

SUNAPEE BOARD OF SELECTMEN  
MEETING AGENDA  
6:30PM Town Office Meeting Room  
Monday October 17, 2022

6:00PM-Motion to enter nonpublic under RSA 91-A:3II(b)--The hiring of any person

**Regular meeting will start at 6:30PM.**

1. REVIEW OF ITEMS FOR SIGNATURE:

CZCS:

Parcel ID: 0118-0056-0000 70 Burma Road, Paul & Sheila Lewis

Parcel ID: 0231-0034-0000 50 Pine Ridge Road, Tony Bourque

LAND DISTURBANCE BOND:

Parcel ID: 0106-0052-0000 19 Westwood Road, David Beardsley

PROPERTY TAX REFUND:

Parcel ID; 0121-0052-0000 26 Fernwood South, Kenneth & Kristin Jautz

INTENT TO CUT:

Parcel ID: 0235-0092-0000 Edgemont Road, Bell Engineering Inc.

2. APPOINTMENTS

7:00PM- Public Hearing-Accept Unanticipated revenue from FEMA

7:10PM- Public Hearing-Accept Unanticipated Revenue from ARPA

7:15PM- Revisit of previous ARPA presentation

7:30PM-Howard Sargent-Emergency Operations Plan

7:45PM-Frank O'Connor-Budget Presentation

8:15PM-Scott Hazelton-Request for sand order approval

3. PUBLIC COMMENTS:

4. SELECTMEN ACTION

- Advisory Budget Appointment-Lynn Arnold, 3-Year Term
- Energy Committee Resignation-Adam Dolce
- Review & sign EOP (Emergency Operation Plan)
- Review and sign the Election Warrant
- Sign Street Name Application

5. TOWN MANAGER REPORTS

6. CHAIRMAN'S REPORT

7. UPCOMING MEETINGS:

10/19 Crowther Chapel Meeting, Dexter's Inn 4:00PM

10/20 Planning Board Master Plan Meeting, Town Meeting Room 7:00PM

10/20 Abbott Library Trustees Meeting 7:00PM

10/24 Short Term Rental Task Force Meeting 5:00PM

10/26 Energy Committee Meeting 5:00PM

10/27 Water & Sewer Commissioners Meeting 5:30PM



Robert L. Quinn  
Commissioner

# State of New Hampshire

DEPARTMENT OF SAFETY

## Division of Homeland Security and Emergency Management

[www.nh.gov/hsem](http://www.nh.gov/hsem)



Robert M. Buxton  
Director

October 3<sup>rd</sup>, 2022

Town of Sunapee  
23 Edgemont Rd  
Sunapee, NH 03782

On October 4, 2021, FEMA declared a Major Disaster (FEMA-4624-DR-NH) for the State of New Hampshire due to severe storm and flooding, which occurred on July 29-August 2, 2021. This authorized the Public Assistance Grant Program (CFDA # 97.036) for eligible applicants within all New Hampshire counties. The Town of Sunapee currently has one project under this disaster that has been deemed eligible for reimbursement. A check or direct deposit to your financial account will be sent **separately** for **\$26,950.04** representing the federal share of the total approved eligible costs of your awarded projects.

This project is being paid out at 90% Federal cost share in accordance with the presidential memorandums: ["The Consolidated Appropriations Act of 2022 Bill Signed: H.R. 2471 | The White House"](#) issued on March 15, 2022, cost share was announced by FEMA on March 18, 2022 [FEMA Announces 90/10 Cost Share Adjustment | FEMA.gov](#). The Federal Government will reimburse 90% of project costs, eligible applicants will have a 10% cost share of recovery projects submitted for reimbursement.

Included in this correspondence are the following documents for your files:

- **Award Summary Sheet**
- **Project Report:**
  - **PW 9 – Grants Portal Project 667674**

### **Required Forms:**

Click the link(s) below to complete additional required documentation upon receipt of award from the State.

- [\*\*Project Certification and Completion Report\*\*](#)

### **Required Subrecipient Risk Assessment and Monitoring:**

Federal law requires that the State of New Hampshire complete a risk assessment and subrecipient monitoring for all entities that receive Federal funds. At this time, the Town of Sunapee is considered a Low Risk Subrecipient. A Subrecipient's risk is based on previous performance in the Public Assistance grant, results of previous audits, staff turnover, project complexity, and cost within the current disaster.

Subrecipients with a Low Risk require no additional monitoring.

Office: 110 Smokey Bear Boulevard, Concord, N.H.  
Mailing Address: 33 Hazen Drive, Concord, N.H. 03305  
603-271-2231, 1-800-852-3792, Fax 603-223-3609  
State of New Hampshire TDD Access: Relay 1-800-735-2964

If there are any questions, please contact Vanesa Urango, Chief of Mitigation and Recovery, for assistance at (603) 223-3602 or [Vanesa.E.Urango@dos.nh.gov](mailto:Vanesa.E.Urango@dos.nh.gov). All correspondence should be directed to this office.

***Note: This email has been sent to all points of contact listed within the FEMA Grants Portal for your organization.***

Sincerely,

A handwritten signature in black ink, appearing to read 'Vanesa Urango', with a long horizontal line extending from the end of the signature.

Vanesa Urango  
Chief of Mitigation and Recovery



New Hampshire Department of Safety  
Division of Homeland Security and Emergency Management

Public Assistance - CFDA #97.036

Award Summary Sheet

Subrecipient Summary

Disaster	FEMA-4624-DR-NH	Funding Code	12320000-500574
Subrecipient	Town of Sunapee	Activity Code	23DR4624PA
Vendor Code	177483-B001	Total Payment	\$26,950.04

EMMIE PW #9 v0 | Grants Portal Project 667674

Type of Work	Permanent	Work Category	C - Roads and Bridges
% Cost Share*	90%	CRC Net Cost	\$29,944.49
Invoice Number	4624PA2022P009	Federal Share	\$26,950.04
Type of Project	Small	Period of Performance (POP)**	07/29/2021 -4/4/2023

- [Bill Signed: H.R. 2471 | The White House](#)- Consolidated Appropriations Act 2022
- [FEMA Announces 90/10 Cost Share Adjustment | FEMA.gov](#)

*\*\*The POP start date is based on the incident start date, not the declaration date.. The end date reported above aligns with the most recent bulk POP update from FEMA and may be before the work was completed. No action is required and an extension request is not necessary at this time. In the event that this circumstance changes, the PA staff at HSEM will contact the Subrecipient.*

**Award Information**

The information below is listed as a requirement of 2 C.F.R. § 200.331. The remaining information required by this law is located within the award cover letter and/or tables shown above.

- 2 C.F.R. § 200.331(a)(1)(iii) – Federal Award Identification Number (FAIN): 4516DRNHP00000001
- 2 C.F.R. § 200.331(a)(1)(xii) – R&D Grant: This award is not a research and development grant.
- 2 C.F.R. § 200.331(a)(1)(xiii) – Indirect Costs: N/A
- 2 C.F.R. § 200.331(a)(6) – Terms and Conditions of Subaward Closeout:
  - Project Certification and Completion (PC&C) Report: This online report is completed through the HSEM Resource Center for each project and confirms that the work is completed and all Federal dollars associated with the grant award have been spent on eligible items. A link to the report is included in your Public Assistance Award email.
  - Federal Funding Accountability and Transparency Act (FFATA) Form: This online form is completed through the HSEM Resource Center for each project that has a total Federal share of \$30,000 or more. A link to the form is included in your Public Assistance Award email, if applicable.
  - Quarterly Progress Report (QPR): This online report is required quarterly for all large and Category Z projects and provides a status update on the project(s). Subrecipients who are required to complete this report will be notified each quarter that it is due.
  - Quarterly Subrecipient Monitoring Reports: This online report is required quarterly for any Subrecipient that is considered to be medium or high risk in the Public Assistance Program. A Subrecipient's risk is based on previous performance in the Public Assistance grant, results of previous audits, staff turnover, and project complexity and cost within the current disaster. Subrecipients who are required to complete this report will be notified each quarter that it is due.
  - Reimbursement Requests: Any Subrecipient who has a large project with work left to be completed and/or a Category Z project must submit a reimbursement request to receive Federal funds after the project is obligated. A link to this online form will be provided as needed.
  - Record Retention: All Subrecipient's are required to maintain any and all documentation related to the project(s) completed using FEMA funds for a period of three years from the date of disaster closeout. Record retention dates will be provided by the State of New Hampshire as disasters are formally closed.
  - Reporting: Per 2 C.F.R. 200.343(f) and 200.329, Subrecipients are required to report any real or personal property purchased using federal grant dollars on an annual basis for a period of three years, after which reporting will be required every five years.

U.S. DEPARTMENT OF THE TREASURY  
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

Recipient name and address: [Recipient to provide] Town of Sunapee 23 Edgemont Rd Sunapee NH 03782	DUNS Number: [Recipient to provide] 052963473 Taxpayer Identification Number: [Recipient to provide] 02-6000876 Assistance Listing Number: 21.027
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Sections 602(b) and 603(b) of the Social Security Act (the Act) as added by section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2 (March 11, 2021) authorize the Department of the Treasury (Treasury) to make payments to certain recipients from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund.

Recipient hereby agrees, as a condition to receiving such payment from Treasury, to the terms attached hereto.

