

SUNAPEE BOARD OF SELECTMEN
6:30PM Town Office Meeting Room
Monday, May 6, 2019

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

REVIEW OF ITEMS FOR SIGNATURE:

MOTION TO APPROVE THE FOLLOWING CZC's:

Parcel ID: 0149-0015-0000 707 Route 103, Marc & Emily Duffy

Parcel ID: 0118-0058-0000 56 Burma Road, Susan & William Lucchini

BY Selectman Gallup, seconded by Selectman Gottling. Unanimous.

MOTION TO APPROVE THE FOLLOWING VETERAN'S PROPERTY TAX CREDIT:

Parcel ID: 0209-0013-0000 41 Coventry Drive, George & Susan Taylor

BY Selectman Gottling, seconded by Selectman Gallup. Unanimous.

MOTION TO APPROVE THE FOLLOWING DRIVEWAY PERMIT:

Parcel ID: 0237-0006-0000 Stagecoach Road, Harding Hill Farm, LLC.

BY Selectman Gallup, seconded by Selectman Gottling. Unanimous.

SELECTMEN ACTION

•Advisory Budget Committee (ABC) Reappointments-Linda Tanner and Chris Whitehouse

Motion to reappoint Linda Tanner and Chris Whitehouse to the ABC committee for a term 3-year term by Selectman Gallup, seconded by Selectman Augustine. Unanimous.

•Abbott Library Trustee Alternate Reappointment-Suzanne Tether

Motion to reappoint Suzanne Tether as an Abbott Library Trustee alternate for a 1-year term by Selectman Gottling, seconded by Selectman Gallup. Unanimous.

•Municipal Clerks Week Proclamation

Motion to recognize May 5th through May 11th as Municipal Clerks Week by Chairman Trow, seconded by Selectman Gallup. Unanimous.

•Sign Wayne Whitford Health Officer & Donna Nashawaty Deputy Health Officer Reappointment Form

Motion to sign the reappointment form for Wayne Whitford Health Officer and Donna Nashawaty Deputy Health Officer by Selectman Gallup, seconded by Selectman Gottling. Unanimous.

•Sign 2019 First Half Tax Warrant

Motion to sign the 2019 first half Tax Warrant by Selectman Gallup, seconded by Selectman Gottling. Unanimous.

•Use of Facilities:

05/26-Newport Veterans Club Memorial Day Services and Firing of the Cannon, Sunapee Harbor and Veterans Field.

Motion to approve the Use of Facilities from Newport Veterans Club to hold the Memorial Day Services and firing of the cannon in the harbor on May 26th with approval from Chief Cahill by Selectman Gallup, seconded by Selectman Gottling. Unanimous.

05/26-Indian Cave Owners Association Spring Meeting, Safety Services Building

Motion to approve the Use of Facilities from Indian Cave Owners Association to hold their annual spring meeting at the Safety Services Building on May 26th by Selectman Gottling, seconded by Selectman Gallup. Unanimous.

TOWN MANAGER REPORTS

•Energy Committee Update

Chairman Trow talked to Catherine Bushueff who had some concerns about what the direction or goal of the committee was because the Board didn't nail it down at their last meeting. Chairman Trow asked if any other folks have come forward with appointment requests. Donna Nashawaty replied yes. She will make copies for the next Board packet and asked if the Board will like to invite the applicants to the next meeting. Chairman Trow asked if the goal of the committee is to be something strictly for the town or for the town and the community. Chairman Trow said maybe the applicants should come to the next meeting and say this is what the Board thinks we should be directing at and does this work for you. Donna Nashawaty stated that the New London Energy Committee has a mission statement that reads: "The New London Energy Committee has a mandate to help the town examine issues around energy consumption. We take on energy challenges and try to create opportunities relating to energy for the town's government, our citizens and our businesses and institutions. We also work with area energy committees and other groups to address regional issues." Donna Nashawaty commented that this is as simple or expanded as it wants to be. Chairman Trow said it's a question, do people interpret the goal of it to be effectively one way or the other politically guided or driven. Chairman Trow said the goal of the Board was not to push any political thing, its literally just energy usage. After some discussion, Donna Nashawaty will invite the applicants to the Monday, May 20th meeting.

•Meeting Table Update

Donna Nashawaty wanted to let the Board know that she will be taking the money for the new meeting room tables from Manager's Contingency line. We have contacted Corey Flint, Prospect Hill Antiques to come look at the current tables and give us a possible selling price. The prison said the new tables would be done in (8) weeks and they offer free delivery.

