

SUNAPEE BOARD OF SELECTMEN
6:30PM Town Office Meeting Room
Monday, April 20, 2015

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

Absent: Fred Gallup

Also Present: See Sign-in Sheet

Chairman Trow opened the meeting at 6:30PM

REVIEW OF ITEMS FOR SIGNATURE:

Motion to approve the following CZC's

Parcel ID: 0104-0070-0000 1281 Route 11 Big Leap, LLC

Parcel ID: 0132-0018-0000 9 Winn Hill Road Jennifer Sylvia

Parcel ID: 0147-0051-0000 4 New Province Road David & Marguerite Colby

Parcel ID: 0225-0066-0000 77 Route 11 Patti A. Johnson

Parcel ID: 0127-0009-0000 141 Lake Ave. Michael Reddy

By Selectman Gottling, seconded by Selectman Augustine Unanimous.

Motion to approve the following SIGN PERMIT:

Parcel ID: 0211-0018-0000 962 Route 11 Kelliann Bogan

By Selectman Augustine, seconded by Selectman Smith Unanimous.

Motion to approve the following LAND DISTURBANCE BOND:

Parcel ID: 0127-0009-0000 141 Lake Ave. Michael Reddy

By Selectman Gottling, seconded by Selectman Augustine Unanimous.

Motion to approve the following Excavation Tax:

Parcel ID: 0211-0011-0000 1106 Route 11 Michael & Elizabeth Lemieux

By Selectman Augustine, seconded by Selectman Gottling Unanimous.

Motion to approve the following Current Use Assessment:

Parcel ID: 0225-0018-0000 99 Youngs Hill Rd. Alan & Cherianne Bergeron

By Selectman Gottling, seconded by Selectman Smith Unanimous.

APPOINTMENTS

7:00PM Chief Cahill-Surplus Equipment

Chief Cahill wanted to ask the Board for permission to trade some surplus firearms to a local gun dealer, which has been done in the past. The firearms will be traded to a local gun dealer for a reasonable price, in trade for ammunition, if the Town were to sell the guns, and then the money would go back into the general fund. Chief Cahill requests are to trade them. Chief Cahill went on to say, that Ruger Firearms has been very benevolent to the Town of Sunapee for the past thirty (30) years, as well as other Police Departments in the area. The firearms that the Chief is looking to get rid of are the ones Ruger Firearms gave the Town roughly two (2) years ago, which are ten (10) handguns and one (1) shotgun.

The trade-in value is around \$200 to \$300 per gun. **Motion to approve the trade of the handguns and a shotgun for ammunition, which has been done in the past by Selectman Augustine, seconded by Selectman Smith. Unanimous.** In addition, Chief Cahill met with a representative from Ruger Firearms last week and they are prepared to replace ten (10) handguns for the Police Department. As soon as the paperwork was done, Chief Cahill would ask the Board to allow him to except the gift on behalf of the Sunapee Police Department. **Motion to authorize, at the proper time, Chief Cahill to accept ten (10) new handguns from Ruger Firearms by Selectman Gottling, seconded by Selectman Smith. Unanimous.**

SELECTMEN ACTION

•Chairman Trow read the following parcels were up for deeding, but for various reasons will not be taking:

Parcel ID: 0147-0038-0000 67 Hamel Road

Parcel ID: 0147-0033-0001 59 Hamel Road

Parcel ID: 0239-0001-0002 38 Wilderness Park Road

Parcel ID: 0239-0001-0010 43 Wilderness Park Road

Parcel ID: 0239-0001-0009 30 Wilderness Park Road

Parcel ID: 0239-0001-0008 22 Wilderness Park Road

Motion to waive the liens on deeded properties as read by Chairman Trow by Selectman Gottling, seconded by Selectman Augustine. Unanimous.

•Donna Nashawaty reviewed the Lower Main Street Bridge timeline with the Board.

2009-Raised funds to do preliminary design work and engineering study. Applied for state aid. Received permission to proceed with predesign.

2009-2011-Proceeded to have a design, do the permitting and final design approved.

June 2014 Received letter from DOT saying we could move forward w/bridge project.

August 2014-10 year plan signed, moved from fiscal year 2017 to fiscal year 2015.

September 2014-DOT had an issue with the scope, our engineers worked with the state on the problem.

October 2014-Sent a form stating the Town has more than their share in a cash reserve fund; we never got anything back from DOT. Project estimate is \$400,528.50 with the state share of \$320,422.80 and the Town's share of \$80,105.70.

