

SUNAPEE BOARD OF SELECTMEN  
MEETING AGENDA  
6:30PM Town Office Meeting Room  
Monday, July 15, 2019

1. REVIEW OF ITEMS FOR SIGNATURE:

CZC's:

Parcel ID:0238-0063-0000 61 Sioux Path, Stephen & Alaina Buck

Parcel ID:0131-0037-0000 10 Lower Winn Hill Road, Barbara C. Akers Trust

Parcel ID:0146-0017-0000 1 Ridge Road, Lynn & Stephen Zimmerman

Parcel ID:0235-0091-0000 490 Edgemont Road, Longin & Nancy Staszkievicz

Parcel ID:0115-0009-0000 22 Burma Road, Lynn Arnold/Alfred Beaulieu

SIGN PERMIT:

Parcel ID:0211-0001-0000 2-7 Woodham Springs, JPC Investments, LLC.

DRIVEWAY PERMIT:

Parcel ID:0225-0030-0000 100 Youngs Hill Road, Susan Cancio-Bello

PERMIT TO EXCAVATE:

Parcel ID:0225-0030-0000 100 Youngs Hill Road, Susan Cancio-Bello

Parcel ID:0135-0004-0000 28 Birch Point Lane, Deborah Dellinger

LAND DISTURBANCE BOND:

Parcel ID:0115-0009-0000 22 Burma Road, Lynn Arnold/Alfred Beaulieu

AFTER THE FACT:

Parcel ID:0131-0037-0000 10 Lower Winn Hill Road, Barbara C. Akers Trust

2. APPOINTMENTS

3. PUBLIC COMMENTS:

4. SELECTMEN ACTION

- Thrift Shop Reappointment-Beverly Trainor, 3-Year Term
- Raffle Permit-Friends of Abbott Library, Drawing on 07/13/19 (Motion)
- Use of Facilities-
- Sunapee Fire Association Flare Sale, Safety Services Building, 07/04 (Motion)
- New England Healing Sports Assn. (NEHSA), Sunapee Harbor, 09/24
- Boat Launch/Town Dock Ordinance Discussion

5. CHAIRMAN'S REPORT

Items Requested by Selectman Augustine

- Percent of property taxpayers who paid by the July 1st deadline
- Percent of property tax dollars received by the July 1st deadline
- Police department community survey
- Stagecoach Road closure
- Town employee job openings

#### 6. TOWN MANAGER REPORTS

- October 21<sup>st</sup> BOS Meeting
- Coffee & Conversation
- Review Duplicate Roads Data
- July Monthly Revenue & Expenditures

#### 7. UPCOMING MEETINGS:

- 07/16-5:00PM-Energy Committee, Town Meeting Room
- 07/18-5:30PM-Abbott Library Trustees, Abbott Library
- 07/18-7:00PM-Zoning Board, Town Meeting Room
- 07/25-5:30PM-Water & Sewer Commission, Town Meeting Room



**TOWN OF SUNAPEE**  
Post Office Box 717  
23 Edgemont Road  
Sunapee, New Hampshire 03782-0717  
Phone: (603) 763-2212 Fax: (603) 763-4925

**CERTIFICATE OF APPOINTMENT**  
**TOWN OF SUNAPEE, NEW HAMPSHIRE**

To, **Beverly Trainor**, of Sunapee, NH in the  
County of Sullivan

Whereas, there is a vacancy on the **Sunapee Thrift Shop Committee** in said town and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you **Beverly Trainor**, as a member of the **Sunapee Thrift Shop Committee** of said town; and upon your taking the oath of office, and having this appointment and the certificate of said oath of office recorded by the town clerk, you shall have the powers, perform the duties, and be subject to the liabilities of such office, until another person shall be chosen and qualified in your stead. This term expires March 7, 2022.

Given under our hands the 15th day of July, 2019

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I, **Beverly Trainor**, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member of the **Sunapee Thrift Shop Committee** according to the best of my abilities, agreeably to the rules and regulations of the constitution and laws of the State of New Hampshire. So Help Me God.

STATE OF NEW HAMPSHIRE, ss.  
SULLIVAN COUNTY

Personally appeared the above named **Beverly Trainor**, who took and subscribed the foregoing oath.  
Before me,

Date                                  20  
Received and Recorded

\_\_\_\_\_  
Town Clerk

**Town of Sunapee**  
**APPLICATION FOR USE OF TOWN OF SUNAPEE FACILITIES**

Area (Circle One): BenMerc/Banstand - Sunapee Harbor - Georges Mills Harbor - Dewey Beach - Coffin Park - Ski Tow  
Safety Services Building - Town Hall

Name of Organization: New England Healing Sports Assn (NEHSA)

This Organization is: Profit - Non Profit - Political - Private - Other \_\_\_\_\_

Name of Duly Authorized: Susan Mills

Mailing Address: c/o NEHSA  
PO BOX 2135 NEWBURY, NH 03255

Daytime Phone: 603 7278137 Evening Phone: \_\_\_\_\_

I/We hereby apply for permission to use the above circled Town facility on:

Event Date: 8/24/19 Time From: 6 pm To: 9 pm

Please describe the event: Kayak light parade to support NEHSA.

