

**SUNAPEE BOARD OF SELECTMEN  
MEETING**

6:30PM Town Office Meeting Room  
Monday, November 15, 2021

Present: Chairman Josh Trow, Vice-Chairman Suzanne Gottling, Selectman Fred Gallup, Selectman Hathorn, Selectman Wallace and Shannon Martinez, Town Manager.

**REVIEW OF ITEMS FOR SIGNATURE:**

**MOTION TO APPROVE THE FOLLOWING CZC:**

**Parcel ID:0238-0005-0000 163 Jeffrey Drive, Anuj Gupta & Annie Yu-an HSU  
By Selectman Hathorn seconded by Selectman Gallup. Unanimous.**

**MOTION TO APPROVE THE FOLLOWING YIELD TAX:**

**Parcel ID:0217-0001-0000 Sleeper Road, Flint Family 2019 Revoc Trust  
Parcel ID:0224-0006-0000 Sleeper Road, Flint Family 2019 Revoc Trust  
By Selectman Gallup seconded by Selectman Wallace. Unanimous.**

**MOTION TO APPROVE THE FOLLOWING DRIVEWAY PERMIT:**

**Parcel ID:0104-0040-0000 52 Prospect Hill Road, David & Elizabeth Hutchinson  
By Selectman Wallace seconded by Selectman Gottling. Unanimous.**

**APPOINTMENTS:**

**7:00PM-Public Hearing for Water & Sewer Loan Refinancing**

- Chairman Trow said the opportunity has come up to refinance some of the bonds for the Water & Sewer Department. Chairman Trow read the resolution which is attached. Chairman Trow opened questions from the public.
- Chris Whitehouse asked the following questions and Chairman Trow replied:
  - Is this was going to be a warrant article?
    - Answer: No, it is an existing loan, just getting a lower interest rate.
  - How will the savings trickle down to the taxpayers?
    - Answer: The payment in the budget will be lower every year.
  - Will the taxpayers get tax relief, or will it be part of the budget?
    - It will be collecting whatever it amounts to, but less each year.
- Chris Whitehouse feels the Board should find a way to have the savings returned to the taxpayers so it will be a true savings to the taxpayers. There is no savings to the taxpayers because the money goes back into the budget and will be used somewhere else. Chairman Trow said the Department Head could ask for the money. The whole point of the initial budget is to ask what they need to do their jobs.

- Chairman Trow asked if there were any other questions before closing the public hearing.

**Motion to approve refinancing the Water & Sewer bonds by Selectman Gallup seconded by Selectman Wallace. Unanimous.**

#### **7:15PM-Budget Advisory Committee**

- Chairman Trow stated that the committee technically did not have a quorum, but they can still go through any questions or discussions that people have. Chairman Trow went over the updates on the original budget to what is now the current budget. The updates are attached. To view the current budget, in its entirety, please click on the following link: [https://www.town.sunapee.nh.us/sites/g/files/vyhlf5056/f/uploads/2022\\_budget\\_book\\_1-12-21.pdf](https://www.town.sunapee.nh.us/sites/g/files/vyhlf5056/f/uploads/2022_budget_book_1-12-21.pdf).

The Board will discuss the warrant articles at the Monday, December 13<sup>th</sup> meeting.

#### **PUBLIC COMMENTS:**

#### **SELECTMEN ACTION:**

- Use of Facilities:11/05-Sunapee School/Police Dept., Boys Championship Parade

**Motion to approve the Use of Facilities from the Sunapee School/Police Dept to hold the Boys Championship Parade on November 5<sup>th</sup> by Selectman Gallup seconded by Selectman Gottling. Unanimous.**

- Approve & Sign 2021 Second Half Tax Warrant

**Motion to approve the 2021 Second Half Tax Warrant by Chairman Trow seconded by Selectman Hathorn. Unanimous.**

- Sign Addendum to Engagement Letter from Plodzik & Sanderson

Chairman Trow said due to required “clean-up” and work there is a new estimated cost of \$5,000 to \$12,000. Shannon Martinez said because there were questions and concerns about the increased amount of work to be taken on by the audit firm, she has asked Sheryl Pratt from Plodzik & Sanderson to come to the next meeting and give a report on their findings. Rita Donaldson, who is the Interim Finance Director, will also be in attendance to give more background and answer any questions the Board might have regarding the finances or audit.