Recipient:

Donna Huslaway

Authorized Representative:

Title: Town Manager

Date signed: 7-26-21

U.S. Department of the Treasury:

\_\_\_\_\_  
Authorized Representative:

Title:

Date:

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 15 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

U.S. DEPARTMENT OF THE TREASURY  
CORONAVIRUS LOCAL FISCAL RECOVERY FUND  
AWARD TERMS AND CONDITIONS

1. Use of Funds.
  - a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
  - b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.
2. Period of Performance. The period of performance for this award begins on the date hereof and ends on December 31, 2026. As set forth in Treasury's implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2024.
3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.
4. Maintenance of and Access to Records
  - a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
  - b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.
  - c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.
5. Pre-award Costs. Pre-award costs, as defined in 2 C.F.R. § 200.458, may not be paid with funding from this award.
6. Administrative Costs. Recipient may use funds provided under this award to cover both direct and indirect costs.
7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.
8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

9. Compliance with Applicable Law and Regulations.

- a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.
- b. Federal regulations applicable to this award include, without limitation, the following:
  - i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
  - ii. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.
  - iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.
  - iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury's implementing regulation at 31 C.F.R. Part 19.
  - v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.
  - vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
  - vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.
  - viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.
  - ix. Generally applicable federal environmental laws and regulations.
- c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:
  - i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;

- ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
  - iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
  - iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
  - v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.
10. Remedial Actions. In the event of Recipient's noncompliance with section 603 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.
11. Hatch Act. Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.
12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.
13. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."
14. Debts Owed the Federal Government.
- a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government.
  - b. Any debts determined to be owed the federal government must be paid promptly by

Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.

15. Disclaimer.

- a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.

16. Protections for Whistleblowers.

- a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
- b. The list of persons and entities referenced in the paragraph above includes the following:
  - i. A member of Congress or a representative of a committee of Congress;
  - ii. An Inspector General;
  - iii. The Government Accountability Office;
  - iv. A Treasury employee responsible for contract or grant oversight or management;
  - v. An authorized official of the Department of Justice or other law enforcement agency;
  - vi. A court or grand jury; or
  - vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.
- c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.



# ARPA Funding

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UPDATED GUIDANCE

JANUARY 2022 FINAL RULE

# Program Objectives

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Fight the pandemic and support families and businesses struggling with its public health and economic impacts

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Maintain vital public services, even amid declines in revenue

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Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity.

# Sunapee Specific Opportunities

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Invest in water, sewer, and broadband infrastructure

Spending on government services

Providing worker retention incentives, including reasonable increases in compensation

Covering administrative costs associated with administering the hiring, support, and retention of supporting and retaining public sector works

Effective service delivery

- Supporting program evaluation, data, and outreach through community outreach and engagement activities, capacity building resources to support using data and evidence, technology infrastructure improvements to improve access to the user experience of government IT systems, data analysis resources to gather, assess, share, and use data

AARP Funding					
First Installment Award Amount: \$182, 526.40					
Second Installment Award Amount: \$182, 526.40			INSTALLMENT #1		
Total Amount Awarded Installment 1 & 2		\$ 365,052.80			
	Obligation	Expenditure	Balance	Description	Back Up Documentation
Broadband Baypoint		\$ 10,000.00	\$ 355,052.80	Investment in Infrastructure: Underserved Broadband community	F:\Finance 2021\AARP
Water/Sewer: Lower Main		\$ 17,101.94	\$ 337,950.86	Designs	Water/Sewer Department
Water/Sewer: High St		\$ 17,334.00	\$ 320,616.86	Designs	Water/Sewer Department
Water/Sewer Upgrade	\$ 115,564.00		\$ 205,052.86	Investment in Infrastructure: Failing Infrastructure, Improve Drinking Water Infrastructure	Water/Sewer Department
			INSTALLMENT #2		
	Obligation	Expenditure	Balance	Description	Back Up Documentation
Finance Department	\$ 35,000.00		\$ 170,052.86	Technology infrastructure to improve access to and the user experiences of government IT systems; Clear Gov, Website Upgrade; Payroll Upgrade	
Library	\$ 11,000.00		\$ 159,052.86	Increase public access and delivery of government programs and services	
Police Department	\$ 55,000.00		\$ 104,052.86	Government Services: Provision of police cruiser	
Retention Incentive	\$ 25,000.00		\$ 79,052.86	Providing worker retention incentives, including reasonable increases in compensation	
Fire	\$ 100,000.00		\$ (20,947.14)	Public Sector Staff	
Water and Sewer	\$ 125,300.00		\$ (146,247.14)		Water/Sewer Department
*Total Water/Sewer Request (\$275,299.94)					

# Improved Government Services

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- Funds can be used to upgrade software to modernize budgeting processes
- Increase transparency
- Address Audit findings
- Retention



## Requested Funds: \$11,025

- 50 monthly half-page ads in The Kearsarge Shopper

## Purpose:

- improvement of the efficacy of library programs through outreach
- promote services to more households impacted by the pandemic

## Goals\*:

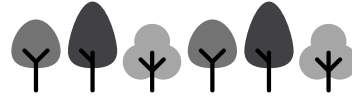
- increased participation in programs
- increased library usage

\*the library does not collect socio-economic data so overall usage will be tracked instead



## Abbott Library

11 Soonipi Cir  
Sunapee, NH 03782



### Online Services

#### Libby

eBooks, eAudiobooks

#### Hoopla

eBooks, eAudiobooks,  
Music, & Movies

#### Mango

learn a new language

#### Kanopy

movies

### Upcoming Programs

#### Sept 20th

Understanding Putin's  
Invasion of Ukraine

#### Oct 25th

An Evening with Edgar  
Allen Poe

#### Oct 27th

A Wolf at the Schoolhouse  
Door



### Hours

#### Mon, Wed, Fri

9am-6pm

#### Tue, Thu

9am-7pm

#### Sat

9am-3pm



### In House Services

WiFi - 24/7

Wireless Printing

Public computers

Interlibrary Loans

Reference Help

Fax, Copier, & Scanner



603-763-5513

[info@abbottlibrary.org](mailto:info@abbottlibrary.org)

[www.abbottlibrary.org](http://www.abbottlibrary.org)





# Police Department Request for Use of SLFRF



- **Purchase and Up-fit of Police Cruiser (\$55,000)**
  - Cruisers provided essential emergency response and patrols throughout the COVID-19 Pandemic and are operated by officers who are responsible for public safety and are trained in life-saving skills.
  - COVID-19 has extended time-frames and increased costs.
- **Benefits to purchasing now.**
  - Cruiser allows for more individual assignment; less risk of infecting other officers and causing out-of-service placement of cruisers due to need for decontamination.
  - Expected vehicle cost increase of 10% to 20%.
  - Delays in cruiser orders (8-10 months + outfit) and current fleet maintenance.

# Biggest Challenge Facing Sunapee Fire Adequately Staffed Calls

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Current Solution: Two Per Diem Shifts  
Monday through Friday  
First shift 6am to 2pm  
Second shift 10am to 6pm  
Pay Rate: \$158 per shift (\$19.75 per hr)

Challenge: Hard to Fill Spots  
Weekend calls going unanswered  
Neighboring towns pay higher per diem rate plus  
longer hours and more shifts

Proposed Solution: Offer 24 hour per diem shifts  
Increase number of persons per shift

# **TOWN OF SUNAPEE REQUEST FOR BID PROPOSAL 2022/2023 WINTER SAND**

The Town of Sunapee (Town), New Hampshire is accepting bid proposals for winter sand for the 2022/2023 winter season.

**PROJECT LOCATION:** Town Highway Garage, Route 11 Sunapee, New Hampshire 03782.

**PROJECT REQUIREMENTS:** The contractor selected for this work will be responsible for supplying delivering winter sand to the Sunapee Highway Department beginning on or about October 3<sup>rd</sup>, 2022, and continuing through on or about October 3<sup>rd</sup>, 2023 with the following conditions:

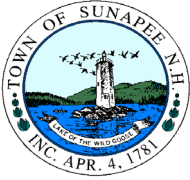
1. The successful bidder will deliver approximately 4,000 tons +/- (quantity is weather dependent) of bankrun sand, screened sand or a manufactured crushed sand product to the Sunapee Highway Department during the above listed time period.
2. Contractor's may provide a cubic yard price, and may use cubic yards to measure the quantity delivered. However, the actual weight of the contractor's sand shall be provided with the Bid Proposal, as verified by an accredited materials testing laboratory, for the purpose of converting from a cost per cubic yard to cost per ton.
3. Delivery shall include all excavation equipment (at the contractor's gravel pit and/or rock quarry), dump trucks or haul trucks, diesel fuel, labor, and all else necessary to deliver the material to the Sunapee Highway Garage.
4. Delivery shall occur during the Sunapee Highway Garage's normal business hours which are 7:00AM to 3:30PM Monday through Friday.
5. The contractor will be notified by the Highway Director or his designee at least 3 business days prior to the required date(s) of delivery.
6. The Highway Department may provide an employee on site during the delivery period to verify that the material visually conforms to the Winter Sand Gradation Requirements listed below.
7. The contractor shall provide a delivery weight slip measured in tons, or the measured quantity in cubic yards, for each truck that conducts a delivery during all delivery dates throughout the entire delivery period. If the cubic yard method of measurement is used, then the contractor shall supply the weight of their material as verified by an accredited laboratory for the purpose of converting to tons delivered, and for payment by the ton.
8. The contractor **shall provide a material test result (sieve analysis) from an accredited laboratory**, that the winter sand meets the required Winter Sand Gradation Requirements as stated below.
9. The Town may at its option ask the contractor to retest the material at any time to confirm that the material continues to meet the required gradation.
10. No frozen chunks of sand shall be delivered to or accepted by the Highway Department under this contract. Any material delivered not meeting the gradation listed below shall be removed and replaced at the contractor's expense.
11. The contractor shall provide the name of his/her company, the company's mailing address, the name of the individual that will be responsible for overseeing the project, and the telephone and/or cell phone number of the individual that will be in charge of the project.
12. Contractor shall **provide a list of the trucks** that they have available, and that will be used to deliver winter sand to the Highway Garage.
13. The contractor shall provide an all-inclusive **per ton rate or per cubic yard rate** to deliver winter sand to the Sunapee Highway Garage.
14. The contractor shall **sign and date** his/her proposal. By doing so, he/she acknowledges that they have the equipment and a qualified operator that is capable of providing the services for the completion of the project, and that they can complete the services within the specified time frame.