I/We acknowledge understanding the following restrictions:

- (1) The Town of Sunapee enforces the Ordinance for Control and Use of Alcoholic Beverages. If per permitted, please attached a copy of the permit to the application. If approved by the Selectmen, I understand:
  - a. Alcohol will not be sold.
  - b. I will designate a person over the age of 21 who will be responsible for monitoring the event for appropriate alcohol consumption by attendees.
  - c. I will designate two designated drivers who will not consume any alcohol and who will be available until the end of the event.
  - d. I am responsible for terminating the event by midnight.
  - e. I agree that random police checks may be made at any time.
  - f. I understand all relevant State laws must be complied with.
  - g. I under I must obtain liability insurance in the amount of \$300,000 and a copy must be filed with the Board of Selectmen before use of alcohol will be permitted.
- (2) If this event will likely bring more than 50 people or 20 cars to the area, the applicant must first submit this application to the Chief of Police. The Chief of Police may require the applicant to hire police officer(s) for crowd or traffic control.
- (3) No equipment or materials may be permanently attached to the building/structure without specific permission from the Board of Selectmen.
- (4) I/We agree to abide by the Town of Sunapee's Recreation Area Ordinance, which controls conduct and uses of this area (Copy attached).
- (5) The applicant shall indemnify and hold the Town of Sunapee, its employees, agents, and representatives harmless from any and all suits, actions, claims, in equity or at law, for damages asserted by any attendees at such function, or other third parties, resulting from the use of the premises, or from the food and beverages served at the above-described function. In addition, in the event that the town is required to respond to any claims of any nature arising in connection with the function or the applicant's use of the premises, the applicant agrees to pay to the Town all costs, fees, charges and attorney's fees which may be incurred by the Town concerning such claims.

I/We plan on 30 +/- # of people and 15 +/- # of vehicles attending our event.

Susan Mills 7-10-19  
Signature of Responsible Individual Date

DJP 7-11-19  
Approved by Chief of Police Date

# of Officer(s) will be assigned to event at applicant's expense.

Approved by Recreation Director (if applicable) Date

## NEHSA Kayak Event 8/24/19 Sunapee Harbor

Lighted and decorated kayaks to launch from the Harbor (beach area) at about 6:30/7:00 pm and paddle out and back (exactly where to be determined, but mostly close to shore). Everyone off the water by 9pm for an after event scheduled for the Livery.

Most participants will bring their own kayak, but some may use NEHSA boats. We have a 15' trailer which will be used to bring boats to the Harbor if we need them.

Once this is approved, we will begin to promote the event, and should the numbers start to increase beyond what we expect I will contact Sunapee to determine if any additional security is necessary. We believe the numbers on the application are fairly accurate based on discussions.

The purpose of the event is to raise awareness of our program. NEHSA's summer kayak program launches out of the State Beach on Tuesday/Friday/Saturday during the summer months. We hope more exposure will increase our fundraising efforts and general awareness of our program.

Thanks,

Sue Mills

[Sue\\_mills03@yahoo.com](mailto:Sue_mills03@yahoo.com)

[sue@sunapeeharborriverway.com](mailto:sue@sunapeeharborriverway.com)

603 727 8137



# **DRAFT #5 – For Discussion Only**

## **Town of Sunapee**

### **BOAT LAUNCH & TOWN DOCK ORDINANCE**

#### **SECTION 1. PURPOSE.**

The purpose of this ordinance shall be to promote harmonious use of the Town boat launches and docking facilities by everyone who visits them. This includes Town residents, taxpayers, visitors, commercial users, recreational organizations, and organized tournament users. It is important to the Town of Sunapee that we maintain a positive relationship with everyone that regularly launch from the Town boat launches and/or that utilize the Town docks. It is equally important to create a positive relationship with new users. It is for both purposes that we offer this ordinance.

