

SUNAPEE BOARD OF SELECTMEN
MEETING
6:30PM Town Office Meeting Room
Monday, August 8, 2022

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

REVIEW OF ITEMS FOR SIGNATURE: **Previously signed (PS)**

CZC's:

(PS) Parcel ID: 0121-0021-0000 20 West Shore Rd, Chris & Ellen Carstensen-Caywood

Parcel ID: 0110-0003-0000 407 Jobs Creek Rd, C Lazy U Farms, LLC

Parcel ID: 0115-0020-0000 1 North Shore Rd, Stephen Curley

Parcel ID: 0137-0017-0000 44 Harbor Hill Rd, Michael Salvay

Parcel ID: 0129-0043-0000 14 Sargent Rd, Leslie & Wendy Dunnells

Parcel ID: 0121-0020-0000 45 West Shore Rd, Sarah Harris & Pierre Lessard

Parcel ID: 0120-0020-0000 21 Scotts Cove Rd, Elizabeth Junius

Motion to approve CZC's by Selectman Hathorn seconded by Selectman Gallup. All voted in favor.

Selectmen Wallace commented that Parcel ID: 0137-0009-0000 Beech Street, Meant to Bee Trust had no septic or sewer and there were no drawings attached so she could not figure out what the setbacks would be. She also asked about setbacks for Parcel ID: 0121-0020-0000 45 West Shore Rd, Sarah Harris & Pierre Lessard but they found them listed on the sheet.

Chairman Trow about Parcel ID: 0137-0009-0000 Beech Street, Meant to Bee Trust the only setback he can see is 105 feet from center of the road and there is nothing about septic and there are no drawings, so they decided to send it back to Roger for completion.

AFTER-THE-FACT:

(PS) Parcel ID: 0121-0021-0000 20 West Shore Rd, Chris & Ellen Carstensen-Caywood

Motion to approve AFTER-THE-FACT by Selectman Gallup seconded by Selectman Wallace. All voted in favor.

DRIVEWAY PERMIT:

(PS) Parcel ID: 0121-0021-0000 20 West Shore Rd, Chris & Ellen Carstensen-Caywood

Parcel ID: 0115-0020-0000 1 North Shore Rd, Stephen F. Curley Restated Living Trust

Parcel ID: 0239-0011-0000 Messer Rd, George & Deborah Grant

Parcel ID: 0237-0003-0000 Harding Hill Rd, David Lewis/Jennifer Shea

Parcel ID: 0203-0007-0000 Granite Ridge, Theodore Tillson

Parcel ID: 0120-0020-0000 21 Scotts Cove Rd, Elizabeth Junius

Parcel ID: 0137-0009-0000 Beech Street, Meant to Bee Trust

Motion to approve DRIVEWAY PERMIT by Vice-Chairman Gottling seconded by Selectman Wallace. All voted in favor.

DRIVEWAY PERMIT: **Denied**

Parcel ID: 0133-0117-0000 14 Maple Street, Melinda Luther

Motion to approve the denial of DRIVEWAY PERMIT by Vice-Chairman Gottling seconded by Selectman Hathorn. All voted in favor.

LAND DISTURBANCE BOND:

Parcel ID: 0121-0020-0000 45 West Shore Rd, Sarah Harris & Pierre Lessard

Parcel ID: 0148-0035-0000 24 Sunny Drive, Richard & Karen Veilleux

Motion to approve LAND DISTURBANCE BOND by Selectman Hathorn seconded by Selectman Gallup. All voted in favor.

APPOINTMENTS

•7:00PM-Swearing in Town Clerk/Tax Collector & Deputy

Josh Boone got sworn in as Town Clerk/Tax Collector by Betty Ramspott.

Ian Lawson got sworn in as Deputy Town Clerk/Tax Collector by Josh Boone.

Chairman Trow thanked Ms. Ramspott for her 25 plus years of service and expressed his appreciation for everything she has done for the town and congratulated both the Town Clerk/Tax Collector and the Deputy for their new position.

PUBLIC COMMENTS:

•Chris Whitehouse asked about Chief of the Police position updates and about short-term rentals he gave a suggestion for a self-certified Fire Protection Code to be used as a standard.

