

SUNAPEE BOARD OF SELECTMEN  
MEETING AGENDA  
6:30PM Town Office Meeting Room  
Monday, September 14, 2020

1. REVIEW OF ITEMS FOR SIGNATURE:

CZC's:

Parcel ID: 0235-0006-0000 Edgemont Road, John Heckler

2. APPOINTMENTS

7:00PM-Scott Hazelton-Town of Croydon Transfer Station Contract

3. PUBLIC COMMENTS:

4. SELECTMEN ACTION

- Unanticipated Revenue for Grant
- Junior Fire Program
- Crowther Chapel Reappointments-Helene Hagan, 2 Yr. & Deborah Grant, 3 Yr. Term
- Abbott Library Alternate Appointment-Jonathan Reed, 1 Yr. Term
- Use of Facilities-08/27-10/23-Mt. Royal Academy, Dewey Field

5. CHAIRMAN'S REPORT

Items Requested by Selectman Augustine:

- Update on COVID-19 in Sunapee and nearby towns
- Update on Town operations
- Share feedback on how citizens are faring given on-going health situation and economic situation
- Thanks to 9/8 primary election workers & volunteers
- Recap 9/8 primary election logistics and discuss lessons learned
- Update on latest projected cost of Sullivan County nursing home renovations and resulting impact on Sunapee property taxpayers
- Sunapee's contribution to Sullivan County taxes 2020 versus 2019
- Discuss when to meet with the Fire Wards to hear about future plans for the Georges Mills fire station
- Discuss when to meet with the Thrift Shop Committee to hear about future plans for the lower level of the Old Abbott Library

6. TOWN MANAGER REPORTS

- Healthtrust Surplus
- Monthly Revenue & Expense Reports
- **Motion to enter a Non-Public Session under RSA 91-A:3 II(c)- Matters which, if discussed in public, would likely affect adversely the reputation of any person.**
- **Motion to enter a Non-Public Session under RSA 91-A:3 II(a)- the dismissal, promotion, or compensation of any public employee or the disciplining of such employee**

7. UPCOMING MEETINGS:

09/15-5:00pm-Energy Committee, Town Meeting Room

09/17-5:00PM-Abbott Library Trustees, Abbott Library

09/21-6:30PM-Board of Selectmen, Town Meeting Room

09/24-5:30PM-Water & Sewer Commission Town Meeting Room



## TOWN OF SUNAPEE

23 Edgemont Road

Sunapee, New Hampshire 03782-0717

Phone: (603) 763-2212 Fax: (603) 763-4925

### AGREEMENT FOR HAULING & PROCESSING THE TOWN OF CROYDON'S RECYCLABLES BY THE TOWN OF SUNAPEE TRANSFER STATION

This agreement is made between the Town of Sunapee and the Town of Croydon by their respective Boards of Selectmen. The purpose of this agreement is for processing the Town of Croydon's recyclables by Town of Sunapee Transfer Station employees, at the Transfer Station that is owned by the Town of Sunapee.

The Town of Sunapee agrees to complete round trip hauling services of the Town of Croydon's recyclable containers and commodities, which at this time includes corrugated cardboard and plastic bottles. The Town of Sunapee will empty the Town of Croydon's recyclable storage containers and will bail the commodities in preparation for sale on the market through the Northeast Resource Recovery Association.

The Croydon Board of Selectmen agree to pay the Town of Sunapee \$500.00 per recyclable container that the Transfer Station hauls from and to the Town of Croydon's Transfer Station, and that the Town of Sunapee unloads and bails. Payment shall be due to the Town of Sunapee within 10-business days of the receipt of each invoice from the Town of Sunapee. This agreement shall be renewed annually.

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Joshua Trow

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Date Approved

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Suzanne Gottling

Board of Selectmen  
Town of Sunapee

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John Augustine

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Frederick C. Gallup

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Shane Hastings

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Date Approved

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Board of Selectmen  
Town of Croydon

## Barbara Vaughn

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**From:** Donna Nashawaty  
**Sent:** Thursday, September 10, 2020 3:42 PM  
**To:** Barbara Vaughn  
**Subject:** FW: Unanticipated Revenue Acceptance Requirement

**From:** Lynne Wiggins <[Lynne@town.sunapee.nh.us](mailto:Lynne@town.sunapee.nh.us)>  
**Sent:** Tuesday, August 25, 2020 1:25 PM  
**To:** Donna Nashawaty <[Donna@town.sunapee.nh.us](mailto:Donna@town.sunapee.nh.us)>; Betty Ramspott <[Betty@town.sunapee.nh.us](mailto:Betty@town.sunapee.nh.us)>  
**Subject:** FW: Unanticipated Revenue Acceptance Requirement

So we need to put this on the Agenda for the 14<sup>th</sup> meeting and send the minutes as soon as possible after that meeting.

Lynne M. Wiggins  
Finance Director  
Town of Sunapee  
(603)763-2212 Phone  
(603)763-4925 Fax

**From:** Voting Assistance at BerryDunn <[vote@berrydunn.com](mailto:vote@berrydunn.com)>  
**Sent:** Tuesday, August 25, 2020 1:08 PM  
**To:** Lynne Wiggins <[Lynne@town.sunapee.nh.us](mailto:Lynne@town.sunapee.nh.us)>  
**Subject:** RE: Unanticipated Revenue Acceptance Requirement

Good afternoon Lynn,

Yes, that is what we are looking for. I will make a note that this will be providing after the meeting on September 14<sup>th</sup>.

Thank you,

Katy

**Katharine Balukas, CPA** | Manager  
d/f: 603.518.2648 | [berrydunn.com](http://berrydunn.com)

 [Secure emails and files](#)

*Our mission is to help each client create, grow, and protect value.*



**From:** Lynne Wiggins <[Lynne@town.sunapee.nh.us](mailto:Lynne@town.sunapee.nh.us)>  
**Sent:** Tuesday, August 25, 2020 12:57 PM  
**To:** Voting Assistance at BerryDunn <[vote@berrydunn.com](mailto:vote@berrydunn.com)>  
**Subject:** Unanticipated Revenue Acceptance Requirement

Hi,

I am confused as to what you are looking for regarding the Unanticipated Revenue. Are you looking for minutes from the Board of Selectmen formally accepting the grant for the election expenses. My Board met last night and do not meet again until September 14<sup>th</sup>. Can we submit the agenda for the 14<sup>th</sup> meeting and forward the minutes afterward? Thanks.

Lynne M. Wiggins  
Finance Director  
Town of Sunapee  
(603)763-2212 Phone  
(603)763-4925 Fax



2 yr term  
5/1/22

## TOWN OF SUNAPEE

### Volunteer Interest Form

#### For Town Committees, Boards, and Commission

Name: Hagan Helene Date: 8/26/20  
(Last) (First)

Sunapee Registered Voter: ( ) Yes ( ) No

Mailing Address:

Street Address (if different):

296 Nutting Road  
Sunapee, NH

Lived in Sunapee Since: 2005 Home Phone: 603 863-9230 Work Phone: \_\_\_\_\_

E-mail: lhagan@gmail.com Fax: \_\_\_\_\_

1. Please indicated the Board/Commission/Committee you would like to serve on in order of preference.  
(1-First Choice, 2-Second choice, etc.)

