donna Nashawaty reported that Rem Mastin has agreed to be the Sunapee resident on the Tri-Town Assessing Board. **Motion to appoint Rem Mastin as the Tri-Town resident on the Tri-Town Assessing Board by Selectman Gottling, seconded by Selectman Gallup. Unanimous.**

- KDG, LLC (Anchorage) Entertain License

The Board reviewed the request for the live entertainment license from KDG, LLC effective March 21, 2016. The license is valid from one year from the date of issuance per ordinance. **Motion to approve the live entertainment license for KDG, LLC (Anchorage) for 2016 by Selectman Gallup, seconded by Selectman Hastings.**

Unanimous Chairman Trow asked if the Board needed to do anything regarding the request to serve liquor to the outside deck section. Donna Nashawaty replied that she would take care of providing a letter to KDG, LLC stating that they comply with the current zoning regulations, which KDG, LLC needs for the Liquor License Commission.

- Hydro Fund Balance

Donna Nashawaty said that she can give the Board some general numbers; the bank balance as of February was \$691,000, 25,000 is due to the General Fund, the grader article is \$260,00 but it won't be exactly that amount and the 2016 Hydro budget is \$131,000. Selectman Augustine asked that depending on how 2016 ends up by November the Board will have more clarity whether there will be funds available for another capital purchase, Donna Nashawaty replied yes, but reminded the Board that the fund needs to keep enough funds to repair or replace the generator.

CHAIRMAN'S REPORT

- Selectman/Representative Gottling gave the Board the details on the Pole Tax House Hearings.

- Selectman Augustine stated that the warrant article for the Capital Improvement Committee (CIC) was approved, so at what point do we get that started. Chairman Trow suggested the Board review Moultonborough and Bow's CIC programs. Selectman Gallup reviewed both towns CIC program and thinks either one could be used as a model program, but is leaning towards Moultonborough because of its similarity to Sunapee. Selectman Augustine asked when members of the community would be invited to participate. Chairman Trow replied that would occur once the Board decides what the ground rules would be. Selectman Augustine asked what kind of deadline the Board should put on themselves to get this done. Chairman Trow stated that there is other things that the Board is trying to get done, such as the wage & salaries review, but asked the Town Manager what was scheduled on the next (2) Board of Selectmen's agenda. After some discussion the Board will review the (2) programs and discuss at the April 18th meeting.

- Selectman Augustine suggested the Performance Review Form and the Job Descriptions are ready to be reviewed, updated or revised this year, especially since a Wage & Salaries review is being done.

TOWN MANAGER REPORTS

- Wednesday Concerts in the Harbor

Donna Nashawaty had a meeting with Bill Wightman regarding the summer concerts in the Harbor. Bill Wightman said that the concerts start at 7:00PM and end at 9:00PM. He feels because it gets dark by 9:00PM that people are leaving before the concert is over. After some discussion, the Board agreed to changing the concert hours to 6:30PM-8:30PM.

- February End of Month with Budget Report

The Board received the February End of Month Report.

- Tax Deeding

Donna Nashawaty stated that the Tax Collector is required to get a list of properties going to deeding (30) days in advance of it happening. Most of the properties will pay 100% of the taxes by April 25th. Donna Nashawaty will get the appropriate forms ready for the Board on the mobile houses.

- Upper Valley Lake Sunapee Regional Planning Commission UVLSRPC-Regarding New Hampshire Scenic By-ways

Donna Nashawaty received a letter from the State and a follow-up email from the UVLSRPC regarding the New Hampshire Scenic & Cultural Byways Council (NHSCBC). The Lake Sunapee Scenic Byway has been identified as a candidate for de-designation, but you need a corridor management plan in place that adheres to the minimum requirements as outlined in the NHSCBC Rules of Procedure. Nate from UVLSRPC is asking to have a meeting with the (3) towns; New London, Newbury and Sunapee to discuss and if the Board has no objections the Town Manager will attend. The Board had no objections.

- Sunapee Historical Society Letter

The Board received a letter from the Sunapee Historical Society advising them that the Historical Society has applied to the New Hampshire Division of Historical Resources for the inclusion of the Old Abbott Library building in the State Registry of Historic Places.

- The Annual Firemen's Dinner will be on Saturday, April 9th at 6:00PM at Safety Services Building.

- Tamara Butcher started working today as the Account Clerk in the Finance Office.

- Donna Nashawaty stated that the Board did her performance review at the March 7th Meeting and the Board didn't vote on her raise that she would be eligible for on March 3rd. Donna Nashawaty asked if the Board would process the PAR form and show the motion in the minutes. **Motion to approve the Town Manager's salary schedule for 2016 according to her contract by Selectman Gottling, seconded by Selectman Gallup. Unanimous**

- Donna Nashawaty completed and faxed the salary comparison to New London.

- The Attorneys are still going back and forth on the Cy-pres and Donna Nashawaty will give the Board an update at the next meeting.

- Selectman Augustine sat in at the Library Trustees meeting as a member of the audience and the thought of a potential Thrift Shop building going up on their land came up. It was suggested having a Community Services Building, that would include services such as the Thrift Shop and the Food Pantry. It was asked how many people from Sunapee use the Thrift Shop, which is not known and if they could ask for the person's zip code during the sales transaction. Donna Nashawaty will ask the volunteers.

Meeting adjourned at 8:56PM

**Submitted by,
Barbara Vaughn
Administrative Assistant**

Approved: _____

Joshua Trow, Chairman

Suzanne H. Gottling, Vice Chairman

John Augustine

Frederick Gallup

Shane Hastings