

SUNAPEE BOARD OF SELECTMEN
MEETING AGENDA

6:00PM Town Office Meeting Room

Monday, December 14, 2020

- **Citizen Input:** In accordance with the Governor's Emergency Order #12, citizens access to the meeting at Town Office is limited for meetings. The meeting will be streamed live on the internet via the Town's website at https://townhallstreams.com/towns/sunapee_nh. If citizens have input for the Board/Committee please submit to Donna Nashawaty, Town Manager at donna@town.sunapee.nh.us no later than 3:30 pm on the day prior to the meeting.

1. REVIEW OF ITEMS FOR SIGNATURE:

PERMIT TO EXCAVATE:

Parcel ID:0121-0029-0000 81 Fernwood Point, Nicholas Fletcher

LAND DISTURBANCE BOND:

Parcel ID:0134-0018-0000 247 Lake Ave., Bruce & Ann Lukasik

2. APPOINTMENTS

6:00PM-ABC Committee

7:30PM-Van Webb, Conservation Warrant Article

7:40PM-Betty Ramspott, Election Update

7:50PM-Aaron Simpson, Moderator-Voting 2021

3. PUBLIC COMMENTS:

4. SELECTMEN ACTION

- Sign 2020 Equalization Municipal Assessment Data

5. CHAIRMAN'S REPORT

- Update on COVID-19 cases in Sunapee and surrounding towns
- Percentage of property tax payments received to date (i.e., percentage of the total number of parcels that have been paid)
- Percentage of property tax dollars due received to date
- Proposed changes in SWEPT (state-wide education property taxes) and implications for Sunapee taxpayers
- Confirm objectives and relative priorities of proposed project to improve water situation at the Town Highway garage
- Discuss possible funding sources for proposed warrant articles
- Town employee job openings

6. TOWN MANAGER REPORTS

- Monthly Revenue & Expenditure Reports
- Service Awards

7. UPCOMING MEETINGS:

12/15-5:00PM-Energy Committee, Town Meeting Room

12/16-7:30PM-Firewards Meeting, Town Meeting Room

12/17-5:00PM-Abbott Library trustees, Abbott Library

12/17-5:30PM-Water & Sewer Commission, Town Meeting Room

12/24 & 12/25-Town Office Closed for the Christmas Holiday

NONPUBLIC: The Board of Selectmen may enter a nonpublic session, if so voted, to discuss items listed under RSA 91-A:3, II

2020 EQUALIZATION MUNICIPAL ASSESSMENT DATA CERTIFICATE



MUNICIPALITY:

Sunapee

We the undersigned do hereby certify that the assessment and sales information provided by us on the NH Mosaic Equalization System has been thoroughly reviewed by this Board and is complete and accurate to the best of our knowledge.

We understand that this information will be used by the NH Department of Revenue Administration to calculate the municipality's equalization ratio. The equalization ratio will be used to calculate the total equalized valuation for this municipality.

SIGNATURE OF ASSESSING OFFICIALS

(Selectmen if Town; must be signed by a majority)
(Assessor if City)

DATE

NAME OF CONTACT PERSON:

Kristen McAllister

EMAIL:

Assessor2@NL-NH.com

OFFICE PHONE NUMBER:

763-2212

OFFICE HOURS:

Tues - 8-4

(Note: If your office keeps irregular hours, please provide an alternate means of contacting you.)

(Please check appropriate box, if applicable)

☐ Full Reval

☐ Cyclical Reval
(values updated)

☐ Cyclical In Progress

☐ Partial

☒ Update/
Statistical

NAME OF COMPANY DOING REVALUATION WORK:

In house
(Please state if done in-house)

COMMENTS:

Done For 2020

Please sign, scan, and upload this page to <https://ratiostudy.org/>

Monthly Budget Through November 30, 2020

	Budget	PaymentToDate	EndingBalance	% Remaining
Executive	\$332,502.00	\$290,308.16	\$42,193.84	12.69%
TCTC	\$219,088.00	\$180,175.73	\$38,912.27	17.76%
Elections	\$16,898.00	\$11,788.83	\$5,109.17	30.24%
Finance	\$228,848.00	\$194,715.20	\$34,132.80	14.92%
Assessing	\$116,644.00	\$52,318.73	\$64,325.27	55.15%
Legal	\$18,000.00	\$10,025.67	\$7,974.33	44.30%
Personnel Benefits Mgmt	\$1,000.00	\$55.00	\$945.00	94.50%
Planning/Zoning	\$55,339.00	\$35,688.12	\$19,650.88	35.51%
General Govt-B&G	\$252,116.00	\$175,289.30	\$76,826.70	30.47%
Cemetery	\$13,636.00	\$9,343.01	\$4,292.99	31.48%
Insurance	\$8,068.00	\$6,526.53	\$1,541.47	19.11%
Information Booth	\$28,544.00	\$7,422.21	\$21,121.79	74.00%
Other General Govt	\$31,128.00	\$19,874.57	\$11,253.43	36.15%
Police	\$880,923.00	\$793,915.26	\$87,007.74	9.88%
Ambulance	\$61,886.00	\$61,886.00	\$0.00	0.00%
Fire	\$236,998.00	\$181,463.63	\$55,534.37	23.43%
SSB	\$149,955.00	\$132,633.21	\$17,321.79	11.55%
Emergency Management	\$200.00	\$0.00	\$200.00	100.00%
Highway	\$1,743,461.00	\$1,510,047.16	\$233,413.84	13.39%
Street Lights	\$16,800.00	\$13,707.65	\$3,092.35	18.41%
Transfer Station	\$557,178.00	\$466,438.48	\$90,739.52	16.29%
Health Officer	\$5,323.00	\$405.58	\$4,917.42	92.38%
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	\$18,697.36	\$23,656.64	55.85%
Recreation	\$164,297.00	\$125,886.62	\$38,410.38	23.38%
Library	\$405,202.00	\$347,299.07	\$57,902.93	14.29%
Memorial Day	\$200.00	\$234.65	(\$34.65)	-17.33%
Patriotic/Band Concerts	\$5,000.00	\$5,000.00	\$0.00	0.00%
Conservation Commission	\$3,775.00	\$3,775.00	\$0.00	0.00%
Debt - Principal	\$263,609.00	\$263,608.13	\$0.87	0.00%
Debt - Interest	\$51,520.00	\$51,681.34	(\$161.34)	-0.31%
Debt - TAN	\$1,000.00	\$0.00	\$1,000.00	100.00%
Sum	\$5,927,168.00	\$4,985,386.20	\$941,781.80	15.89%

Monthly Budget Through November 30, 2020

	Budget	PaymentToDate	EndingBalance	% Remaining
Hydro	\$163,605.00	\$48,996.21	\$114,608.79	70.05%
Sum	\$163,605.00	\$48,996.21	\$114,608.79	70.05%

Revenue Comparison January through November 30, 2016-2020

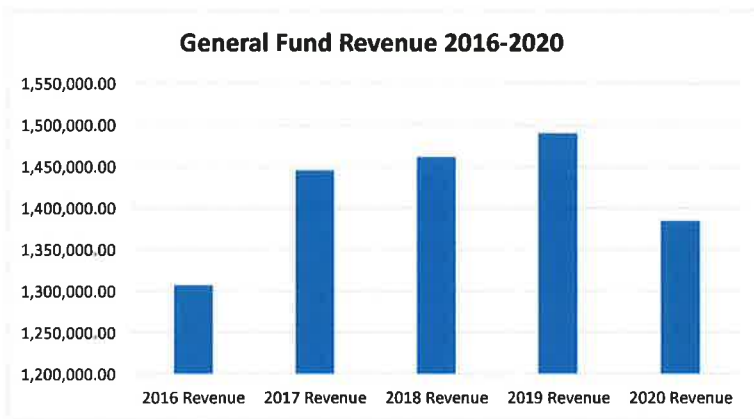
AccountNumber	AccountName	2016 Revenue	2017 Revenue	2018 Revenue	2019 Revenue	2020 Revenue
01-2080-30-700	Westwood RD.	0.00	0.00	0.00	0.00	0.00
01-3110-01-900	PROPERTY TAXES-CURRENT	0.00	0.00	0.00	0.00	0.00
01-3110-01-901	TAX REDEMPTIONS	0.00	0.00	0.00	0.00	0.00
01-3120-01-901	LAND USE CHANGE	0.00	0.00	12,750.00	0.00	0.00
01-3185-01-900	YIELD TAX		0.00	0.00	0.00	0.00
01-3186-01-900	Excavation Tax	0.00	0.00	0.00	0.00	0.00
01-3190-01-902	INTEREST & COSTS	55,688.55	64,220.59	64,591.43	61,018.47	42,959.97
01-3190-01-903	Returned Check Fee	75.00	0.00	150.00	125.00	75.00
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	945.00	1,495.50
01-3220-01-906	AUTO REGISTRATIONS	738,054.38	747,996.33	815,420.17	848,045.85	903,800.16
01-3220-01-907	Snowmobile and ATV Fees	0.00	-513.00	-2,262.00	-3,956.00	-1,794.50
01-3230-01-908	SUBDIVISION FEES	550.00	3,800.00	1,450.00	775.00	1,650.00
01-3230-01-909	SITE PLAN REVIEW FEES	1,850.00	700.00	900.00	1,985.00	850.00
01-3230-01-910	CERTIFICATE OF COMPLIANCE FEES	62,468.70	49,064.83	30,411.75	55,510.40	33,685.70
01-3290-01-320	Landlords Filing Fee	0.00	0.00	4.00	0.00	6.00
01-3290-01-902	REDEMPTION COSTS	2,469.00	1,540.00	1,543.90	3,278.60	3,567.00
01-3290-01-907	BOAT REGISTRATIONS/FEES	10,681.90	9,716.90	9,501.12	11,869.62	13,700.15
01-3290-01-912	DOG LICENSES/FEES	6,041.00	5,883.50	7,314.50	5,270.50	3,662.00
01-3290-01-915	VITALS-BIRTH & DEATH	2,921.00	3,985.00	4,535.00	3,490.00	3,625.00
01-3290-01-917	TOWN CLERK FEES	14,799.50	14,715.00	15,024.50	14,683.50	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	9.50	13.50	15.00	21.00	11.50
01-3311-01-841	FEDERAL FEMA FUNDS	0.00	0.00	18,165.50	0.00	0.00
01-3353-01-928	HIGHWAY BLOCK GRANT	121,863.03	122,208.67	124,397.12	126,092.43	122,907.44
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	-36.31	2,702.92
01-3359-01-741	PD GRANT INCOME	2,100.00	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	78,817.00	78,040.50	76,718.25	81,570.00	89,532.00
01-3401-01-320	Fireworks Permit Fee	360.00	540.00	440.00	280.00	240.00
01-3401-01-321	PHOTOCOPY INCOME	84.50	98.50	62.25	48.25	26.25
01-3401-01-581	RECYCLING MAGAZINES	878.47	0.00	0.00	0.00	0.00
01-3401-01-584	RECYCLING INCOME-STEEL CANS	233.70	788.93	859.46	283.16	0.00