\_\_\_\_\_ Abbott Library Trustee

\_\_\_\_\_ Advisory Budget Committee

\_\_\_\_\_ Capital Improvement Committee

\_\_\_\_\_ Conservation Commission

☒ Crowther Chapel Committee

\_\_\_\_\_ Fireward

\_\_\_\_\_ Planning Board Alternate

\_\_\_\_\_ Recreation Committee

\_\_\_\_\_ Thrift Shop

\_\_\_\_\_ Upper Valley Lake Sunapee Regional

\_\_\_\_\_ Zoning Board Alternate

2. For consideration:

a. Occupation: Assistant Inn Keeper b. Employer: Dexter's Inn

c. Length of current employment: 15 yrs d. Education: \_\_\_\_\_

e. Relevant Experience: \_\_\_\_\_

f. Do you feel there may be any *conflict of interest* with your personal beliefs, occupation, or employer if appointed to serve on any of the above boards, commissions, or committees? \_\_\_ Yes ☒ No

g. Volunteer Time Available \_\_\_\_\_ hours per week (daytime) \_\_\_\_\_ hours per week (evenings)

\_\_\_\_\_ hours per week (weekends)

h. Did you previously serve on any Municipal or School District Board/Committee/Commission? \_\_\_ Yes ☒ No

i. If yes, please indicate Town/Position: \_\_\_\_\_ / \_\_\_\_\_ /

j. Are you willing to serve as an Alternate? ☒ Yes ☐ No

k. Are you willing to serve on a Sub-Committee? ☒ Yes ☐ No

3. Why do you want to serve on this board/committee? To help Keep the  
Chapel ALIVE

4. What attributes and/or qualifications can you bring to the Board/Committee/Commission? \_\_\_\_\_

ability to fix & replace things

5. Your reasons for wanting this/these appointments /appointments are:

To Take care of the Chapel

6. Additional Comments: \_\_\_\_\_

Arlene Hagan  
(Signature)

8/28/20  
(Date)

*Please send completed application form and resume, if available, to the Town Manager's Office, 23Edgemont Road, Sunapee, NH 03782 (telephone 603-763-2212, fax 603-763-4925)*

“considered **public information** and may be distributed or copied”



3 yr term  
5/1/23

**TOWN OF SUNAPEE**  
**Volunteer Interest Form**  
**For Town Committees, Boards, and Commission**

Name: Grant (Last) Deborah (First) Date: 8/26/20

Sunapee Registered Voter: ( ) Yes ( ) No

Mailing Address:

Street Address (if different):

3 Messer Rd.  
Sunapee, NH

Lived in Sunapee Since: 1978 Home Phone: 863-5123 Work Phone: —

E-mail: grantclan5573@comcast.net Fax: —

1. Please indicated the Board/Commission/Committee you would like to serve on in order of preference.  
(1-First Choice, 2-Second choice, etc.)

— Abbott Library Trustee

— Advisory Budget Committee

— Capital Improvement Committee

— Conservation Commission

1 Crowther Chapel Committee

— Fireward

— Planning Board Alternate

— Recreation Committee

— Thrift Shop

— Upper Valley Lake Sunapee Regional

— Zoning Board Alternate

2. For consideration:

a. Occupation: Retired b. Employer: —

c. Length of current employment: — d. Education: Associates Degree

e. Relevant Experience: Love of history

f. Do you feel there may be any *conflict of interest* with your personal beliefs, occupation, or employer if appointed to serve on any of the above boards, commissions, or committees? — Yes ✓ No

g. Volunteer Time Available — hours per week (daytime) — hours per week (evenings)

— hours per week (weekends)

h. Did you previously serve on any Municipal or School District Board/Committee/Commission? — Yes ✓ No

i. If yes, please indicate Town/Position: — / — / —

j. Are you willing to serve as an Alternate? ☒ Yes ☐ No

k. Are you willing to serve on a Sub-Committee? ☒ Yes ☐ No

3. Why do you want to serve on this board/committee? Help share the beauty  
and up keep of this chapel.

4. What attributes and/or qualifications can you bring to the Board/Committee/Commission? Love of history

5. Your reasons for wanting this/these appointments /appointments are:

To help take care of the chapel.

6. Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Deborah Grant  
(Signature)

8/26/20  
(Date)

*Please send completed application form and resume, if available, to the Town Manager's Office, 23Edgemont Road, Sunapee, NH 03782 (telephone 603-763-2212, fax 603-763-4925)*

“considered **public information** and may be distributed or copied”



Crowther Chapel Meeting Minutes 8/26/20

In Attendance: Gisela Polleys, Betty Erickson, Helene Hagan, John Augustine, Deborah Grant

Meeting called to order at 4pm.

- Gigi recommended that Helen Hagan & Deborah Grant be reappointed to the committee. John Augustine seconded the motion. Pass unanimously.
- The chapel had 3 visitors on 7/26.
- Gigi shared that Mike Ball of Avery Rd Tree Service had removed stumps from chapel site. An invoice of \$50.00 had been submitted to town.
- Mike Fowler told Gigi that nothing should be done, as to insect & rodent control, until the fall.
- Debbie reported that St. Patrick/St. Joachim church bulletin is carrying a piece as to when the chapel is open.
- As of the Town Report dated 12/31/19 the 2 trust for the chapel is reported as:  
Non-spendable -\$9291.54 and Spendable -\$2654.30.  
John will check with trustees of the trust fund for clarification as to non-spendable vs spendable accounts.
- There had been no reply from Randy Hudson as to the roof repair. Craig will meet with Mark Mayo during the week of Aug 24-28 as to a estimate.
- No update on the plexi glass.
- August docent will be Gigi and Betty
- Sept docent will be Susan Swan
- Next meeting Sept 23
- Meeting adjourned 4:30

Respectfully Submitted by Debbie Grant



14R term Expires 8/20/21

**TOWN OF SUNAPEE**  
**Volunteer Interest Form**  
**For Town Committees, Boards, and Commission**

Name: Reed (Last) Jonathan (First) Date: 8/20/2020

Sunapee Registered Voter: ( ) Yes ( ) No

Mailing Address:

Street Address (if different):

81 Sargent Rd

Lived in Sunapee Since: \_\_\_\_\_ Home Phone: 603-727-8821 Work Phone \_\_\_\_\_

E-mail: jonsreed@gmail.com Fax: \_\_\_\_\_

1. Please indicated the Board/Commission/Committee you would like to serve on in order of preference.  
(1-First Choice, 2-Second choice, etc.)

☒ Abbott Library Trustee

\_\_\_\_\_ Advisory Budget Committee

\_\_\_\_\_ Capital Improvement Committee

\_\_\_\_\_ Conservation Commission

\_\_\_\_\_ Crowther Chapel Committee

\_\_\_\_\_ Fireward

\_\_\_\_\_ Planning Board Alternate

\_\_\_\_\_ Recreation Committee

\_\_\_\_\_ Thrift Shop

\_\_\_\_\_ Upper Valley Lake Sunapee Regional

\_\_\_\_\_ Zoning Board Alternate

2. For consideration:

a. Occupation: Teacher b. Employer: Sunapee Schools

c. Length of current employment: 15 yrs d. Education: BS

e. Relevant Experience: Current Member

f. Do you feel there may be any *conflict of interest* with your personal beliefs, occupation, or employer if appointed to serve on any of the above boards, commissions, or committees? Yes ☐ No ☒

g. Volunteer Time Available 2 hours per week (daytime) 2 hours per week (evenings)

2 hours per week (weekends)

h. Did you previously serve on any Municipal or School District Board/Committee/Commission? ☒ Yes ☐ No

i. If yes, please indicate Town/Position: Sunapee 1 Library Trustee

j. Are you willing to serve as an Alternate? ☒ Yes ☐ No

k. Are you willing to serve on a Sub-Committee? ☒ Yes ☐ No

3. Why do you want to serve on this board/committee? \_\_\_\_\_

*Continue role as alternate trustee*

4. What attributes and/or qualifications can you bring to the Board/Committee/Commission? \_\_\_\_\_

*Hard in many other activities*

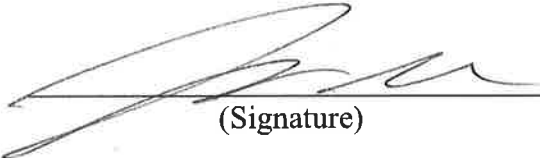
5. Your reasons for wanting this/these appointments /appointments are:

*Continue to serve in alternate role*

6. Additional Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

  
(Signature)

*8/20/2020*  
(Date)

Please send completed application form and resume, if available, to the Town Manager's Office, 23 Edgemont Road, Sunapee, NH 03782 (telephone 603-763-2212, fax 603-763-4925)

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**Minutes of the Abbott Library Trustee's Meeting - DRAFT**  
**Abbott Library, Sunapee, NH**  
**August 20, 2020**

*In attendance were Trustees:* Carol Brudnicki, Chair, Jane Frawley, Vice Chair (joined meeting at 6:45pm), Susi Churchill, Treasurer, Peg Lesiak, Secretary, Scott Rappeport, Suzanne Tether and Betsy Bowen.