**Motion to sign the addendum to the Engagement Letter from Plodzik and Sanderson by Selectman Gallup seconded by Selectman Wallace. Unanimous.**

➤ **Approved Seasonal Pay Table with Updates**

The Board discussed the Fire Chief pay increase at the November 1<sup>st</sup> Board of Selectmen Meeting, so now the Seasonal-Elected-Non-Classified pay table must be approved. The Seasonal-Elected-Non-Classified pay table is for any town employee who does not fit into the tiers and steps pay table. They only updates were to the Fire Chief Stipend and Per Diem Fire Fighter stipend.

**Motion to approve the Seasonal-Elected-Non-Classified pay table with updates by Selectman Gottling seconded by Selectman Hathorn. Unanimous.**

➤ **Approved One-Time \$2,500 Training Stipend**

Chairman Trow asked the Board to authorize a one-time training stipend to Chief Galloway. He was required to attend classes that were part of accepting the job.

**Motion to authorize a one-time stipend of \$2,500 to Chief Galloway by Selectman Wallace seconded by Selectman Gottling. Unanimous.**

➤ **Sign Refunding Bond Resolution:** This was done during the public hearing portion of the meeting.

**TOWN MANAGER REPORTS:**

➤ **Temporary Town Manager Fill-In**

Shannon Martinez will be out of the country over the Thanksgiving holiday and would like permission from the Board to name Chief Cahill as her liaison in her absence. The Board had no problem with the request.

➤ **Turkey Trot**

Chief Cahill updated Shannon Martinez on the plan for road closures during the Turkey Trot.

**Motion to approve the use of town roads for the Turkey Trot by Selectman Hathorn seconded by Selectman Gottling. Unanimous.**

➤ **Town Office Security**

Shannon Martinez said she is going to do have a security audit conducted at the Town Office Building.

➤ **Appleseed Boat Parking Request**

The Fentons have requested permission to use the harbor parking lot over the winter so work could be done on the boat. Chairman Trow said the agreement was for last year and ended in May. The Board agreed to the boat being parked in the harbor until ice-out or May 1st if it does not interfere with the Christmas in the Harbor activities. Scott Hazelton and Chief Cahill are both supportive of the request, but the Fentons will be in responsible for the snowplowing.

➤ **All Staff Meeting**

Shannon Martinez had an all-staff meeting on Wednesday, November 10th at the Safety Services Building which gave her a chance to introduce herself to all the employees.

Meeting Adjourned 10:03PM

Respectfully Submitted by,

Barbara Vaughn

Administrative Assistant

**SUNAPEE BOARD OF SELECTMEN  
MEETING AGENDA  
6:30PM Town Office Meeting Room  
Monday, November 15, 2021**

**1. REVIEW OF ITEMS FOR SIGNATURE:**

**CZC's:**

Parcel ID:0238-0005-0000 163 Jeffrey Drive, Anuj Gupta & Annie Yu-an HSU

**YIELD TAX:**

Parcel ID:0217-0001-0000 Sleeper Road, Flint Family 2019 Revoc Trust

Parcel ID:0224-0006-0000 Sleeper Road, Flint Family 2019 Revoc Trust

**DRIVEWAY PERMIT:**

Parcel ID:0104-0040-0000 52 Prospect Hill Road, David & Elizabeth Hutchinson

**2. APPOINTMENTS**

7:00PM-Public Hearing for Water & Sewer Loan Refinancing

7:15PM-Budget Advisory Committee

**3. PUBLIC COMMENTS:**

**4. SELECTMEN ACTION**

- Use of Facilities:11/05-Sunapee School/Police Dept., Boys Championship Game
- Approve & Sign 2021 Second Half Tax Warrant
- Sign Addendum to Engagement Letter from Plodzik & Sanderson
- Approved Seasonal Pay Table with Updates
- Sign Refunding Bond Resolution