•John Augustine said that several weeks ago it was mentioned that the 2020 Financial Audit was complete and as of that time there were \$2.68M in an unreserved fund balance so he was curious when the 2021 Financial Audit will be completed so they can have an updated unreserved fund balance number. His second point was about the \$6000 scholarship that the Sunapee thrift shop have awarded and asked the Board if they know how much it costs to operate the thrift shop and if they do not have the exact number, he wanted to know if it is greater or less than \$6000.

Town Manager Martinez said that they are close on completing the 2021 Financial Audit and they are waiting some documents and questionnaires from the trustees. Chairman Trow said that the rent for the thrift shop is \$6000, and Mr. Augustine replied that potentially it costs more to operate it then to generate it and get it back into scholarships and that it is worth to look into because they are not that far from the budget season when it is good time not just to make financial decision but policy and strategy decisions.

•Peter White wanted to speak up to what the Planning Board has been up to as far as addressing some short-term rental issues and mentioned that they have invited the Short-Term Rental Task Force to come to their meeting but the Task Force did not have anything to present at that time so he does not think that it is fair to be said that the Planning Board was holding the process up.

SELECTMEN ACTION

•Authorize Chairman to sign Drinking Water Supplemental Loan Agreement

Motion to authorize Chairman to sign Drinking Water Supplemental Loan Agreement by Selectman Gallup seconded by Vice-Chairman Gottling. All voted in favor.

•Use of facilities:09/27-Outdoor Recreation for Seniors, Dewey Beach

Motion to approve the Use of facilities: 09/27-Outdoor Recreation for Seniors, Dewey Beach by Vice-Chairman Gottling seconded by Selectman Hathorn. All voted in favor.

- Use of facilities:08/13-NEHSA Pirate Paddle Event, Sunapee Harbor

Motion to approve the Use of facilities: 08/13-NEHSA Pirate Paddle Event, Sunapee Harbor by Selectman Wallace seconded by Selectman Gallup. All voted in favor.

Selectman Gallup said that because there are going to be a lot of vehicles, if the hosts could try to keep the vehicles that are essential to the program close by and maybe encourage some of the others park a little bit further and keep the handicap parking spots clear.

Chairman Trow presented an item that needs to be corrected, the signed appointment for Lynn Arnold as Trustee for Trust Funds which was mistakenly made for a full term of 3 years but as trustees are elected position they are appointed until the next election which is March 13, 2023.

Motion to make corrections on the terms as proposed by Selectman Wallace seconded by Selectman Gallup. All voted in favor.

CHAIRMAN'S REPORT

- Chairman Trow wanted to respond to Mr. Whitehouse's comment about supporting Neil for Chief and said that people are welcomed to support whoever they want but noted that this is a process, and they all want to see it done and he thinks that they as a Board support the Town Manager's decision to go through the complete process.

- Selectman Wallace expressed support to the current Planning Board in addressing the issue of Short-Term Rentals and said that the previous Planning Board when doing a 10-year plan may not have contemplated Short-Term Rentals.

TOWN MANAGER REPORTS

- Short-Term Rental Update

Town Manager Martinez reported progress in definitive definitions contemplated by others and there will be two groups working within the Task Force. They will get different ideas, digesting them and get legal feedback so the final proposal can go to the September Planning Board meeting.

- Staff Update

The Police Chief candidate search was very well done and put together and that lead them to the community interview on August 11. They do have the Assessing Clerk, Executive Assistant and Finance person in place. She regretfully reported that today was Roger's last day, and they will work with the Upper Valley Regional Planning Commission for help with somebody to come in and make sure the day-to-day CZC's are getting done, making a checklist, and standardized and then digitalized reports. They will also help with training inexperienced staff, and they will also help in the Planning and Zoning arena in terms of forming the new Master Plan. They have couple of more candidates for Compliance Officer position.

Selectman Wallace had a question related to housing and the discussion for the Master Plan. She had seen somewhere that New London was doing a survey on housing needs which she thinks was done through Upper Valley and wondering if they were going to do something similar.

Chairman Trow said that Upper Valley was required to do a Regional Plan every 5-10 years and it usually incorporates combining of all Master Plans.

Town Manager Martinez noted that they have reached out to them about understanding more data for Short-Term Rentals and Peter White added that part of the Master Plan process is the survey and working with separate groups and the Upper Valley Regional Planning Commission puts it all together then sorts it out and makes it available for the towns.

