

SUNAPEE BOARD OF SELECTMEN  
6:30PM Town Meeting Room  
Tuesday, December 27, 2016

Present: Josh Trow, Chairman, Suzanne Gottling, Vice Chairman, John Augustine, Fred Gallup, Shane Hastings, Kevin Cooney, Ron Kulpa, Joe Furlong, Linda Tanner, Chief David Cahill, Scott Hazelton, Chief Dan Ruggles, Betty Ramspott and Donna Nashawaty, Town Manager

Absent: Veronica Hastings, Mary Danko and John Brandolini was on the phone.

Chairman Trow opened the meeting at 6:30PM

**MOTION TO APPROVE THE FOLLOWING CZC'S:**

**Parcel ID: 0234-0010-0000 440 Route 103 Mark McLean**

**Parcel ID: 0106-0039-0002 Unit #2 Eagle Rock Gerald Smith**

**By Selectman Gottling, seconded by Selectman Gallup Unanimous**

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

**Parcel ID: 0129-0035-0000 565 Route 11 Lake Sunapee Group Inc**

**By Selectman Hastings, seconded by Selectman Gallup Unanimous**

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

**Parcel ID: 0145-0030-0000 42 Hells Corner Rd Craig & Amanda LeClair**

**By Selectman Gallup, seconded by Selectman Hastings Unanimous**

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

**Parcel ID: 0201-0001-0000 & 0202-0001-0000 North Rd YMCA Camp Coniston**

**By Selectman Gottling, seconded by Selectman Gallup Unanimous**

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

**Parcel ID: 0128-0011-0000 Off Garnet Street Robert B. Monahan**

**By Selectman Hastings, seconded by Selectman Gottling Unanimous**

**MOTION TO APPROVE THE FOLLOWING INTENT TO CUT:**

**Parcel ID: 0237-0029-0000 110 Brook Road Michael Mayo**

**Parcel ID: 0237-0029-0001 110 Brook Road Michael Mayo**

**By Selectman Gallup, seconded by Selectman Hastings Unanimous**

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

**Parcel ID: 0132-0016-0000 8 Chase Street Paul & Marilyn McLaughlin (refund)**

**Parcel ID: 0132-0016-0001 8 Chase Street Paul & Marilyn McLaughlin (added tax)**

**By Selectman Gottling, seconded by Selectman Hastings Unanimous**

**APPOINTMENTS:**

7:00PM-New London Dispatch Update-Fire Chief Jay Lyons, Police Chief Ed Andersen and Selectman Kidder from New London.

Fire Chief Jay Lyons, Police Chief Ed Andersen and Selectman Kidder came to update the Board on the improvements that have been made to the Dispatch Center. Selectman Kidder stated that New London is dedicated to the dispatch service and appreciates everything the surrounding towns that participate have done to help with the improvements. Chairman Trow said the Town is glad to have the partnership and thanked them for coming in to see the Board.

Chairman Trow turned the meeting over to Chairman Kulpa, ABC Committee, who made sure the committee had a quorum. A call was made to John Brandolini, who participated by phone.

7:15PM- ABC Committee Meeting

The committee received an updated final draft of the 2017 ABC budget recommendations. There are some administrative corrections, which the committee reviewed.

**Motion to accept the final 2017 ABC budget recommendations, with the administrative changes made at this meeting by Linda Tanner, seconded by Chief Dan Ruggles.**

**Unanimous.** Chairman Kulpa stated that per the guidelines, he feels the committee accomplished its mission and thanked everyone for their participation. Donna Nashawaty asked how the committee wanted to give input to the BOS regarding the ABC guidelines. Chairman Kulpa asked how the committee signs off on the recommendations, Donna Nashawaty replied it will be in the minutes and at the Budget Public Hearing Chairman Kulpa would present the ABC report.