•Rocco Pignataro Update

Donna Nashawaty stated that Rocco Pignataro made his April payment last Friday. Chairman Trow said he has until Friday, which is the day his May payment is due. Donna Nashawaty said the other property that the Town took by tax deed was sent a registered letter. They have until June 1, 2019 to pay the approximately \$18,000 that is owed. They have not contracted the Town, but did sign for the registered letter. Chairman Trow said that Granliden has a Homeowners Association Fee, how does that effect the Town? Donna Nashawaty replied that Granliden has already been in to ask if the Town was going to pay it and she said no, that they would lien it the same as if anyone else didn't pay it.

•April Revenue & Expense Reports

The Board received and reviewed the April Revenue and Expense reports.

•Mt. Sunapee & Kearsarge Contract

Donna Nashawaty said its time to renew the Mt. Sunapee and Kearsarge contract. They couldn't come in tonight but are the 7:00PM appointment for the Monday, May 20th meeting.

•Equalization Ratio

Donna Nashawaty stated that the Board had a presentation with a memo from Norm Bernaiche in February. Of note, is that our proportion of the County is now 28.2382% up from 27.3417% for 2018. The town will be reevaluated next year.

7:43PM-Motion to go into non-public session under RSA 91-A:3 II(a) - The dismissal, promotion, or compensation of any public employee or the disciplining of such employee or the investigation of any charges against him or her unless the employee affected (1) has a right to a meeting, and (2) requests that the meeting be open, in which case the request shall be granted by Chairman Trow, seconded by Selectman Gallup. Roll call unanimous.

8:03PM-Motion to reconvene the public session by Selectman Gallup, seconded by Selectman Gottling. Roll call unanimous.

Meeting adjourned at 8:05PM

Respectfully Submitted by,

Barbara Vaughn

Administrative Assistant

SUNAPEE BOARD OF SELECTMEN
MEETING AGENDA
6:30PM Town Office Meeting Room
Monday, May 6, 2019

1. REVIEW OF ITEMS FOR SIGNATURE:

CZC's:

Parcel ID: 0149-0015-0000 707 Route 103, Marc & Emily Duffy

Parcel ID: 0118-0058-0000 56 Burma Road, Susan & William Lucchini

VETERAN'S PROPERTY TAX CREDIT:

Parcel ID: 0209-0013-0000 41 Coventry Drive, George & Susan Taylor

DRIVEWAY PERMIT:

Parcel ID: 0237-0006-0000 Stagecoach Road, Harding Hill Farm, LLC.

2. APPOINTMENTS

No Appointments

3. PUBLIC COMMENTS:

4. SELECTMEN ACTION

- Advisory Budget Committee Reappointments-Linda Tanner and Chris Whitehouse

- Abbott Library Trustee Alternate Appointment-Suzanne Tether

- Municipal Clerks Week Proclamation

- Sign Health Officer & Deputy Health Officer Reappointment Form

- Sign 2019 First Half Tax Warrant

- Use of Facilities:

05/24-Newport Veterans Club Memorial Day Services & Firing of Cannon, Sunapee Harbor & Veterans Field

05/26-Indian Cave Owners Association Spring Meeting, Safety Services Building

5. CHAIRMAN'S REPORT

6. TOWN MANAGER REPORTS

- Energy Committee Update

- Meeting Table Update

- Rocco Pignataro Update

- April Revenue & Expense Reports

7. UPCOMING MEETINGS:

05/09-7:00PM-Planning Board, Town Meeting Room

05/14-5:30PM-Recreation Committee, Town Meeting Room

05/15-7:00PM-Fire Wards, Safety Services Building

05/20-6:30PM-Board of Selectmen, Town Meeting Room



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

Name: TANNER (Last), LINDA (First) Date: 4/19/19

Sunapee Registered Voter: ☒ Yes ☐ No

Mailing Address:

PO B 267
GEORGES MILLS

Street Address (if different):

84 Prospect Hill Rd

Lived in Sunapee Since: 1985 Home Phone: 603-763-4471 Work Phone _____

E-mail: Reptanner@gmail.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

X 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

2. For consideration:

a. Occupation: State Representative b. Employer: STATE OF NH

c. Length of current employment: 3RD TERM d. Education: B.S. E. Stroudsburg U. (PA) MALS DARTMOUTH

e. Relevant Experience: SERVED ON ABC-farmer Dept. HEAD AT KEARSARGE H. S.

