

SUNAPEE BOARD OF SELECTMEN  
6:30PM Town Office Meeting Room  
Monday, March 23, 2015

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

Also Present: See Sign-in Sheet

**Election of Officers:**

Josh Trow, Chairman

Suzanne Gottling, Vice Chairman

**Assignments of Boards:**

Crowther Chapel-John Augustine

Highway Safety-Fred Gallup

LSPA- Van Webb

Planning- Emma Smith

Tri-Town Assessing- Suzanne Gottling

UVLSRPC-Josh Trow

John Augustine would like to continue on the Budget Advisory Committee. After some discussion, the majority of the Board thinks a Selectman should not also be a member of the Budget Advisory Committee. **Motion that the BAC continue to be five (5) members of the community at large, not to include a member of the Board of Selectmen by Selectman Gallup, seconded by Selectman Gottling. 3 in Favor 2 Opposed**

**REVIEW OF ITEMS FOR SIGNATURE:**

**Motion to approve the following CZC's**

**Parcel ID: 0113-0022-0000 58 Ridgewood Road William Hack**

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

**Motion to approve the following LAND DISTURBANCE BOND:**

**Parcel ID: 0113-0022-0000 58 Ridgewood Road William Hack**

**Parcel ID: 0133-0040-0000 39 Lake Ave. David Zuckerman**

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

**Motion to approve the following LAND USE CHANGE TAX:**

**Parcel ID: 0215-0028-0000 54 Sargent Road Theodore Gallup**

**By Selectman Gottling, seconded by Selectman Smith 4 in Favor 1 Abstention**

**Motion to approve the following VETERAN'S EXEMPTION:**

**Parcel ID: 0147-0014-0000 15 Hamel Road Michael Cunningham**

**Parcel ID: 0131-0006-0000 358 Route 11 Kevin Jones**

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

**Motion to approve the following BLIND/ELDERLY EXEMPTION:**

**Parcel ID: 0225-0004-0000 180 Route 11 Ruth Leavitt**

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

## APPOINTMENTS

7:00PM-Scott Hazelton Bradford Road Bridge over Trask Brook

Scott Hazelton reported the sequence of events that occurred following the “Critical Deficiency” letter from the NHDOT (New Hampshire Dept. of Transportation) pertaining to a recent inspection on the Bradford Road Bridge over Trask Brook. The Highway Safety Committee held an emergency meeting on Friday, March 20<sup>th</sup> to discuss the findings of the NHDOT. The committee determined the safest course of action was to close the bridge immediately until a structural engineer inspects the bridge. On Monday, March 23<sup>rd</sup>, Scott Hazelton met with Jason Ross from HEB Engineers to conduct a visual structural inspection of the bridge. After the inspection, the following options, for the Town to consider were discussed:

1. Keep the bridge two lanes, with lane widths decreased to approximately 8-feet wide, and post the weight limit of the bridge to be “6-tons,” and post the bridge for “local traffic only.”
2. Make the bridge a single lane, with an approximate lane width of 14-feet, post the limit of the bridge to be “6-tons,” and post the bridge for “local traffic only.”

HEB Engineers will discuss the two options with the NHDOT Bridge Division for their approval. Scott Hazelton stated that upon approval of either option, the NHDOT would likely require the Town to begin the permitting process for the engineering, design, and construction for the reconstruction or replacement of the bridge. HEB Engineers will contact Scott Hazelton with the NHDOT decision either late today or Tuesday, at which point, Scott Hazelton will contact the Highway Safety Committee to help with the decision on what option to use. Scott Hazelton will keep the Board updated. Selectman Augustine said six (6) tons is 20,000 lbs. and in terms of the percentage of traffic that go over the bridge on a normal day. Scott Hazelton interjected that you cannot base it on the “live load” on a bridge based on the traffic that crosses the bridge; it is based on the number of cars that can be on that bridge at once. With that span, you can have two (2) cars on that bridge at once, which would not exceed six (6) tons. Selectman Augustine asked if there were currently vehicles greater than six (6) tons or two (2) at a time, greater than three (3) going across that bridge. Is the average homeowner who is going back and forth in their sedan or pick-up truck anywhere near that amount. Scott Hazelton replied that six (6) tons would accommodate your standard passenger vehicle traffic. However, anything above a one-ton truck that is loaded may be close to that weight, delivery trucks would probably be overweight. Selectman Augustine asked would a delivery truck qualify as “local traffic only” or we talking local traffic mean the people who live there. Scott Hazelton replied that the bridge would be posted with a weight limit on both ends, which would warn people of that weight limit and if they cross, it would be breaking the law. Selectman Augustine stated that most of the residents from both towns would be able to go over the bridge, Scott Hazelton replied that standard vehicular traffic would be able to cross the bridge. Selectman Augustine asked that as soon as you heard back on which option to use, most residents would be able to use the bridge. Scott Hazelton is not sure what kind of vehicles residents drive, but there are residents who are contractors. Scott Hazelton will keep the Board updated on the NHDOT’s decision.

7:25PM- Becky Rylander, Historical Society

Becky Rylander presented the Historical Society's business plan for operating the old Abbott Library as a historical library and archive. The Historical Society is poised to move forward, but find themselves in a chicken and egg situation, in that, we still do not know exactly what we're talking about and think it will be very difficult to go to potential significant donors, when we do not have an appraisal or fair market value with a preservation easement on it, and a condition assessment. They cannot apply for any grants to help raise the funds or go to donors for pledges without knowing a little more information. In the meantime, they would like a chance to get in the building to visualize how things might be set-up. In addition, they would like to hold a couple of open houses this summer to show people what they have planned for the building.

