

SUNAPEE BOARD OF SELECTMEN  
6:30PM Town Office Meeting Room  
Tuesday, September 8, 2015

Present: Josh Trow, Chairman, Suzanne Gottling Vice Chairman, John Augustine,  
Fred Gallup, Emma Smith and Donna Nashawaty, Town Manager  
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: 0109-0002-0000 7 Westwood Road John & Doreen Brandolini by  
Selectman Gallup, seconded by Selectman Gottling. Unanimous**

**Motion to approve the following PERMIT TO EXCAVATE:**

**Parcel ID: 0147-0061-0000 62 Hamel Road Judy Norsigian  
by Selectman Gottling, seconded by Selectman Gallup. Unanimous**

**APPOINTMENTS**

7:00PM-Harbor House Livery Vote

Donna Nashawaty stated that under RSA 41:14-a-the Selectmen shall have the authority to acquire or sell land, buildings, or both, provided, the Selectmen receive the recommendation of the Planning Board and Conservation Commission, hold two public hearings at least ten days but not more than fourteen days apart and hold the vote no sooner than seven days nor later than fourteen days after the second public hearing, which was August 31<sup>st</sup>. Chairman Trow thinks the town is lucky to have an organization, who are as dedicated as they are and feel as strongly as they do about preservation and the importance of Sunapee's history. Selectman Gallup agrees with Chairman Trow and feels it's been a long time coming. The committee members, past and present, all deserve a vote of thanks from the town for sticking with it. Selectman Augustine acknowledged that the Board received the Articles of Incorporation from Sunapee Heritage Alliance, which were asked for at the last meeting. But, Selectman Augustine's question was that it didn't say anything about the Thrift Shop lease in the deed or anything else in writing. Donna Nashawaty replied that she would work on that and have it for the Board at the September 21<sup>st</sup> meeting. It would not be in the deed, it is a lease agreement between the Town of Sunapee and the Sunapee Riverway and its assignees. Selectman Augustine stated that it was mentioned in the minutes of August 17<sup>th</sup> public hearing about the tax situation being one dollar. The Assessor will come up with a value after he sees the deed with the restrictions, to be able to advise Sunapee Harbor Riverway on what the 2016 assessed value would look like. No Tax Stamps would be paid on the \$1.00 sales amount. As of April 1<sup>st</sup> 2015, it was a town-owned property, (no 2015 taxes). Sunapee Harbor Riverway would be responsible for 2016 full tax year. Selectman Augustine asked if that was on the to-do list of the Assessor. Donna Nashawaty gave the Assessor the revised draft deed at the end of last week and he and Riverway will have that number, when Riverway votes to do the deal.

**Motion to sell the building at 58 Main Street known as the Harbor House Livery to the Sunapee Harbor Riverway with certain deed restrictions and covenants to be described in the deed for one dollar by Chairman Trow, seconded by Selectman Gallup. Unanimous**

### **PUBLIC COMMENTS**

- Jan Bettencourt said at the last meeting there was talk on where to put the Thrift Shop. In 2004 the Safety Services Building was built, that has a large room upstairs that has never really been utilized, which she doesn't know why. She feels utilizing part of that room for the Thrift Shop would make a lot of sense. There had been some interest in looking for a solution, but she was afraid they weren't thinking out of the box because there was an interest to keep some activity at the Harbor House Livery. She thinks now would be a good opportunity, we wouldn't have had to buy a new furnace and lease the parking spaces, which would have been a lot of saving to the taxpayer. It would also be a good solution for the Thrift Shop ladies, they would have heat and space. She would like to see the Board utilize that space.
- Don Bettencourt asked on behalf of Grandparents with grandkids kids in diapers, he wondered if the Transfer Station would consider opening for a few hours on Monday afternoon on a long holiday weekend. The Transfer Station closes at 11:45 on Sunday and the first chance you would have to get rid of trash would be on Thursday morning.
- Donna Gazelle had a question regarding After the Fact permits. The property owner or contractor proceeds with the work without benefit of a permit, is that what is happening? Chairman Trow replied that it is mostly because it is a revaluation year and the Assessors are going and visiting all the properties and have found more instances of construction done without permits. Chairman Trow said you still have to file the regular building permit, along with the after the fact permit, which has a fee of either \$50 or \$275, plus the regular building permit fee.