**WINTER SAND GRADATION REQUIREMENTS:** Bankrun sand, screened sand or crushed manufactured sand must meet the following material gradation as tested by an accredited material testing laboratory:

<u>Sieve Size</u>	<u>Percent Passing</u>
3/8"	100
1/4"	90-100
#10	55-95
#40	10-60
#200	0-10

**ADDITIONAL INFORMATION & PROJECT REQUIREMENTS:**

1. No pre-bid meeting will be conducted for this project. Contractors are encouraged to visit the Highway Garage to familiarize themselves with the challenges of delivering the winter sand.
2. The contractor is required to carry a minimum of one million dollars (\$1,000,000) of insurance coverage throughout the duration of the project. The Town shall be named as additionally insured on the contractor's insurance certificate.
3. Proposals must be mailed or hand delivered to the **Town Office**, Attn: Highway Director, 23 Edgemont Road Sunapee, NH 03782. All proposals must be **sealed** in an envelope clearly marked "**Winter Sand**", and they **must be received by 1:00 p.m. August 30, 2022**.
4. A **public bid opening** will be conducted at 1:15PM on August 30, 2022, in the meeting room that is located down stairs in the Town Offices. Social distancing and facial masks shall be required for all attendees (maximum of 10). At that time, all proposals will be opened and read aloud by the Highway Director and assisted by the Highway Foreman to anyone who wishes to attend the bid opening.
5. The Town will review all bid proposals following the public bid opening, and upon determining the most responsive and responsible bidder, the Town reserves the right to select the proposal that is determined to be in its best interest.
6. Any proposal that is not submitted in accordance with the requirements of this Request for Proposal may be disqualified by the Town Manager.
7. The Town reserves the right to accept or reject any or all proposals, either in whole or in part; to waive any defects, informalities, and/or minor irregularities in proposal responses.
8. Any questions should be directed to Scott A. Hazelton, Highway Director, in writing at: [scotth@town.sunapee.nh.us](mailto:scotth@town.sunapee.nh.us) . Questions must be received on or before August 25, 2022. Response to questions will be provided in writing to all bidders via e-mail on or before **AUGUST 29, 2022**.



## SUNAPEE HIGHWAY DEPARTMENT

621 Route 11

Sunapee, New Hampshire 03782

Phone: (603) 763-5060 Fax: (603) 763-4337

### MEMORANDUM

FROM: Scott A. Hazelton, Highway Director  
TO: Board of Selectmen  
DATE: October 13, 2022  
RE: Winter Sand Investigation & 2022/2023 Winter Sand Bid Results

Earlier this year, Mr. Roger Dik, owner of 363 Lake Avenue in Sunapee, New Hampshire, alleged that he had observed a sparkly dust material in the air which was being emitted from the surface of Lake Avenue and that it was due to the sand that the Highway Department had applied to the road surface during the winter months. Mr. Dik's allegations indicated that he was concerned about potential health effects that this could result with to residents or to the public when walking on Lake Avenue. The Highway Department completed a limited investigation pertaining to Mr. Dik's allegations, as requested by the Board of Selectmen (Board), and the following information is provided for the Board's review:

Winter sand is one of the primary materials that the Town of Sunapee utilizes for the maintenance of its roads and plays a major role in public safety during the winter season. Contrary to what residents may think, winter sand is not used to melt snow. Winter sand is an abrasive material that aids in providing traction for motorists when applied to the road surface during winter storm events. The Highway Department purchases approximately 4,000 tons of winter sand per season, and we routinely mix it with rock salt at a ratio of 2-3 parts sand to 1 part rock salt which is also known as super sand. When super sand is applied to the road surface the rock salt aids in breaking the bond between the road surface and any freezing precipitation (i.e. snow, sleet and/or freezing rain) and the winter sand provides traction.

The Highway Department specifies its winter sand material in its annual Request for Proposals (RFP). The Highway Department's winter sand specification is similar to many other communities throughout New Hampshire that utilize winter sand to treat their roads. Our specification requires that each vendor's winter sand material must meet a certain material gradation which is also known as a grain size distribution. United Construction has been supplying the Town with winter sand material for the past three winter seasons (2019/2020, 2020/2021 and 2021/2022). United Construction tested their winter sand material, that they supplied during the 2021/2022 season, prior to submission of their bid proposal to the Highway Department in 2021, and the material met the required material gradation specifications.

Our investigation included sampling our winter sand stockpile earlier this summer and having it tested by M&W Soils Engineering (an independent materials testing laboratory), and the winter sand met the material gradation specifications. We also mailed a sample of our winter sand to Continental Placer, Incorporated, a geological, mining and environmental consulting firm in Albany, NY, and they determined that the finer fraction of the winter sand material (i.e. the material passing the #200 sieve) had a high content of mica in it (a verbal estimate of 40% was provided).

We have not conducted any additional sampling or testing of our winter sand material for this investigation at this time. However, the following information pertaining to the concentrations of respirable mica that are "immediately dangerous to life or health (IDLH) as determined by the Centers for

Disease Control and Prevention (CDC), and published in The National Institute for Occupational Safety and Health (NIOSH) manual, was obtained from the CDC's website in support of the investigation:

## Mica

MAY 1994 IMMEDIATELY DANGEROUS TO LIFE OR HEALTH CONCENTRATIONS (IDLH)

**CAS number:** 12001-26-2

**NIOSH REL:** 3 mg/m<sup>3</sup> (respirable dust) TWA

**Current OSHA PEL:** 20 mppcf TWA

**1989 OSHA PEL:** 3 mg/m<sup>3</sup> (respirable dust) TWA

**1993-1994 ACGIH TLV:** 3 mg/m<sup>3</sup> (respirable dust) TWA

**Description of substance:** Colorless, odorless flakes or sheets of hydrous silicates.

**LEL:** . . . Noncombustible Solid

**Original (SCP) IDLH\*:** No Evidence [\*Note: "Effective" IDLH = 10,000 mppcf — see discussion below.]

**Basis for original (SCP) IDLH:** The available toxicological data show no evidence that an acute exposure to a high concentration of mica would impede escape or cause any irreversible health effects within 30 minutes. For this draft technical standard, therefore, respirators have been selected on the basis of the assigned protection factor afforded by each device. However, for some particulate substances for which no evidence of an IDLH exists, the determination of allowable respiratory protection based on protection factors may result in the assignment of respirators for concentrations that are not likely to be encountered in the occupational environment. Therefore, for all such particulate substances it has been arbitrarily determined that only the "most protective" respirators are permitted for use in concentrations exceeding 500 ' the OSHA PEL (500 ' 20 mppcf is 10,000 mppcf).

**Short-term exposure guidelines:** None developed

### ACUTE TOXICITY DATA:

**Animal or human data:** None relevant for use in determining the revised IDLH.

**Revised IDLH:** 1,500 mg/m<sup>3</sup>

**Basis for revised IDLH:** The available toxicological data contain no evidence that an acute exposure to a high concentration of mica would impede escape or cause an irreversible health effect within 30 minutes. However, the revised IDLH for mica is 1,500 mg/m<sup>3</sup> based on being 500 times the NIOSH REL of 3 mg/m<sup>3</sup> (500 is an assigned protection factor for respirators and was used arbitrarily during the Standards Completion Program for deciding when the "most protective" respirators should be used for particulates).

In summary, the Highway Department has no way of quantifying alleged emissions that may be coming off from Lake Avenue or any other road in Town, nor are we able determine if what Mr. Dik has alleged is hazardous to public health because we did not observe any sparkly dust being emitted from Lake Avenue during our site visits. A qualified professional would likely have to quantify respirable emissions from its source, but we are not aware of any consultants or firms that might provide this service. With

Board approval, we will consult with the Town's insurance carrier to assist us further with addressing Mr. Dik's allegations.

In the event that a consultant is located that can provide the aforementioned service, and if the Board opts to continue the investigation, quantifying emissions from Lake Avenue would likely have to occur in the spring of 2023 (after we've treated the roads through the 2022/2023 winter season), the cost of which would have to be included in our 2023 budget, and we assume that the same or similar winter sand material should be used this season so that the investigation is accurate.

I have attached copies of the RFP for 2022/2023 Winter Sand and copies of the three bid proposals that were received in response to this season's winter sand RFP. United Construction is the apparent low bidder with a proposed cost to deliver their winter sand of \$7.49/ton, and as previously stated United's sand was used during the 2021/2022 winter season. The Highway Department is late in awarding a contract for our winter sand. We typically have the material delivered during the second two weeks of October. We would like the Board's approve for the Town Manager to sign one of the winter sand bid proposals so that we can place our order for the 2022/2023 season. Thank you for your time and support on this issue.

ITB/RFP Winter Sand

CLOSES(DATE) 8/30/22

(TIME) 11:00 AM

BIDDER'S NAME Carroll Concrete

DATE/TIME RECEIVED 8/24/22 10:12 AM

RECEIVED BY Brian Vaughn

CONTACT # 603-863-1000

BID AMOUNT 10.40/ton washed ; 10.95/ton dry screened

WITNESS [Signature]

WITNESS \_\_\_\_\_



Newport Sand & Gravel Co., Inc.  
PO Box 1000  
Newport, NH 03773

603 863-1000  
fax 603 863-8213

August 23, 2022

Project

Town of Sunapee – Winter Sand 2022-2023  
Sunapee, NH

Below please find our pricing for products picked up or delivered to the referenced project:

<u>Material</u>	<u>Price Picked Up</u>	<u>Price Delivered</u>	<u>UOM</u>	<u>Quarry</u>
Dry Screened Sand	\$5.50	\$10.95	Ton	Fellows Pit
Washed Manufactured Sand	\$6.00	\$10.40	Ton	Pike Hill
Trucks Available for Delivery: 3 - Tri-Axle Dump Trucks				
<u>Quarry Locations:</u>				
6 Reeds Mill Rd. Newport, NH	122 Pike Hill Rd. Newport, NH	Fellows Pit, Rte 10 Goshen, NH		

Prices listed above are Net 30 and do not include any applicable state or local taxes.

