

SUNAPEE BOARD OF SELECTMEN
6:30PM Town Office Meeting Room
Monday, August 12, 2019

Present: Josh Trow, Chairman, Sue Gottling, Vice Chairman,
Selectman John Augustine, Selectman Fred Gallup, Selectman Shane Hastings
and Donna Nashawaty.

REVIEW OF ITEMS FOR SIGNATURE:

MOTION TO APPROVE THE FOLLOWING CZC's:

Parcel ID: 0140-0021-0000 78 Burkehaven Lane, Andrew Bowditch

Parcel ID: 0129-0062-0000 31 Central Street, James & Bridgett Borelli

Parcel ID: 0133-0094-0000 34 River Road, Peter & Diane Edwards

**Parcel ID: 0104-0068-0000 16 Springfield Road, Kenneth & Jill Brennan Revoc. Trust
By Selectman Gallup, seconded by Selectman Gottling. Unanimous.**

MOTION TO APPROVE THE FOLLOWING LAND DISTURBANCE:

**Parcel ID: 0104-0068-0000 16 Springfield Road, Kenneth & Jill Brennan Revoc. Trust
By Selectman Hastings, seconded by Selectman Gottling. Unanimous**

APPOINTMENTS

7:00PM-Chief Dan Ruggles-Utility Truck

Donna Nashawaty reported that the Fire Department is ready to purchase the Fast Response Utility Truck, which was approved on the 2019 Warrant by the voters. It was listed on the warrant as a Fast Response Utility Truck for \$125,000. The purchase amount is coming from the Fire Department Apparatus and Equipment Capital Reserve Fund. During the research on who gets to expend the money, it was discovered in 1993 there was a warrant article that authorized the Board of Selectmen to be the agents to expend from the Fire Department Apparatus and Equipment Capital Reserve Fund. This warrant article passed on the floor at (old) town meeting and somehow got buried because every year since then, when the town bought a fire truck, it was put on as a warrant article. Donna Nashawaty said a couple of things came up during this process. After the warrant article passed for the Fast Response Utility Truck Donna Nashawaty, as the Town Manager was able to sign the contract to order the truck. Donna Nashawaty was concerned because she wasn't quite sure what she was purchasing. Hence, she's going to ask the Board of Selectmen to be the authority that authorizes her to sign the contract if they choose too. Donna Nashawaty stated that in 2017 it was put on the warrant as a Forestry Truck and in 2018 it was a Fast Response Utility/Forestry Truck and in 2019 it was a Fast Response Utility Truck. She was uncomfortable and feels it resembles a Forestry Truck too much. Chief Ruggles gave the details of the truck and the duties that the truck would be used for. Donna Nashawaty said that normally there are specifications available before a truck would go on the warrant. Selectman Gottling asked if the Firewards have discussed and approve the purchase of the truck. Chief Ruggles said he has been keeping them updated on the truck, which is a Fast Response Utility Truck. After some discussion, a motion was made the Firewards will review the truck order and upon their recommendation the Town Manager will sign the contract if that is decided by Selectman Gallup, seconded by Selectman Augustine. 4 in Favor and Chairman Trow Abstained.

SELECTMEN ACTION

- Sign Bette Nowack, Energy Committee Appointment

The Board voted at their last meeting to appoint Bette Nowack. They just need to sign the Certificate of Appointment.

- Boat Launch & Town Dock Ordinance

Chairman Trow read an email he had received regarding the proposed ordinance. Donna Nashawaty said the only different between draft #6 and #7 is Section 3. Hours of Operation instead of Hours of Closing and remove the first paragraph which was a summary of that. We rearranged C. and inserted the Georges Mills and Burkehaven piece. Those are the requested changes from the last meeting. Selectman Augustine asked what the effective date would be. Donna Nashawaty suggested making it effective next year so that places would be in place. The work would be done this year; contacting marinas and barge companies to get them to give us contact information and certificate of insurance. **Motion to adopted with the typographically corrections effective January 1, 2020 by Selectman Gottling, seconded by Selectman Hastings.** Selectman Gallup said everything about the ordinance is fine but he's on the fence if the town really needs it. He feels that the town can deal with the local companies without having another ordinance. **4 in Favor, Gallup Opposed.**

- Use of Facilities

09/01 Indian Cave Landing Owners Assoc. Annual Meeting, Safety Services

Motion to approve the Use of Facilities from the Indian Cave Landing Owners Association to use the Safety Services Building for their annual meeting on September 1st by Selectman Gottling, seconded by Selectman Hastings. Unanimous.

