

**SUNAPEE BOARD OF SELECTMEN  
6:30PM Town Meeting Room  
Monday June 4, 2018**

Present: Chairman Josh Trow, Suzanne Gottling, Vice Chairman, John Augustine, Fred Gallup, Shane Hastings and Donna Nashawaty, Town Manager.

Also, Present: See attached sign-in sheet.

**REVIEW OF ITEMS FOR SIGNATURE:**

**MOTION TO APPROVE THE FOLLOWING CZC's:**

**Parcel ID: 0218-0080-0000 24 Avery Road, Gallup/Ball**

**Parcel ID: 0210-0025-0000 516 North Road, Alan & Ellen Soucy**

**Parcel ID: 0209-0032-0000 22 Twin Birch Lane, Michael & Susan Butler Rev. Trust**

**Parcel ID: 0139-0016-0000 247 Edgemont Road, Michael & Melissa Pollari**

**Parcel ID: 0136-0055-0000 58 Birch Point Road, McLaughlin/Seeger**

**Parcel ID: 0231-0001-0000 Hells Corner Road, EIMIM, LLC.**

**By Selectman Gottling, seconded by Selectman Hastings. 4 in Favor. Selectman Gallup Abstained.**

**MOTION TO APPROVE THE FOLLOWING AFTER THE FACT:**

**Parcel ID: 0136-0055-0000 58 Birch Point Road, McLaughlin/Seeger**

**By Selectman Hastings, seconded by Selectman Gallup. Unanimous.**

**MOTION TO APPROVE THE FOLLOWING LAND DISTURBANCE:**

**Parcel ID: 0148-0038-0000 37 Chandler Drive, Richard Neville**

**By Selectman Gallup, seconded by Selectman Gottling. Unanimous.**

**MOTION TO APPROVE THE FOLLOWING INTENT TO CUT:**

**Parcel ID: 0238-0029-0000 Nutting Rd, Eijk Del Mol Van Otterloo et al (Edward Shinn)**

**By Selectman Gottling, seconded by Selectman Gottling. Unanimous.**

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

**Parcel ID: 0238-0029-0000 Nutting Rd, Eijk Del Mol Van Otterloo, et al (Edward Shinn)**

**Parcel ID: 0238-0077-0000 218 Nutting Rd, Eijk Del Mol Van Otterloo, et al (Edward Shinn)**

**Parcel ID: 0104-0051-0000 45 Springfield Rd, Mitchell Latva Revoc Trust, et al**

**Parcel ID: 0218-0026-0000 242 North Rd, Robert Vigneault**

**By Selectman Hastings, seconded by Selectman Gallup. Unanimous.**

**MOTION TO DENY THE FOLLOWING 2017 ABATEMENT RECOMMENDATIONS (DENIALS):**

**Parcel ID: 0121-0029-0000 West Shore Rd, Cassidy Trust**

**By Selectman Gallup, seconded by Selectman Gottling. Unanimous.**

**MOTION TO APPROVE THE FOLLOWING 2017 ABATEMENT RECOMMENDATIONS (APPROVALS):**

**Parcel ID: 0133-0107-0003 31 Maple St, Steven & Mary Beth Patterson**

**Parcel ID: 0140-0019-0000 27 Burkehaven Ln, Michael Jewczyn & Carol Wallace**

**Parcel ID: 0106-0010-0000 1052 Lake Ave, John & Ralph Merriman**

**Parcel ID: 0121-0050-0000 32 Fernwood Rd, David & Lisa Andrews Trust**

**By Selectman Gottling, seconded by Selectman Hastings. Unanimous.**

## APPOINTMENTS

7:00PM-Chief Cahill-Sunapee Harbor Life Jacket Loaner Program

Chief Cahill gave the details of the Life Jacket Loaner Program which will make available an approved United States Coast Guard personal floatation device (PFD). A life jacket is required for each person by law and must be kept on the vessel at all times. This program establishes that there will be a receptacle maintained by the police department in Sunapee Harbor and checked daily by a Sunapee Police Officer to ensure the condition and quality of the PFDs and only PFDs issued by the Sunapee Police Department will be available for use. The container and PFDs have been purchased by the Sunapee Police Association, so no tax dollars have been spent. If the program is successful a container will be put in Georges Mills Harbor later this year or next year.