The prices listed above are Net 30 and do not include any applicable state or local taxes

Pricing for this project shall expire on May 31, 2023. If material is required after the expiration date, please contact the sales office for updated pricing.

Pick-up or Delivery is available during our normal operating hours - 7:00 a.m. to 4:00 p.m., Monday through Friday.

If you anticipate the need for material outside our standard operating hours, please let us know so we may discuss your needs upfront to ensure the project is bid accurately.

The terms of this quote shall be valid if signed, dated, and returned within 60 days from the date of this letter.

Please contact us if you have any questions or need anything else.

Respectfully,

Erik Palmer  
Ready-mix Sales

Company Name: \_\_\_\_\_

Duly Authorized: \_\_\_\_\_

Date: \_\_\_\_\_

For scheduling delivery please contact Bob Young @ 603-861-1000, X-6026



Date/time:	6/21/2022				Date/time:	7/15/2022			
Weather:			Lab/location:	Pike Hill	Weather:	Clear		Lab/location:	Pike Hill
Material:	PIKE MFSND		Wet mass:	671.00	Material:	Fellows DSSND		Wet mass:	671.00
Sample #:			Original dry mass:	645.00	Sample #:			Original dry mass:	649.00
Source:	Pike Hill	Moisture loss:	26.00	Source:	Fellows Pit	Moisture loss:	22.00		
		% Moisture:	4.03			% Moisture:	3.39		
Sieve analysis of fine and coarse aggregates (T 27)					Sieve analysis of fine and coarse aggregates (T 27)				
<u>Sieve</u>	<u>Mass</u>	<u>% Ret</u>	<u>% Pass</u>	<u>Spec %</u>	<u>Sieve</u>	<u>Mass</u>	<u>% Ret</u>	<u>% Pass</u>	<u>Spec %</u>
2" (50 mm)	0.00	0.00			2" (50 mm)	0.00	0.00		
1.75"(44.5 mm)	0.00	0.00			1.75"(44.5 mm)	0.00	0.00		
1.5"(37.5mm)	0.00	0.00			1.5"(37.5mm)	0.00	0.00		
1.25"(31.5mm)	0.00	0.00			1.25"(31.5mm)	0.00	0.00		
1" (25mm)	0.00	0.00			1" (25mm)	0.00	0.00		
.75"(19mm)	0.00	0.00			.75"(19mm)	0.00	0.00		
.5"(12.5mm)	0.00	0.00			.5"(12.5mm)	0.00	0.00		
3/8"(9.5mm)	0.00	0.00		100%	3/8"(9.5mm)	0.00	0.00		100%
#4(4.75mm)	60.00	9.33	90.67	60-95%	#4(4.75mm)	8.00	1.24	98.76	60-95%
#8(2.36mm)	206.00	32.04	67.96		#8(2.36mm)	46.00	7.12	92.88	
#16(1.18mm)	305.00	47.43	52.57		#16(1.18mm)	105.00	16.25	83.75	
#30(600um)	411.00	63.92	36.08		#30(600um)	231.00	35.76	64.24	
#50(300um)	522.00	81.18	18.82		#50(300um)	420.00	65.02	34.98	
#100(150um)	604.00	93.93	6.07	5-15%	#100(150um)	552.00	85.45	14.55	5-15%
#200(75um)	631.00	98.13	1.87	0-12%	#200(75um)	608.00	94.12	5.88	0-12%
PAN:	643.00				PAN:	646.00			
Total:	643.00				Total:	646.00			
FM:	3.28				FM:	2.11			
Comments:					Comments:				

7/26/2022

ITB/RFP Winter Sand

CLOSES(DATE) 8/30/22

(TIME) 11:00 AM

BIDDER'S NAME United Construction

DATE/TIME RECEIVED 8/30/22 7:40 AM

RECEIVED BY Barb Vaughn

CONTACT # 603-863-1240

BID AMOUNT 7.49 / ton

WITNESS [Signature]

WITNESS \_\_\_\_\_



# MATERIAL QUOTE

PO BOX 48, NEWPORT, NEW HAMPSHIRE 03773  
PHONE: (603) 863-1240 FAX: (603) 863-7399

Job No.

Date: 8/29/2022

Sheet No.

## Proposal Submitted to:

Name: Town of Sunapee Attn: Scott Hazelton  
Street: 621 Rt 11  
City: Sunapee, NH Zip: 03782  
Email: [scotth@town.sunapee.nh.us](mailto:scotth@town.sunapee.nh.us)  
Phone: 763-5060 Fax: 763-4337

## Project Specific Information:

Name: **Winter Sand Bid 2022**  
Street: Public Works Garage  
City: Sunapee, NH  
Date of Plans:  
Designer:

## Scope of Work:

Material Type:	Estimated Quant.	Unit	FOB Price	ADD Delivery	Estimated Value
Winter Sand (Manufactured Sand)	4000	Ton	\$ 4.99	\$ 2.50	\$ 29,960.00
					<u>\$ 29,960.00</u>

\*Quantities are approximate

Respectfully Submitted:  
Per:

United Construction, Corp.  
Cary L Whipple

Signature: Cary L Whipple

Note: This proposal may be withdrawn by us if not accepted  
within (15) Days.

## ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made thirty days after invoice.

Signature \_\_\_\_\_

Date: \_\_\_\_\_

Signature \_\_\_\_\_



# MATERIAL QUOTE

PO BOX 48, NEWPORT, NEW HAMPSHIRE 03773  
PHONE: (603) 863-1240 FAX: (603) 863-7399

Job No.

Date: 8/29/2022

Sheet No.

## Proposal Submitted to:

Name: Town of Sunapee Attn: Scott Hazelton  
Street: 621 Rt 11  
City: Sunapee, NH Zip: 03782  
Email: [scotth@town.sunapee.nh.us](mailto:scotth@town.sunapee.nh.us)  
Phone: 763-5060 Fax: 763-4337

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Name: **Winter Sand Bid 2022**  
Street: Public Works Garage  
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Date of Plans:  
Designer:

## Scope of Work:

Material Type:	Estimated Quant.	Unit	FOB Price	ADD Delivery	Estimated Value
Winter Sand (Manufactured Sand)	4000	Ton	\$ 4.99	\$ 2.50	\$ 29,960.00
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Per:

United Construction, Corp.  
Cary L Whipple

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Note: This proposal may be withdrawn by us if not accepted within (15) Days.

## ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made thirty days after invoice.

Signature \_\_\_\_\_

Date: \_\_\_\_\_

Signature \_\_\_\_\_

# M&W SOILS ENGINEERING, INC

## SOILS AND CONCRETE LABORATORY

159 East Street  
PO Box 1466  
Charlestown, NH 03603  
603-826-5873

### MECHANICAL ANALYSIS OF AGGREGATES AND GRANULAR MATERIAL

Project: **UNITED CONSTRUCTION**

Type of Material: Manufactured Sand	Sample #: 816ManSand
Source of Material: United Pit, Newport	Date in Lab: 8-16-22
Sample from: Stockpile, by M&W	Date Tested: 8-17-22
Report To: United	Technician: HA

Sieve	Weight	% Retained	Cumulative % Retained	Cumulative % Finer	Specification
3/4"	0.0	0.0	0.0	100.0	
1/2"	0.0	0.0	0.0	100.0	
3/8"	0.0	0.0	0.0	100.0	
4	87.6	17.6	17.6	82.4	
10	116.5	23.4	41.0	59.0	
20	84.5	17.0	58.0	42.0	
40	73.1	14.7	72.7	27.3	
100	87.5	17.6	90.3	9.7	
200	27.6	5.5	95.8	4.2	
pan	20.6	4.1	100.0	0.0	

Moisture Content: 2.3 %

ITB/RFP Winter Sand

CLOSES (DATE) 8/30/22

(TIME) 11:00 AM

BIDDER'S NAME Pike Industries

DATE/TIME RECEIVED 8/17/22 10:30 AM

RECEIVED BY Scott HAZELHORN

CONTACT # 802-532-4028

BID AMOUNT \$20.80 / ton

WITNESS [Signature]

WITNESS \_\_\_\_\_

Please Return contract to our area office:

Pike Industries, Inc.  
249 Granger Rd Berlin - Barre, VT 05641  
Phone (802)-522-4028  
Fax: (802)-223-3175  
Attention: Jeff Salvador



**PIKE  
INDUSTRIES**

A CRH COMPANY  
Established 1872

Office Use Only

Contract #  
Customer # 4915  
Account Terms: N30

Customer PO:

8/16/2022

## Aggregate Quote/Contract

Customer Information

Submitted To: Town of Sunapee Highway Dept.  
Contact Name: Scott Hazelton  
Address: 23 Edgemont Road  
Sunapee, NH 03782  
  
Contact Phone: (603)-763-5060  
  
Contact Fax:  
Email: scoth@town.sunapee.nh.us

Project Information

Project Name: 2022/2023 Winter Sand Bid  
Project Address: Town Stockpile Sunapee, NH  
  
Tax Exempt Yes  
Note: If purchase is exempt, please provide certificate  
Bid Date:  
Project Completion/Pricing Expiration Date: 10/3/2023

Location	Product Code	Material	Estimated Units	U/M	\$/Unit Delivered	Extension
Stone - W. Lebanon, NH	6215	Washed Stone Screenings	4,000	TON	\$20.80	\$83,200.00

Estimated Total: \$83,200.00

Terms and Conditions

- Quote is valid until 9/15/2022 unless signed by both parties.
- Pike reserves the right to adjust pricing based on total amounts awarded
- All products are subject to availability.
- Verification and in place calculations are the responsibility of the purchaser.
- A finance charge of 1% per month will be charged on all accounts over 30 days. Any legal fees incurred to collect overdue balances will be the sole responsibility of the customer.
- Delivery is subject to availability and/or restrictions. The customer is responsible for any required traffic control and identification of any hazards (overhead, such as wires and trees or underground, such as septic tanks, etc.). Drivers have the right to request a safer area in which to unload. Wait time in excess of 15 minutes may result in additional billing of the truck at an hourly rate. In volatile petroleum markets, we reserve the right to impose a fuel escalation when prices change more than 10% from the time of contract to the point of sale. This adjustment will be evaluated and adjusted monthly if necessary based on the state specifications and postings.