**5. CHAIRMAN'S REPORT**

**6. TOWN MANAGER REPORTS**

**7. UPCOMING MEETINGS:**

11/17-5:00PM-Energy Committee, Town Meeting Room

11/18-5:30PM-Abbott Library Trustees, Abbott Library

11/18-7:00PM-Water & Sewer Commission, Town Meeting Room

11/25 & 11/26- Closed for Thanksgiving Holiday

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

	2019 Voted	2020 Voted	2021 Voted	2021 YTD	2022 Requested	2022 Default	\$ of change /2021	% of change/2021	% of overall budget
4130-4139 - GENERAL GOVERNMENT EXECUTIVE	325,904	332,502	355,055	249,889	298,241	279,771	-56,814	-16.00%	4.50%
4140-4149 - TOWN CLERK, ELECTION, REGISTRATION & VITAL	216,537	235,986	243,422	156,289	279,795	265,389	36,373	14.94%	4.22%
4150-4151 - FINANCIAL ADMINISTRATION	222,127	228,848	243,964	198,213	297,273	263,389	53,309	21.85%	4.49%
4152 - REVALUATION OF PROPERTY	112,218	116,644	102,000	57,178	101,301	102,000	-699	-0.69%	1.53%
4153 - LEGAL EXPENSE	18,000	18,000	18,000	5,507	18,000	18,000	0	0.00%	0.27%
4155-4159 - PERSONNEL ADMINISTRATIVE	1,000	1,000	1,000	135	1,000	1,000	0	0.00%	0.02%
4191-4193 - PLANNING AND ZONING	55,252	57,839	56,074	31,099	140,133	172,128	84,059	149.91%	2.12%
4194 - GENERAL GOVERNMENT BUILDINGS	179,983	262,206	274,624	187,083	303,119	306,394	28,495	10.38%	4.58%
4195 - CEMETERIES	13,625	13,636	13,647	7,689	13,716	14,389	69	0.51%	0.21%
4196 - INSURANCE	7,540	8,068	8,068	0	8,068	8,068	0	0.00%	0.12%
4197 - ADVERTISING AND REGIONAL ASSOCIATIONS	13,981	28,544	14,390	10,754	13,890	14,390	-500	-3.47%	0.21%
4199 - OTHER GENERAL GOVERNMENT	30,651	31,128	31,520	26,114	31,935	31,575	415	1.32%	0.48%
TOTAL GENERAL GOVT	1,196,818	1,334,401	1,361,764	929,949	1,506,470	1,472,016	144,706	10.63%	22.75%
4210-4214 - POLICE	847,327	886,577	918,523	670,290	989,553	954,345	71,030	7.73%	14.94%
4215-4219 - AMBULANCE	59,516	61,886	61,886	61,886	63,743	61,886	1,857	3.00%	0.96%
4220-4229 - FIRE	358,792	386,953	419,373	253,555	508,649	521,379	89,276	21.29%	7.68%
4290-4298 - EMERGENCY MANAGEMENT	200	200	200	0	500	200	300	150.00%	0.01%
TOTAL PUBLIC SAFETY	1,265,835	1,335,616	1,399,982	985,732	1,562,445	1,537,810	162,463	11.60%	23.59%
4312 - HIGHWAY AND STREETS	1,796,828	1,750,762	1,812,923	1,264,471	1,964,528	1,869,003	146,605	8.06%	29.65%
4316 - STREET LIGHTING	16,800	16,800	16,800	7,900	15,000	16,800	-1,800	-10.71%	0.23%
4324 - SOLID WASTE DISPOSAL	531,762	557,178	625,756	387,982	657,824	628,269	32,068	5.12%	9.93%
TOTAL PUBLIC WORKS	2,345,390	2,374,740	2,460,479	1,660,354	2,637,852	2,514,072	176,873	7.19%	39.82%
4411 - HEALTH ADMINISTRATION	5,193	5,323	5,494	0	462	5,494	-5,032	-91.59%	0.01%
4414 - PEST CONTROL	500	500	500	0	500	500	0	0.00%	0.01%
4415-4419 - HEALTH AGENCIES, HOSPITALS & OTHER	15,176	15,176	15,176	15,176	15,176	15,176	0	0.00%	0.23%
4441-4442 - WELFARE ADMINISTRATION & DIRECT	43,808	42,354	42,535	14,109	43,046	42,728	511	1.20%	0.65%
4520-4529 - PARKS & RECREATION	161,086	164,297	167,168	167,238	202,644	181,386	35,476	21.22%	3.06%
4550-4559 - PUBLIC LIBRARY	400,953	405,202	468,005	310,959	469,742	455,470	1,737	0.37%	7.09%
4583 - PATRIOTIC PURPOSES	200	200	300	50	300	300	0	0.00%	0.00%
4589 - OTHER CULTURE AND RECREATION	5,000	5,000	5,000	5,000	5,000	5,000	0	0.00%	0.08%
4611-4612 - CONSERVATION & DEVELOPMENT	3,550	3,775	3,775	3,880	4,500	3,775	725	19.21%	0.07%
TOTAL PUBLIC SERVICE	635,466	641,827	707,953	516,412	741,370	709,829	33,417	4.72%	11.19%
4711 - LONG TERM BONDS & NOTES - PRINCIPAL	262,883	263,609	264,335	249,658	135,328	264,335	-129,007	-48.80%	2.04%
4721 - LONG TERM BONDS & NOTES - INTEREST	58,479	51,520	44,263	36,359	38,594	44,263	-5,669	-12.81%	0.58%
4723 - TAX ANTICIPATION NOTES - INTEREST	1,000	1,000	1,000	0	1,000	1,000	0	0.00%	0.02%
TOTAL DEBT	322,362	316,129	309,598	286,018	174,922	309,598	-134,676	-43.50%	2.64%
SUBTOTAL GENERAL GOVT	5,765,871	5,952,713	6,239,776	4,378,464	6,622,559	6,548,324	382,783	6.13%	100.00%