**Motion to have the Chairman of the ABC committee sign-off on the recommendations of the committee by Kevin Cooney, seconded by Selectman Gallup. Unanimous** The committee will meet to give the BOS input on the ABC guidelines on Monday, February 13<sup>th</sup> at 7:00PM Town Office Meeting Room.

7:45PM-Scott Blewitt-Reimbursement from Special Rec.

Scott Blewitt came to the Board to request a motion to transfer \$41,661.25 from the Special Recreation Revolving Fund to the General fund. **Motion to transfer \$41,661.25 from the Special Recreation Revolving Fund to the General Fund Selectman Gallup, seconded by Selectman Gottling Unanimous.** Scott Blewitt stated that after this transfer there will be a considerable amount left in the Special Recreation Revolving Fund that the Recreation Committee would like to replace the existing shed at Veterans Field. Everett Pollard previously developed a plan showing storage, concession stand and bathroom. Scott Blewitt would like the Board's blessing to use a portion of the money in the Revolving Fund for this new shed. The price for the new shed is in the mid \$30, which includes the concrete, electrical, building supplies, etc. Donna Nashawaty stated that the Board cannot make a motion to approve money, when there isn't a dollar amount, but can approve a concept. Selectman Augustine would like to see in the Recreation Committee minutes, that the committee is

on-board with this recommendation, before he would say yes tonight. Scott Blewitt replied that it could certainly be made official, as a priority of the committee. Selectman Gallup said there could probably be a motion to give Scott Blewitt the consensus that the Board is behind the concept. After some discussion, a **motion was made to approve the concept of spending some of the \$72,000 in the Special Recreation Revolving Fund, for improvements to the structure at Veterans Field, pending more specific plans by Selectman Gallup, seconded by Selectman Gottling. Unanimous**

## **SELECTMEN ACTION**

•Request to process OHRV and Snowmobile Registrations

Betty Ramspott has had several requests over the years to do OHRV and Snowmobile Registrations, which she put off mainly because everything was manual, but now can be processed on-line. The fee has been increased from \$1.00 to \$3.00. Betty Ramspott would like the Board's permission to process these registrations, which will be deposited in the General Fund.

**Motion to approve the Town Clerk's request to process OHRV and Snowmobile Registrations and deposit in General Fund by Selectman Gallup, seconded by Selectman Hastings Unanimous**

•NEHSA (Veterans Wheelchair Basketball Game)

**Motion to approve the raffle permit application from NEHSA (New England Healing Sports Association) to be held on January 10<sup>th</sup> at the Veterans Wheelchair Basketball game By Selectman Gottling, seconded by Selectman Gallup Unanimous**

•Use of Facilities- 12/14-Boys Varsity Basketball Meeting, Safety Services Building  
**Motion to approve the use of facilities from the Boys Varsity Basketball for a meeting at The Safety Services Building on December 14<sup>th</sup> by Selectman Gallup, seconded by Selectman Hastings. Unanimous**

•Encumbrances

Donna Nashawaty stated that Scott Blewitt has two (2) items he would like encumbered. The Dewey Field roof (donated cottage) in the amount of \$950 and the Dewey Beach roof in the amount of \$2,200, which total \$3,150. Both roofs will be metal roofs, but the work will not be done until Spring. **Motion to encumber \$3,150, for the Recreation projects, out of the Recreation maintenance budget by Selectman Gallup, seconded by Selectman Hastings. Unanimous.** Selectman Augustine asked if this was a planned project, that was already in the budget, Scott Blewitt replied yes. Donna Nashawaty had put a new telephone system for the Town Offices in the budget, but has a hard time replacing a phone system that isn't broke, even though its twenty (20) years old. She did not put a phone system in this year's budget, but could encumber the money, which is \$5,000 and see what happens next year. After some discussion, **a motion to encumber \$3,000 of the \$5,000 that was earmarked for the telephone system from the Executive budget, in case the old system starting giving the office problems by Selectman Gallup, seconded by Selectman Gottling 4 in Favor Selectman Augustine opposed**

### **CHAIRMAN'S REPORT**

•Chairman Trow asked who oversaw the maintenance at Crowther Chapel, because the door lock is not in good working order. Donna Nashawaty replied that it is a town building, she will send an email to Scott Hazelton, who can look at it to see if it's a job for the Town Maintenance Man, or a specialty job.