**Acceptance of Contract**

The foregoing terms, Specifications and conditions are satisfactory, and the same are hereby accepted and agreed to pending credit approval.

Customer: Town of Sunapee Highway Dept.

Pike Industries, Inc.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: Jeff Salvador

Title: Commercial Sales Estimator

Date: 8/16/2022

Attention: Jeff Salvador  
Fax: (803) 233-3475  
Phone: (803) 232-4038  
240 Grandeur Rd. North - Bays, VT 05624  
Pike Industries, Inc.

Account Number: 1030  
Customer # 4915  
Contact # 1030  
Office Use Only

5787 corrected

890101

Aggregate Quota/Contract

Project Information Submitted To: Town of Sunapee Highway Dept. Contact Name: Scott Haxton Address: 23 Edgemoor Road Sunapee, NH 03782	Project Information Submitted To: Town of Sunapee Highway Dept. Contact Name: Scott Haxton Address: 23 Edgemoor Road Sunapee, NH 03782
Contact Phone: (603)-933-0000 Contact Fax: 603-933-0000 Email: scott@town.sunapee.nh.us	Contact Phone: (603)-933-0000 Contact Fax: 603-933-0000 Email: scott@town.sunapee.nh.us
Bid Date: _____ Project Completion/Prorog Expiration Date: 10/31/2003 Note: If purchase is exempt, please provide certificate Tax Exempt: Yes	Bid Date: _____ Project Completion/Prorog Expiration Date: 10/31/2003 Note: If purchase is exempt, please provide certificate Tax Exempt: Yes

Location	Product Code	Material	Estimated Units	UOM	\$/Unit Delivered	Extension
Stone - W. Johnson MI	8248	Washed Stone Screenings	4,000	TON	\$20.80	292,100.00

00.005.283 istot beismat

Terms and Conditions

- Highest priority will be given to the state specification and packaging.  
 - A group of representatives from the state specification and packaging  
 - will meet in the near future to discuss the state specification and packaging.  
 - The state specification and packaging will be developed and  
 - delivered to the state specification and packaging committee.  
 - The state specification and packaging committee will be responsible for  
 - the state specification and packaging.

assigned to consider:

The foregoing terms, specifications and conditions are hereby accepted and agreed to pending effect approval

Customer: Town of Sugar Hill Highway Dept.

Pire Industries Inc.

29175012

3796

light

9150

0076918C

Observing that the

Tiger Commercial Sales Estimator

Date: 3/16/2022

† 9054

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1990-1991 and 1991-1992



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/13/2022

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> Liberty Mutual Insurance Co. National Insurance East 2000 Westwood Dr. Wausau, WI 54401  www.LibertyMutual.com	<b>CONTACT NAME:</b> Valerie Reece	
	<b>PHONE (A/C, No, Ext):</b> 513-867-3822 <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> CMeCertProduction@LibertyMutual.com	
<b>INSURED</b> Pike Industries, Inc. 249 Granger Road Barre, VT 05641	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
	<b>INSURER A:</b> Liberty Mutual Fire Insurance Company	23035
	<b>INSURER B:</b> Liberty Insurance Corporation	42404
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES****CERTIFICATE NUMBER:** 63321237**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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>Primary/Non-Contributory</b> <input checked="" type="checkbox"/> <b>Separation of Insured</b> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	TB2-C81-004095-111  XCU Coverage Included	9/1/2021	9/1/2022	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$2,000,000 MED EXP (Any one person) \$300,000 PERSONAL & ADV INJURY \$50,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRE AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	AS2-C81-004095-121  AS2-C81-054502-521 Physical Damage only: Comprehensive Ded \$10,000 Collision Ded \$10,000	9/1/2021	9/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> <b>EXCESS LIAB</b> DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/> <input type="checkbox"/>				EACH OCCURRENCE \$ AGGREGATE \$ \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	WA7-C8D-004095-021 All except OH, ND, WA, WY  WC7-C81-004095-011 WI, MN	9/1/2021	9/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

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

Town of Northfield, VT 2022 paving project(s). The certificate holder is listed as an additional insured on general liability policy on primary and non-contributory basis, where by written contract. 30 day notice of cancellation applies.

**CERTIFICATE HOLDER****CANCELLATION**

TOWN OF SUNAPEE NH  
23 EDGE MONT ROAD  
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.

**AUTHORIZED REPRESENTATIVE**

Valerie Reece

*Valerie J. Reece*

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## Gradation Test Report

Plant 020\_00623-Lebanon Crushed Stone  
 Product 6215-Washed Manufactured Sand  
 Specification WMS



377269313

### Sample Information

Sample No 377269313  
 Date Sampled 08/12/2022 12:51  
 Sampled By Chris Amell  
 Type Production  
 Method Bucket Blend

Split Sample ☐  
 Resample ☐

### Gradation Results

Date Completed 08/12/2022 12:51

Tested By Chris Amell

Unit	Moist Mass	Dry Mass	Wash Mass	Moisture %	Wash Loss %	Procedure		
g		1464.00						
Sieve	Mass Retained	Cum Mass Retained	Ind % Retained	% Retained	% Passing	Target	Specification	Comment
3/4" (19mm)								
1/2" (12.5mm)								
3/8" (9.5mm)	5.00	5.00	0.3	0.3	99.7	≤100\100		
#4 (4.75mm)	71.00	76.00	4.8	5.2	94.8	93-100\99		
#8 (2.36mm)	527.00	603.00	36.0	41.2	58.8	60-70\65		OT
#16 (1.18mm)	384.00	987.00	26.2	67.4	32.6	30-40\35		
#30 (.6mm)	222.00	1209.00	15.2	82.6	17.4	15-24\19		
#50 (.3mm)	133.00	1342.00	9.1	91.7	8.3	7-15\11		
#100 (.15mm)	59.00	1401.00	4.0	95.7	4.3	5-9\6.8		OT
#200 (75µm)	27.00	1428.00	1.84	97.54	2.46	2-4.5\3.3		
Pan	36.00	1464.00	2.46	100.00	0.00			



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

Name: Arnold Lynn Date: 7/18/2022  
(Last) (First)

Sunapee Registered Voter: ☒ Yes ( ) No

Mailing Address:

22 Burma Rd  
Sunapee 03782

Street Address (if different):

/

Lived in Sunapee Since: 2019 Home Phone: 603 763 7040 Cell Phone: 860 989 4517

E-mail: lfarnold2@aol.com ~~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

☐ Highway Safety Committee

☐ Energy Committee

☒ Trustee of Trust Fund

2. For consideration:

a. Occupation: Retired Sr Proj Mgr b. Employer: AT&T

c. Length of current employment: \_\_\_\_\_ d. Education: MASTERS EDUC

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: Ch BOS / Holland RA, Ch. Planning Bd,  
Ch. Lake Oversight Committee / Holland RA  
Commissioner Pioneer Valley Planning Commission, Exec Bd, PVPC  
j. Are you willing to serve as an Alternate? ☒ Yes ☐ No Various sub com. / Hyla  
k. Are you willing to serve on a Sub-Committee? ☒ Yes ☐ No SSTRA / Sunapee

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

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

Lynn F Arnold  
(Signature)

7/18/2022  
(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)

“considered public information and may be distributed or copied”

## **Barbara Vaughn**

---

**From:** Town Manager  
**Sent:** Thursday, October 13, 2022 3:34 PM  
**To:** Barbara Vaughn  
**Subject:** Fw: [EXTERNAL]Resignation from the Energy Committee

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**From:** adam dolce <ajdolce12@gmail.com>  
**Sent:** Thursday, October 13, 2022 3:31 PM  
**To:** Town Manager <manager@town.sunapee.nh.us>  
**Subject:** [EXTERNAL]Resignation from the Energy Committee

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello,

Unfortunately, I am writing because I need to resign from the Energy Committee. Being a full-time college student, I was able to make my participation work but, given that COVID has ended and online attendance does not contribute to the quorum, I will have to step down. I have really enjoyed my time on the Committee and am proud of the work I was able to do. I hope in the future to be able to be involved again but in the meantime, I plan to continue to be very active as a resident in supporting our goals.

Thank you very much!

-Adam Dolce

# STATE OF NEW HAMPSHIRE

To the inhabitants of the Town/City (Ward) of Sunapee in the  
County of Sullivan, New Hampshire.

You are hereby notified to meet at the Sherburne Gym at 555 Route 11  
(name and location of polling place)  
on Tuesday, the eighth day of November, 2022. The polls will be open between the hours of  
8:00 a.m. and 7:00 p.m. to act upon the following subjects:

**To bring in your votes for Governor, United States Senator, United States Representative in Congress, Executive Councilor, State Senator, State Representatives and County Officers.**

**To bring in your votes for Constitutional Amendment Questions**

Given under our hands and seal, this 17th day of October, in the year of Our Lord two  
thousand and twenty-two.

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

Selectmen of Sunapee

October 17th, 2022

We hereby certify that we gave notice to the inhabitants within named, to meet at the time and  
place and for the purpose within mentioned, by posting an attested copy of the above Warrant at the place  
of meeting and at the office of the Town or City Clerk or City Hall on the 17th day of October,  
2022.

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

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

Selectmen of Sunapee

Town of Sunapee  
23 Edgemont Road  
Sunapee, NH 03782

**STREET NAME APPLICATION**

Applicant: Bell Engineering, Inc.

Date: 11/23/2022

Mailing Address: 161 Keyes Rd.