Revenue Comparison January through November 30, 2016-2020

AccountNumber	AccountName	2016 Revenue	2017 Revenue	2018 Revenue	2019 Revenue	2020 Revenue
01-3401-01-586	RECYCLING INCOME-ALUMINUM	9,552.50	8,812.60	13,574.57	6,250.35	4,366.57
01-3401-01-587	RECYCLING CARDBOARD	7,946.30	14,560.35	9,989.15	3,959.78	6,793.10
01-3401-01-588	RECYCLING NEWSPAPER	2,747.15	3,308.47	1,094.62	1,205.87	2,213.85
01-3401-01-589	RECYCLING SCRAP METAL	9,130.40	10,508.67	13,336.21	8,204.82	12,586.22
01-3401-01-592	RECYCLING PLASTIC	697.70	2,019.16	7,608.28	4,604.12	0.00
01-3401-01-593	RECYCLING INCOME-BATTERIES	1,158.00	3,357.36	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	17,679.47	20,293.41	33,768.34	41,616.98	9,434.73
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	10,947.07	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	1,050.00	2,850.00	2,700.00	2,550.00
01-3401-01-951	TOWN OFFICE POSTAGE	86.22	50.08	83.89	3.42	9.45
01-3401-01-953	REPORTS/LABELS/DISKS SOLD	534.25	686.23	232.74	482.25	403.25
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
01-3404-01-940	SUNAPEE T/S TICKET SALES	51,537.50	48,146.50	46,023.00	53,057.00	65,225.00
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	3,200.00	1,600.00	1,200.00	800.00	3,200.00
01-3409-01-966	BURIAL INCOME	2,100.00	1,750.00	2,150.00	2,100.00	2,200.00
01-3501-01-965	PD-SALE OF CRUISER	0.00	2,640.00	0.00	0.00	0.00
01-3501-01-966	SALE OF TOWN OWNED PROPERTY	16,330.28	128,321.79	1,150.00	31,456.63	0.00
01-3501-01-968	SALE OF HIGHWAY EQUIPMENT	0.00	0.00	3,601.99	0.00	0.00
01-3501-01-970	Checking Account Interest Earned	46,990.23	43,770.61	104,681.51	87,360.64	35,665.13
01-3501-10-813	Pistol Permit Fee	0.00	370.00	130.00	120.00	260.00
01-3503-01-936	RENTS/LEASES & SERVICES	10,317.74	26,397.18	18,097.46	18,441.31	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	1,500.00	5,500.00	225.81	0.00
01-3504-01-938	DOG FINES	0.00	0.00	50.00	0.00	75.00
01-3504-01-939	PARKING FINES	3,200.00	1,320.00	2,480.00	3,060.00	4,440.00
01-3504-01-940	PD FALSE ALARM FINES	100.00	1,370.00	0.00	0.00	0.00