- Authorize the Expenditure of \$850 from Building Maintenance Capital Reserve Fund for Topographic and Detail Survey of Harbor Boat Launch

Scott Hazelton said the town is continuing working on the harbor boat launch. He got a DES permit to reconstruct the boat launch that was based off the town's GIS system and there was some angst from the contractors about getting real survey information, so he got a proposal from Pennyroyal Hill Land Survey and Forestry, LLC. for \$850 and that includes getting all the boat launch information; walls and pads in the water so we can amend our permit to reflect actual conditions. **Motion authorize the Expenditure of \$850 from Building Maintenance Capital Reserve Fund for Topographic and Detail Survey of Harbor Boat Launch by Chairman Trow, Seconded by Selectman Gottling. Unanimous.**

Burkehaven Boat Launch

Scott Hazelton stated that the Burkehaven Boat Launch is in disrepair and he would like to pave the part of launch coming out of water and the parking area across the street. The estimated cost is \$5,570 and that includes all the gravel and 3 inches of pavement in both locations. The funds would come from the Building Maintenance Capital Reserve Fund. **Motion to expend \$5,570 from the Building Maintenance Capital Reserve Fund for the Burkehaven Boat Launch and Parking Area for improvements and restoration by Selectman Hastings seconded by Selectman Gottling. Unanimous.**

- Scott Hazelton reported that the Highway Department started working on Burkehaven Hill last Thursday and Prospect Hill today.

•Approve Updated Fire Department Organizational Chart & Additional Job Descriptions
Chairman Trow went over the amended organizational chart and proposed job descriptions
With the Board. **Motion to adopt the amended Organizational Chart and
proposed/amended job descriptions by Selectman Gallup seconded by Selectman Hastings.
4 in Favor Chairman Trow Abstained.**

•2020 Budget

Donna Nashawaty wanted some input from the Board before sending out her budget letter to the
Department Heads. Was there anything the you wanted to see differently? She also met
with Healthtrust regarding the employee insurance plan, new rates will be available the first
Tuesday in October. At the October 7th Board of Selectmen Meeting, which the Advisory Budget
Committee will be invited to; each Department Head will do a “narrative” of their budget.

CHAIRMAN’S REPORT

•Selectman Augustine asked if the Energy Committee was going to come to the next Board of
Selectmen’s meeting. Donna Nashawaty replied yes, they are coming with mission statement.
•Selectman Gallup wanted to start a discussion about perambulation. It was several years ago
that the Newbury/Sunapee line, New London/Sunapee line, Springfield/Sunapee line and a
portion of the Goshen/Sunapee line were done. Selectman Gallup thinks at some point the Town
should hire someone to find and identify the boundary markers. Donna Nashawaty asked if
anyone was interested in being a mentor for a senior project. Selectman Gallup volunteered to be
a mentor and suggested one line be done for the project. If no one does this for a senior project
the Board will think about taking out a Request for proposal (RFP) for the project.

TOWN MANAGER REPORTS

•Coffee & Conversation Wrap-up

Donna Nashawaty wanted some input from the Board on last week’s Coffee & Conversation.
She heard some good comments from the residents that attended. Chairman Trow heard a couple
of comments;

- 1) Didn’t think there was a town-wide email blast until the day before the event.
- 2) It is the summer town meeting, and, in the future, it should be called that.
- 3) It should be a little longer.
- 4) It had a good turnout.
- 5) People enjoyed the format.
- 6) Liked the time of day it was held.
- 7) Great questions and good conversations.
- 8) Maybe a handout with maybe 2 bullet points from each department about what’s
happening.
- 9) Liked the informal manner.