Parcel ID: 235/092/00

Sunapee, NH 03782

Sub-division Name: Blueberry Ridge

Approval Date 11/23/2020

Proposed Street Name(s):

A) Greenwood Lane

B) Linwood Lane

C) Surrey Lane

Planning Board Approval

[Signature] Chairperson 10/13/2022

Select Board Approval

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

Fire Chief Approval \_\_\_\_\_

Recorded-Town Clerk

\_\_\_\_\_

Date: \_\_\_\_\_

CC:

Police Dept.

Fire Dept.

Master Road Book

## Revenue Report Monthly BOS

ALL FUNDS Periods: 2022-09 thru 2022-09 [75% of Year] Include: Revenues -

Account #	Account Title	Est. Revenue	PTD Rev.	YTD Rev.	Uncollected	% Coll.	Prior YTD Rev.
<b>01 - GENERAL FUND</b>							
<b>3110 - PROPERTY TAX REVENUE</b>							
01-3110-01-900	PROPERTY TAXES-CURRENT	0.00	0.00	10,072,005.00	(10,072,005.00)	0.00	0.00
01-3110-10-850	TAX COLL-REFUND/REBATE/ABATEME	0.00	0.00	(70.28)	70.28	0.00	0.00
3110 - PROPERTY TAX REVENUE		<u>0.00</u>	<u>0.00</u>	<u>10,071,934.72</u>	<u>(10,071,934.72)</u>	<u>0.00</u>	<u>0.00</u>
<b>3120 - LAND USE CHANGE TAX - GENERAL FUND</b>							
01-3120-01-901	LAND USE CHANGE	12,000.00	0.00	48,075.00	(36,075.00)	400.63	0.00
3120 - LAND USE CHANGE TAX - GENERAL FUND		<u>12,000.00</u>	<u>0.00</u>	<u>48,075.00</u>	<u>(36,075.00)</u>	<u>400.63</u>	<u>0.00</u>
<b>3185 - YIELD TAXES</b>							
01-3185-01-900	YIELD TAX	7,500.00	0.00	1,026.81	6,473.19	13.69	0.00
3185 - YIELD TAXES		<u>7,500.00</u>	<u>0.00</u>	<u>1,026.81</u>	<u>6,473.19</u>	<u>13.69</u>	<u>0.00</u>
<b>3187 - EXCAVATION TAX</b>							
01-3187-01-900	EXCAVATION TAX	350.00	0.00	0.00	350.00	0.00	0.00
3187 - EXCAVATION TAX		<u>350.00</u>	<u>0.00</u>	<u>0.00</u>	<u>350.00</u>	<u>0.00</u>	<u>0.00</u>
<b>3190 - PENALTIES AND INTEREST</b>							
01-3190-01-902	INTEREST & COSTS	30,000.00	309.18	29,893.82	106.18	99.65	0.00
3190 - PENALTIES AND INTEREST		<u>30,000.00</u>	<u>309.18</u>	<u>29,893.82</u>	<u>106.18</u>	<u>99.65</u>	<u>0.00</u>
<b>3210 - BUSINESS LICENSES AND PERMITS</b>							
01-3210-01-910	UCC FILING	1,000.00	0.00	1,272.00	(272.00)	127.20	0.00
3210 - BUSINESS LICENSES AND PERMITS		<u>1,000.00</u>	<u>0.00</u>	<u>1,272.00</u>	<u>(272.00)</u>	<u>127.20</u>	<u>0.00</u>
<b>3220 - MOTOR VEHICLE PERMIT FEES</b>							
01-3220-01-906	AUTO REGISTRATIONS	1,000,000.00	74,936.50	798,042.20	201,957.80	79.80	0.00
01-3220-01-907	SNOWMOBILE AND ATV FEES	2,500.00	8.00	2,513.00	(13.00)	100.52	0.00
3220 - MOTOR VEHICLE PERMIT FEES		<u>1,002,500.00</u>	<u>74,944.50</u>	<u>800,555.20</u>	<u>201,944.80</u>	<u>79.86</u>	<u>0.00</u>
<b>3230 - BUILDING PERMITS</b>							
01-3230-01-908	SUBDIVISION FEES	500.00	0.00	2,550.00	(2,050.00)	510.00	0.00
01-3230-01-909	SITE PLAN REVIEW FEES	2,500.00	0.00	2,331.25	168.75	93.25	0.00
01-3230-01-910	CERTIFICATE OF COMPLIANCE FEES	45,000.00	6,565.00	43,163.90	1,836.10	95.92	0.00
3230 - BUILDING PERMITS		<u>48,000.00</u>	<u>6,565.00</u>	<u>48,045.15</u>	<u>(45.15)</u>	<u>100.09</u>	<u>0.00</u>
<b>3290 - OTHER LICENSSES, PERMITS AND FEES</b>							
01-3290-01-320	LANDLORDS FILING FEE	0.00	0.00	4.00	(4.00)	0.00	0.00
01-3290-01-902	REDEMPTION COSTS	2,500.00	0.00	516.03	1,983.97	20.64	0.00
01-3290-01-907	BOAT REGISTRATIONS/FEES	12,500.00	94.72	12,570.16	(70.16)	100.56	0.00
01-3290-01-912	DOG LICENSES/FEES	4,500.00	0.00	3,492.00	1,008.00	77.60	0.00
01-3290-01-915	VITALS-BIRTH & DEATH	3,500.00	288.00	2,292.00	1,208.00	65.49	0.00
01-3290-01-917	TOWN CLERK FEES	0.00	0.00	112.25	(112.25)	0.00	0.00
01-3290-01-918	MISC. TC/TC OVERAGES	0.00	(890.70)	(172.70)	172.70	0.00	0.00

## Revenue Report Monthly BOS

ALL FUNDS Periods: 2022-09 thru 2022-09 [75% of Year] Include: Revenues -

Account #	Account Title	Est. Revenue	PTD Rev.	YTD Rev.	Uncollected	% Coll.	Prior YTD Rev.
01-3290-01-919	WETLANDS APPLICATIONS	0.00	0.50	8.50	(8.50)	0.00	0.00
3290 - OTHER LICENSSES, PERMITS AND FEES		<b>23,000.00</b>	<b>(507.48)</b>	<b>18,822.24</b>	<b>4,177.76</b>	<b>81.84</b>	<b>0.00</b>
<b>3311 - FEDERAL - HOUSE AND URBAN DEVELOPMENT (H.U.D.)</b>							
01-3311-01-841	FEDERAL FEMA FUNDS	0.00	0.00	14,932.61	(14,932.61)	0.00	0.00
3311 - FEDERAL - HOUSE AND URBAN DEVELOPMENT (H.U.D.)		<b>0.00</b>	<b>0.00</b>	<b>14,932.61</b>	<b>(14,932.61)</b>	<b>0.00</b>	<b>0.00</b>
<b>3352 - STATE - MEALS AND ROOMS TAX DISTRIBUTION</b>							
01-3352-01-840	STATE OF NH ROOMS MEALS TAX	176,553.00	0.00	0.00	176,553.00	0.00	0.00
3352 - STATE - MEALS AND ROOMS TAX DISTRIBUTION		<b>176,553.00</b>	<b>0.00</b>	<b>0.00</b>	<b>176,553.00</b>	<b>0.00</b>	<b>0.00</b>
<b>3353 - STATE - HIGHWAY BLOCK GRANT</b>							
01-3353-01-928	HIGHWAY BLOCK GRANT	85,176.00	(104,500.27)	47,563.38	37,612.62	55.84	0.00
3353 - STATE - HIGHWAY BLOCK GRANT		<b>85,176.00</b>	<b>(104,500.27)</b>	<b>47,563.38</b>	<b>37,612.62</b>	<b>55.84</b>	<b>0.00</b>
<b>3354 - STATE - WATER POLLUTION GRANTS</b>							
01-3354-01-795	STATE OF NH - WATER GRANT	11,286.00	4,733.00	12,205.43	(919.43)	108.15	0.00
3354 - STATE - WATER POLLUTION GRANTS		<b>11,286.00</b>	<b>4,733.00</b>	<b>12,205.43</b>	<b>(919.43)</b>	<b>108.15</b>	<b>0.00</b>
<b>3379 - INTERGOVERNMENTAL REVENUE</b>							
01-3379-01-935	TOWN OF SPRINGFIELD-TS	110,000.00	0.00	64,904.50	45,095.50	59.00	0.00
3379 - INTERGOVERNMENTAL REVENUE		<b>110,000.00</b>	<b>0.00</b>	<b>64,904.50</b>	<b>45,095.50</b>	<b>59.00</b>	<b>0.00</b>
<b>3401 - INCOME FROM DEPARTMENTS</b>							
01-3401-01-320	FIREWORKS PERMIT FEE	0.00	0.00	1,090.00	(1,090.00)	0.00	0.00
01-3401-01-321	PHOTOCOPY INCOME	0.00	3.00	18.00	(18.00)	0.00	0.00
01-3401-01-586	RECYCLING INCOME-ALUMINUM	0.00	0.00	9,257.30	(9,257.30)	0.00	0.00
01-3401-01-587	RECYCLING CARDBOARD	0.00	2,000.40	6,388.75	(6,388.75)	0.00	0.00
01-3401-01-588	RECYCLING NEWSPAPER	0.00	0.00	9,890.58	(9,890.58)	0.00	0.00
01-3401-01-589	RECYCLING SCRAP METAL	0.00	343.33	12,770.31	(12,770.31)	0.00	0.00
01-3401-01-592	RECYCLING PLASTIC	0.00	0.00	7,857.91	(7,857.91)	0.00	0.00
01-3401-01-593	RECYCLING INCOME-BATTERIES	0.00	0.00	245.58	(245.58)	0.00	0.00
01-3401-01-937	MISC. GENERAL GOV'T INCOME	0.00	0.00	264.23	(264.23)	0.00	0.00
01-3401-01-942	STANDARD POWER INCOME NET METERING	0.00	0.00	3,057.36	(3,057.36)	0.00	0.00
01-3401-01-948	MISC. TOWN OFFICE INCOME	135,000.00	0.00	1,187.16	133,812.84	0.88	0.00
01-3401-01-950	ZBA INCOME	0.00	150.00	3,450.00	(3,450.00)	0.00	0.00
01-3401-01-951	TOWN OFFICE POSTAGE	0.00	0.00	30.58	(30.58)	0.00	0.00
01-3401-01-953	REPORTS/LABELS/DISKS SOLD	0.00	0.00	100.00	(100.00)	0.00	0.00
3401 - INCOME FROM DEPARTMENTS		<b>135,000.00</b>	<b>2,496.73</b>	<b>55,607.76</b>	<b>79,392.24</b>	<b>41.19</b>	<b>0.00</b>
<b>3404 - GARBAGE - REFUSE CHARGES</b>							
01-3404-01-940	SUNAPEE T/S TICKET SALES	60,000.00	3,559.00	43,932.50	16,067.50	73.22	0.00
3404 - GARBAGE - REFUSE CHARGES		<b>60,000.00</b>	<b>3,559.00</b>	<b>43,932.50</b>	<b>16,067.50</b>	<b>73.22</b>	<b>0.00</b>