•Selectman Hastings wanted the Board to know he has taken a job that requires travel, so he will be here when he can. He will be at the January 9<sup>th</sup> BOS meeting, but will be gone for the January 10<sup>th</sup> Town Budget Hearing. He would hope he would know several weeks ahead of time, when he's traveling outside the area.

### **TOWN MANAGER REPORTS**

•Expenditures summary

The Board reviewed the Comparative Statement of 2016 Expenditures as of 12/27/16

•Elected/Seasonal Employees

Donna Nashawaty stated that the Board has not directed her to change the hourly rates for the Elected/Seasonal employees, by the COLA, because they are outside the pay table now.

Donna Nashawaty wanted to put this in front of the Board, so they know what reflection is in the budget. Any of these positions are in the proposed and default budget, as what you see on this table, there has been no change. If these positions were given the .8 COLA, it would increase the 2017 budget by \$748.30. So, when it comes to pay there is this outside list of elected/seasonal employees who need to be treated differently. The Board determined if anyone had problems filling positions, they should address the Board on a case by case basis.

•2017 BOS Meeting Changes - 5/29, 9/4, and 12/25.

The Board of Selectmen Meetings for May 29th (Memorial Day), September 4<sup>th</sup> (Labor Day) and December 25<sup>th</sup> (Christmas Day) have been moved to May 30<sup>th</sup>, September 5<sup>th</sup> and December 26<sup>th</sup>, which are the Tuesday after the holiday.

•Elderly Exemption

Donna Nashawaty forwarded a table to the Board showing the elderly exemption amount in all the New Hampshire municipalities. The table showed the exemption amounts at age 65-74, 75-79, and 80+. It also showed the amounts by single income, married income, single assets and married assets. Currently, to qualify for an elderly exemption, other than the value of the home you live in and the first two (2) acres, are the married and single income and asset levels. Sunapee's single income level is \$18,000 and the married income level is \$27,000. The asset level is the same for both, which is \$50,000. Donna Nashawaty would like to suggest the Board look at the income levels and consider raising the levels, which would be done by a warrant article. After some discussion, the Board decided the warrant article would be to change the income levels to 25,000 and \$34,000, which puts them more in line with Newbury, and the asset level to \$75,000.

•DOT Update

•Donna Nashawaty reported that there is a meeting at 8:00AM tomorrow morning at the Town Office Meeting Room with the DOT regarding the bridge repair on Route 103B/Suckerbrook with the Police Chief, Fire Chief, Town Manager and Highway Director.

•Mindy Flater has been hired as the replacement for Sharon Montambault and the new truck driver was hired.

**Meeting adjourned at 9:21PM**

**Submitted by,**

**Barbara Vaughn**

**Administrative Assistant**

**Approved: \_\_\_\_\_**

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**Joshua Trow, Chairman**

**Suzanne H. Gottling, Vice Chairman**

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**John Augustine**

**Frederick Gallup**

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**Shane Hastings**

**Subject: 2017 ABC Budget Recommendations**

The proposed 2017 Operating Budget that was submitted to the Town Manager totals \$5,390,284. The proposed budget is an increase of \$133,693, or 2.5%, more than the approved 2016 Operating Budget. The primary components of the Operating Budget include:

- Public Works which includes the Highway & Transfer Station and that comprises 39.4% of the Operating Budget. The proposed Public Works budget totals \$2,124,658. This is an increase of \$27,857 or 1.3% over the 2016 approved budget;
- Public Safety which includes the Police, Fire, Ambulance, EMS, & SS Bldg. and that comprises 22.2% of the Operating Budget. The proposed Public Safety Budget totals \$1,194,425. This is an increase of \$18,085 or 1.5% over the 2016 approved budget;
- General Government which includes Executive, Finance, Government Bldgs., Town Clerk, and other smaller departments, and that comprises 20.6% of the Operating Budget. The proposed General Government budget totals \$1,109,672. This is an increase of \$37,558 or 3.5% over the 2016 approved budget;
- Public Service which includes the Library, Recreation, Welfare, and various annual events, and that comprises 11.6% of the Operating Budget. The proposed Public Service budget totals \$626,170 This is an increase of \$31,845 or 5.4% over the 2016 approved budget.
- Debt Service comprises 6.2% of the Operating Budget. The proposed Debt Service budget totals \$334,904. This is an increase of \$17,833 or 5.6% over the 2016 approved budget.
- The Enterprise Funds include the Water and Sewer Department and the Hydroelectric Plant, and are managed by the Water and Sewer Commission and the Board of Selectman respectively. The Commission and Board are responsible for setting rates to offset spending.
- The proposed Water Department budget is \$505,358. This is an increase of \$5,320 or 1.1% over the 2016 approved budget.
- The proposed Sewer Department budget is \$1,074,238. This is a decrease of \$25,445 or 2.3% less than the 2016 approved budget.
- The proposed Hydroelectric Plant budget is \$132,760. This is an increase of \$1,057 or 0.8% over the 2016 approved budget.
- The proposed 2017 Warrant Articles total \$870,500. New warrant article funding totals \$45,000 and includes phase 1 construction of a cold storage facility (The total project cost is \$137,000 spanning over 3-years). A new warrant article for the Sestercentennial Fund from Fund balance totals \$15,000. Budget neutral warrant articles total \$385,500, and include purchasing and equipping a new highway truck from Capital Reserve for \$175,500, and purchasing a new forestry truck for \$150,000.

## **Recommendations:**

>**Public Works**- this budget affects all residents who travel over our town roads and bridges and who use the town transfer station. The budget contains elements within it that are subject to commodity pricing. These commodity prices are built into the budget to cover commodity volatility. ABC recognizes that the practice of transfer station decals, for Sunapee and Springfield, protects the town from abuse by outside vendors. ABC recommends accepting the budget as presented.

>**Public Safety**- this budget provides funding for the protection and preservation of life and property to Sunapee residents, businesses and the town. In addition, it provides protection for the town's public safety employees in the performance of their duties. ABC recommends accepting the budget as presented.

>**General Government**- this budget ensures the town office personnel, including the Town Clerk/Tax Collector and Assessing services have the equipment, software, and means to maintain the tax basis, collect the taxes, and track spending as well as maintains the upkeep of the town offices and all municipal buildings. ABC recommends town officials continue to upgrade its technology to improve access to town officials, as well as town information for all residents. ABC recommends accepting the budget as presented.

>**Public Service**- this budget funds programs for all age groups of the town residents. ABC recommends that current services and programs be maintained through the budget in relationship to what the residents want and are requesting. ABC recommends accepting the budget as presented.

>**Public Debt**- is incurred by 60% voter approval of prior town warrant articles for town buildings and infrastructure as an investment in the community. ABC Committee recommends pursuing any available options to reduce public debt.

>**Enterprise Funds**- The Town of Sunapee has three (3) enterprise funds, which are supported by the revenue they generate. Water and Sewer is supported by user fees and the Hydro is supported by the revenues it generates. Enterprise funds submit their budgets to the BOS and they are incorporated into the overall budget. The net effect to the tax rate is zero. ABC recommends accepting the Enterprise Funds' budgets as presented.

>**Warrant Articles**-Sincere efforts have been made to work on warrant articles that meet the needs of the town. Each warrant article is discussed and reviewed individually before being considered for approval. ABC recommends continuing this practice.

Respectfully submitted:  
Advisory Budget Committee