This is good information for next year.

•Tree-Cutting Permit Fee

The Town Planner and Zoning Administrator have recommended raising the Tree-Cutting Permit
From \$25 to \$75. Donna Nashawaty stated that the Zoning Administrator sits down with the
Tree-Cutting Permit Applicant and explains the process and then 75% of the time does a site
visit. There is also staff time spent preparing and mailing the abutters notices. **Motion to
increase the Tree-Cutting Fee from \$25 to \$75 effective August 12, 2019 by Selectman
Gallup seconded by Selectman Hastings. Unanimous.**

- Geese & Duck Awareness

Donna Nashawaty reported that the town has a geese and duck problem at Dewey Beach, Georges Mills Beach and the Harbor. Chairman Trow said the grass at the boat launch in Georges Mills is horrible.

Donna Nashawaty said they eat the new grass which apparently is a staple for geese. There are precautions that need to be taken when the staff is cleaning the mess up, that have been given to the staff. NH Fish and Game told the town to put up the string with the metal pieces on it which makes a noise that sounds like it's a barrier in place. People in kayaks and boats are pulling up on the harbor beach and taking it down and rolling it up in a pile. Donna Nashawaty said last Tuesday there were 20 ducks that slept overnight on the town docks. It took 2 staff people 2 to 3 man-hours to clean the docks, you can't just take the hose and wash it into the lake. The Town is now getting phone calls from people asking us to take care of it. Donna Nashawaty said it's not about feeding the geese, it's picking up the trash that is left behind which is some of what is attracting them. Donna Nashawaty talked to the insurance company about the liability of our employees, she must be cautious about that. But she is also concerned about the man-hours that this is taking. A few more hours will be added to the Bathroom Attendant at the harbor. The Attendant will check and clean up if needed. Donna Nashawaty wanted to raise the Board awareness because this is a very expensive task and the citizens believe the town is responsible for cleaning up the geese waste. In the meantime, there was a plead to please leave the tape alone on the beaches. Donna Nashawaty will use website to educate the public,

- July Revenue & Expenditure Reports

The Board received the July Revenue & Expenditure Reports.

- Joint meeting with Water & Sewer Commissioners

Donna Nashawaty said the Board might want to talk about having a joint meeting with the Water and Sewer Commissioners given this latest issue with the water. The Highway department has several road projects that are being done and some water infrastructure that needs to be repaired. The Town is going out to bid on Winn Hill and the Water and Sewer Department will have some repair work there and Donna Nashawaty isn't sure if they have the money set aside. The Water & Sewer Department doesn't have Capital Reserve Funds like the Town.

Meeting adjourned at 9:09PM

Respectfully Submitted by,

Barbara Vaughn

Administrative Assistant

SUNAPEE BOARD OF SELECTMEN
MEETING AGENDA
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LAND DISTURBANCE:

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2. APPOINTMENTS

7:00PM-Chief Dan Ruggles-Utility Truck

3. PUBLIC COMMENTS:

4. SELECTMEN ACTION

- Sign Bette Nowack, Energy Committee Appointment

- Boat Launch & Town Dock Ordinance

- Use of Facilities

09/01 Indian Cave Landing Owners Assoc. Annual Meeting, Safety Services

- Authorize the Expenditure of \$850 from Building Maintenance Capital Reserve Fund for Topographic and Detail Survey of Harbor Boat Launch

- Approve Updated Fire Department Organizational Chart & Additional Job Descriptions

- 2020 Budget

5. CHAIRMAN'S REPORT

6. TOWN MANAGER REPORTS

- Coffee & Conversation Wrap-up

- Tree-Cutting Permit Fee

- Geese & Duck Awareness

- July Revenue & Expenditure Reports

7. UPCOMING MEETINGS:

08/13-5:30PM-Recreation Committee, Town Meeting Room

08/20-5:00PM-Energy Committee, Town meeting Room

08/20-5:30PM-Abbott Library Trustees, Abbott Library

08/21-7:00AM-Firewards Meeting, Safety Services Building

08/26-6:30PM-Board of Selectmen, Town Meeting Room

SIGN-IN SHEET

BOARD OF SELECTMEN MEETING

DATE: 8/12/19

Kenneth Brunner

Peter Vrboch

John Colby

Ed Riessle

Austin Brown



DESORCIE EMERGENCY PRODUCTS, LLC.