*Alternates:* Jon Reed

*Library Director:* Mindy Atwood

*Others:* Justin Levesque

**I. Chair's Remarks**

The meeting was called to order by Carol Brudnicki at 6:03pm, Thursday, August 20, 2020.

As the meeting was held under the tent in the Library's upper parking lot, the Trustees agreed that masks could be removed as long as attendees maintained 6 ft. of social distance.

**II. Approval of Minutes**

*Suzanne moved to approve the minutes of the Abbott Library Trustee's Meeting of Thursday, July 23, 2020, as amended. The motion was seconded by Betsy. The motion passed unanimously.*

**III. Treasurer's Report**

**A. Review of Financials**

- Susi reported that the bank accounts have all been reconciled. The town funding is current.
- Following up on an issue raised at the July 23, 2020 Trustee meeting, Susi reported that the question regarding budget line 231 Retirement Contribution has been resolved.
- Susi shared an additional report on the COVID-related expenses that the library incurred beginning in March 2020. These expenses will be submitted to the Town and in turn, the Town will submit all town departments' COVID-related expenses to the State of New Hampshire for reimbursement. Mindy indicated that reimbursements are expected to have a 3-4 weeks turnaround. The COVID-related expense total will ultimately be incorporated into the Operating Account – Profit and Loss Report under #6-Supplies, with a 699 code.

**B. Review/Approve Bill Manifest**

*Scott made a motion seconded by Betsy to accept the July 2020 Manifest of Bills. The motion passed unanimously.*

**C. CD – Renewal**

On August 14<sup>th</sup>, the library's CD at Mascoma Bank matured, with interest, at \$249,716.57. Following the Board of Trustees' vote at the July 23, 2020 Trustees meeting, on August 17<sup>th</sup> the Mabel Davis funds (\$115,104.00) were invested into a 12-month CD at 0.30% at Mascoma Bank, maturing on 8/14/2021. In addition, the Martha Abbott principal (\$125,016.00) was invested into an 8-month CD at 0.45% at Bar Harbor Bank, maturing on 4/17/2021. The interest earned of \$9,596.57 was deposited into the Donation Account at Sugar River Bank.

#### **IV. Director's Report - Mindy Atwood**

Mindy highlighted her written report:

- **Buildings and Grounds Maintenance**

- Simply Clean is doing an excellent job so far. The employees are prompt and do a great job cleaning. Amelia Conner is a new cleaner, who cleans on Monday. She is also doing a great job.
- There is a problem with the front door closing consistently. Due to the importance of encouraging people to use the Activities Room door to enter the library and the front door to exit, ARC is scheduled to come out to fix this issue.
- Craig Heino followed up with Powers Generator again and confirmed that the failure to switch from generator power to pole power, when the pole power was restored, is truly a fluke situation.
- Thanks to the financial support from the Friends of the Abbott Library, a tent has been set up in the library's upper parking lot and there are two current reservations from outside groups for its use. Mindy attached an updated Meeting Room Use Policy that includes use of the tent. The Trustees reviewed and discussed this policy at this meeting.

*Betsy made a motion, seconded by Susi to approve the updated Meeting Room Use Policy as amended. The motion passed unanimously.*

- **Financial Management**

- Lynne Wiggins, the Town Finance Director, informed Mindy that as things stand, the library is able to request reimbursement through October 15<sup>th</sup> for COVID-related expenses. It is understood that the Governor of New Hampshire can change this date. As mentioned above, the reimbursement process is currently taking about three to four weeks. Code #699 is being used to track the library's COVID-related expenses.
- Mindy provided a first draft of the 2021 budget for review and discussion at this meeting.

- **Planning and Development**

- The New Hampshire police, fire and EMS flowchart for exposure to COVID was updated on May 8<sup>th</sup>. Previously, the process called for 7 days to pass since symptom onset. This has been changed to 10 days. Mindy updated the library's flowchart so that it remains consistent with the New Hampshire police, fire and EMS flowchart.

*Carol made a motion, seconded by Betsy, to approve the Library's COVID-19 Pandemic Policy as updated to be consistent with the New Hampshire police, fire, and EMS flowchart. The motion passed unanimously.*

- Mindy shared that the New Hampshire Library Association (NHLA) has posted the Abbott Library COVID-19 Pandemic Policy and the flowchart on their website for reference by other libraries.
- The Town Manager approved having library employees fill out the Town of Sunapee COVID-19-related questionnaire on-line. Thanks go to Joni for creating the Google form that allows library employees to do this.

- **Program Management**

- Three cheers for the library's Summer Learning Program! The children's staff, with help from Terri, hosted 13 on-line programs with a total attendance of 201 children. More details will be included in Mindy's September report. Feedback received from families to date indicated there was great appreciation for all that was offered.
- Attendance at book group discussions and film discussions remains steady.

- The library has secured a WiFi hotspot which can be loaned to patrons. This is a trial program to gauge interest and need in the community.
- **Staff Management**
  - Terri, Katy and Barb are working most of their regularly scheduled hours in the library. Joni and Justin continue to work some hours from home. Mindy also works some hours from home, usually for those hours over and above 40 hours.
  - Mindy will discuss with the staff at their meeting on August 20, 2020, the need to increase the number of staff in the building when the library is open to the public.
  - Mindy shared that in the past two weeks, there have been more challenging issues that have occurred in the library than during the first five weeks of re-opening. Examples of issues: pushback on washing hands upon entering, unhappiness about wearing masks, wearing masks correctly, pushback on reminder emails and quarantining books, and inappropriate comments to the Director and a staff member. Mindy will be following up on the latter.
- **Good News!**
  - The consultants from Empower Success Corp. (ESC) shared positive comments from the strategic planning survey conducted within the Sunapee community. Mindy is sharing these with the Board, thereby entering them into the library's "official record".
    - We are truly blessed in Sunapee to have such a wonderful library!
    - You all are providing an excellent service during these troubling times. Thank You
    - Excellent all round - especially during this virus time. The dedication of the director and those working there is powerful.
    - Pleasant and helpful workers.
    - The staff is fantastic: helpful, cheerful, a pleasure to be around
    - Wonderful community library. Our family appreciates you all so much! Keep up the great work!
    - Abbott and our librarians serve our community EXTRAORDINARILY well. My limited use does NOT reflect my pride in what you do/provide!
    - You do a fabulous job! Thank you!
    - Very helpful and knowledgeable staff. That yellow bus bringing me books was the cheeriest sight I had for a number of months.
    - Seasonal resident who experienced Abbott Library as top notch when our kids were young.
    - I enjoy the library and staff. My husband likes magazines and newspapers-I like books! Don't need your computer or WiFi as I'm all set at home. Mindy you and Justin have been most helpful-Thank you!
    - I appreciate all you have done during the pandemic—delivering books by school bus and taking precautions for in person visits.
    - Phenomenal Staff! Appreciate the great availability of books! Just keep up the terrific work-and THANK YOU to Mindy, Justin and all the staff and volunteers.
    - Abbott library and staff doing a fantastic job. Thank you, Mindy and staff.
    - It's a wonderful community center! The staff are always helpful. Great selection of books, films, and periodicals. love the fireplace and comfy chair and the WiFi.
    - Wonderful place, wonderful people!
    - Keep doing what you are doing plus any new innovative programs that benefit citizens of Sunapee. I have not commented on the many wonderful programs as I do not use them at age 89! Love that you do them, however.
    - The staff is and always has been very helpful and knowledgeable and a pleasure to deal with. Thank you.