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? X Yes ☐ No

i. If yes, please indicate Town/Position: ABC 1 1

j. Are you willing to serve as an Alternate? ___ Yes ☒ No

k. Are you willing to serve on a Sub-Committee? ☒ Yes ___ No

3. Why do you want to serve on this board/committee? I want to be involved in
the community and its governance. ABC has given me
insight to issues in local government that I can bring to the state
level

4. What attributes and/or qualifications can you bring to the Board/Committee/Commission? I keep an open mind to issues; will do the homework for studying
the budget; know rules and procedures for public meetings

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

to serve the community and to be involved in local
governance.

6. Additional Comments: _____


(Signature)

4/19/14
(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”



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

Name: Whitehouse, Christian Date: 4/22/2019
(Last) (First)

Sunapee Registered Voter: (☒) Yes () No

Mailing Address:

Street Address (if different):

40 Winn Hill Rd

Sunapee NH 03782

Lived in Sunapee Since: 2001 Home Phone: 603-223-7575 Work Phone 603-309-6384

E-mail: cdw17c@yahoo.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.)

<u> </u> Abbott Library Trustee	<u> X </u> Advisory Budget Committee
<u> </u> Capital Improvement Committee	<u> </u> Conservation Commission
<u> </u> Crowther Chapel Committee	<u> </u> Fireward
<u> </u> Planning Board Alternate	<u> </u> Recreation Committee
<u> </u> Thrift Shop	<u> </u> Upper Valley Lake Sunapee Regional
<u> </u> Zoning Board Alternate	

2. For consideration:

a. Occupation: Coating Sales b. Employer: Benjamin Moore Co.
c. Length of current employment: 21 years plus d. Education: High School
e. Relevant Experience: Managed several fortune 500 businesses.
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 X No
g. Volunteer Time Available hours per week (daytime) X hours per week (evenings)
 X hours per week (weekends)
h. Did you previously serve on any Municipal or School District Board/Committee/Commission? Yes X No
i. If yes, please indicate Town/Position: / /

j. Are you willing to serve as an Alternate? ___ Yes x No

k. Are you willing to serve on a Sub-Committee? x Yes ___ No

3. Why do you want to serve on this board/committee? In order to give back to my community. As well as make
sure our tax dollars are being spent wisely.

4. What attributes and/or qualifications can you bring to the Board/Committee/Commission? _____
Several years of being accountable for financial responsibility. In multiple large companies, on multiple levels. You
say you can't run a government the same way you run a business. I would say they run very similarly....

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

Contribute to the better good of my community.

6. Additional Comments: _____

Christian D Whitehouse

(Signature)

4/22/2019

(Date)

*Please send completed application form and resume, if available, to the Town Manager's
Office, 23Edgemont Road, Sunapee, NH 03782 (telephone 603-763-2212, fax 603-763-4925)*

“considered public information and may be distributed or copied”



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

Name: Tether (Last) Suzanne (First) Date: 4/9/2019

Sunapee Registered Voter: ☒ Yes ☐ No

Mailing Address:

Street Address (if different):

11 Heritage Drive
Sunapee, NH 03782

Lived in Sunapee Since: 2004 Home Phone: 763-6147 Work Phone: —

E-mail: Sjtether@aol.com Fax: —

1. Please indicate the Board/Commission/Committee you would like to serve on in order of preference.
(1-First Choice, 2-Second choice, etc.)

- | | |
|--|---|
| <input checked="" type="checkbox"/> Abbott Library Trustee | <input type="checkbox"/> Advisory Budget Committee |
| <input type="checkbox"/> Capital Improvement Committee | <input type="checkbox"/> Conservation Commission |
| <input type="checkbox"/> Crowther Chapel Committee | <input type="checkbox"/> Fireward |
| <input type="checkbox"/> Planning Board Alternate | <input type="checkbox"/> Recreation Committee |
| <input type="checkbox"/> Thrift Shop | <input type="checkbox"/> Upper Valley Lake Sunapee Regional |
| <input type="checkbox"/> Zoning Board Alternate | |

2. For consideration:

- a. Occupation: Retired Educator b. Employer: College of New Rochelle, NY
c. Length of current employment: — d. Education: B.A. Skidmore College Eng. Lit.
M.Ed. College of New Rochelle - Sp. education
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 3 hours per week (daytime) 3 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: Sunapee 1 Alternate Library Trustee

j. Are you willing to serve as an Alternate? ☒ Yes ___ No

k. Are you willing to serve on a Sub-Committee? ☒ Yes ___ No

3. Why do you want to serve on this board/committee? The Sunapee Library is an important part of the community. Serving as an alternate trustee is a chance to serve the town and the library.

4. What attributes and/or qualifications can you bring to the Board/Committee/Commission? I have been a Board member of many non-profit organizations, and bring experience and a level head.