#### **SECTION 2. DEFINITIONS. In this ordinance:**

- A. *Boat Launch* means real property abutting the waters of Lake Sunapee and owned and maintained by the Town of Sunapee for the purpose of launching boats.
- B. *Boat* shall mean any craft or vehicle which is used for travel on water.
- C. *Commercial* shall mean any enterprise conducted for financial gain or benefit by reason of the sale of goods or services.
- D. *Dock* shall mean any Town-owned structure or other facility used in connection with water access including but not limited to all dock structures, the boat launch ramp and the boat launch loading/unloading areas.
- E. *Operator* shall mean any person that shall have physical control of a motorized vehicle, boat, boat trailer or construction equipment.
- F. *Parking Lot* shall mean any facility used for the convenience of motor vehicles (including boats and boat trailers) to provide for non-permanent storage, temporary abandonment, stationary visitation or operator access to nearby boat launches and docks.
- G. *Power Loading* is a term used to describe using the motor to load and unload a boat or vessel onto and off a boat trailer at a boat launch.

#### **SECTION 3. HOURS OF CLOSING.**

The boat launches and Town docks shall be open between the hours of a half hour before sunrise and one-half hour after sunset, except as provided below:

- A. Any commercial business may apply for a Boat Launch & Dock Use Permit from the Board of Selectmen to use of the boat launches, Town docks and adjacent parking areas during closed times. Said permit may be issued by the Board of Selectmen or its designee when it is in the public interest to do so.
- B. Residents, taxpayers or visitors may use the boat launches and/or Town docks at any time of the day or night for pleasure boating purposes only provided that said activities are not in conflict with other Town ordinances.

#### **SECTION 4. ACTS REQUIRING A BOAT LAUNCH & DOCK USE PERMIT.**

No permit is required for residents, taxpayers, or visitors to launch or haul out pleasure boats at the Town's boat launches.

- A. Commercial barge operators and licensed septic pumping companies seeking to use the boat launches, Town docks, or adjacent parking areas shall obtain a Boat Launch & Dock Use Permit from the Board of Selectmen or its' designee.
- B. Commercial marinas seeking to use the boat launches, Town docks, or adjacent parking areas, for the purposes of launching and/or hauling out pleasure boats, shall not be required to obtain a Boat Launch & Dock Use Permit. However, a copy of their insurance certificate with the Town named as additionally insured shall be on file at the Town Office.

## SECTION 5. BOAT LAUNCH & DOCK USE PERMIT APPLICATION INSTRUCTIONS.

- A. Boat Launch & Dock Use Permit applications are available for pickup at the Town Office and can be downloaded from the Town's website at: [www.town.sunapee.nh.us](http://www.town.sunapee.nh.us)
- B. Commercial barge operators and licensed septic pumping companies shall complete all the information required in the permit application before a permit can be issued.
- C. Permit applications shall be submitted to the Board of Selectmen at the Town Office at 23 Edgemont Road Sunapee, New Hampshire 03782, prior to use of the boat launches, Town docks or adjacent parking areas.
- D. Commercial barge operators and licensed septic pumping companies shall submit a copy of their insurance certificate with the Town named as additionally with the Permit application.
- E. Commercial barge operators and licensed septic pumping companies shall not preclude others from using the Town's facilities for a prolonged period of time, and the shall not exceed the time limit that is approved on the Boat Launch & Dock Use Permit Application.
- F. The Board of Selectman or its designee may issue a one-time or seasonal Boat Launch & Dock Use Permit, at their discretion.
- G. The Board of Selectmen retain the option of requiring commercial operators to post a bond with their permit application.
- H. Approved Boat Launch & Dock Use Permits will be posted on the Town's website. and a hard copy must be in the commercial operator's possession before using the boat launches, Town docks or adjacent parking lots.

## SECTION 6. ACTS PROHIBITED

- A. No motor vehicles, wheeled or tracked construction equipment, construction materials or supplies, skateboards, bicycles, scooters, roller blades shall be permitted on Town docks.
- B. Power loading of boats onto boat trailers is prohibited. Damage that is caused to Town boat launch ramps or associated components thereof, as a result of power loading by any person(s) shall be repaired by the person(s) causing the damage at no expense to the Town.
- C. No boats shall be docked in the areas that are reserved for the MV Mount Sunapee or MV Kearsarge boats.
- D. No boats shall dock in the slip closest to any public launching ramp except that docking for a period not to exceed 20 minutes shall be allowed for purposes of loading and unloading only.
- E. No overnight docking shall be permitted.

## SECTION 7. PENALTIES

- A. Violation of any provision of this ordinance shall constitute a violation, and anyone so convicted may be required to pay a fine of one hundred dollars (\$100) for the first offense, two hundred fifty dollars (\$250) for a second offense and five hundred dollars (\$500) for the third offense. Future or repeated violations of any provision of this ordinance may result with additional fines and/or being denied use of the boat launches and Town docks. All appeals shall be to the Board of Selectmen.