ABC  
warrant  
article  
- 87

## Updates to 2022 Proposed Budget

- Page 4: BOS direction related to Budget 2021 to Manager *changed*
  - BOS direction related to Budget 2022 to Manager
- Page 54: Public Safety Services Revolving Fund *changed*
  - Police Special Detail Revolving Fund
- Page 83: Adjusted AMB-Ambulance Service, Line 01-4215-10-350
  - \$64,0980.30 to \$63,743.00
  - \$63,743 is the price provided by New London Hospital
- Page 97: Adjusted Health Care Line, 01-4194-95-210, miscalculation
  - \$47,120.21 reduced by \$13,827.57
  - Now budgeted at \$33,292.64
- Page 123: Adjusted On-Call pay, 01-4220-50-190
  - \$5200 *changed* to \$4800
- Page 123: Adjusted Fired Dues/Subscriptions, 01-4220-50-560
  - \$4,500 *changed* to \$3,783.00
- Page 129: Adjusted SSB-Dispatch Services, 01-4229-53-345
  - \$86,284.00 *changed* to \$70,000
  - Decision to Stay with New London Dispatch for this year,
- Page 129: Adjusted Safety Services Building Maintenance/Repair, 01-4229-53-430
  - \$40,000 *changed* to \$30,000
  - Decision to Stay with New London Dispatch for this year, new repeater not required
- Page 129: Adjusted SSB-Office Furniture, 01-4229-53-741
  - \$8,000 to \$3,000
  - Decision to Stay with New London Dispatch for this year, new equipment not required
- Page 130: Organizational Chart Updated to reflect current structure
- Page 147: Adjusted TS Health Insurance miscalculation, 01-4324-60-210
  - \$72,854.49 *changed* \$79,129.10
- Page 157: Organizational Chart Updated to reflect current structure
- Page 161: Adjusted title Rec-Rents INC chemical Toilets *changed*
  - Rec-Rentals
- Page 173: Adjusted Hydro Legal, 02-4339-99-320
  - \$0-\$1,000
- Page 173: Adjusted Hydro-Net Metering Expenses, 02-4339-99-411
  - \$120,000 *changed* to \$55,000
- Page 185: Inserted new Water Fund Budget Worksheet
- Appendix: Added Loan Amortization Schedule

**COPY**



## **Town of Sunapee, New Hampshire**

**2021  
SECOND HALF TAX  
COUNTY OF SULLIVAN  
STATE OF NEW HAMPSHIRE**

To: Betty H. Ramspott, Collector of Taxes

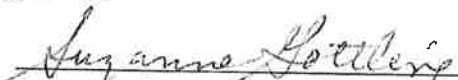
For the Town of Sunapee in said County:

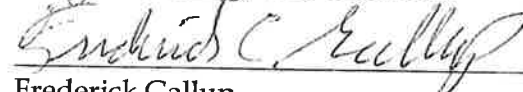
In the name of the State of New Hampshire, you are hereby directed to collect property taxes in the list herewith committed to you, amounting in all to the sum of \$ 9,876,873 and with interest at eight percent (8%) per annum after Monday, December 13, 2021, thereafter on all sums not paid on or before that day.

A tax collector shall remit all money collected to the town treasurer, or to the town treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total \$500 or more.

Given under our hands and seal at the Town of Sunapee, New Hampshire, this 10th day of November, 2021.

  
\_\_\_\_\_  
Joshua Trow, Chairman

  
\_\_\_\_\_  
Suzanne Gottling, Vice-Chairman

  
\_\_\_\_\_  
Frederick Gallup

\_\_\_\_\_  
Carol Wallace

\_\_\_\_\_  
Jeremy Hathorn





November 10, 2021

James A. Sojka, CPA\*

Sheryl A. Pratt, CPA\*\*

Michael J. Campo, CPA, MACCY

Members of the Board of Selectmen and Town Manager  
Town of Sunapee  
23 Edgemont Road  
Sunapee, NH 03782

Scott T. Eagen, CPA, CFE

Karen M. Lascelle, CPA, CVA, CFE

Ashley Miller Klem, CPA, MSA

Tyler A. Paine, CPA\*\*\*

Kyle G. Gingras, CPA

Thomas C. Giffen, CPA

Ryan T. Gibbons, CPA, CFE

Brian P. McDermott, CPA\*\*

Justin Larsh, CPA

Patrick J. Mohan, CPA

Dear Members of the Board and Town Manager:

This letter is to confirm our understanding of the additional services we are providing the Town of Sunapee for the year ended December 31, 2020. As we discussed with the Town Manager and former Town Manager on October 28, 2021, we need to perform additional procedures on several balance sheet accounts, including but not limited to, cash, interfund balances, receivables, payables, tax deeded property subject to resale, and deferrals, and possibly revenues and expenditures in many funds of the Town, including the trust funds due to reconciliations not being completed prior to audit. This work is estimated to cost the Town between \$5,000 and \$12,000.

This fee revision is based on the significant additional information provided from Town personnel and our time required to evaluate and report on these matters. The above additional fee is based on the assumption that no further unexpected circumstances will be encountered during the additional audit procedures to be performed. If further significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

This letter serves as an addendum to the original engagement letter dated October 27, 2021.

Sincerely,

PLODZIK & SANDERSON  
Professional Association

RESPONSE:

This addendum correctly sets forth the understanding of the *Town of Sunapee*.

Governance signature: \_\_\_\_\_

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

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

Governance signature: \_\_\_\_\_

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

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

**PLODZIK & SANDERSON, P.A.**  
*Certified Public Accountants*

\* Also licensed in Maine

\*\* Also licensed in Massachusetts

\*\*\* Also licensed in Vermont

# Seasonal - Elected-Non-Classified

Assistant Beach Manager/WSI		\$13.00 - \$16.00
Beach Manager		\$17.00 - \$20.00
Beach Staff - Attendant	6	\$9.00-\$11.00
Boat Camp Instructor		\$15.01
Cemetery Laborer		\$12.50
Crossing Guard		\$12.50
Information Booth Attendant I	2	\$14.25
Information Booth Attendant II	1	\$14.75
Library Intern		\$13.03
Lifeguards	6	\$11.00-\$13.00
Recreation Baseball/Softball Umpire		\$35.00
Recreation Basketball Umpires		\$25.00
Recreation Instructor		\$30.00
Recreation Scorekeepers		\$9.00
Recreation Soccer Referee		\$25.00
Summer Camp Director		\$16.00-\$18.00
Assistant Day Camp Director		\$13.00 - \$15.00
Day Camp Counselors	10	\$9.00-\$12.00
Skate Attendant		\$12.00
Seasonal Part-time Janitor		\$20.00
Summer TS Attendant		\$14.61
Senior TS Attendant		\$14.97
Seasonal Highway Laborer		\$14.61-\$16.00
Seasonal Water & Sewer Laborer		\$14.61
Trust Fund Secretary		\$24.86
Youth Sailing Instructor		\$13.00-\$16.00
Plow Driver I (no CDL)		\$22.50
Senior Plow Driver I (no CDL)		\$23.50
Plow Driver II (CDL License)		\$24.50
Senior Plow Driver II (CDL License)		\$25.50
Interim Assistant TTC		\$16.00-\$20.00
Health Officer Annual Stipend		\$250