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

I love the Abbott Library and what it provides for the Town of Sunapee. This is a chance for me to give back to the Library and the Town.

6. Additional Comments:

Suzanne Teller

(Signature)

4/9/2019

(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)

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C. NHLTA Spring Conference

The NHLTA Spring Conference is May 29, 2019. Members of the Board are encouraged to attend. Trustees are to have their applications in to Mindy by May 3rd.

D. Application for Alternate

Suzanne Tether has completed the application to be re-appointed as an Alternate to the Abbott Library Board of Trustees.

Jane made a motion to recommend Suzanne Tether to the Town of Sunapee Selectmen for re-appointment as an Alternate for the Abbott Library Trustees. Terri seconded the motion and it was unanimously approved.

VII. Report from the Abbott Library Foundation

The Abbott Library Foundation did not meet since the last meeting of the Abbott Library Board of Trustees.

VIII. Report from the Friends of the Abbott Library

The Friends of the Abbott Library are gearing up for the July pancake breakfast. They are also planning for their annual meeting in October. At the end of May, the Friends will conduct their annual appeal.

Mindy reiterated how excited everyone is for the programs the Friends are sponsoring and supporting next week during the Sunapee School vacation. It appears it will be a great week of very interesting learning activities.

IX. Policy Committee – Policy Approval

1. By-Laws

A number of suggestions were made for edits to the By-Laws. Questions raised will be researched and the outcome will be discussed at the May Trustee meeting. A request was made to have the insurance carrier, Primex, meet with the Trustees to clarify what coverage exists for signatories.

2. Public Records Policy

Terri made a motion, seconded by Suzanne, to approve the Public Records Policy for the Abbott Library, as amended. The motion passed unanimously.

3. Weapons Policy

Terri made a motion, seconded by Jessica, to approve the Weapons Policy, as submitted. The motion passed unanimously.

X. Old Abbott Library – Update on Fund Status – Terri White

Terri indicated that the attorney has asked for additional information (ex., donation records). More research needs to be done before the attorney reviews the information with the Charitable Trust Office. Terri will continue to stay on top of this topic.

**PROCLAMATION
MUNICIPAL CLERKS' WEEK
MAY 5 – 11, 2018**

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Municipal Clerk serves as the information center on functions of local government and community

Whereas, Municipal Clerks continually serve to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, county and professional organizations.

Whereas, It's most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, We the Board of Selectmen of Sunapee, NH do recognize the week of May 5 through May 11, 2019, as Municipal Clerks Week and further extend appreciation to our Municipal Clerk, Betty H. Ramspott and her Deputy Melissa Heino and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the Communities they represent.

Dated this 6th day of May, 2019, By the Board of Selectmen of Sunapee, NH:



Town of Sunapee, New Hampshire

2019 FIRST 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 \$9,646,246.00 and with interest at eight percent (8%) per annum after Monday, July 1, 2019 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 6th day of May, 2019.

Joshua Trow, Chairman

Suzanne Gottling, Vice-Chairman

John Augustine

Frederick Gallup

Shane Hastings

Town of Sunapee
APPLICATION FOR USE OF TOWN OF SUNAPEE FACILITIES

Area (Circle One): Ben Mere/Banstand – Sunapee Harbor – Georges Mills Harbor – Dewey Beach – Coffin Park – Ski Tow
Safety Services Building – Town Hall

Name of Organization: Indian Cave Landing Owners Assoc.

This Organization is: Profit – Non Profit – Political – Private – Other

Name of Duly Authorized: Arthur Melville

Mailing Address: 1A Indian Cave Landing

Daytime Phone: 203 470 0170 Evening Phone: _____

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

Event Date: 5/26 Time From: 8:30 To: 11:30

Please describe the event: Spring meeting of the Assoc.

I/We acknowledge understanding the following restrictions:

- (1) The Town of Sunapee enforces the Ordinance for Control and Use of Alcoholic Beverages. If per permitted, please attached a copy of the permit to the application. If approved by the Selectmen, I understand:
 - a. Alcohol will not be sold.
 - b. I will designate a person over the age of 21 who will be responsible for monitoring the event for appropriate alcohol consumption by attendees.
 - c. I will designate two designated drivers who will not consume any alcohol and who will be available until the end of the event.
 - d. I am responsible for terminating the event by midnight.
 - e. I agree that random police checks may be made at any time.
 - f. I understand all relevant State laws must be complied with.
 - g. I under I must obtain liability insurance in the amount of \$300,000 and a copy must be filed with the Board of Selectmen before use of alcohol will be permitted.
- (2) 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.
- (3) No equipment or materials may be permanently attached to the building/structure without specific permission from the Board of Selectmen.
- (4) I/We agree to abide by the Town of Sunapee's Recreation Area Ordinance, which controls conduct and uses of this area (Copy attached).
- (5) 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 50 # of people and 30 # of vehicles attending our event.