- You are all doing an amazing job at this amazing community resource. Very appreciative - our whole family is blessed.
  - During COVID you all have been wonderful with online resources and book delivery!
  - Great work-- the library is a gem of a place!
  - Keep up the good work! The email library updates during Covid-19 have been very informative.
  - I really appreciate your efforts during COVID-Love you guys!
  - Seasonal resident. We are blessed with a fabulous staff! You are appreciated!
  - We are very fortunate to have such a valuable resource as the staff and library are the best! Thank you for all that you do. You always go above and beyond.
- Over 80% of respondents rated the library 5 out of 5 in terms of value and quality from the first two survey questions.

#### **V. Chair's Report**

- As mentioned above, Carol and Susi established CD's as directed by the Board of Trustees at the July 23, 2020 Trustee meeting.
- The Strategic Planning Committee has set the dates for two Zoom meetings that will replace the previously planned in-person retreat. These meetings will be on September 9<sup>th</sup> (an orientation on all the information and research that has been gathered to date) and September 10<sup>th</sup> (the workshop to discuss and analyze the key ideas, leading to identifying the top 3-5 longer term goals).
- At this meeting, the Trustees will decide whether future meetings will be by Zoom or in the library.
- Carol was pleased to inform the Trustees that Jon Reed is submitting his application to continue as a Library Alternate.

*Betsy made a motion, seconded by Susi, to request that the Sunapee Board of Selectmen appoint Jonathan Reed as a Library Alternate. The motion passed unanimously.*

#### **VI. Strategic Planning Committee**

Peg shared a brief update on the work of this committee (the notes of committee meetings have been distributed to the Trustees after each committee meeting).

Three committee meetings have occurred since the last Trustee meeting. The results of the survey, as well as the draft of the Phase I report (summarizing the research, interviews and survey results) were discussed. Given the decision to move from an in-person meeting for the "retreat" to two Zoom meetings, time was spent discussing how best to manage this type of meeting via Zoom. ESC will be drafting detailed agendas for each meeting and these will be discussed at the next committee meeting on August 26<sup>th</sup>.

#### **VII. Reports from the Abbott Library Foundation and the Friends of the Abbott Library**

##### **A. Abbott Library Foundation**

Carol shared that the Foundation is considering terminating the group, however, they will hold on this decision until after the library's strategic planning meetings.

##### **B. Friends of the Abbott Library**

The Friends have sent out their annual donation appeal letter.

**VIII. 2021 Budget**

Mindy opened the discussion by stating that she, like all of us, has no idea what 2021 will look like from a budget perspective. She thought it likely that the ABC Committee could push all departments to cut their budgets. Reflecting upon the feedback received via the community survey, it is clear the community wants the library not only to continue offering all that had been regularly offered, but to offer even more. After discussion, the Trustees believed the budget needed to reflect the possibility that the library could be fully open and functioning for the entirety of 2021.

A line-by-line review of the initial draft budget was conducted. Most of the budget items remained on the same level as this year. Where there were suggested changes, the rationale was discussed. Mindy will be following up on a few line items and the second draft of the budget will be presented at the September 17, 2020 Trustee meeting.

**IX. Old Business/Other Business**

- The September 17, 2020 Trustee meeting will be held under the tent, weather permitting. This meeting will begin at 5:00pm.
- The previously approved Library Aide III position will be posted.

**X. Public Comment**

None.

**XI. Adjournment**

*Susi made a motion to adjourn, seconded by Jane. This was unanimously passed.*

The meeting was adjourned at 7:44 pm.

Respectfully Submitted  
**Peg Lesiak, Secretary**  
August 24, 2020



## APPLICATION FOR USE OF TOWN OF SUNAPEE FACILITIES

Area (Circle One): BenMere/Bandstand - Coffin Park - Dewey Beach - Georges Mills Harbor -  
Safety Services Building-Sunapee Harbor-Tilton Park Dewey Field

Name of Organization:

Mount Royal Academy

This Organization is: Non-Profit - Political -Private (N/A for profit companies)

Jesse Dow  
Name of Duly Authorized:

Mailing Address: Po Box 362

Sunapee, NH 03782

Daytime Phone: 603-763-9010 Evening Phone: 603-748-6870

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

Event Date: ~~8/27/2020~~ 9/15/2020 through 10/23/2020 Time: From: 4pm To: 6pm

Please describe the complete details of the event: (If advertising please include ad or flyer)  
\*include a list of outside vendors that will be part of your event.

3/4 and 5/6 soccer practice + games  
2-3 times per week. schedule TBD

I/We acknowledge understanding the following restrictions:

- (1) 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.
- (2) I/We agree to abide by the Town of Sunapee's Recreation Area Ordinance, which controls conduct and uses of this area.
- (3) 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

\* MUST arrange for own Police  
+ clean any trash produced  
+ arrange for own lines + goals

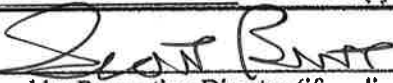
the food and beverages served at the above-described function. In addition, in the event that the town is required to respond to any claims of any nature arising in connection with the function or the applicant's use of the premises, the applicant agrees to pay to the Town all costs, fees, charges and attorney's fees which may be incurred by the Town concerning such claims.

I/We plan on 15-20 # of people and 6-12 # of vehicles attending our event.

Signature of Responsible Individual  Date 8/27/2020

Approved by Chief of Police \_\_\_\_\_ Date \_\_\_\_\_

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

 Date 9/10/20  
Approved by Recreation Director (if applicable)

Approved by Fire Chief (if applicable) \_\_\_\_\_ Date \_\_\_\_\_

Approved by Highway Director (if applicable) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Approving/Denying Authority (Chairman of the Board of Selectmen) \_\_\_\_\_ Date \_\_\_\_\_

**Insurance:** At least ten (10) days prior to such scheduled function, the applicant shall furnish to the Office of the Sunapee Board of Selectmen written confirmation that the applicant has secured adequate liability insurance covering the event in an amount not less than \$300,000.

**\*Suggested \$50 contribution for non-residents**

**NO ALCOHOL ALLOWED ON TOWN PROPERTIES WITHOUT A  
ALCOHOLIC CONSUMPTION ON TOWN PROPERTY PERMIT**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/24/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|   |  |   |  |
|---|--|---|--|
| <b>PRODUCER</b><br>McCrillis & Eldredge Insurance<br>2 North Main Street<br>P. O. Box 539<br>Newport NH 03773 |  | <b>CONTACT NAME:</b> Beth Cothran<br><b>PHONE (A/C, No, Ext):</b> (603) 863-3636<br><b>FAX (A/C, No):</b> (603) 863-5177<br><b>E-MAIL ADDRESS:</b> bcothran@crossagency.com |  |
| <b>INSURED</b><br>Mount Royal Academy<br>P O Box 362<br>Sunapee NH 03782                                      |  | <b>INSURER(S) AFFORDING COVERAGE</b><br>INSURER A: Graphics Arts Mutual Ins<br>INSURER B:<br>INSURER C:<br>INSURER D:<br>INSURER E:<br>INSURER F:                           |  |
|   |  | <b>NAIC #</b><br>25984  |  |