**Motion to allow the Sunapee Police Department to move forward with their Life Jacket Loaner Program and authorize the placement of the container by the pole in Sunapee Harbor by Selectman Gallup, seconded by Selectman Gottling. Unanimous.**

7:30PM-Kathy Springsteen, Approve Sestercentennial Items

Kathy Springsteen presented the following (4) motions that she would like the Board to approve. The Sestercentennial Committee requests approval of amount of \$500.00 to support participation of the Bektash mini-car patrol (Shriners) in the Sestercentennial parade. The \$500 is a donation to the Shriners. **Motion to approve \$500 to support participation of the Bektash mini-car patrol in the Sestercentennial Parade by Selectman Gallup, seconded by Selectman Gottling. Unanimous.**

The Sestercentennial Committee requests approval of amount of \$150.00 to support participation of the Kearsarge Community Band in the Sestercentennial parade. Belletete will be donating the truck for the band to ride on. **Motion to approve \$150.00 to support participation of the Kearsarge Community Band in the Sestercentennial parade by Selectman Gallup, seconded by Selectman Hastings. Unanimous.**

The Sestercentennial Committee requests approval of amount not to exceed \$2000.00 to purchase bunting and a banner to decorate town property (town hall, schools, etc.) for the Sestercentennial celebration. **Motion to approve the amount not to exceed \$2,000 to purchase bunting and a banner to decorate town property for the Sestercentennial celebration by Selectman Hastings, seconded by Selectman Gallup. Unanimous.**

The Sestercentennial Committee requests approval of amount not to exceed \$2000.00 to purchase an additional 100 license plates to be sold to raise money to support the celebrations. **Motion to approve the amount not to exceed \$2,000 to purchase an additional 100 license plates to be sold to raise money to support the celebrations by Selectman Gallup, seconded by Selectman Gottling. Unanimous.**

Kathy Springsteen stated that the committee received a \$750 donation from Sugar River Savings Bank. Donna Nashawaty asked Kathy Springsteen to update the Board a summary of the Sestercentennial funds. Kathy Springsteen replied that as of May 30<sup>th</sup> the total funds raised by sales and donations was \$24,046.39, the money spent from the town is \$30,462 and the total funds remaining are \$23,584.39, which do not include the motions made tonight.

7:45PM-Pignataro Update

Donna Nashawaty tried contacting Rocco Pignataro last Thursday and Friday, but his mailbox was full. Rocco Pignataro has not delivered any funds to the town. Selectman Augustine asked when the funds were due.

Donna Nashawaty replied that the Board said he would be on the agenda tonight at the last meeting he attended. A couple of times Barbara Vaughn has called him, and he has called back, but he hasn't called back this time.

After some discussion, the Board asked the Town Manager to send a letter to Rocco Pignataro requesting he attend the June 18<sup>th</sup> meeting to discuss his situation.

#### PUBLIC COMMENTS:

#### SELECTMEN ACTION

##### •Vote on Wendall Marsh Project

Donna Nashawaty went over the steps that have been taken to this point for the land purchase for the Wendall Marsh Project. The closing will not be tonight, but in accordance with the statute the Board should make the decision or vote on the purchase. The Town Manager will post the closing as a public meeting. There will be a quit claim deed and warranty deed signed at the closing. The Town Manager will prepare an abatement for the July 1<sup>st</sup> taxes due on the property.

**Motion to authorize the Chairman to sign at the closing for the purchase of the Wendall Marsh Project, known as Parcel ID:0131-0011-0000, 0131-0022-0000 and 0131-0023-0000 by Selectman Gottling, seconded by Selectman Gallup.**

##### •Use of Facilities-June 20<sup>th</sup> SCES 5<sup>th</sup> Grade Beach Day, Dewey Beach

**Motion to approve the Use of Facilities application to use Dewey Beach for the SCES 5<sup>th</sup> Grade Beach Day by Selectman Gottling, seconded by Selectman Gallup. Unanimous.**

##### •CIP (Capital Improvement Program) Revisions

Donna Nashawaty stated that after the last BOS meeting she and Lynne Wiggins, Finance Director went over the document and made some edits which she would like the Board to Review and approve. Donna Nashawaty will bring the revised CIP guidelines back for signature at the June 18<sup>th</sup> meeting.