1045 Bronson Road
St. Albans, VT 05478
Phone (802) 527-2216
e-mail garthbrooks@comcast.net

FIRE APPARATUS CONTRACT

DATE 8-7-19

THIS CONTRACT MADE IN DUPLICATE, BY AND BETWEEN DESORCIE EMERGENCY PRODUCTS, LLC. - PARTY OF THE FIRST PART, HEREINAFTER REFERRED TO AS "THE COMPANY",

AND: Town of Sunapee

ADDRESS: 9 Sargent Road – Sunapee, NH 03782

BY ITS AUTHORIZED REPRESENTATIVES-PARTY OF THE SECOND PART, HEREINAFTER REFERRED TO AS "THE BUYER", WITNESSETH AS FOLLOWS:

1. THE COMPANY AGREES TO SELL, UPON THE CONDITIONS WRITTEN BELOW, VEHICLE AND EQUIPMENT IN ACCORDANCE WITH THE ATTACHED SPECIFICATIONS, WHICH ARE MADE A PART OF THIS AGREEMENT AND CONTRACT. IN THE EVENT THAT THE COMPANY'S SPECIFICATIONS AND THE BUYER'S SPECIFICATIONS ARE INCORPORATED IN THIS AGREEMENT, BUT ARE IN CONFLICT WITH ONE ANOTHER, THE COMPANY'S SPECIFICATIONS SHALL APPLY.
2. THE SAID VEHICLE AND EQUIPMENT SHALL BE DELIVERED BY THE COMPANY WITHIN APPROXIMATELY 150 DAYS AFTER RECEIPT OF COMMERCIAL CHASSIS AND THE EXECUTION OF THE CONTRACT BY THE BUYER, AND THE RECEIPT AND ACCEPTANCE OF THE SAME BY THE COMPANY AT THE COMPANY'S OFFICE IN ST. ALBANS, VT. DELIVERY SHALL BE SUBJECT TO DELAYS DUE TO STRIKES, MATERIALS AVAILABILITY, COMMERCIAL CHASSIS AVAILABILITY, AND OTHER CAUSES BEYOND THE COMPANY'S CONTROL. VEHICLE AND EQUIPMENT SHALL BE ACCEPTED BY THE BUYER **F.O.B.**, Sunapee, NH, INCLUDING ALL APPLICABLE FEDERAL AND STATE TAXES. IF THE BUYER OF THE PRODUCT IS EXEMPT FROM TAXES, IT SHALL BE THE RESPONSIBILITY OF THE BUYER TO COMPLETE THE ATTACHED TAX EXEMPT CERTIFICATE(S).
3. FULL ACCEPTANCE INSPECTION MAY BE PERFORMED AT THE BUYER'S LOCATION. SUCH INSPECTION SHALL BE MADE UPON ARRIVAL AT THE DESTINATION, WHILE THE VEHICLE IS IN THE CARE, CUSTODY, AND CONTROL OF THE COMPANY. IF NO SUCH INSPECTION IS MADE, THEN SAID VEHICLE AND EQUIPMENT SHALL BE CONSIDERED ACCEPTABLE AND IN COMPLIANCE WITH THE CONTRACT AND SPECIFICATIONS.
4. IF MORE THAN ONE VEHICLE IS COVERED BY THIS CONTRACT, AND THE VEHICLES ARE SHIPPED ON DIFFERENT DATES, AN INVOICE COVERING EACH VEHICLE OR SHIPMENT SHALL BE RENDERED. ANY LOOSE EQUIPMENT ADDED OR CHANGES

MADE TO THE VEHICLE AFTER EXECUTION OF THIS CONTRACT SHALL BE INVOICED SEPARATELY AND DUE AT THE TIME OF DELIVERY.