A warrant article was not included in the January 2015 meeting; since we were unaware, we had final approval. On recommendation from the Department of Revenue (DRA), the Board set a public hearing on May 18th to accept the state funds for the Lower Main Street Bridge. **Motion to set a public hearing under RSA 31:95b to apply for, accept and expend, without further action by the town meeting, unanticipated money from a state (State Bridge Aid FY15) which becomes available during the fiscal year Selectman Gottling, seconded by Selectman Augustine. Unanimous**

•**Motion to approve the use of facilities from Sunapee Racing Team/Claremont Cycle Depot Bike Club for the Lake Sunapee Bike Race on May 16th by Selectman Augustine, seconded by Selectman Gottling. Unanimous**

•**Motion to approve the use of facilities from Alexander Simoneau Wedding at the Gazebo on May 16th by Selectman Gottling, seconded by Selectman Smith Unanimous.**

CHAIRMAN'S REPORT

•Selectman Gottling read the following employee commendation to the Board;
The Sunapee Board of Selectmen commends members of the town Highway Department for their efforts to keep Sunapee's roads open during a winter of challenging weather. The sizeable snowstorms occurring with little or no cleanup time between them and the weeks of unremitting cold and windy conditions could have been daunting, but the members of the Highway Department, under the leadership of Scott Hazelton, were unfazed by the most brutal conditions. We, as many other Sunapee residents, could hear the plow trucks going by at any time of the day or night. We extend our sincere thanks for a job well done, even into April, and wish for you respite from winter woes until next October. In addition, the Sunapee Board of Selectmen commends the efforts of the Town Manager, Donna Nashawaty, the Highway Director, Scott Hazelton, and the entirety of the Highway Safety Committee for their swift and professional efforts in responding to the sudden closing of a bridge along a roadway that handles over 2000 cars per day. They quickly alerted neighboring town officials whose citizens routinely use the road and bridge and left personal messages with nearby residents. Continuous consultation with state officials found the best option for safe use of the bridge and it was reopened to single lane traffic in a week. A major disruption to citizens was positively resolved in remarkably short time. Therefore, the Sunapee Board of Selectmen extends its thanks to its employees for these positive contributions to Sunapee's quality of life. Chairman Trow said it was a heartfelt and well deserved congratulations. Selectman Gottling asked if there was approval from the Board. If there was, Selectman Gottling would ask that the commendation be put on official letterhead, the Board of Selectmen would sign, and date and the commendation would be put in the files. **Motion to put employee commendation on official letterhead and bring forth for the Selectmen's signature by Chairman Trow, seconded by Selectman Smith. Unanimous.**

•Selectman Augustine introduced the following additions to the April 6th minutes regarding the Better Future Alliance update: John Augustine commented that the written update report provided b Gagnon said that addressing questions about sources of capital and operating budget are now the BFA's priority, but Augustine said that he feels like he has heard that in any update for the last year and asked Gagnon if BFA had asked anyone for funding up to this point in time. Gagnon said BFA has had discussions with potential investors and individuals who BFA feels are supportive. Augustine asked if a list could be given to the BOS, not listing specific names, but with some description (e.g., state agency, wealthy individual in Sunapee.) Gagnon said that perhaps BFA could at the next report although it would be generic. Augustine then asked Gagnon what is the largest amount of money that BFA has ever raised for any past projects. Gagnon replied that BFA is a conglomerate of five different companies. They do not see themselves in the role of recruiting funders or looking at investors and that is not what they have done on previous projects. What BFA has done is try to set up a process, working with the community and looking at how they can best, collectively, market something. Gagnon said he never claimed to be a fundraiser. Augustine then asked who will go out and raise the \$3.4 million that BFA believes is required to renovate the Harbor House Livery building to enable phrase one of the Music Life Village to become a reality.

Gagnon replied that he thinks it is going to be a collaborative venture that will be done by the Harbor House Livery Committee (HHL), Project Sunapee, and the Riverway Corporation. Collectively, those three (3) entities will develop a fundraising strategy. During public comments Al Peterson stated that he attended the invitation-only meeting with local musicians that BFA held at the Knowton House to discuss the Music Life Village concept, and in Peterson's opinion, the audience reaction was neutral, not "overwhelmingly positive" as Gagnon claimed in his introductory comments.

- Selectman Augustine would like to make a motion that the Board of Selectmen sends a letter to the BFA and HHL committee asking for specific pieces of information that they bring to the July update meeting. So that the BFA has, an understanding of what the Board would be interest in hearing and the Board has some consensus on what would be important to know going forward. Selectman Augustine has created a "draft" set of questions for discussion purposes. Chairman Trow asked the Donna Nashawaty if the Board could get a copy of the contract. Donna Nashawaty stated if you recall they had four (4) or five (5) bullet items, of the things they hit in the meeting. An addendum was added to the contract that the BFA do a quarterly update on each one of those bullet items. Chairman Trow asked if this would be targeting the financial corner, Selectman Augustine replied correct. Selectman Augustine thought from sitting on the other side of the table that their pitch initially was design. Selectman Augustine was under the impression that getting the money was part of what their value was and overseeing the person who was executing the day-to-day operations with something they were going to bring to the table, this information was on the marketing page given out a year ago. Selectman Augustine feels if the Board sends them a series of reasonable questions that they will come prepare. Chairman Trow has no objection at least reviewing the original contract and bringing this back up at the next meeting. Selectman Augustine would like to see the Harbor House Livery and Old Abbott Library under old business on every agenda going forward until they are resolved so the Board has an opportunity to confer on those topics each time. Chairman Trow said in his opinion that he could see the library more potentially, but he thinks the creation of the Harbor House Livery Committee was to find a use for the building. Selectman Augustine feels if at the May 4th meeting, the Selectmen could put some questions together and the HHL Committee could discuss at their May 12th meeting. Donna Nashawaty will put the BFA information request under Selectmen's Action on the agenda for the next meeting.