**COVERAGES****CERTIFICATE NUMBER:** CL2082431875**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE   | ADDL INSD                       | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS  |
|----------|---|---------------------------------|----------|---------------|-------------------------|-------------------------|---|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC<br>OTHER:   |                                 |          | CPP4593772    | 10/25/2019              | 10/25/2020              | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000<br>MED EXP (Any one person) \$ 10,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000<br>TOT \$ |
|          | <input type="checkbox"/> AUTOMOBILE LIABILITY<br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY<br><input checked="" type="checkbox"/> HIRED AUTOS ONLY<br><input checked="" type="checkbox"/> AUTOS ONLY<br><input type="checkbox"/> SCHEDULED AUTOS<br><input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY |                                 |          | BAC4997134    | 10/25/2019              | 10/25/2020              | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>Medical payments \$ 5,000  |
|          | <input type="checkbox"/> UMBRELLA LIAB<br><input type="checkbox"/> EXCESS LIAB<br>DED \$ RETENTION \$   |                                 |          |               |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$  |
|          | <input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below   | Y/N<br><input type="checkbox"/> | N/A      | 4380995       | 10/25/2019              | 10/25/2020              | PER STATUTE<br>E.L. EACH ACCIDENT \$ 100,000<br>E.L. DISEASE - EA EMPLOYEE \$ 100,000<br>E.L. DISEASE - POLICY LIMIT \$ 500,000   |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

|  |   |
|--|---|
| Town of Sunapee<br>23 Edgemont Rd.<br>Sunapee NH 03782 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br><br>AUTHORIZED REPRESENTATIVE<br> |
|--|---|

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for agenda

TM - 9-14-2020



return of  
10% of medical  
15% of dental  
to employees  
rest is GF revenue

August 24, 2020

Ms. Donna Nashawaty  
Town of Sunapee  
23 Edgemont Road  
Sunapee, NH 03782

Dear Ms. Nashawaty:

On June 8, 2020, we sent you a letter about one of the important ongoing benefits of HealthTrust Membership – our annual process to determine the amount of surplus available to be distributed back to Member Groups. Typically, this process occurs in October, after acceptance of the audited financial statements by the HealthTrust Board of Directors, and we inform you at that time how much, if any, Return of Surplus your Group will receive.

The HealthTrust Board of Directors recognized, however, that during these unprecedented times, it may be of significant value to your Group to learn as soon as possible how much of a Return of Surplus is anticipated for your Group in November 2020. As a result, on Friday August 7, 2020, the HealthTrust Board adopted the enclosed resolution, which formally declared:

- 1) The amount of FY2020 Surplus it expects to distribute to Member Groups after it receives and approves the audited financial statement on October 6, 2020 to be approximately \$18.8 million;
- 2) The FY2020 Surplus is expected to be distributed to HealthTrust Members who participated in HealthTrust's medical, dental and/or short-term disability coverage lines during FY2020 in proportion to each Member Groups' respective contributions for such coverages; and
- 3) **The final amount of FY2020 Surplus to be distributed will be determined after the audited financial statement is accepted by the Board of Directors on October 6, 2020, and that the final amount of FY2020 Surplus to be distributed may be more or less than the amount expected (subject to final audit results).**

Enclosed is information by coverage line regarding your Group's expected share of the anticipated Return of Surplus based on the Board's Resolution. **This information will be updated with actual final return amounts after the Board meeting on October 6, 2020 and will be sent to all Member Groups the week of October 12, 2020.** At that time, reports will be available detailing the enrollment numbers used to calculate the contributions on which the Return of Surplus was determined.

HealthTrust strives to be here for you, our Members, every day with innovative programs and services designed specifically to meet the unique and evolving needs of New Hampshire's municipalities, schools, counties, and other political subdivisions.

We remain committed to our guiding values of service, collaboration, integrity and innovation, and look forward to working on your behalf to make these challenging times just a little bit easier!

Sincerely,

A handwritten signature in blue ink, reading "Cathy Stacey". The signature is fluid and cursive, with the first name "Cathy" and last name "Stacey" clearly legible.

Cathy Ann Stacey, Chair  
HealthTrust Board of Directors

A handwritten signature in blue ink, reading "Wendy Lee Parker". The signature is fluid and cursive, with the first name "Wendy", middle name "Lee", and last name "Parker" clearly legible.

Wendy Lee Parker, Executive Director  
HealthTrust

Enclosures

**Resolution to Notify Members of the Expected Distribution of Surplus:**

WHEREAS, the COVID-19 pandemic and the related Stay at Home Emergency Orders have resulted in a significant reduction in HealthTrust's coverage claims during the last four months of FY2020;

WHEREAS, this reduction in claims has resulted in a projected but as of now, unaudited FY2020 total net position of approximately \$108.8 million;

WHEREAS, HealthTrust's independent consulting actuary, Milliman, using a sound actuarial methodology has recommended that as of June 30, 2020, HealthTrust set its Capital Adequacy Reserve Target at between \$90 million and \$140 million (depending on how much flexibility it has to raise rates in the future);

WHEREAS, based on the Milliman recommendation, the Board of Directors voted to set HealthTrust's Capital Adequacy Reserve Target as of June 30, 2020 at \$90 million, which results in a projected, but unaudited excess surplus for FY2020 of \$18.8 million;

WHEREAS, pursuant to RSA 5-B:5(I)(c) HealthTrust is required to "return all earnings and surplus in excess of any amounts required for administration, claims, reserves, and purchase of excess insurance to the participating political subdivisions";

WHEREAS, the amount of excess surplus that must be so returned is to be based on the year-end audited financial statement;

WHEREAS, HealthTrust's FY2020 audited financial statement will not be available prior to October 6, 2020 and once available, the audited financial statement may indicate an amount of excess surplus for FY2020 that differs from the amount of excess surplus projected at this time;

WHEREAS, HealthTrust's Member political subdivisions are experiencing significant financial pressures due to the impacts of the COVID-19 pandemic and the resulting recession;

WHEREAS, HealthTrust's distribution of its FY2020 excess surplus distribution could assist its Member political subdivisions with these financial pressures,

WHEREAS, many of HealthTrust's Member political subdivisions will only be able to maximize the positive impact of HealthTrust's distribution of FY2020 excess surplus if they are able to account for such funds by September 1, 2020 in time for their annual filing with the Department of Revenue Administration (DRA);

WHEREAS, HealthTrust may **inform** Members of the expected FY2020 return of surplus prior to the availability of HealthTrust's FY2020 audited financial statement and in time for its Member political subdivisions to include the expected FY2020 return of surplus in their September 1, 2020 filing with the DRA; and

WHEREAS, HealthTrust will **determine the exact amount** of the FY2020 distribution of excess surplus after it receives its FY2020 audited financial statement which is anticipated to be on October 6, 2020:

NOW, THEREFORE, on August 7, 2020, the Board of Directors of HealthTrust, Inc. (the "Board") hereby adopts the following resolutions:

- I. RESOLVED, the Board, hereby declares that it expects the amount of FY2020 surplus it will distribute to Members pursuant to Section 5.1 and 5.2 of the Bylaws after it receives the audited financial statement on October 6, 2020 to be approximately \$18.8 million which it expects to distribute amongst its Members who participated in HealthTrust's medical, dental and/or short-term disability coverage lines during FY2020 in proportion to each Members' respective contributions for such coverages; and
- II. FURTHER RESOLVED, that prior to September 1, 2020, HealthTrust staff shall notify each Member of the amount of FY2020 surplus it is expected to receive as part the expected return of surplus together with a statement that the final amount of FY2020 surplus to distributed will be determined after the audited financial statement is accepted by the Board on October 6, 2020, and that the final amount of FY2020 surplus to be distributed may be more or less than the amount expected (subject to final audit adjustment).