5. ALL CONTRACTS ARE TAKEN SUBJECT TO THE WRITTEN ACCEPTANCE OF DESORCIE EMERGENCY PRODUCTS, LLC., BY AN OFFICER OF THE COMPANY. WHEN REQUESTED, THE BUYER SHALL FURNISH SATISFACTORY OPINION OF THE BUYER'S ATTORNEY AS TO THE POWER OF THE BUYER TO ENTER INTO SAID CONTRACT, AND THAT SAID CONTRACT IS A VALID, LEGAL AND ENFORCEABLE OBLIGATION OF THE BUYER, AND THAT THE OFFICIAL EXECUTING THE CONTRACT FOR THE BUYER HAS THE AUTHORITY TO DO SO.
6. THIS AGREEMENT, INCLUDING ITS APPENDICES, EMBODIES THE ENTIRE UNDERSTANDING BETWEEN THE PARTIES RELATING TO THE SUBJECT MATTER CONTAINED HEREIN, AND MERGES ALL PRIOR DISCUSSIONS AND AGREEMENTS BETWEEN THEM. NO AGENT OR REPRESENTATIVE OF THE COMPANY HAS THE AUTHORITY TO MAKE ANY REPRESENTATIONS, STATEMENTS OR AGREEMENTS NOT EXPRESSED HEREIN. ALL MODIFICATIONS OR AMENDMENTS OF THIS CONTRACT, INCLUDING ITS APPENDICES, MUST BE IN WRITING AND MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF EACH PARTY.
7. THE VEHICLE COVERED BY THIS CONTRACT IS NOT WARRANTED BY THE COMPANY BY ANY EXPRESS OR IMPLIED WARRANTIES. THE VEHICLE IS SUBJECT TO WARRANTIES AS PROVIDED BY THE MANUFACTURERS OF BOTH THE COMPLETED VEHICLE AND ITS COMPONENTS. THE COMPANY IS AN AUTHORIZED SERVICE AND WARRANTY AGENCY FOR MANY OF THE COMPONENTS FURNISHED ON THE VEHICLE, AND ALSO OFFERS THE BUYER ASSISTANCE IN RESOLVING WARRANTY CLAIMS RELATING TO COMPONENTS SERVICED BY OTHER AGENCIES. COPIES OF MAJOR COMPONENT WARRANTIES SHALL BE PROVIDED ON DELIVERY. THE COMPANY SHALL NOT BE LIABLE FOR TECHNICAL OR EDITORIAL ERRORS OR OMISSIONS CONTAINED IN ANY WARRANTY SUPPLIED BY ANY MANUFACTURER. TO THE EXTENT ALLOWED BY APPLICABLE LAW, THE COMPANY DISCLAIMS ALL IMPLIED WARRANTIES OR CONDITIONS, WHETHER WRITTEN OR ORAL, AND NO WARRANTY IS EXPRESSED OR IMPLIED, AND THE COMPANY SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY, SATISFACTORY QUALITY AND FITNESS FOR A PARTICULAR PURPOSE. TO THE EXTENT ALLOWED BY APPLICABLE LAW, IN NO EVENT SHALL THE COMPANY BE LIABLE FOR DIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL OR OTHER DAMAGE, WHETHER BASED ON CONTRACT, TORT OR OTHERWISE.
8. THE COMPANY MAKES NO WARRANTY ON, NOR WILL THE COMPANY BE HELD RESPONSIBLE FOR, ANY CUSTOMER SUPPLIED EQUIPMENT. THE COMPANY SHALL NOT BE HELD LIABLE FOR ANY EQUIPMENT MALFUNCTIONS ON CUSTOMER SUPPLIED ITEMS AND IS NOT RESPONSIBLE FOR ENSURING PROPER EQUIPMENT OPERATION.
9. THE COMPANY RESERVES THE RIGHT TO MAKE PRODUCT IMPROVEMENTS WITHOUT NOTICE.
10. DELIVERY INSTRUCTIONS SHALL BE GIVEN IN ACCORDANCE WITH A MUTUALLY AGREEABLE SCHEDULE. TRANSFER OF OWNERSHIP SHALL TAKE PLACE BEFORE DELIVERY INSTRUCTIONS BEGIN. THE BUYER AGREES THAT FIRE FIGHTERS PARTICIPATING IN DELIVERY INSTRUCTIONS MUST BE FAMILIAR WITH BASIC FIRE APPARATUS OPERATING PRINCIPLES. DRIVER TRAINING SHALL BE THE RESPONSIBILITY OF THE BUYER. BUYER HEREBY ACKNOWLEDGES THAT THE