Town Manager Martinez went back to the financial numbers where Zoning and Planning were at 16% and added that Barbara was carrying most of the weight on that so the new Executive Assistant hopefully will support that and give Barbara some time to start to train the new members of the staff. A lot of the hiring practices that are in process institutionalizing are industry standard, especially for the Police Chief search it is best practice it is how Police Chiefs are chosen and it is to their benefit. About systems and processes she asked about the towns gift policy as she presented that she got two tickets to the fair as a gift for the office and she formally reported them from the ethics perspective and wanted to get guidance of how they are going to get used. One suggestion was that they sent an email to all the employees and see who would want them or offer them to someone who have been pulling extra duties or performed an outstanding job. Selectmen Gallup suggested asking Ms. Ramspott if she wants to go.

Town Manager Martinez brought up a question from the Library Director about a title of a position change on the pay table. Chairman Trow thinks that the Board would not need to be necessarily involved in shifts of jobs. Library Director said it is about a reflection of changing library field and some of the responsibilities within the staff. She also added that they have not even done the job description approval yet and they will hopefully do it in September.

Selectmen Wallace suggested if she is looking to hire now and want to use that appropriate title, she thinks that they would want to grant that. Selectmen Gallup suggested that they compare the job descriptions. The Board decided that renaming and making small adjustments to the job titles is under Town Manager's responsibility.

•Finance Update

Frank O'Connor introduced himself as a CPA with ten years of experience who is here on intern basis as finance instructor to assist with a cleanup and addressing some of the comments that the town got because of the Audit and presented the budget update. He said that the projected numbers are showing that they are expected to be coming under budget significantly and a lot of that is staffing concerns as they are short staffed. First one was the general government buildings and there is a part time laboring position in that department. The next one was the solid waste disposal or the transfer station and there is a part time laboring position there as well. The budgeting amount there has been going up mostly because of COVID. MSW 48% & C & D 39% had been high in prior years, so budget was increased. Several accounts included in budget with no activity. Hydro repair has been under budget for the past few years. This year will include both a FERC and Penstock inspection so large expenditures are expected. Budgeting for potential replacement of equipment that is approximately 40 years old, which have not needed to be replaced so far. Part-time wages are under budget for staffing shortages Planning and Zoning is so far very under budget, and it is mostly for staffing.

Assessing and Land Use Coordinator (position filled as of 8/2/22), Zoning and Code Enforcement Officer is still open and Administrative Assistant position is still open there. Direct Assistance is at 28% with \$12k year to date is consistent with prior years. Ambulance at 0% mostly because of timing - They pay this amount once a year to New London Hospital Association – has not been paid yet • Assessing at 34%) and vacant position is Assistant assessor. Accounts that are over 68% are Debt Service (104%). Payments already made for the year – total expected to be lower than previous year due to Safety services payment decreasing. Parks and Recreation (69%) - Summer spending expected to be approximately two-thirds expended through July. Health Agencies and Hospitals (99%) and Legal Expenses (162%). The last two slides presented were reports monthly expenditure by DRA Codes. Chairman Trow asked if there were last year's numbers included in the chart and the answer was that there are period today numbers.

Meeting Adjourned 8:03PM
Respectfully submitted,
Rajmonda Selimi

SIGN-IN SHEET

BOARD OF SELECTMEN MEETING

DATE: 8/8/22

Peter White
PETER WHITE

Mindy Atwood

Chris Whitcomb

John Gaby

John Augustine

25 Mile
64 STAGECOACH

64 Pine Ridge

Wine Hill Rd

Dee Chock

Stagecoach Rd

SUNAPEE BOARD OF SELECTMEN
MEETING AGENDA
6:30PM Town Office Meeting Room
Monday, August 08, 2022

1. REVIEW OF ITEMS FOR SIGNATURE: **(Previously Signed-PS)**

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AFTER-THE-FACT:

(PS) Parcel ID: 0121-0021-0000 20 West Shore Rd, Chris & Ellen Carstensen-Caywood

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DRIVEWAY PERMIT: **(Denied)**

Parcel ID: 0133-0117-0000 14 Maple Street, Melinda Luther

LAND DISTURBANCE BOND:

Parcel ID: 0121-0020-0000 45 West Shore Road, Sarah Harris & Pierre Lessard

2. APPOINTMENTS

7:00PM-Swearing in Town Clerk/Tax Collector & Deputy

3. PUBLIC COMMENTS:

4. SELECTMEN ACTION

- Authorize Chairman to sign Drinking Water Supplemental Loan Agreement
- Use of Facilities-09/27-Outdoor Recreation for Seniors, Dewey Beach
- Use of Facilities-08/13-NEHSA Pirate Paddle Event, Sunapee Harbor

5. CHAIRMAN'S REPORT

6. TOWN MANAGER REPORTS

- Short-Term Rental Update
- Staffing Update

•Finance Update

Motion to enter a non-public session under RSA 91-A:31(b)-the hiring of any person as a public employee.