## Revenue Report Monthly BOS

ALL FUNDS Periods: 2022-09 thru 2022-09 [75% of Year] Include: Revenues -

Account #	Account Title	Est. Revenue	PTD Rev.	YTD Rev.	Uncollected	% Coll.	Prior YTD Rev.
<b>3409 - OTHER CHARGES FOR SERVICES</b>							
01-3409-01-965	SALE OF CEMETERY LOT	2,450.00	(250.00)	9,400.00	(6,950.00)	383.67	0.00
01-3409-01-966	BURIAL INCOME	0.00	100.00	1,200.00	(1,200.00)	0.00	0.00
3409 - OTHER CHARGES FOR SERVICES		<b>2,450.00</b>	<b>(150.00)</b>	<b>10,600.00</b>	<b>(8,150.00)</b>	<b>432.65</b>	<b>0.00</b>
<b>3501 - SALES OF MUNICIPAL PROPERTY</b>							
01-3501-01-966	SALE OF TOWN OWNED PROPERTY	8,800.00	0.00	0.00	8,800.00	0.00	0.00
01-3501-01-970	CHECKING ACCOUNT INTEREST EARNED	53,000.00	0.00	25,706.33	27,293.67	48.50	0.00
01-3501-10-813	PISTOL PERMIT FEE	0.00	0.00	250.00	(250.00)	0.00	0.00
3501 - SALES OF MUNICIPAL PROPERTY		<b>61,800.00</b>	<b>0.00</b>	<b>25,956.33</b>	<b>35,843.67</b>	<b>42.00</b>	<b>0.00</b>
<b>3503 - RENTS OF PROPERTY</b>							
01-3503-01-937	TOWN DOCK RENTAL	24,000.00	0.00	13,833.32	10,166.68	57.64	0.00
3503 - RENTS OF PROPERTY		<b>24,000.00</b>	<b>0.00</b>	<b>13,833.32</b>	<b>10,166.68</b>	<b>57.64</b>	<b>0.00</b>
<b>3504 - FINES AND FORFEITS</b>							
01-3504-01-939	PARKING FINES	0.00	0.00	840.00	(840.00)	0.00	0.00
01-3504-01-941	REPLACEMENT TRANSFER STATION TAGS	0.00	25.00	75.00	(75.00)	0.00	0.00
01-3504-01-946	PD DISCOVERY	0.00	0.00	220.00	(220.00)	0.00	0.00
3504 - FINES AND FORFEITS		<b>0.00</b>	<b>25.00</b>	<b>1,135.00</b>	<b>(1,135.00)</b>	<b>0.00</b>	<b>0.00</b>
<b>3916 - TRANSFERS FROM TRUST AND AGENCY FUNDS</b>							
01-3916-01-987	CEMETERY EXPENDABLE TRUST	0.00	0.00	(168.75)	168.75	0.00	0.00
3916 - TRANSFERS FROM TRUST AND AGENCY FUNDS		<b>0.00</b>	<b>0.00</b>	<b>(168.75)</b>	<b>168.75</b>	<b>0.00</b>	<b>0.00</b>
01 - GENERAL FUND		<b>1,790,615.00</b>	<b>(12,525.34)</b>	<b>11,310,127.02</b>	<b>(9,519,512.02)</b>	<b>631.63</b>	<b>0.00</b>
<b>02 - HYDRO FUND</b>							
<b>3409 - OTHER CHARGES FOR SERVICES</b>							
02-3409-99-000	HYDRO - SALE OF ELECTRICITY	0.00	0.00	203,761.28	(203,761.28)	0.00	0.00
3409 - OTHER CHARGES FOR SERVICES		<b>0.00</b>	<b>0.00</b>	<b>203,761.28</b>	<b>(203,761.28)</b>	<b>0.00</b>	<b>0.00</b>
<b>3501 - SALES OF MUNICIPAL PROPERTY</b>							
02-3501-99-971	HYDRO INTEREST EARNED	0.00	0.00	855.48	(855.48)	0.00	0.00
3501 - SALES OF MUNICIPAL PROPERTY		<b>0.00</b>	<b>0.00</b>	<b>855.48</b>	<b>(855.48)</b>	<b>0.00</b>	<b>0.00</b>
02 - HYDRO FUND		<b>0.00</b>	<b>0.00</b>	<b>204,616.76</b>	<b>(204,616.76)</b>	<b>0.00</b>	<b>0.00</b>
<b>07 - SPECIAL RECREATION FUND</b>							
<b>3401 - INCOME FROM DEPARTMENTS</b>							
07-3401-07-150	SPEC REC STORE INCOME - food & beverage	0.00	0.00	1,180.01	(1,180.01)	0.00	0.00
07-3401-07-154	SPEC REC SOCCER	0.00	410.00	5,175.00	(5,175.00)	0.00	0.00
07-3401-07-901	SPEC REC SPECIAL EVENTS	0.00	0.00	1,632.00	(1,632.00)	0.00	0.00
07-3401-99-700	SPEC REC BASEBALL T BALL SOFTBALL	0.00	295.00	7,724.45	(7,724.45)	0.00	0.00
07-3401-99-702	SPEC REC FIREWORKS REVENUE	0.00	0.00	7,835.00	(7,835.00)	0.00	0.00

## Revenue Report Monthly BOS

ALL FUNDS Periods: 2022-09 thru 2022-09 [75% of Year] Include: Revenues -

Account #	Account Title	Est. Revenue	PTD Rev.	YTD Rev.	Uncollected	% Coll.	Prior YTD Rev.
07-3401-99-707	SPEC REC SWIMMING LESSONS	0.00	0.00	5,940.00	(5,940.00)	0.00	0.00
07-3401-99-708	Spec Rec Track & Field	0.00	0.00	743.76	(743.76)	0.00	0.00
07-3401-99-717	SPEC REC - DAY CAMP	0.00	0.00	29,387.89	(29,387.89)	0.00	0.00
07-3401-99-719	SPEC REC - SUMMER FEST	0.00	0.00	(3,595.00)	3,595.00	0.00	0.00
07-3401-99-902	SPEC REC - BOOT CAMP SIGNUP	0.00	600.00	2,215.01	(2,215.01)	0.00	0.00
3401 - INCOME FROM DEPARTMENTS		<u>0.00</u>	<u>1,305.00</u>	<u>58,238.12</u>	<u>(58,238.12)</u>	<u>0.00</u>	<u>0.00</u>
<b>3501 - SALES OF MUNICIPAL PROPERTY</b>							
07-3501-01-971	SPEC REC INTEREST EARNED	0.00	0.00	369.13	(369.13)	0.00	0.00
3501 - SALES OF MUNICIPAL PROPERTY		<u>0.00</u>	<u>0.00</u>	<u>369.13</u>	<u>(369.13)</u>	<u>0.00</u>	<u>0.00</u>
07 - SPECIAL RECREATION FUND		<u>0.00</u>	<u>1,305.00</u>	<u>58,607.25</u>	<u>(58,607.25)</u>	<u>0.00</u>	<u>0.00</u>
<b>09 - PLANNING AND ZONING ESCROW FUND</b>							
<b>3401 - INCOME FROM DEPARTMENTS</b>							
09-3401-21-801	Bell Construction Oversight Bond	0.00	(254.61)	(254.61)	254.61	0.00	0.00
09-3401-21-802	AUBUCHON REALTY COMPANY CASH BOND	0.00	0.00	(1,153.50)	1,153.50	0.00	0.00
3401 - INCOME FROM DEPARTMENTS		<u>0.00</u>	<u>(254.61)</u>	<u>(1,408.11)</u>	<u>1,408.11</u>	<u>0.00</u>	<u>0.00</u>
09 - PLANNING AND ZONING ESCROW FUND		<u>0.00</u>	<u>(254.61)</u>	<u>(1,408.11)</u>	<u>1,408.11</u>	<u>0.00</u>	<u>0.00</u>
<b>10 - BANDSTAND/BEN MERE FUND</b>							
<b>3501 - SALES OF MUNICIPAL PROPERTY</b>							
10-3501-10-000	DONATIONS FOR USE OF BEN MERE PROPERTY	0.00	0.00	50.00	(50.00)	0.00	0.00
3501 - SALES OF MUNICIPAL PROPERTY		<u>0.00</u>	<u>0.00</u>	<u>50.00</u>	<u>(50.00)</u>	<u>0.00</u>	<u>0.00</u>
10 - BANDSTAND/BEN MERE FUND		<u>0.00</u>	<u>0.00</u>	<u>50.00</u>	<u>(50.00)</u>	<u>0.00</u>	<u>0.00</u>
<b>12 - PISTOL PERMIT FUND</b>							
<b>3501 - SALES OF MUNICIPAL PROPERTY</b>							
12-3501-99-970	PISTOL PERMIT FUND INTEREST EARNED CASH ACCOUNT	0.00	0.00	3.81	(3.81)	0.00	0.00
3501 - SALES OF MUNICIPAL PROPERTY		<u>0.00</u>	<u>0.00</u>	<u>3.81</u>	<u>(3.81)</u>	<u>0.00</u>	<u>0.00</u>
12 - PISTOL PERMIT FUND		<u>0.00</u>	<u>0.00</u>	<u>3.81</u>	<u>(3.81)</u>	<u>0.00</u>	<u>0.00</u>
<b>15 - CONSERVATION COMISSION FUND</b>							
<b>3121 - LAND USE CHANGE TAX - CONSERVATION FUND</b>							
15-3121-99-700	CONSERVATION COMMISSION FUND INCOME	0.00	0.00	40,000.00	(40,000.00)	0.00	0.00
3121 - LAND USE CHANGE TAX - CONSERVATION FUND		<u>0.00</u>	<u>0.00</u>	<u>40,000.00</u>	<u>(40,000.00)</u>	<u>0.00</u>	<u>0.00</u>
<b>3501 - SALES OF MUNICIPAL PROPERTY</b>							
15-3501-99-971	CONSERVATION COMMISSION FUND INTEREST EARNED	0.00	0.00	42.16	(42.16)	0.00	0.00
3501 - SALES OF MUNICIPAL PROPERTY		<u>0.00</u>	<u>0.00</u>	<u>42.16</u>	<u>(42.16)</u>	<u>0.00</u>	<u>0.00</u>
15 - CONSERVATION COMISSION FUND		<u>0.00</u>	<u>0.00</u>	<u>40,042.16</u>	<u>(40,042.16)</u>	<u>0.00</u>	<u>0.00</u>