Revenue Comparison January through November 30, 2016-2020

AccountNumber	AccountName	2016 Revenue	2017 Revenue	2018 Revenue	2019 Revenue	2020 Revenue
01-3504-01-941	Replacement Transfer Station Tags	225.00	425.00	450.00	75.00	155.00
01-3504-01-944	PD STATE WITNESS FEES	1,660.00	13,160.36	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	690.00	525.00	400.00	634.00	510.00
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	15,367.36	667.00	1,713.00	724.75	1,561.00
Totals:		1,307,165.08	1,445,539.48	1,461,874.71	1,490,116.57	1,384,515.35



Expenditure Comparision January through November 2016-2020

Dept	Department Name	2016 Expenditures	2017 Expenditures	2018 Expenditures	2019 Expenditures	2020 Expenditures
4130	Executive	\$257,357.81	\$268,574.66	\$251,747.88	\$283,431.30	\$290,308.16
4140	TCTC	\$176,363.28	\$183,596.53	\$176,550.23	\$175,842.11	\$180,175.73
4141	Elections	\$11,242.44	\$5,383.20	\$10,063.43	\$5,390.09	\$11,788.83
4150	Finance	\$152,253.86	\$168,482.29	\$142,507.99	\$202,035.34	\$194,715.20
4152	Assessing	\$81,744.85	\$79,080.77	\$80,818.52	\$82,341.31	\$52,318.73
4153	Legal	\$11,323.21	\$18,262.05	\$14,999.35	\$11,321.48	\$10,574.24
4155	Personnel Benefits Mgm	\$114.00	\$128.50	\$97.50	\$63.25	\$55.00
4191	Planning/Zoning	\$33,842.15	\$30,208.47	\$41,123.00	\$41,180.09	\$35,688.12
4194	General Govt-B&G	\$109,529.52	\$117,172.24	\$126,244.76	\$145,322.11	\$184,005.53
4195	Cemetery	\$9,704.28	\$12,326.68	\$11,135.05	\$10,012.32	\$9,372.50
4196	Insurance	\$14.38	\$7,738.82	\$7,539.99	\$6,928.39	\$6,526.53
4197	Information Booth	\$14,373.86	\$11,838.47	\$11,491.62	\$11,973.83	\$7,422.21
4199	Other General Govt	\$24,676.99	\$23,859.37	\$18,083.12	\$25,563.40	\$19,874.57
4210	Police	\$644,694.30	\$710,905.75	\$721,132.08	\$775,461.79	\$808,177.02
4215	Ambulance	\$56,100.00	\$56,100.00	\$57,222.00	\$58,939.00	\$61,886.00
4220	Fire	\$145,876.11	\$135,190.90	\$163,442.61	\$146,275.78	\$181,463.63
4229	SSB	\$122,734.99	\$110,362.01	\$114,541.32	\$133,676.35	\$132,633.21
4290	Emergency Management	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4312	Highway	\$1,307,126.53	\$1,598,128.02	\$1,421,075.53	\$1,637,491.67	\$1,516,021.26

Dept	Department Name	2016 Expenditures	2017 Expenditures	2018 Expenditures	2019 Expenditures	2020 Expenditures
4316	Street Lights	\$23,851.90	\$33,203.72	\$11,067.71	\$13,617.89	\$13,707.65
4324	Transfer Station	\$395,680.33	\$400,879.89	\$438,122.39	\$470,060.08	\$467,932.06
4411	Health Officer	\$350.67	\$315.96	\$372.31	\$223.76	\$405.58
4414	Animal Control	\$0.00	\$140.00	\$0.00	\$0.00	\$0.00
4415	Health Services	\$14,384.00	\$15,175.00	\$15,176.00	\$15,176.00	\$15,176.00
4442	Welfare	\$14,579.86	\$20,770.26	\$14,132.54	\$15,553.11	\$18,697.36
4520	Recreation	\$128,121.78	\$142,690.39	\$146,354.34	\$144,897.05	\$125,886.62
4550	Library	\$325,597.12	\$323,873.96	\$328,557.05	\$349,038.07	\$347,299.07
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	\$5,000.00
4611	Conservation Commissio	\$2,474.00	\$896.00	\$3,550.00	\$2,365.00	\$3,775.00
4711	Debt - Principal	\$246,026.93	\$261,187.13	\$262,155.53	\$262,881.83	\$263,608.13
4721	Debt - Interest	\$70,218.91	\$73,955.75	\$67,810.73	\$58,453.07	\$51,681.34
4723	Debt - TAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$4,385,465.88	\$4,815,461.73	\$4,662,149.52	\$5,090,690.42	\$5,016,409.93
4339	Hydro	\$39,388.37	\$47,558.28	\$48,565.52	\$95,237.50	\$63,491.58
		\$39,388.37	\$47,558.28	\$48,565.52	\$95,237.50	\$63,491.58
Grand Total		\$4,424,854.25	\$4,863,020.01	\$4,710,715.04	\$5,185,927.92	\$5,079,901.51