## Elected

Ballot Clerk	4	\$9.75
Deputy Treasurer		\$145.06
Moderator		\$176.24
Selectmen	4	\$3,508.92
Selectmen Chair		\$3,692.94
Supervisor of the Checklist	3	\$10.00
Treasurer		\$3,692.94

Approved XXX, 2021

## Fire Department

Fire Chief	\$	50,000.00	Annually
Assistant Chief	\$	19.00	
Captain	\$	18.00	
Lieutenant	2 \$	17.00	
Firefighter	4 \$	11.00	
Firefighter 1	\$	12.00	
Firefighter 2	\$	13.00	
EMR	\$	12.00	
EMT	\$	13.00	
AEMT	\$	14.00	
PEMT	\$	15.00	
EMR + Firefighter 1	\$	13.00	
EMR + Firefighter 2	\$	14.00	
EMT + Firefighter 1	\$	15.00	
EMT + Firefighter 2	\$	16.00	
A-EMT + Firefighter 1	\$	17.00	
A-EMT + Firefighter 2	\$	16.00	
P-EMT + Firefighter 1	\$	17.00	
P-EMT + Firefighter 2	\$	16.00	
Training Officer	\$	11.00	
Photographer	\$	150.00	Per Day
Per Diem: 10 shifts per week	\$		

**TOWN OF SUNAPEE, NEW HAMPSHIRE**

**A Resolution**  
**Authorizing the Issuance of Refunding Bonds**  
**Dated as of November 15, 2021**

WHEREAS, the Town of Sunapee, New Hampshire (the "Town") has issued certain \$1,500,000 General Obligation Bonds through the United States Department of Agriculture Rural Development ("USDA RD") dated as of March 13, 2014, which mature on March 13, 2042 in the aggregate outstanding principal amount of \$1,247,830 and certain \$1,585,000 General Obligation Bonds through USDA RD dated as of August 28, 2015, which mature on August 28, 2042 in the aggregate outstanding principal amount of \$1,232,776, both of which are eligible to be refunded at par at any time without penalty (together, the "Refunded Bonds"); and

WHEREAS, although the Refunded Bonds are not subject to redemption prior to their maturity date, USDA RD has consented to the redemption of the Refunding Bonds prior to such maturity date; and

WHEREAS it appears likely that bonds issued today would have a net interest cost less than the net interest cost on the Refunded Bonds; and

WHEREAS the Town may be able to realize debt service savings by issuing certain refunding bonds (the "Refunding Bonds"), the proceeds of which would be utilized to current refund or advance refund the Refunded Bonds and to pay certain other costs relating thereto, including any necessary redemption premium and the costs of issuing the Refunding Bonds.

NOW THEREFORE, BE IT RESOLVED that the Town, acting by and through its Select Board (the "Governing Board"), hereby authorizes the issuance of Refunding Bonds pursuant to the provisions of RSA 33:3-d, the proceeds of which shall be utilized to current refund or advance refund the Refunded Bonds, to pay the redemption premium, if any, applicable thereto, any principal and interest coming due on the Refunded Bonds prior to any redemption date and to pay the costs of issuance of the Refunding Bonds, including costs of any credit enhancement; and

IT IS FURTHER RESOLVED that the Town is hereby authorized to finally approve the aforesaid refunding by entering into a Loan Agreement or Bond Purchase Agreement (the "Agreement") with the New Hampshire Municipal Bond Bank or such other underwriter(s) or bond purchaser(s) as the Governing Board may deem appropriate in connection with the issuance of the Refunding Bonds to evidence the Town's approval of the terms and conditions of the Refunding Bonds; and