7. UPCOMING MEETINGS:

08/09-5:30PM-Recreation Committee, Town Meeting Room

08/10-5:00PM-Energy Committee, Town Meeting Room

08/11-7:00PM-Planning Board, Town Meeting Room

08/12-10:00AM-Community Conversation, Methodist Church

08/15-5:00PM-Short-Term Rentals Task Force

STATE OF NEW HAMPSHIRE
DRINKING WATER STATE REVOLVING LOAN FUND PROGRAM
TOWN OF SUNAPEE, NEW HAMPSHIRE
(Project No. 2271010-01)

SUPPLEMENTAL LOAN AGREEMENT

This SUPPLEMENTAL LOAN AGREEMENT (Agreement) between the State of New Hampshire Drinking Water State Revolving Loan Fund Program (State) and the **Town of Sunapee, New Hampshire** (Loan Recipient) in accordance with RSA 486:14 and New Hampshire Code of Administrative Rules Chapter Env-Dw 1100 (Rules) in order to finance the **Water Treatment Plant Improvement - UV System Project** (Project) which is now complete. The Project is described in Exhibit A. This Agreement supplements or amends the Original Loan Agreement (OLA) dated December 2, 2020. The purpose of this Agreement is to set the terms, interest rate, and payment schedule for the repayment of the monies borrowed under the OLA. All terms of the OLA that are not amended by this Agreement remain in effect.

The Loan Recipient agrees to repay to the State, in accordance with the terms of this Agreement, the principal sum of **Four Hundred Thousand and 00/100 Dollars (\$400,000)** with interest thereon payable in annual installments as provided in this Agreement. Pursuant to the 2020 State of New Hampshire Drinking Water State Revolving Loan Fund Intended Use Plan, a total of **One Hundred Sixty-Four Thousand and 00/100 Dollars (\$164,000)** of principal will be forgiven. Principal forgiveness will be granted at the first repayment as reflected in the payment schedule in Exhibit B, attached hereto.

The Loan shall be represented by a Promissory Note (Note) of the Loan Recipient issued under and in accordance with the applicable provisions of RSA 33, the Municipal Finance Act, as amended and supplemented, including the provision of RSA 486:14, III. The Note shall be in the form of Exhibit B, attached hereto. The outstanding principal amount of the Loan made hereunder shall bear interest which shall accrue from the date of Substantial Completion or

1 Scheduled Completion, whichever is earlier, as specified in the OLA, computed on the basis of
2 30-day months and 360-day years using the following interest rate: **1.256%**.

3 Annual payments by the Loan Recipient of principal and interest shall commence on
4 **December 1, 2022**, and shall be due on this anniversary date each year thereafter until the Note
5 is paid in full.

6 The Loan Recipient hereby authorizes the State to compute the annual debt service
7 installments and to make the appropriate notations on the Note, provided that failure to make
8 such a notation or any error made in such a notation with respect to any Loan shall not limit the
9 Loan Recipient's payment obligations under this Agreement and any Note.

10 Upon default in the prompt and full payment of any installment of principal or interest on
11 this Agreement, the entire unpaid principal hereof and interest thereon to the date of payment
12 shall immediately become due and payable upon the demand of the State of New Hampshire.

13 At any time, any State grant funds payable to the Loan Recipient may be set off against
14 and applied in payment of any obligations that are due hereunder. In the event of a default in
15 the prompt and full payment when due of any installment of principal or of interest on a Note
16 issued under this Agreement, any State grant funds payable to the Loan Recipient may be held
17 and treated as collateral security for the payment of the obligations hereunder.

18 In the event of set off, the State shall notify the Loan Recipient of said set off and said
19 funds will be applied to the annual payment due.

20 No delay or omission on the part of the State of New Hampshire in exercising any right
21 hereunder shall operate as a waiver of such right or of any other right under this Note. A waiver
22 on any one occasion shall not be construed as a bar to or any right and/or remedy on any future
23 occasion.