## SECTION 8. ENFORCEMENT.

This ordinance shall be enforced by the Board of Selectmen, its designees, and by the Town of Sunapee Police Department or any other police agency having jurisdiction within the Town of Sunapee in the manner prescribed for enforcement of violations of law by New Hampshire Statute.

## SECTION 9. EXCEPTIONS

The Police Department, Fire Department and Highway Department shall be exempt from this ordinance for the purpose of conducting routine Town business and/or for responding to emergencies.

Verbal exceptions from this ordinance may be granted by the Board of Selectmen, Town of Sunapee Police Department or the Town of Sunapee Highway Department for emergencies that involve and/or that require the use of Town boat launches or Town docks.



*Bring your questions*

**Join Sunapee Selectmen  
and the municipal staff at  
the Abbott Library.**

Coffee & Donuts at 8:30, Q & A at 9 am

**August 6, 2019**

**This is an exciting opportunity for residents to  
participate in an information and feedback  
session with members of the Board of Selectmen  
and the Department Heads**

This meeting will be in lieu of the Summer Town Meeting.

Notes about mail or services including emergency services	Choice to rename	Name Suggestion	Homeowner Name	Homeowner address
I have no experience with emergency calls being confused. There only part of the time, however I have had delivery issues - I have to be extra careful about explaining how there are 2 Lake Aves in Sunapee and give directions	Y	Lakeside Ave or Old Lake Ave	Bernadette & Jeffrey Seifert	1110 Lake Ave
Yes, mail has gone to main Sunapee Post Office. Many websites with address verification won't accept address. Service providers often get lost. (Xfinity, repairs and delivery of furniture. More important than the name is probably fixing the road which took a beating tthis winter! Please!	Y	Lake Place Drive, Lakeside or Lakeshore Drive	The Keanes	1112 Lave Ave.
	Y	Tranquil Edge	Sandy Markowitz	1090 Lake Ave.
UPS/FED EX say addressdoesn't exist. Common carrier truck deliveries often on our street looking for Sunapee. Regular people stop asking where is..... Wrong side of lake. Post Office delivery gets sent back if street address and goes to Sunapee Post Office.	Y	Lake Ave. GM	Jepsons	1071 Lake Ave.
DO NOT change my road name.	N		April Royce	1021 & 1025 Main
	Y	Bergeron Lane	Muriel Bergeron	1007 Main St.
No issues with any services	N		Peter Fiore	1061 Lake Ave.
No problems	N		John Merriman	1052 Lake Ave.
Problems only <u>prior</u> renumbering to 1000s. All is well now. Please <u>do not</u> rename.	N		Susan Cobb	1102 Lake Ave.
	N		Jim & Jan Harrison	1114 Lake Ave.

We have <u>never</u> had an issue with either emergency services or mail delivery issues. Perhaps any issues with <u>FED EX</u> or <u>UPS</u> should be handled with them. There is <u>no</u> reason to rename our street. This property has been in our family since 1955. It would be a shame to see "Lake Ave." in Georges Mills charged.	N			Mary Kae Fisher MacDonald	1096 Lake Ave.
The biggest issue we have is that navigation systems send people to Lake Ave. in Sunapee and do not recognize Georges Mills as a place. This happens often.	N			Rob Sternin	1078 Lake Ave.
Never any problems. I personally think a lot more attention needs to be paid to the physical condition of the road (it is deplorable and dangerous) than its name.	N			Louis & Sherry Edmonds	1100 Lake Ave.
<u>No</u> delivery is fine! Fix the road-leave the name!			Pothole Place, Frost Heave Highway, Rip-up Road!	Richard Segalini	1062 Lake Ave.
	N			Sheila Armen	1005 Lake Ave.
No, we do not have services that are delayed due to confusion with our location in Georges Mills. NO I do not want my street renamed. If there is a forced re-naming, then I think it is extremely unfair that only Georges Mills street is renamed. The only fair option would be to re-name the streets in both Georges Mills and Sunapee.			Ours could be Black Maple Street and Sunapee's could be Pond Muck Lane	Terry & John Mattson	1043 Main Street
Early in the change to 1000s I had problems with both UPS and FEDEX (it appeared then that the Sunapee & GM trucks came out of different terminals but I'm sure if that is still the case)going to the other Main Street. I would have to ask the shipper if it were coming USPS or other shipper. If other than USPS I would have to give them 1029 Main St., GM. Not the case anymore and we never, that I am aware of, had a misdelivered package in years.	N		Old Main St. or Mills Village Road	Steven & Karen Marshall	1029 Main Street