#### CHAIRMAN'S REPORT

Items Selectman Augustine requested on the agenda.

##### •Update regarding donations for \$40,000 ramp to Thrift Shop

Selectman Augustine said that a detailed email was sent out about a month ago listing all kinds of different donation opportunities for the Thrift Shop and wanted to know if there was any response from the email. Donna Nashawaty said when the sidewalk project was awarded the person who bid on the project donated materials and labor to replace "in-kind" 4" concrete walkway to base of existing entry stairs.

##### •Update regarding feasibility of Town-issued credit cards for use by selected employees

Selectman Augustine said that the earlier discussion on a cashback rewards program sounds like it is feasible. Donna Nashawaty replied that she did not address credit cards for use by employees. She addressed a credit care reward program by paying the town bills via credit card. The Finance Department would make the payment of the bills. Donna Nashawaty still recommends that the town does not start the practice of town issued credit cards for employees.

•Discuss whether to have a future detailed discussion regarding the pros & cons and costs & benefits associated with the transfer station being open on the Tuesday mornings following closure for a Monday holiday (e.g., Memorial Day, Labor Day)

Selectman Augustine wanted to bring up the idea of having the Transfer Station open on Tuesday after a Monday holiday. Selectman Augustine's understanding is that there are 2 employees working on Tuesday but it's not open to the public.

The thought would be that as a Board they would ask the Town Manager to work with the appropriate Department Head to find out what the pros and cons would be for having it open on the Tuesday after Labor Day this year and 2 Tuesdays next year. Selectman Augustine will throw this out to see if other members of the Board would like this research done. Donna Nashawaty discussed what happens behind the scenes, if there were 2 guys there why couldn't it be open to the public. The guys are there doing the backyard operations or functions, which would have to occur at another time or on Wednesday and would add another shift. The same functions could not be done if the Transfer Station was open to the public. Right now, all 4 guys work 40 hours at the Transfer Station. If you add hours and not replace backyard functions, then you're adding overtime. If the town wants to pay overtime to accommodate an extra Tuesday twice a year then that's a policy of the town the Board could make. Selectman Gallup doesn't see any reason to change the hours for a couple of times a year. Chairman Trow feels as a town we provide enough hours and does not see a need to change the policy. Selectman Augustine would like to see the facts and costs before deciding. Chairman Trow asked if this was a bigger discussion that the Board would like to have or is the Board happy with the Transfer Station the way it is. Selectman Hastings doesn't see a demand for it. Selectman Gottling has not had any requests for the Transfer station to be open on Tuesday after a Monday holiday. Donna Nashawaty will ask the Transfer Station if they get complaints regarding this issue.

- Town employee job openings

Donna Nashawaty said they haven't filled the seasonal mower and the seasonal harbor bathroom cleaners.

#### TOWN MANAGER REPORTS

- Cashback Rewards Update

Donna Nashawaty reported that after some research it was discovered that a couple of towns are currently participating in a cashback rewards program. The Town of Londonderry has an average of twenty-two and a half million dollars on deposit with the bank and paid about three million dollars in bills through the credit card program. These were not utility bills or school payments. It is very specific which bills can be paid with a credit card, not all expenses are eligible for the rebates. The threshold is very high on the amount you must spend before you're eligible for any rebates. The Town of Londonderry uses Citizen's Bank and it appears they get a 1% rebate. Donna Nashawaty would like to explore using the local bank which is giving the town 2% as an interest rate, so what we're not getting in rebates the town is getting in interest. Donna Nashawaty doesn't believe the local bank that the town deals with offers the government service program like the one at Citizen's Bank. Donna Nashawaty got some suggestions from her list-serve and will look at other options.

- Monthly Expense & Revenue Summary

This item will be moved to the June 18<sup>th</sup> agenda.

- Chairman Trow passed out the Rules and Procedures for the Board and they will discuss at their next meeting.

**Meeting adjourned at 8:39PM**

**Respectfully Submitted by,**

**Barbara Vaughn**

**Administrative Assistant**