## Town of Sunapee

### Summary of Expected Return of HealthTrust FY2020 Surplus

Your Group's expected share of the anticipated FY2020 Return of Surplus amount as identified by the HealthTrust Board on August 7, 2020:

| Coverage | Expected Amount    |
|----------|--------------------|
| Medical  | \$27,058.87        |
| Dental   | \$1,603.41         |
|          | <b>\$28,662.28</b> |

*Return  
to  
empl*

#### Detailed breakdown by Medical Billing Group:

| Medical Billing Group Name         | Expected Amount    |
|------------------------------------|--------------------|
| SUNAPEE                            | \$24,735.42        |
| SUNAPEE NHRS                       | \$2,323.45         |
| <b>Medical Billing Group Total</b> | <b>\$27,058.87</b> |

*24735.42  
2323.45  
-----  
4796.99*

#### Detailed breakdown by Dental Billing Group:

| Dental Billing Group Name         | Expected Amount   |
|-----------------------------------|-------------------|
| SUNAPEE                           | \$1,560.02        |
| SUNAPEE NHRS                      | \$43.39           |
| <b>Dental Billing Group Total</b> | <b>\$1,603.41</b> |

*234.00  
43.39  
-----  
277.39*

23587.90

Revenue

5074.38

Empl

## *Monthly Budget Through August 31, 2020*

|                         | Budget         | PaymentToDate  | EndingBalance  | % Remaining |
|-------------------------|----------------|----------------|----------------|-------------|
| Executive               | \$332,502.00   | \$207,479.57   | \$125,022.43   | 37.60%      |
| TCTC                    | \$219,088.00   | \$122,466.99   | \$96,621.01    | 44.10%      |
| Elections               | \$16,898.00    | \$9,810.06     | \$7,087.94     | 41.95%      |
| Finance                 | \$228,848.00   | \$140,694.41   | \$88,153.59    | 38.52%      |
| Assessing               | \$116,644.00   | \$36,983.71    | \$79,660.29    | 68.29%      |
| Legal                   | \$18,000.00    | \$5,945.44     | \$12,054.56    | 66.97%      |
| Personnel Benefits Mgmt | \$1,000.00     | \$38.50        | \$961.50       | 96.15%      |
| Planning/Zoning         | \$57,839.00    | \$23,672.26    | \$34,166.74    | 59.07%      |
| General Govt-B&G        | \$262,206.00   | \$143,075.11   | \$119,130.89   | 45.43%      |
| Cemetery                | \$13,636.00    | \$5,867.07     | \$7,768.93     | 56.97%      |
| Insurance               | \$8,068.00     | \$0.00         | \$8,068.00     | 100.00%     |
| Information Booth       | \$28,544.00    | \$4,539.36     | \$24,004.64    | 84.10%      |
| Other General Govt      | \$31,128.00    | \$17,514.27    | \$13,613.73    | 43.73%      |
| Police                  | \$886,577.00   | \$541,366.11   | \$345,210.89   | 38.94%      |
| Ambulance               | \$61,886.00    | \$61,886.00    | \$0.00         | 0.00%       |
| Fire                    | \$236,998.00   | \$115,580.19   | \$121,417.81   | 51.23%      |
| SSB                     | \$149,955.00   | \$116,059.77   | \$33,895.23    | 22.60%      |
| Emergency Management    | \$200.00       | \$0.00         | \$200.00       | 100.00%     |
| Highway                 | \$1,750,762.00 | \$1,183,394.63 | \$567,367.37   | 32.41%      |
| Street Lights           | \$16,800.00    | \$8,780.09     | \$8,019.91     | 47.74%      |
| Transfer Station        | \$558,246.00   | \$326,192.94   | \$232,053.06   | 41.57%      |
| Health Officer          | \$5,323.00     | \$156.27       | \$5,166.73     | 97.06%      |
| Animal Control          | \$500.00       | \$0.00         | \$500.00       | 100.00%     |
| Health Services         | \$15,176.00    | \$15,176.00    | \$0.00         | 0.00%       |
| Welfare                 | \$42,354.00    | \$17,173.32    | \$25,180.68    | 59.45%      |
| Recreation              | \$164,297.00   | \$90,313.58    | \$73,983.42    | 45.03%      |
| Library                 | \$405,202.00   | \$251,701.94   | \$153,500.06   | 37.88%      |
| Memorial Day            | \$200.00       | \$234.65       | (\$34.65)      | -17.33%     |
| Patriotic/Band Concerts | \$5,000.00     | \$5,084.50     | (\$84.50)      | -1.69%      |
| Conservation Commission | \$3,775.00     | \$3,326.39     | \$448.61       | 11.88%      |
| Debt - Principal        | \$263,609.00   | \$263,608.13   | \$0.87         | 0.00%       |
| Debt - Interest         | \$51,520.00    | \$42,259.16    | \$9,260.84     | 17.98%      |
| Debt - TAN              | \$1,000.00     | \$0.00         | \$1,000.00     | 100.00%     |
| Sum                     | \$5,953,781.00 | \$3,760,380.42 | \$2,193,400.58 | 36.84%      |



## ***Monthly Budget Through August 31, 2020***

---

|  | <b>Budget</b> | <b>PaymentToDate</b> | <b>EndingBalance</b> | <b>% Remaining</b> |
|--|---------------|----------------------|----------------------|--------------------|
|--|---------------|----------------------|----------------------|--------------------|

|            |  |  |  |  |
|------------|--|--|--|--|
| <b>Sum</b> |  |  |  |  |
|------------|--|--|--|--|

---

## Monthly Budget Through August 31, 2020

---

|                   | Budget | PaymentToDate  | EndingBalance  | % Remaining    |
|-------------------|--------|----------------|----------------|----------------|
| <i>GrandTotal</i> |        | \$6,237,386.00 | \$3,811,691.36 | \$2,425,694.64 |

## Expenditure Comparision January through August 2016-2020

| Dept | Department Name        | 2016 Expenditures | 2017 Expenditures | 2018 Expenditures | 2019 Expenditures | 2020 Expenditures |
|------|------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 4130 | Executive              | \$187,045.37      | \$192,990.45      | \$179,494.01      | \$201,167.44      | \$207,479.57      |
| 4140 | TCTC                   | \$129,712.17      | \$135,955.71      | \$124,508.65      | \$130,408.46      | \$122,466.99      |
| 4141 | Elections              | \$6,915.60        | \$4,993.27        | \$5,192.01        | \$4,570.84        | \$9,810.06        |
| 4150 | Finance                | \$118,159.31      | \$128,385.05      | \$102,261.93      | \$156,559.40      | \$140,694.41      |
| 4152 | Assessing              | \$51,656.75       | \$51,121.60       | \$52,027.15       | \$53,596.53       | \$36,983.71       |
| 4153 | Legal                  | \$9,787.32        | \$6,923.83        | \$12,666.10       | \$9,383.08        | \$5,945.44        |
| 4155 | Personnel Benefits Mgm | \$85.50           | \$88.50           | \$81.00           | \$55.00           | \$38.50           |
| 4191 | Planning/Zoning        | \$23,689.18       | \$25,656.61       | \$27,935.89       | \$30,446.74       | \$23,672.26       |
| 4194 | General Govt-B&G       | \$82,268.21       | \$82,500.76       | \$93,166.31       | \$100,620.59      | \$143,075.11      |
| 4195 | Cemetery               | \$6,369.92        | \$8,315.05        | \$7,596.07        | \$6,929.46        | \$5,867.07        |
| 4196 | Insurance              | \$14.38           | \$7,738.82        | \$7,539.99        | \$0.00            | \$0.00            |
| 4197 | Information Booth      | \$10,993.78       | \$8,536.96        | \$8,133.32        | \$8,349.50        | \$4,539.36        |
| 4199 | Other General Govt     | \$23,059.56       | \$24,413.81       | \$15,703.15       | \$17,639.58       | \$17,514.27       |
| 4210 | Police                 | \$481,112.68      | \$525,466.34      | \$540,221.22      | \$567,695.22      | \$541,366.11      |
| 4215 | Ambulance              | \$56,100.00       | \$56,100.00       | \$57,222.00       | \$58,939.00       | \$61,886.00       |
| 4220 | Fire                   | \$100,740.96      | \$96,560.76       | \$113,746.24      | \$93,166.27       | \$115,580.19      |
| 4229 | SSB                    | \$105,580.92      | \$99,730.45       | \$103,971.67      | \$113,307.53      | \$116,059.77      |
| 4290 | Emergency Management   | \$0.00            | \$0.00            | \$0.00            | \$0.00            | \$0.00            |
| 4312 | Highway                | \$1,068,190.85    | \$1,270,504.00    | \$1,168,087.37    | \$862,020.27      | \$1,183,394.63    |