- Selectman Augustine did the School Board get informed of the Monday, June 8th joint meeting and are they coming. Donna Nashawaty replied yes.

TOWN MANAGER REPORT

- Donna Nashawaty worked with the Appleseed Cruises, LLC and their insurance companies to hash out the certificates of liability to find out what and how they covered. Donna Nashawaty believes the liability limits are covered. In addition, the police detail bill has been paid to the Town. All the items in question have been resolved. Donna Nashawaty said she would execute the boat contracts if the Board were agreeable. The Board had no objections.

- Donna Nashawaty stated that the Town received a certified letter from the Environmental Protection Agency (EPA) regarding some issues that the Water and Sewer Department are answering relative to information requests from the EPA for incidences that have occurred over the past couple of months. The Town may ask for an Attorney to help answer some of the EPA questions. The Water & Sewer Commission will be discussing at their next meeting to figure out how they will proceed. Donna Nashawaty will bring the Board updates, as she knows more information.

- The Zoning Board met on Thursday, April 9th on the Dustin Aldrich Appeal, which is also pending in Superior court. The Zoning Board agreed to hear the appeal, deliberated and voted unanimously to deny. In the past the State Department of Environmental Services gave information to the applicant, which was in error because the applicant misinformed DES as to what the correct details were of the project. Now that DES has the correct information they agreed with the town's determination, DES notified Aldrich via Attorney Durbin in writing that the Town of Sunapee was correct.

- The Board received two (2) job descriptions, which are the Mechanic and Highway Laborer positions for Board approval. Motion to adopt the job descriptions as presented by Selectman Gottling, seconded by Selectman Augustine. Unanimous.

- Donna Nashawaty stated that on the Organization Chart, under the Highway Director, there are three (3) different positions listed; Heavy Equipment Operator, Light Equipment Operator and Truck Driver, but at any one time it cannot exceed five (5) positions. A couple of weeks ago, a motion was made which eliminated one (1) Truck Driver position and replace with the Heavy Equipment Operator. This was an error during the original motion, which should not have eliminated the Truck Driver. **Motion to approve the organization chart changes under Heavy Equipment Operator, Light Equipment Operator and Truck Driver and understand there are five (5) total present positions, but the distribution could change by Selectman Gottling, seconded by Selectman Augustine. Unanimous.** Selectman Augustine asked how many of the positions on across the entire the chart are open? Selectman Augustine stated that there seem to be more help wanted ads than before. Donna Nashawaty replied that there have been three (3) retirees, people being promoted, and the Water & Sewer Department has an ad, which is why have been a number of ads. Across the chart, there are less than five (5) openings, not including recreation staff. Selectman Augustine replied that you are not concerned, therefore we should not be concerned that there is more help wanted activity that has been seen before. ? Donna Nashawaty replied even though we went outside and advertised to see what was out there, and to make sure the transparency exists, and the most qualified candidates got the positions; she is very pleased that people were able to move up, which does not always happen in Municipalities.

- Donna Nashawaty received a letter from the Superintendent asking if the School Board could be involved in the Summer Town Meeting. After some discussion, the Board agreed to allow them to participate.

- A Board of Selectmen meeting is scheduled for Monday, September 7th, which is Labor Day. Would the Board like to move the meeting to Tuesday, September 8th. The Board agreed on the 8th. On Monday, August 10th Donna Nashawaty will be out, but the Summer Town Meeting is Tuesday, August 4th and building permits can be signed at that meeting. The Board agreed to tentatively cancel the Monday, August 10th meeting.

- Donna Nashawaty said that Christmas falls on a Friday this year and she would like to offer the employees the ability to use vacation time to have off on Thursday, December 24th Christmas Eve. The building would be closed for the whole day.
- Selectman Augustine asked if the all-day budget session would be on Friday, November 6th or is it up for discussion. Donna Nashawaty said the Town does not get their health insurance numbers until last week in October. Donna Nashawaty said it could tentatively be October 30th or November 6th.

Meeting adjourned at 8:27PM

Submitted by,

Barbara Vaughn

Administrative Assistant

Approved: _____

Joshua Trow, Chairman

Suzanne H. Gottling, Vice Chairman

John Augustine

Frederick Gallup

Emma Smith