## Revenue Report Monthly BOS

ALL FUNDS Periods: 2022-09 thru 2022-09 [75% of Year] Include: Revenues -

Account #	Account Title	Est. Revenue	PTD Rev.	YTD Rev.	Uncollected	% Coll.	Prior YTD Rev.
<b>16 - DEWEY WOODS</b>							
<b>3501 - SALES OF MUNICIPAL PROPERTY</b>							
16-3501-99-340	DEWEY WOODS INTEREST EARNED	0.00	0.00	2.69	(2.69)	0.00	0.00
3501 - SALES OF MUNICIPAL PROPERTY		<u>0.00</u>	<u>0.00</u>	<u>2.69</u>	<u>(2.69)</u>	<u>0.00</u>	<u>0.00</u>
16 - DEWEY WOODS		<u>0.00</u>	<u>0.00</u>	<u>2.69</u>	<u>(2.69)</u>	<u>0.00</u>	<u>0.00</u>
<b>18 - COFFIN MEMORIAL PARK</b>							
<b>3501 - SALES OF MUNICIPAL PROPERTY</b>							
18-3501-99-340	COFFIN MEMORIAL PARK INTEREST INCOME	0.00	0.00	0.01	(0.01)	0.00	0.00
3501 - SALES OF MUNICIPAL PROPERTY		<u>0.00</u>	<u>0.00</u>	<u>0.01</u>	<u>(0.01)</u>	<u>0.00</u>	<u>0.00</u>
18 - COFFIN MEMORIAL PARK		<u>0.00</u>	<u>0.00</u>	<u>0.01</u>	<u>(0.01)</u>	<u>0.00</u>	<u>0.00</u>
<b>19 - TOWN FOREST FUND</b>							
<b>3501 - SALES OF MUNICIPAL PROPERTY</b>							
19-3501-99-971	TOWN FOREST FUND INTEREST EARNED	0.00	0.00	38.16	(38.16)	0.00	0.00
3501 - SALES OF MUNICIPAL PROPERTY		<u>0.00</u>	<u>0.00</u>	<u>38.16</u>	<u>(38.16)</u>	<u>0.00</u>	<u>0.00</u>
19 - TOWN FOREST FUND		<u>0.00</u>	<u>0.00</u>	<u>38.16</u>	<u>(38.16)</u>	<u>0.00</u>	<u>0.00</u>
<b>22 - SPECIAL DETAIL</b>							
<b>3409 - OTHER CHARGES FOR SERVICES</b>							
22-3409-99-140	POLICE SPECIAL DETAIL INCOME	0.00	0.00	3,860.85	(3,860.85)	0.00	0.00
3409 - OTHER CHARGES FOR SERVICES		<u>0.00</u>	<u>0.00</u>	<u>3,860.85</u>	<u>(3,860.85)</u>	<u>0.00</u>	<u>0.00</u>
22 - SPECIAL DETAIL		<u>0.00</u>	<u>0.00</u>	<u>3,860.85</u>	<u>(3,860.85)</u>	<u>0.00</u>	<u>0.00</u>
		<u>1,790,615.00</u>	<u>(11,474.95)</u>	<u>11,615,940.60</u>	<u>(9,825,325.60)</u>	<u>648.71</u>	<u>0.00</u>

## Expenditure Report Monthly BOS

Fund: GENERAL FUND Periods: 2022-09 thru 2022-09 [75% of Year] Include: - Expenditures

(Seg1-FUND - Seg2-PRIMARY)	Total Budget	PTD Expended	YTD Expended	Encumbered	Available	% Exp.
<b>01 - GENERAL FUND</b>						
4130 - GENERAL GOVERNMENT: EXECUTIVE	325,454.88	39,379.25	228,689.00	0.00	96,765.88	70.27
4140 - TOWN CLERK TAX COLLECTOR	265,906.76	16,381.21	208,500.05	0.00	57,406.71	78.41
4141 - ELECTIONS	14,663.00	2,406.74	8,106.04	0.00	6,556.96	55.28
4150 - FINANCIAL ADMINSTRATION	357,039.81	45,066.99	282,311.14	0.00	74,728.67	79.07
4152 - REVALUATION OF PROPERTY	101,300.56	0.00	34,272.23	0.00	67,028.33	33.83
4153 - LEGAL EXPENSES	18,000.00	13,339.00	45,457.52	0.00	(27,457.52)	252.54
4155 - PERSONNEL ADMINISTRATION	1,000.00	0.00	6,057.68	0.00	(5,057.68)	605.77
4191 - PLANNING AND ZONING	290,399.34	11,424.27	78,861.00	0.00	211,538.34	27.16
4194 - GENERAL GOVERNMENT BUILDINGS	313,903.54	19,616.91	188,711.58	0.00	125,191.96	60.12
4195 - CEMETERIES	14,392.50	464.25	7,672.43	0.00	6,720.07	53.31
4196 - INSURANCE NOT OTHERWISE ALLOCATED	8,068.00	0.00	6,983.42	0.00	1,084.58	86.56
4197 - ADVERTISING AND REGIONAL ASSOCIATION	13,890.00	1,793.37	10,658.03	0.00	3,231.97	76.73
4199 - OTHER GENERAL GOVERNMENT	31,968.15	296.76	40,394.13	0.00	(8,425.98)	126.36
4210 - PUBLIC SAFETY: POLICE	977,825.58	64,339.14	715,639.36	0.00	262,186.22	73.19
4215 - AMBULANCE	64,980.30	63,743.00	63,743.00	0.00	1,237.30	98.10
4220 - FIRE	373,948.96	24,113.56	231,956.98	0.00	141,991.98	62.03
4229 - SAFETY SERVICES BUILDING	147,100.00	4,612.43	117,097.58	0.00	30,002.42	79.60
4290 - EMERGENCY MANAGEMENT	500.00	0.00	308.96	0.00	191.04	61.79
4312 - HIGHWAY AND STREETS	1,948,883.05	114,246.00	1,381,237.95	0.00	567,645.10	70.87
4316 - STREET LIGHTS	15,000.00	85.48	5,369.36	0.00	9,630.64	35.80
4324 - SOLID WASTE DISPOSAL	640,287.65	39,211.73	371,430.11	0.00	268,857.54	58.01
4411 - HEALTH: ADMINISTRATION	462.00	0.00	549.30	0.00	(87.30)	118.90
4414 - PEST CONTROL	500.00	0.00	0.00	0.00	500.00	0.00
4415 - HEALTH AGENCIES AND HOSPITALS	15,176.00	0.00	15,024.00	0.00	152.00	99.00
4442 - DIRECT ASSISTANCE	43,149.43	907.94	14,861.65	0.00	28,287.78	34.44
4520 - PARKS AND RECREATION	199,553.52	12,098.13	121,396.84	0.00	78,156.68	60.83
4550 - LIBRARY	470,813.52	33,581.06	308,552.00	0.00	162,261.52	65.54
4583 - PATRIOTIC PURPOSES	300.00	0.00	49.94	0.00	250.06	16.65
4589 - OTHER CULTURE AND RECREATION	5,000.00	0.00	5,000.00	0.00	0.00	100.00
4611 - CONSERVATION: ADMINISTRATION	4,500.00	(3,010.00)	1,330.50	0.00	3,169.50	29.57
4711 - DEBIT SERVICE: PRINCIPAL - LONG-TERM BONDS AND NOTES	135,328.00	0.00	140,477.17	0.00	(5,149.17)	103.80
4721 - INTEREST - LONG-TERM BONDS AND NOTES	38,593.87	8,080.37	33,428.91	0.00	5,164.96	86.62
4723 - INTEREST ON TAX AND REVENUE ANTICIPATION NOTES	1,000.00	0.00	0.00	0.00	1,000.00	0.00
4900 -	529,300.00	44,739.00	545,965.59	0.00	(16,665.59)	103.15
<b>01 - GENERAL FUND</b>	<b>7,368,188.42</b>	<b>556,916.59</b>	<b>5,220,093.45</b>	<b>0.00</b>	<b>2,148,094.97</b>	<b>70.85</b>
	<b>7,368,188.42</b>	<b>556,916.59</b>	<b>5,220,093.45</b>	<b>0.00</b>	<b>2,148,094.97</b>	<b>70.85</b>