Arthur Melville 4/25/19
Signature of Responsible Individual Date

Dean B. Lohr 4-27-19
Approved by Chief of Police Date

[Signature] # of Officer(s) will be assigned to event at applicant's expense.
[Signature] 5/6/19
Approved by Recreation Director (if applicable) Date

X
Approved by Fire Chief (if applicable) Date

X
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. In the event that alcoholic beverages permitted shall be required to also furnish to the Selectmen's Office, at least ten (10) days prior to such function, written confirmation that the applicant has secured a liquor liability insurance policy in an amount not less than \$1,000,000.

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

Town of Sunapee
APPLICATION FOR USE OF TOWN OF SUNAPEE FACILITIES

Area (Circle One): BenMere/Banstand - Sunapee Harbor - Georges Mills Harbor - Dewey Beach - Coffin Park - Ski Tow - Veterans' Field
Safety Services Building - Town Hall

Name of Organization: American Legion, Post 25, Newport, N.H.

This Organization is: Profit - Non Profit - Political - Private - Other

Name of Duly Authorized: Wilfred Gonyo

Mailing Address

7 North Rd.
Sunapee, N.H. 03782

Daytime Phone: 603-763-5778

Evening Phone: Same

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

Event Date: May 24, 2019 Time From: 8 am To: 10 30am

Please describe the event: Memorial Day Services and
Firing of Cannon

I/We acknowledge understanding the following restrictions:

- (1) The Town of Sunapee enforces the Ordinance for Control and Use of Alcoholic Beverages. If per permitted, please attached a copy of the permit to the application. If approved by the Selectmen, I understand:
 - a. Alcohol will not be sold.
 - b. I will designate a person over the age of 21 who will be responsible for monitoring the event for appropriate alcohol consumption by attendees.
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 - e. I agree that random police checks may be made at any time.
 - f. I understand all relevant State laws must be complied with.
 - g. I under I must obtain liability insurance in the amount of \$300,000 and a copy must be filed with the Board of Selectmen before use of alcohol will be permitted.
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- (3) No equipment or materials may be permanently attached to the building/structure without specific permission from the Board of Selectmen.
- (4) I/We agree to abide by the Town of Sunapee's Recreation Area Ordinance, which controls conduct and uses of this area (Copy attached).
- (5) 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 20 # of people and 10 # of vehicles attending our event.

Wilfred Gonyo
Signature of Responsible Individual

5/6/19
Date

Approved by Chief of Police

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

Date

Scott Burr
Approved by Recreation Director (if applicable)

5/6/19
Date

Approved by Fire Chief (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. In the event that alcoholic beverages permitted shall be required to also furnish to the Selectmen's Office, at least ten (10) days prior to such function, written confirmation that the applicant has secured a liquor liability insurance policy in an amount not less than \$1,000,000.

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



NEWPVET-01

LPAQUIN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/6/2019

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).

PRODUCER A W Frost Agency, Inc. 354 Central Street Franklin, NH 03235	CONTACT NAME:	
	PHONE (A/C, No, Ext): (603) 934-3319	FAX (A/C, No): (603) 934-7227
INSURED Newport Veterans Club 118 John Stark Hwy Newport, NH 03773	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : Central Insurance Companies	
	INSURER B :	
	INSURER C :	
	INSURER D :	
INSURER E :		
INSURER F :		
NAIC # 20230		

COVERAGES**CERTIFICATE NUMBER:****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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			CLP 9660246 14	10/26/2018	10/26/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

CERTIFICATE HOLDER**CANCELLATION**

Town of Sunapee
23 Edgemont Rd
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