| Dept        | Department Name         | 2016 Expenditures | 2017 Expenditures | 2018 Expenditures | 2019 Expenditures | 2020 Expenditures |
|-------------|-------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 4316        | Street Lights           | \$17,921.02       | \$29,634.28       | \$7,742.42        | \$9,947.51        | \$8,780.09        |
| 4324        | Transfer Station        | \$275,648.89      | \$295,693.35      | \$309,047.28      | \$328,140.24      | \$326,192.94      |
| 4411        | Health Officer          | \$325.84          | \$293.34          | \$281.94          | \$223.76          | \$156.27          |
| 4414        | Animal Control          | \$0.00            | \$0.00            | \$0.00            | \$0.00            | \$0.00            |
| 4415        | Health Services         | \$9,284.00        | \$15,175.00       | \$15,176.00       | \$15,176.00       | \$15,176.00       |
| 4442        | Welfare                 | \$12,072.26       | \$12,749.02       | \$11,972.97       | \$12,523.59       | \$17,173.32       |
| 4520        | Recreation              | \$111,279.88      | \$114,483.83      | \$112,073.65      | \$115,036.84      | \$90,313.58       |
| 4550        | Library                 | \$237,227.00      | \$235,302.94      | \$229,631.57      | \$252,138.69      | \$251,701.94      |
| 4583        | Memorial Day            | \$107.82          | \$34.94           | \$34.94           | \$174.95          | \$234.65          |
| 4589        | Patriotic/Band Concerts | \$5,000.00        | \$5,000.00        | \$5,000.00        | \$5,000.00        | \$5,084.50        |
| 4611        | Conservation Commissio  | \$2,474.00        | \$896.00          | \$1,376.00        | \$2,365.00        | \$3,326.39        |
| 4711        | Debt - Principal        | \$246,026.93      | \$212,437.13      | \$247,479.53      | \$262,881.83      | \$263,608.13      |
| 4721        | Debt - Interest         | \$58,057.95       | \$61,813.07       | \$45,813.30       | \$48,323.12       | \$42,259.16       |
| 4723        | Debt - TAN              | \$0.00            | \$0.00            | \$0.00            | \$0.00            | \$0.00            |
|             |                         | \$3,436,908.05    | \$3,709,494.87    | \$3,605,183.68    | \$3,466,786.44    | \$3,760,380.42    |
| 4339        | Hydro                   | \$26,930.79       | \$35,313.43       | \$31,607.44       | \$80,192.99       | \$51,310.94       |
|             |                         | \$26,930.79       | \$35,313.43       | \$31,607.44       | \$80,192.99       | \$51,310.94       |
| Grand Total |                         | \$3,463,838.84    | \$3,744,808.30    | \$3,636,791.12    | \$3,546,979.43    | \$3,811,691.36    |

**Revenue Comparison January through August 31, 2016 - 2020**

| AccountNumber  | AccountName                    | 2016 Revenue | 2017 Revenue | 2018 Revenue | 2019 Revenue | 2020 Revenue |
|----------------|--------------------------------|--------------|--------------|--------------|--------------|--------------|
| 01-3110-01-900 | PROPERTY TAXES-CURRENT         | 0.00         | 0.00         | 0.00         | 0.00         | 0.00         |
| 01-3110-01-901 | TAX REDEMPTIONS                | 0.00         | 0.00         | 0.00         | 0.00         | 0.00         |
| 01-3120-01-901 | LAND USE CHANGE                | 0.00         | 0.00         | 12,750.00    | 0.00         | 0.00         |
| 01-3185-01-900 | YIELD TAX                      | 0.00         | 0.00         | 0.00         | 0.00         | 0.00         |
| 01-3186-01-900 | Excavation Tax                 | 0.00         | 0.00         | 0.00         | 0.00         | 0.00         |
| 01-3190-01-902 | INTEREST & COSTS               | 47,225.70    | 56,392.80    | 59,048.67    | 57,111.05    | 28,722.44    |
| 01-3190-01-903 | Returned Check Fee             | 50.00        | 0.00         | 100.00       | 125.00       | 25.00        |
| 01-3190-01-904 | Revenue Over/Short             | 0.00         | 0.00         | 0.00         | 0.00         | 0.00         |
| 01-3210-01-910 | UCC FILING                     | 630.00       | 825.00       | 1,224.00     | 720.00       | 1,075.50     |
| 01-3220-01-906 | AUTO REGISTRATIONS             | 527,533.30   | 511,929.00   | 593,157.31   | 600,415.85   | 632,218.66   |
| 01-3220-01-907 | Snowmobile and ATV Fees        | 0.00         | -267.00      | -1,909.00    | -3,184.00    | -1,092.00    |
| 01-3230-01-908 | SUBDIVISION FEES               | 550.00       | 2,850.00     | 1,100.00     | 550.00       | 0.00         |
| 01-3230-01-909 | SITE PLAN REVIEW FEES          | 1,650.00     | 700.00       | 800.00       | 1,835.00     | 850.00       |
| 01-3230-01-910 | CERTIFICATE OF COMPLIANCE FEES | 30,044.40    | 38,482.33    | 18,627.50    | 32,349.90    | 28,378.20    |
| 01-3290-01-320 | Landlords Filing Fee           | 0.00         | 0.00         | 4.00         | 0.00         | 6.00         |
| 01-3290-01-902 | REDEMPTION COSTS               | 2,249.00     | 1,452.00     | 1,235.90     | 3,102.60     | 3,303.00     |
| 01-3290-01-907 | BOAT REGISTRATIONS/FEES        | 10,623.62    | 9,508.54     | 9,330.16     | 11,083.66    | 12,419.15    |
| 01-3290-01-912 | DOG LICENSES/FEES              | 5,652.50     | 5,588.50     | 7,156.00     | 5,052.00     | 3,487.50     |
| 01-3290-01-915 | VITALS-BIRTH & DEATH           | 2,100.00     | 2,805.00     | 3,145.00     | 2,810.00     | 2,450.00     |
| 01-3290-01-917 | TOWN CLERK FEES                | 10,825.00    | 10,692.00    | 11,217.00    | 10,638.00    | 1,157.00     |
| 01-3290-01-918 | MISC. TC/TC OVERAGES           | 0.00         | 0.00         | 0.00         | 0.00         | 0.00         |
| 01-3290-01-919 | WETLANDS APPLICATIONS          | 6.00         | 9.50         | 6.50         | 10.50        | 7.00         |
| 01-3311-01-841 | FEDERAL FEMA FUNDS             | 0.00         | 0.00         | 0.00         | -12,608.84   | 0.00         |
| 01-3353-01-928 | HIGHWAY BLOCK GRANT            | 87,145.28    | 85,178.46    | 86,850.12    | 87,982.83    | 86,853.23    |
| 01-3354-01-794 | STATE OF NH-SEWER GRANT        | 0.00         | 0.00         | 0.00         | 0.00         | 4,916.50     |
| 01-3354-01-795 | STATE OF NH - WATER GRANT      | 5,339.75     | 5,295.46     | 5,294.00     | 2,634.30     | 2,702.92     |
| 01-3359-01-741 | PD GRANT INCOME                | 2,100.00     | 0.00         | 0.00         | 0.00         | 0.00         |
| 01-3359-01-795 | STATE OF NH-POLICE RADAR GRANT | 0.00         | 0.00         | 0.00         | 0.00         | 0.00         |
| 01-3359-01-840 | STATE NH ROOMS AND MEALS TAX   | 0.00         | 0.00         | 0.00         | 0.00         | 0.00         |
| 01-3379-01-935 | TOWN OF SPRINGFIELD-TS         | 52,128.00    | 52,027.00    | 51,145.50    | 53,203.50    | 59,688.00    |
| 01-3401-01-320 | Fireworks Permit Fee           | 340.00       | 520.00       | 400.00       | 280.00       | 220.00       |
| 01-3401-01-321 | PHOTOCOPY INCOME               | 62.75        | 77.75        | 50.50        | 33.75        | 19.75        |
| 01-3401-01-581 | RECYCLING MAGAZINES            | 878.47       | 0.00         | 0.00         | 0.00         | 0.00         |
| 01-3401-01-584 | RECYCLING INCOME-STEEL CANS    | 120.72       | 470.80       | 586.25       | 283.16       | 0.00         |