### **SELECTMEN ACTION**

- Motion to reappoint Veronica Hastings to the Budget Advisory Committee by Selectman Gallup, seconded by Selectman Smith. Unanimous**
- Motion to approve the use of facilities application from the Sunapee PTO from the Chowder Challenge in Sunapee Harbor on September 27<sup>th</sup> by Selectman Gallup, seconded by Selectman Gottling. Unanimous.**

### **CHAIRMAN'S REPORT**

Selectman Augustine stated that there is never anything listed under old business, but it seems like we have some hanging out there, such as the old library building. Will there be a scheduled time to start that conversation? Chairman Trow replied waiting for cy-pres discussion.

### **TOWN MANAGER REPORTS**

- Donna Nashawaty reviewed the August Monthly Budget Update with the Board.
- Donna Nashawaty update the Board on the Harbor House Livery (HHL) "draft" deed. She found a survey from 2008, when the library was thinking about going into the HHL building. The survey was never recorded and it doesn't show the covered bridge on it.

The survey was done by Wayne McCutcheon, Associates Inc. There were some pins that he couldn't find down behind the insurance company. The Town Attorney thought it would be helpful if the deed could refer to the survey or plan. Donna Nashawaty called Wayne McCutcheon, who offered to update the map, with the easement around the dam, the covered bridge, riverwalk easement and work out the pins in the back of the insurance company, all done free of charge for the town. Donna Nashawaty feels this is the cleanest way to do this. If there needs to be a lot line agreement, so the town and insurance company agree where those pins are, that would be before the Planning Board at their Thursday, October 1<sup>st</sup> meeting. The Town Attorney has made the changes to the deed that were discussed at last week's meeting, but will insert the references to the survey when he has a better description of what the survey says on it after the end of this week.

•Donna Nashawaty has started the 2016 Budget process with the Department Heads, which she asked them to include no CPI-U and what their expectations were to keep the services the same. The CPI-U for the twelve previous months is a minus .2, so at this point there would not be a COLA. The departments are starting the way the default budget ended up. Donna Nashawaty stated that in previous years the Board has not wanted the departments chopping things out before they knew what was needed. Selectman Gallup is going to stand on what he has said in the past, which is that the Department Heads present realistic budgets to the Board. Selectman Gallup wants to know what needs to be done in order to keep the services the same. Chairman Trow said one of the items that will need to be addressed going forward are the town bridges. Donna Nashawaty said that the budget from last year to this year already has subtracted a number of things such as the FEMA money. In addition, you have your normal things that increase, but also will be facing two large impact areas in the ambulance and dispatch services. Selectman Augustine stated that the last two years there has been excess money, in 2015 it was roughly around \$387,000, which \$300,000 went back to the taxpayers. In 2014 it was roughly \$400,000, so that rainy day money is available. Donna Nashawaty said the fund balance policy is to keep eight per cent. Selectman Augustine said there should be a large balance in the Hydro fund because the warrant article didn't pass. Chairman Trow would guess the amount is between \$350,000 and \$450,000, which is spendable. Donna Nashawaty stated this will all be covered in the Town Manager budget.

•The New Hampshire Municipal Association (NHMA) Conference is November 19<sup>th</sup> and 20<sup>th</sup> at the Radisson in Manchester,

•The MS535 is a document that states the way the Department of Revenue (DRA) wants you to state your financial position, it's not the financial statement. **Motion to sign and approve the MS535 by Selectman Gallup, seconded by Selectman Gottling.**

•Selectman Augustine stated that Dewey Beach officially closed yesterday and wondered if the Beach Manager could come in and update the Board on how the season went. Donna Nashawaty will talk to the Recreation Director for an update.

**Meeting adjourned at 7:40PM**

**Submitted by,  
Barbara Vaughn  
Administrative Assistant**

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

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**Joshua Trow, Chairman**

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**Suzanne H. Gottling, Vice Chairman**

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**John Augustine**

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**Frederick Gallup**

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**Emma Smith**