IT IS FURTHER RESOLVED that the Agreement and such other documents, if any, as shall be required in connection with the issuance of the Refunding Bonds shall be signed on behalf of the Issuer by its Chairman of the Governing Board or its Vice-Chairman of the Governing Board, each acting singly, and/or such other individuals as may be required by state law or as may be specified by bond counsel; and

IT IS FURTHER RESOLVED that an Escrow Contract and such other documents as shall be required in connection with the issuance of the Refunding Bonds shall be signed on behalf of the Town by the aforementioned individuals, and/or such other individuals as may be required by state law or as may be specified by bond counsel; and

IT IS FURTHER RESOLVED that the Town is authorized to enter into such other documents, to engage such other professionals (including a Financial Advisor, Escrow Agent, Verification Agent and Paying Agent), and to do such other things as are necessary to consummate the aforesaid refunding; and

IT IS FURTHER RESOLVED that all actions heretofore taken by the Town consistent with the foregoing are hereby confirmed, ratified, and approved.

[SIGNATURE PAGE FOLLOWS]

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Select Board



TOWN OF  
NEW LONDON, NEW HAMPSHIRE

375 MAIN STREET • NEW LONDON, NH 03257 • WWW.NL-NH.COM

November 4, 2021

SENT VIA E-MAIL: [Shannon@town.sunapee.nh.us](mailto:Shannon@town.sunapee.nh.us)

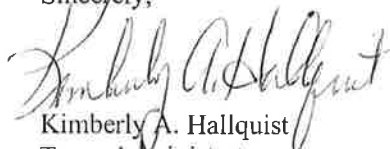
Shannon Martinez  
Town Manager  
Town of Sunapee

Dear Shannon:

The 2022 New London Communications Center fee for your town has been set. The 2022 fees have been calculated using the same formula that has been used for the past several years. This year, based on the calls-for service generated, New London will be assessed 66% of the operating budget and the remaining 35% will be allocated to the member towns according to the three-year average of the calls-for service generated plus a \$3,000 base fee. Sunapee's 2022 fee has been calculated at \$69,007.28, a 9.56% decrease from the 2021 fee.

Please feel free to contact us if you have any questions or need additional information. I will be mailing Sunapee's Dispatch Service Scope of Work for your review and approval.

Sincerely,



Kimberly A. Hallquist  
Town Administrator

cc: Board of Selectmen  
Police Chief Cobb

TOWN	2019 calls for service	2020 calls for service	2021 calls for service	3-year avg	% of total	User Fee	call allotment	2022 Fee	% Increase	2021 Fee	2020 Fee
Craydon	410	282	144	279	2.95%	\$3,000	\$ 4,521	\$ 7,521.27	-40.05%	\$ 10,017.10	\$ 12,546
Newbury	3,057	3,170	3762	3,330	35.26%	\$3,000	\$ 54,023	\$ 57,022.67	31.89%	\$ 48,147.11	\$ 43,235
Sunapee	4,255	3,957	3993	4,068	43.09%	\$3,000	\$ 66,007	\$ 69,007.28	-9.56%	\$ 70,913.33	\$ 76,302
Sutton	1,450	1,033	1059	1,181	12.50%	\$3,000	\$ 19,156	\$ 22,155.90	-13.46%	\$ 22,396.06	\$ 25,601
Wilimot	628	602	524	585	6.19%	\$3,000	\$ 9,486	\$ 12,486.01	-26.58%	\$ 14,195.88	\$ 17,005
	<b>9,800</b>	<b>9,044</b>	<b>9,482</b>	<b>9,442</b>	<b>100%</b>	<b>\$15,000</b>	<b>\$153,193</b>	<b>\$ 168,193</b>		<b>\$ 165,669</b>	<b>\$ 174,689</b>
New London	17,304	19,552	18,372	18,409	66%						
											27,851

FY2022 Budget plus \$34,000 TCR	NL's portion	2022	% increase	Remainder
Less user fee	66%	\$327,931	5.7%	168,193
Difference	5	\$327,931		\$15,000
				153,193
		2021		
		\$310,263		