1 The Loan Recipient will pay all costs of collection, legal expenses, and attorney's fees
2 incurred or paid by the State of New Hampshire in collecting and/or enforcing this Agreement or
3 any Loan made hereunder on default.

4 The Loan Recipient reserves the right to prepay, without penalty, all or any part of the
5 principal or interest of any Loan made hereunder.

6 The Loan Recipient agrees to comply with all State and Federal requirements and the
7 Rules.

8 The effective date of this Agreement shall be the date of signature by the Commissioner
9 of the New Hampshire Department of Environmental Services.

10 This Agreement may be amended, waived or discharged only by a written instrument
11 signed by the parties hereto.

12 This Agreement shall be construed in accordance with the laws of the State of New
13 Hampshire, and is binding upon and inures to the benefit of the parties and their respective
14 successors.

15 The parties hereto do not intend to benefit any third parties and this Agreement shall not
16 be construed to confer any such benefit.

17 This Agreement, which may be executed in a number of counterparts, each of which shall
18 be deemed an original, and those provisions of the Original Loan Agreement not superseded by
19 this Supplemental Loan Agreement constitute the entire Agreement and understanding between
20 the parties, and supersedes all other prior agreements and understandings relating hereto.

STATE OF NEW HAMPSHIRE

By:

TOWN OF SUNAPEE, New Hampshire

By:

Robert R. Scott, Commissioner Date
Department of Environmental Services

Joshua Trow, Chair Date
Board of Selectman

EXHIBIT A

STATE OF NEW HAMPSHIRE

DRINKING WATER STATE REVOLVING LOAN FUND PROGRAM

PROJECT DESCRIPTION

The Town of Sunapee, New Hampshire applied for a Loan and has completed the following:
Installation of ultraviolet light (UV) disinfection treatment to mitigate disinfection byproducts
and improvements to filter effluent control valves for better process control.

EXHIBIT B

STATE OF NEW HAMPSHIRE

DRINKING WATER STATE REVOLVING LOAN FUND PROGRAM

PROMISSORY NOTE AND REPAYMENT SCHEDULE

The **Town of Sunapee, New Hampshire** (Loan Recipient) promises to pay to the Treasurer of the State of New Hampshire the principal sum of **Four Hundred Thousand and 00/100 Dollars (\$400,000)** in installments on **December 1** in each year as set forth below, with interest on the entire unpaid balance payable on the first principal payment date and annually, thereafter, at the rate of **1.256%** per annum, computed on the basis of 30-day months and 360-day years, in the respective years set forth below. A total of **\$164,000** of principal will be forgiven and will be granted as reflected in the payment schedule shown below.

REPAYMENT SCHEDULE

Payment Date	Principal Payment	Principal Forgiveness	Interest Payment	Total Payment
12/1/2022	\$8,422.84	\$164,000.00	\$5,115.59	\$13,538.43
12/1/2023	\$10,680.06	\$0.00	\$2,858.37	\$13,538.43
12/1/2024	\$10,814.20	\$0.00	\$2,724.23	\$13,538.43
12/1/2025	\$10,950.03	\$0.00	\$2,588.40	\$13,538.43
12/1/2026	\$11,087.56	\$0.00	\$2,450.87	\$13,538.43
12/1/2027	\$11,226.82	\$0.00	\$2,311.61	\$13,538.43
12/1/2028	\$11,367.83	\$0.00	\$2,170.60	\$13,538.43
12/1/2029	\$11,510.61	\$0.00	\$2,027.82	\$13,538.43
12/1/2030	\$11,655.18	\$0.00	\$1,883.25	\$13,538.43
12/1/2031	\$11,801.57	\$0.00	\$1,736.86	\$13,538.43
12/1/2032	\$11,949.80	\$0.00	\$1,588.63	\$13,538.43
12/1/2033	\$12,099.89	\$0.00	\$1,438.54	\$13,538.43
12/1/2034	\$12,251.86	\$0.00	\$1,286.57	\$13,538.43
12/1/2035	\$12,405.75	\$0.00	\$1,132.68	\$13,538.43
12/1/2036	\$12,561.56	\$0.00	\$976.87	\$13,538.43
12/1/2037	\$12,719.34	\$0.00	\$819.09	\$13,538.43
12/1/2038	\$12,879.09	\$0.00	\$659.34	\$13,538.43
12/1/2039	\$13,040.85	\$0.00	\$497.58	\$13,538.43
12/1/2040	\$13,204.65	\$0.00	\$333.78	\$13,538.43
12/1/2041	\$13,370.51	\$0.00	\$167.93	\$13,538.44
	236,000.00	164,000.00	\$34,768.61	270,768.61

1 This Promissory Note (Note) is issued under and by virtue of the New Hampshire
2 Municipal Finance Act, an agreement duly entered into by the Loan Recipient and the Drinking
3 Water State Revolving Loan Fund Program and is issued for the purpose of financing the cost of
4 the **Project** as described in Exhibit A of the Supplemental Loan Agreement (Agreement).