**Revenue Comparison January through August 31, 2016 - 2020**

|                |  |           |           |           |           |           |
|----------------|--|-----------|-----------|-----------|-----------|-----------|
| 01-3401-01-586 | RECYCLING INCOME-ALUMINUM                | 7,687.20  | 6,047.40  | 9,034.57  | 4,820.00  | 3,420.30  |
| 01-3401-01-587 | RECYCLING CARDBOARD                      | 4,297.25  | 8,506.70  | 6,808.40  | 3,959.78  | 4,700.90  |
| 01-3401-01-588 | RECYCLING NEWSPAPER                      | 1,598.95  | 2,215.32  | 951.82    | 319.32    | 272.20    |
| 01-3401-01-589 | RECYCLING SCRAP METAL                    | 5,807.45  | 7,288.12  | 10,237.67 | 6,433.15  | 10,145.10 |
| 01-3401-01-592 | RECYCLING PLASTIC                        | 418.99    | 832.70    | 3,929.76  | 4,604.12  | 0.00      |
| 01-3401-01-593 | RECYCLING INCOME-BATTERIES               | 1,158.00  | 0.00      | 0.00      | 0.00      | 0.00      |
| 01-3401-01-594 | RECYCLING BONUS                          | 0.00      | 0.00      | 0.00      | 0.00      | 0.00      |
| 01-3401-01-596 | RECYCLING INCOME-BROWN BAGS              | 0.00      | 0.00      | 0.00      | 0.00      | 0.00      |
| 01-3401-01-937 | MISC. GENERAL GOV'T INCOME               | 14,745.75 | 12,295.99 | 5,202.85  | 27,685.06 | 14,139.37 |
| 01-3401-01-940 | INSURANCE REPORTS                        | 0.00      | 0.00      | 0.00      | 0.00      | 0.00      |
| 01-3401-01-942 | Standard Power Income Net Metering       | 0.00      | 0.00      | 0.00      | 7,648.25  | 3,591.46  |
| 01-3401-01-948 | MISC. TOWN OFFICE INCOME                 | 0.00      | 0.00      | 0.00      | 0.00      | 0.00      |
| 01-3401-01-949 | REGULATIONS SOLD                         | 0.00      | 10.00     | 0.00      | 0.00      | 0.00      |
| 01-3401-01-950 | ZBA INCOME                               | 0.00      | 300.00    | 1,500.00  | 1,950.00  | 1,650.00  |
| 01-3401-01-951 | TOWN OFFICE POSTAGE                      | 78.69     | 50.08     | 83.42     | 3.42      | 1.50      |
| 01-3401-01-953 | REPORTS/LABELS/DISKS SOLD                | 487.50    | 541.23    | 182.74    | 452.25    | 320.50    |
| 01-3401-01-957 | HWY EQUIP RENTAL FOR BURIALS             | 0.00      | 0.00      | 0.00      | 0.00      | 0.00      |
| 01-3401-01-958 | HIGHWAY PARTS                            | 0.00      | 0.00      | 0.00      | 0.00      | 0.00      |
| 01-3401-01-959 | HWY-MATERIALS SOLD                       | 0.00      | 0.00      | 0.00      | 0.00      | 0.00      |
| 01-3401-19-801 | McDonough Family Properties Construction | 0.00      | 0.00      | 0.00      | 0.00      | 0.00      |
| 01-3404-01-940 | SUNAPEE T/S TICKET SALES                 | 32,555.00 | 33,192.00 | 30,808.00 | 35,973.00 | 41,733.00 |
| 01-3404-01-941 | SPRINGFIELD T/S TICKET SALES             | 0.00      | 0.00      | 2,000.00  | 0.00      | 0.00      |
| 01-3409-01-965 | SALE OF CEMETERY LOT                     | 0.00      | 0.00      | 0.00      | 0.00      | 0.00      |
| 01-3409-01-966 | BURIAL INCOME                            | 0.00      | 0.00      | 0.00      | 0.00      | 0.00      |
| 01-3501-01-965 | PD-SALE OF CRUISER                       | 0.00      | 0.00      | 0.00      | 0.00      | 0.00      |
| 01-3501-01-966 | SALE OF TOWN OWNED PROPERTY              | 16,330.28 | 28,161.80 | 0.00      | 31,456.63 | 0.00      |
| 01-3501-01-968 | SALE OF HIGHWAY EQUIPMENT                | 0.00      | 0.00      | 600.00    | 0.00      | 0.00      |
| 01-3501-01-970 | Checking Account Interest Earned         | 35,115.94 | 30,726.19 | 47,942.64 | 66,571.87 | 15,399.31 |
| 01-3501-10-813 | Pistol Permit Fee                        | 0.00      | 300.00    | 100.00    | 100.00    | 210.00    |
| 01-3503-01-936 | RENTS/LEASES & SERVICES                  | 3,432.58  | 7,799.72  | 0.00      | 6,147.10  | 0.00      |
| 01-3503-01-937 | TOWN DOCK RENTAL                         | 0.00      | 0.00      | 0.00      | 0.00      | 0.00      |
| 01-3503-01-938 | Old Abbott Library Rent                  | 0.00      | 500.00    | 4,500.00  | 225.81    | 0.00      |
| 01-3504-01-938 | DOG FINES                                | 0.00      | 0.00      | 50.00     | 0.00      | 25.00     |
| 01-3504-01-939 | PARKING FINES                            | 720.00    | 0.00      | 1,160.00  | 1,760.00  | 3,040.00  |
| 01-3504-01-940 | PD FALSE ALARM FINES                     | 100.00    | 1,370.00  | 0.00      | 0.00      | 0.00      |

**Revenue Comparison January through August 31, 2016 - 2020**

|                |                                   |                   |                   |                   |                     |                   |
|----------------|-----------------------------------|-------------------|-------------------|-------------------|---------------------|-------------------|
| 01-3504-01-941 | Replacement Transfer Station Tags | 225.00            | 175.00            | 450.00            | 75.00               | 105.00            |
| 01-3504-01-944 | PD STATE WITNESS FEES             | 1,360.00          | 0.00              | 1,200.00          | 787.30              | 500.00            |
| 01-3504-01-945 | PD COURT RESTITUTION              | 0.00              | 0.00              | 0.00              | 0.00                | 0.00              |
| 01-3504-01-946 | PD Discovery                      | 470.00            | 390.00            | 275.00            | 504.00              | 360.00            |
| 01-3506-60-260 | Revenue from other agency         | 0.00              | 0.00              | 0.00              | 0.00                | 0.00              |
| 01-3509-01-950 | WELFARE MISC. REVENUE             | 14,867.36         | 650.00            | 152.00            | 118.00              | 906.00            |
| <b>Totals:</b> |                                   | <b>928,710.43</b> | <b>925,889.39</b> | <b>988,488.28</b> | <b>1,056,022.32</b> | <b>967,927.49</b> |

**General Fund Revenue 2016 - 2020**