Monthly Budget Through April 30, 2019

	Budget	PaymentToDate	EndingBalance	% Remaining
Executive	\$325,904.00	\$96,909.97	\$228,994.03	70.26%
TCTC	\$210,052.00	\$61,245.07	\$148,806.93	70.84%
Elections	\$6,485.00	\$4,086.10	\$2,398.90	36.99%
Finance	\$222,127.00	\$77,361.67	\$144,765.33	65.17%
Assessing	\$112,218.00	\$26,848.19	\$85,369.81	76.07%
Legal	\$18,000.00	\$3,956.20	\$14,043.80	78.02%
Personnel Benefits Mgmt	\$1,000.00	\$33.00	\$967.00	96.70%
Planning/Zoning	\$52,752.00	\$13,295.67	\$39,456.33	74.80%
General Govt-B&G	\$169,983.00	\$45,098.96	\$124,884.04	73.47%
Cemetery	\$13,625.00	\$857.72	\$12,767.28	93.70%
Insurance	\$7,540.00	\$0.00	\$7,540.00	100.00%
Information Booth	\$13,981.00	\$389.78	\$13,591.22	97.21%
Other General Govt	\$30,651.15	\$10,287.94	\$20,363.21	66.44%
Police	\$847,326.73	\$259,644.01	\$587,682.72	69.36%
Ambulance	\$59,516.00	\$0.00	\$59,516.00	100.00%
Fire	\$202,257.00	\$44,487.27	\$157,769.73	78.00%
SSB	\$156,535.00	\$56,973.10	\$99,561.90	63.60%
Emergency Management	\$200.00	\$0.00	\$200.00	100.00%
Highway	\$1,786,325.00	\$479,636.88	\$1,306,688.12	73.15%
Street Lights	\$16,800.00	\$3,942.15	\$12,857.85	76.53%
Transfer Station	\$531,762.00	\$137,577.85	\$394,184.15	74.13%
Health Officer	\$5,193.00	\$223.76	\$4,969.24	95.69%
Animal Control	\$500.00	\$0.00	\$500.00	100.00%
Health Services	\$15,176.00	\$15,176.00	\$0.00	0.00%
Welfare	\$43,808.00	\$6,775.15	\$37,032.85	84.53%
Recreation	\$161,086.00	\$27,256.72	\$133,829.28	83.08%
Library	\$400,953.00	\$124,446.09	\$276,506.91	68.96%
Memorial Day	\$200.00	\$0.00	\$200.00	100.00%
Patriotic/Band Concerts	\$5,000.00	\$0.00	\$5,000.00	100.00%
Conservation Commission	\$3,550.00	\$1,975.00	\$1,575.00	44.37%
Debt - Principal	\$262,883.00	\$223,361.63	\$39,521.37	15.03%
Debt - Interest	\$58,479.00	\$22,049.24	\$36,429.76	62.30%
Debt - TAN	\$1,000.00	\$0.00	\$1,000.00	100.00%
Sum	\$5,742,867.88	\$1,743,895.12	\$3,998,972.76	69.63%

Monthly Budget Through April 30, 2019

	Budget	PaymentToDate	EndingBalance	% Remaining
Hydro	\$113,912.00	\$17,990.49	\$95,921.51	84.21%
Sum	\$113,912.00	\$17,990.49	\$95,921.51	84.21%

2019 Revenue Report through April 30, 2019

AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
01-3110-01-900	PROPERTY TAXES-CURRENT		\$0.00		\$0.00
01-3110-01-901	TAX REDEMPTIONS		\$0.00		\$0.00
Sum			\$0.00		\$0.00
01-3120-01-901	LAND USE CHANGE		\$0.00		\$0.00
Sum	Land Use Change		\$0.00		\$0.00
01-3185-01-900	YIELD TAX		\$0.00		\$0.00
Sum	Yield Tax		\$0.00		\$0.00
01-3186-01-900	EXCAVATION TAX		\$0.00		\$0.00
Sum	Excavation Tax		\$0.00		\$0.00
01-3190-01-902	INTEREST & COSTS	\$60,000.00	\$58,913.61	\$60,000.00	\$38,915.41
01-3190-01-903	Returned Check Fee		\$200.00		\$100.00
Sum	Interest and Penalties on Delinquent Taxes	\$60,000.00	\$59,113.61	\$60,000.00	\$39,015.41
01-3210-01-910	UCC FILING	\$500.00	\$1,494.00	\$500.00	\$180.00
Sum	Licenses, Permits and Fees	\$500.00	\$1,494.00	\$500.00	\$180.00
01-3220-01-807	Snowmobile and ATV Fees	\$0.00	(\$3,458.00)		
01-3220-01-906	AUTO REGISTRATIONS	\$750,000.00	\$883,862.17	\$750,000.00	\$295,675.05