COMPANY HIGHLY RECOMMENDS THAT ALL INDIVIDUALS WHO WILL BE OPERATING THE EQUIPMENT PURCHASED UNDER THIS AGREEMENT ATTEND APPROPRIATE TRAINING PROGRAMS TO ACQUIRE THE SKILLS ONE WOULD ACQUIRE IN FIREFIGHTER TRAINING SCHOOL AND/OR PROFESSIONAL DRIVER TRAINING SCHOOL. BUYER HEREBY ACKNOWLEDGES THAT DELIVERY INSTRUCTIONS ARE ONLY TO DEMONSTRATE THE FEATURES AND COMPONENTS OF THE EQUIPMENT PURCHASED HEREUNDER AND FAMILIARIZE BUYER'S PERSONNEL WITH THE PROPER USE AND OPERATION THEREOF. THE COMPANY FURTHER RECOMMENDS TO THE BUYER (1) THAT AS NEW PERSONNEL ARE ASSIGNED TO THE EQUIPMENT PURCHASED HEREUNDER TRAINING SESSIONS BE SCHEDULED FOR SUCH NEW PERSONNEL; AND (2) THAT REFRESHER TRAINING SESSIONS FOR ALL PERSONNEL OPERATING THE PURCHASED EQUIPMENT BE SCHEDULED AT LEAST ON A YEARLY BASIS FROM THE DATE OF DELIVERY.

11. IN THE EVENT AN ORDER IS CANCELLED BEFORE CONSTRUCTION HAS STARTED, A 1% CANCELLATION CHARGE SHALL APPLY. IF WORK HAS STARTED ON THE VEHICLE, CANCELLATION CHARGE SHALL BE 1% PLUS THE ACTUAL COST FOR WORK DONE TO DATE, AS DETERMINED BY THE COMPANY.
12. ALL THREADS PROVIDED ON THE VEHICLE OR ON SUPPLIED EQUIPMENT SHALL BE NST, UNLESS NOTED TO THE CONTRARY.
13. THE BUYER ACKNOWLEDGES THAT NO EXTENDED WARRANTIES ARE A PART OF THIS AGREEMENT UNLESS THEY ARE INCORPORATED INTO THE ATTACHED SPECIFICATIONS.
14. THE BUYER AGREES TO PAY AS PURCHASE PRICE FOR THE VEHICLE, ACCEPTED AS AFORESAID, THE SUM OF:

ONE HUNDRED TWENTY-TWO THOUSAND THREE HUNDRED TWENTY-FIVE DOLLARS

\$122,325.00

15. **PAYMENT TERMS:** 100% PAYMENT SHALL BE MADE UPON DELIVERY. IN THE EVENT THE BUYER REQUESTS ADDITIONS, CHANGES OR EQUIPMENT INSTALLATION OTHER THAN AS INCLUDED IN THE ATTACHED SPECIFICATIONS, THEN PAYMENT SHALL BE DUE 15 DAYS AFTER THE VEHICLE ARRIVES AT DESORCIE EMERGENCY PRODUCTS, LLC. THE MANUFACTURER'S STATEMENT OF ORIGIN FOR THE VEHICLE SHALL BE PRESENTED TO THE BUYER UPON FULL PAYMENT. IN THE EVENT THAT PAYMENT IS NOT AVAILABLE WITHIN THE TIME SPECIFIED ABOVE, THE COMPANY RESERVES THE RIGHT TO CHARGE THE BUYER INTEREST AT 2% OVER THE PREVAILING PRIME RATE FOR THE PERIOD FROM THE PAYMENT DUE DATE TO THE ACTUAL PAYMENT DATE. THE INVOICE FOR THE VEHICLE SHALL BE PRESENTED TO THE BUYER AT LEAST FIFTEEN (15) DAYS PRIOR TO THE ARRIVAL OF THE UNIT AT DESORCIE EMERGENCY PRODUCTS, LLC.

IN WITNESS WHEREOF, BUYER AND COMPANY HAVE CAUSED THIS CONTRACT TO BE EXECUTED BY THEIR DULY AUTHORIZED REPRESENTATIVES THIS 7th DAY OF August, 2019.

FET EXEMPTION CERTIFICATE

QUOTE OR S.O. #: CET0806019	COMPLETE NAME AND ADDRESS FOR TITLING PURPOSES
	NAME: Town of Sunapee
DEALER NAME: Desorcie Emergency	ADDRESS: 9 Sargent Road
	Sunapee, NH 03782
UNIT TYPE: E-One Commercial Tanker	
CHECK ONE: COMMERCIAL CHASSIS <input checked="" type="checkbox"/> CUSTOM CHASSIS <input type="checkbox"/>	
IF COMMERCIAL CHASSIS COMPLETE THE FOLLOWING AND SIGN	

The sale is Exempt as:

- ☐ GVW (Gross Vehicle Weight) is **not** greater than 33,000 lbs.
Indicate GVWR _____
(Gross Vehicle Weight Rating)

- ☐
- Sales to Dealers Registered for Tax Free Purchases

Dealer's Name _____
 Registration # _____ MUST BE COMPLETED
 A copy of the Dealer's Form 637 approved by IRS must be on file.

- ☐ Sale for Export (See Sec. 48.4221-3)
Proof of export Bill of Lading or other documentation must be on file.

- ☐ Certain U.S. Government Sales approved for tax exemption by Secretary of Treasury.
Approved letter must be obtained from purchaser.

- X Sales to State and Local Governments, Municipalities or Volunteers (Sec. 4221 (a)(4)).
Purchaser must sign and execute:

I certify that I am Donna Nashawaty ^{Town Manager} of Town of Sunapee
Name and Title Purchasing Municipality

and that I am authorized to execute this certificate and that the vehicle described above will be purchased for the exclusive use of Town of Sunapee
Purchasing Municipalities


I understand that the exemption from tax in the case of sales of articles under this exemption certificate to State, etc. is limited to the sale of articles purchased for its exclusive use. I understand that the fraudulent use of this certificate for the purpose of securing this exemption will subject me and all parties making such fraudulent use of this certificate to a fine of not more than \$10,000, or to imprisonment for not more than 5 years, or both, together with costs of prosecution.

Signature Donna Vashaw

Address 23 Edgemont Rd Sunapee NH 03782

This certificate applies to ☐ Body ☐ Chassis ☒ Both

Please attach signed tax form to the quote in portal and submit with purchase order.

	Vermont Sales Tax Exemption Certificate for PURCHASES FOR RESALE AND BY EXEMPT ORGANIZATIONS 32 V.S.A. § 9701(5); § 9743(1)-(3)	Form S-3
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To be filed with the **SELLER**, not with the VT Department of Taxes.

- ☐ Single Purchase - Enter Purchase Price \$ _____
☒ Multiple Purchase (effective for subsequent purchases.)