Selectman Augustine asked if they could not get this building, would you go forward and pursue a different building. Is the plan only operable in your mind in that specific spot?

Ms. Rylander stated that that spot is certainly what the Society is most interested in and have not identified another solid building over what they already have now. Chairman Trow asked if the intent would be to keep the building only for storage. Ms. Rylander replied no, that they would keep it as their summer museum. Donna Nashawaty can arrange the viewing with Craig Heino, but as far as the open house goes, until the cy-pres has gone past the Charitable Trust we cannot. The Society asked if an appraisal could be done. Donna Nashawaty replied there was no money in the budget for an appraisal. The Society asked if it could be done independently and Donna Nashawaty replied if the Society paid for it and the Town would cooperate.

### **PUBLIC COMMENTS**

- Terri White, Abbott Library Trustees Chairman wanted to echo the loss that Peter Urbach represents to the Abbott Library Trustees Board. In addition, she wanted to publicly thank Fred Gallup for his years of service as Chairman of the Board of Selectmen.
- Chief David Cahill informed the Board that on Wednesday, April 22<sup>nd</sup> Officer Timothy Therrian will be recognized by the NH Police, Fire & EMS Foundation for his actions at the fire that occurred at the Georges Mills Store in January.

### **SELECTMEN ACTION**

- Motion to reappoint Mellissa Heino as the Deputy Town Clerk and Tax Collector By Selectman Gallup, seconded by Selectman Gottling. Unanimous**
- Motion to accept the resolution and fly a flag for the month of April in support of the New England Donor Bank by Selectman Gallup, seconded by Selectman Gottling. Unanimous**
- With deep regrets, the Board accepted Peter Urbach's resignation from the Abbott Library Board of Trustees
- Use of Facilities: 05/10/15 The Leukemia & Lymphoma Society 5K Sunapee Harbor/Gazebo **Application Withdrawal.**

## **CHAIRMAN'S REPORT**

•Selectman Augustine wanted the Board to consider moving public comments to beginning of the agenda, at a set time. The public would be able to make comments and not have to wait until after the scheduled appointments, maybe for the first 15 minutes. Anything that did not fit into the 15 minutes would have to wait until the end. Selectman Gottling asked if Selectman Augustine was assuming that it would only be one person or no matter how many showed up there would be a limit of 15 minutes, Selectman Augustine replied the latter. Selectman Gallup concern is that when the people that make appointments to discuss a subject with the Board, it allows the Town Manager to research and prepare any pertinent information that might relate to the subject. The problem with public comments, sometimes you cannot give the residents an appropriate or intelligent answer because the Board does not have the information to their questions. After some discussion, Chairman Trow sees merit both ways and will think about it.

•Selectman Augustine has been approached by a few people regarding offering their input or expertise on certain topics such as equipment procurement. Selectman Augustine wondered if the Town has ever used roundtable discussions, where a topic would be selected, publicize it in advance, invite selected people who we knew were experts, to come and weigh in on the topic. Donna Nashawaty said it would depend on what kind of data you would be looking for in order to analyze, you would be looking for data from her staff to make it viable. Donna Nashawaty stated that she would like to be very cautious. The Town has professional department heads who do know their particular job. Donna Nashawaty continued by saying the Town has always been open to leasing and does buy used equipment. They cannot be so broad, that you cannot be offering solutions to something that has not been defined yet, and then you do not have the right input into that discussion.

## **TOWN MANAGER REPORT**

•Donna Nashawaty reported that she spoke to the Trailmaster of the snowmobile club, who stated that there were no snowmobile trails in the harbor areas. Craig Mayo, President of the snowmobile club introduced himself and stated he needed to be the contact in the future. Mr. Mayo went down to the harbor and didn't see any direct trails, however, if there were an opportunity for the snowmobile club to discuss further that would be great. This discussion will be tabled until the April 6<sup>th</sup> meeting.

•Donna Nashawaty reviewed the changes to the default budget with the Board, who also approved moving money from one department line item to another.

•Donna Nashawaty and Norm Bernaiche are going to Concord tomorrow morning to testify on HB192, which is the use of the DRA appraisals on utilities.

•Donna Nashawaty updates the Board on the changes that are being proposed at the DOT (Dept. of Transportation). If the public would like to look at this, it is on the DOT's page and called the Citizen's Guide to the Transportation System.

• Organizational Structure Change

9:07PM A motion was made by Selectman Gottling to go into non-public session under 91-A: 3, II (a) dismissal, promotion or setting compensation. The motion was seconded by Selectman Gallup and roll call vote approved unanimous.

9:25PM The Board returned from non-public session.

Basically, what Donna Nashawaty and Scott Hazelton are asking is to change the organizational chart to include, the Light Equipment Operator position, grade 1016 and a Seasonal Part-Time Custodian position, grade 1007. In addition, allow them to advertise and fill the Full-Time Laborer position and either the Light Equipment Operator, or Heavy Equipment Operator, or both, which would eliminate one Full-Time Truck Driver. **Motion to add a Full-Time Light Equipment Operator position, Seasonal Part-Time Custodian position and remove one Full-Time Truck Driver position, grade 1014 from the organizational chart as presented by Scott Hazelton by Selectman Gallup, seconded by Selectman Smith. Unanimous.**

**Meeting adjourned at 9:40PM**  
**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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**Emma Smith**