AccountNumber		AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
Sum	Motor Vehicle Permit Fees		\$750,000.00	\$880,404.17	\$750,000.00	\$295,675.05
	01-3230-01-908	SUBDIVISION FEES		\$1,700.00		\$350.00
	01-3230-01-909	SITE PLAN REVIEW FEES		\$2,800.60		\$100.00
	01-3230-01-910	CERTIFICATE OF COMPLIANCE	\$35,000.00	\$33,111.75	\$35,000.00	\$1,750.00
Sum	Building Permits		\$35,000.00	\$37,612.35	\$35,000.00	\$2,200.00
	01-3290-01-320	Landlord's Filing Fee	\$0.00	\$4.00		\$0.00
	01-3290-01-902	REDEMPTION COSTS		\$1,543.90		\$2,530.60
	01-3290-01-907	BOAT REGISTRATIONS/FEES	\$36,000.00	\$10,067.68	\$36,000.00	\$2,849.04
	01-3290-01-912	DOG LICENSES/FEES		\$7,314.50		\$2,772.00
	01-3290-01-915	VITALS-BIRTH & DEATH		\$4,680.00		\$1,150.00
	01-3290-01-917	TOWN CLERK FEES		\$16,202.00		\$4,787.00
	01-3290-01-919	WETLANDS APPLICATIONS		\$21.00		\$10.00
Sum			\$36,000.00	\$39,833.08	\$36,000.00	\$14,098.64
	01-3311-01-841	FEDERAL FEMA FUNDS		\$0.00		\$0.00
Sum	From Federal Government			\$0.00		\$0.00
	01-3351-01-927	SHARED REVENUE		\$0.00		\$0.00
Sum	Shared Revenues			\$0.00		\$0.00
	01-3352-01-840	STATE OF NH-ROOMS/MEALS	\$177,168.00	\$177,291.02	\$177,291.00	\$0.00

AccountNumber		AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
Sum	Meals and Rooms Tax Distribution		\$177,168.00	\$177,291.02	\$177,291.00	\$0.00
	01-3353-01-928	HIGHWAY BLOCK GRANT	\$122,211.00	\$124,397.12	\$124,468.00	\$49,873.23
Sum	Highway Block Grant		\$122,211.00	\$124,397.12	\$124,468.00	\$49,873.23
	01-3354-01-794	STATE OF NH-SEWER GRANT		\$0.00		\$0.00
Sum	Water Pollution Grant			\$0.00		\$0.00
	01-3354-01-795	STATE OF NH - WATER GRANT	\$7,508.00	\$5,294.00	\$7,508.00	\$0.00
	01-3359-01-741	PD GRANT INCOME		\$0.00		\$0.00
	01-3359-01-927	STATE NH HIGH ST BRIDGE G		\$0.00		\$0.00
	01-3359-01-927	State of NH Treatment Plant Road		\$0.00		\$0.00
Sum	Water Pollution Grant		\$7,508.00	\$5,294.00	\$7,508.00	\$0.00
	01-3379-01-935	TOWN OF SPRINGFIELD-TS	\$104,054.00	\$102,291.00	\$109,054.00	\$27,190.00
Sum	From Other Governments		\$104,054.00	\$102,291.00	\$109,054.00	\$27,190.00
	01-3401-01-150	PD - SPECIAL DETAIL INCOME		\$0.00		\$0.00
	01-3401-01-320	FIREWORKS PERMIT FEE		\$440.00		\$100.00
	01-3401-01-321	PHOTOCOPY INCOME		\$63.00		\$12.00
	01-3401-01-581	RECYCLING MAGAZINES		\$0.00		\$0.00
	01-3401-01-584	RECYCLING INCOME-STEEL C		\$1,026.42		\$105.27
	01-3401-01-586	RECYCLING INCOME-ALUMIN		\$13,574.57		\$1,597.20

AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
01-3401-01-587	RECYCLING CARDBOARD		\$9,989.15		\$2,329.51
01-3401-01-588	RECYCLING NEWSPAPER		\$1,094.62		\$255.54
01-3401-01-589	RECYCLING SCRAP METAL		\$13,899.71		\$1,188.85
01-3401-01-592	RECYCLING PLASTIC		\$7,608.28		\$4,604.12
01-3401-01-593	RECYCLING INCOME-BATTERI		\$0.00		\$0.00
01-3401-01-937	MISC. GENERAL GOV'T INCOM		\$34,279.83		\$24,864.53
01-3401-01-940	INSURANCE REPORTS		\$0.00		\$0.00
01-3401-01-948	MISC. TOWN OFFICE INCOME		\$0.00		\$0.00
01-3401-01-949	REGULATIONS SOLD		\$0.00		\$0.00
01-3401-01-950	ZBA INCOME		\$3,000.00		\$1,200.00
01-3401-01-951	TOWN OFFICE POSTAGE		\$83.89		\$2.92
01-3401-01-953	REPORTS/LABELS/DISKS SOLD		\$250.74		\$129.00
01-3401-01-958	HIGHWAY PARTS		\$0.00		\$0.00
01-3401-01-959	HWY-MATERIALS SOLD		\$0.00		\$0.00
01-3404-01-940	SUNAPEE T/S TICKET SALES	\$80,000.00	\$49,093.00	\$109,820.00	\$10,282.50
01-3404-01-941	SPRINGFIELD T/S TICKET SAL		\$2,000.00		\$0.00
01-3404-01-950	Sunapee Beautification Donations		\$0.00		\$0.00
01-3501-10-813	Pistol Permit Fee	\$0.00	\$70.00	\$0.00	\$50.00

AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
Sum	Income from Departments	\$80,000.00	\$136,473.21	\$109,820.00	\$46,721.44
01-3409-01-965	SALE OF CEMETERY LOT	\$2,000.00	\$1,600.00	\$2,000.00	\$0.00
01-3409-01-966	BURIAL INCOME		\$2,750.00		\$0.00
Sum	Other Charges	\$2,000.00	\$4,350.00	\$2,000.00	\$0.00
01-3501-01-965	PD-SALE OF CRUISER		\$0.00		\$0.00
01-3501-01-966	SALE OF TOWN OWNED PROP	\$2,000.00	\$1,650.00	\$8,000.00	\$10,019.00
01-3501-01-968	SALE OF HIGHWAY EQUIPMEN		\$3,601.99		\$0.00
Sum	Sale of Municipal Property	\$2,000.00	\$5,251.99	\$8,000.00	\$10,019.00
01-3501-01-970	Checking Account Interest Earned	\$57,000.00	\$120,558.12	\$80,000.00	\$20,296.93
01-3502-01-972	INVESTMENT INTEREST INCO				
Sum	Interest on Investments	\$57,000.00	\$120,558.12	\$80,000.00	\$20,296.93
01-3503-01-936	RENTS/LEASES & SERVICES	\$30,000.00	\$18,097.46	\$26,000.00	\$0.00
01-3503-01-938	OLD ABBOTT LIBRARY Rent	\$0.00	\$5,500.00		\$225.81
01-3504-01-938	DOG FINES		\$50.00		\$0.00
01-3504-01-939	PARKING FINES		\$2,800.00		\$0.00
01-3504-01-940	PD FALSE ALARM FINES		\$0.00		\$0.00
01-3504-01-941	REPLACEMENT TRANSFER ST		\$450.00		\$25.00
01-3504-01-944	PD STATE WITNESS FEES		\$1,750.00		\$487.30

AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
01-3504-01-945	PD COURT RESTITUTION		\$0.00		\$0.00
01-3504-01-946	PD Discovery		\$550.00		\$100.00
01-3506-60-260	Revenue from Other Agency		\$0.00		\$0.00
01-3509-01-950	WELFARE MISC. REVENUE		\$1,888.00		\$68.00
Sum Other		\$30,000.00	\$31,085.46	\$26,000.00	\$906.11
01-3912-01-800	Operating Transfer from Special R				
Sum From Special Revenue Funds					
01-3914-01-000	Enterprise Funds Sewer	\$1,114,743.00		\$1,116,243.00	
Sum From Enterprise Funds: Sewer		\$1,114,743.00		\$1,116,243.00	
01-3914-01-001	Enterprise Funds Water	\$551,609.00		\$531,090.00	
Sum From Enterprise Funds: Water		\$551,609.00		\$531,090.00	
01-3914-01-002	Enterprise Funds Electric	\$285,113.00		\$233,912.00	
Sum From Enterprise Funds: Electric		\$285,113.00		\$233,912.00	
01-3915-01-650	CAPITAL RESERVE-HWY	\$78,172.00	\$0.00		\$0.00
Sum From Capital Reserve Funds		\$78,172.00	\$0.00		\$0.00
01-3915-01-651	CAP RESERVE - LIBRARY		\$0.00		\$0.00
Sum From Capital Reserve Funds			\$0.00		\$0.00
01-3915-01-652	CAP RESERVE - BRIDGES		\$0.00		\$0.00

AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
Sum From Capital Reserve Funds			\$0.00		\$0.00
01-3915-01-653	CAP RESERVE - POLICE EQUIP				
Sum From Capital Reserve Funds					
01-3915-01-654	CAP RESERVE - DIRT ROAD PA				
Sum From Capital Reserve Funds					
01-3915-30-962	TRANSFER FROM EXP TRUST		\$0.00		\$0.00
Sum From Capital Reserve Funds			\$0.00		\$0.00
01-3934-01-800	Proceeds from Long Term Bonds &				
Sum Proceeds from Long Term Bonds and Notes					
Grand Total		\$3,493,078.00	\$1,725,449.13	\$3,406,886.00	\$506,175.81