5 The Loan Recipient reserves the right to prepay, at any time and without penalty, all or
6 any part of the outstanding principal or interest on this Note.

7 The terms and provisions of the Agreement are hereby incorporated in and made a part
8 of this Note to the same extent as if said terms and provisions were set forth in full herein.

9 It is hereby certified and recited that all acts, conditions, and things required to be done
10 precedent to and in the issuing of this Note have been done, have happened, and have been
11 performed in regular and due form and, for the payment hereof when due, the full faith and
12 credit of the Loan Recipient are hereby irrevocably pledged.

13 IN WITNESS whereof the Loan Recipient has caused this Note to be signed by its Board
14 of Selectman, Chair on the date below.

15 **Town of Sunapee, New Hampshire** by:

16 _____
17 Joshua Trow, Chair
18 Board of Selectman

Date

(Seal)

APPLICATION FOR USE OF TOWN OF SUNAPEE FACILITIES

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

Name of Organization:

Outdoor Recreation For Seniors (ORES-COA)
This Organization is: Non-Profit – Political –Private (N/A for profit companies)

Alan Peterson
Name of Duly Authorized:

Mailing Address: 82 Pine Ridge Rd
Sunapee

Daytime Phone: 603 763 5456 Evening Phone: _____

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

Event Date: Sep 27 Time: From: 9:30 am To: 1:30 pm

Please describe the complete details of the event:(If advertising please include ad or flyer)

*include a list of outside vendors that will be part of your event.

we plan to kayak, walk, have lunch non-resident
Parking should be addressed
per LT. COBB.

I/We acknowledge understanding the following restrictions:

- (1) If this event will likely bring more than 50 people or 20 cars to the area, the applicant must first submit this application to the Chief of Police. The Chief of Police may require the applicant to hire police officer(s) for crowd or traffic control.
- (2) I/We agree to abide by the Town of Sunapee's Recreation Area Ordinance, which controls conduct and uses of this area.
- (3) The applicant shall indemnify and hold the Town of Sunapee, its employees, agents, and representatives harmless from any and all suits, actions, claims, in equity or at law, for damages asserted by any attendees at such function, or other third parties, resulting from the use of the premises, or from

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

I/We plan on 25 # of people and 20 # of vehicles attending our event.

Signature of Responsible Individual

G. Peterson

Date

7/26/2022

[Signature]
Approved by Chief of Police

Date

7/27/22

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

Approved by Recreation Director (if applicable)

Date

Approved by Fire Chief (if applicable)

Date

Approved by Highway Director (if applicable)

Date

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

Date

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

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

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

Means!

APPLICATION FOR USE OF TOWN OF SUNAPEE FACILITIES

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

Name of Organization:

NEHSA

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

Sue Mills (NEHSA BOD President)

Name of Duly Authorized:

PO BOX 2135 Mt Sunapee Rd

Mailing Address: Newbury NH 03255

Daytime Phone: 603 769 9158 Evening Phone: 603 727 8137 SM

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

Event Date: 8/13/2002 Time: From: 4:30/5 To: 8: pm approx

Please describe the complete details of the event: (If advertising please include ad or flyer)

*include a list of outside vendors that will be part of your event.

NEHSA PIRATE PADDLE EVENT w/ PIZZA
Kayak out in circle and back to
shore about an 1 to 1 1/2 hr.
Then picnic on grass by bathroom.

I/We acknowledge understanding the following restrictions:

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I/We plan on 30 # of people and 10-12 # of vehicles attending our event.

Signature of Responsible Individual Sue Mills Date 8/8/2022

[Signature] Date 8/8/22
Approved by Chief of Police

0 # of Officer(s) will be assigned to event at applicant's expense.
[Signature] Date 8/8/2022
Approved by Recreation Director (if applicable)

Approved by Fire Chief (if applicable) _____ Date _____

Approved by Highway Director (if applicable) _____ Date _____

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

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