BUYER	Buyer's Name Town of Sunapee	Federal ID Number 02-6000 826	
	Trading as		
	Address 9 Sargent Road 23 Edgemont Rd		
	City Sunapee	State NH	Zip 03782
	Buyer's Primary Business Municipal		

SELLER	Seller's Name Desorcie Emergency Products, LLC		
	Address 1045 Bronson Road		
	City Saint Albans	State VT	Zip 05478

EXEMPTION CLAIMED	Description Description of purchased articles: Fire Apparatus & Equipment		
	Basis for Exemption <input type="checkbox"/> For resale/wholesale. Vermont Sales & Use Tax Account Number: _____ <input type="checkbox"/> Purchase by 501(c)(3) organization which is religious, educational, or scientific. Vermont Account Number: _____ <input checked="" type="checkbox"/> Direct payment by Federal or Vermont governmental unit <input type="checkbox"/> Purchase by volunteer fire department, ambulance company, rescue squad (Registration is not required.)		

I certify that I have read and complied with the instructions provided with respect to the use of this Exemption Certificate. I further certify that the above statements are true, complete, and correct, and that no material information has been omitted.		
 Signature of Buyer or Authorized Agent	Donna Nashawaty Town Manager	8-7-19 Date

Instructions for Use of the Resale Certificate of Exemption (Form S-3)

(This exemption certificate does not apply to contractors)

This exemption certificate applies to the following:

- Purchase(s) of tangible personal property for the purpose of resale
- Purchase(s) by an organization which is religious, educational, or scientific and is designated as a 501(c)(3) by the Internal Revenue Service
- Purchase(s) by a Federal or Vermont governmental unit (direct payment)
- Purchase(s) by a volunteer fire department, ambulance company or rescue squad

This exemption certificate is not for use by contractors. Materials purchased for use in construction do not qualify as purchases for resale. Contractors are required to pay sales tax on tangible personal property incorporated into real estate.

Please note: Civic, social, recreational, and business league organizations are not 501(c)(3) organizations, and therefore cannot make exempt purchases.

Acceptance in “Good Faith”

A seller who accepts an exemption certificate in “good faith” is relieved of liability for collection or payment of the Vermont Sales and Use Tax otherwise due on tangible personal property covered by the certificate. Good faith depends upon a consideration of all the conditions surrounding the transaction. To receive an exemption in good faith, a seller is presumed to be familiar with the law and the regulations pertinent to the business in which the seller deals. In order for good faith to be established, all of the following conditions must be met:

- a. **The buyer must present the certificate prior to or at the time of the purchase of the property.**
- b. The certificate must contain no statement or entry which the seller knows, or has reason to know, is false or misleading.
- c. The certificate is on an exemption form issued by the Vermont Department of Taxes or a form with substantially identical language.
- d. The certificate must be dated and complete and in accordance with published instructions.
- e. The Vermont Sales and Use Tax account number is provided on the certificate where applicable
- f. The property to be purchased is of a type ordinarily used by the buyer for the purpose described on the certificate.

Improper Certificate/Lack of Certificate

Sales of tangible personal property subject to tax which are not supported by properly executed exemption certificates are taxable retail sales. **The burden of proof that the tax was not required to be collected is upon the seller.**

Retention of Certificates by the Seller

Sellers must retain exemption certificates for at least three years from the date of the last sale covered by the certificate to document why tax was not collected from the buyer.

Multiple Purchase Exemption Certificates

If the buyer presents a “Multiple Purchase” exemption certificate to the seller, it may be used only when purchasing ***tangible personal property for use as indicated on this exemption certificate.*** For each purchase covered by the exemption certificate, the sales slip or invoice must show the buyer’s name and address sufficient to link the purchase to the exemption certificate on file.

Other types of exemption certificates that may be applicable are available on our website at: <http://bit.ly/salestaxexemptions>. For questions regarding how these exemption certificates may be properly applied, please contact the Vermont Department of Taxes at (802) 828-2551, option #3.



ACCEPT ONLY THE BEST

**CET Fire Quick Response Vehicle
Custom Made for
Sunapee FD, NH
Revised July 5th 2019**

Ford Cab & Chassis

Unit is to be installed on a Ford F550, 4-door Crew Cab, 4 x 4.

- GVWR: 19,500 lb
- GAWR front: 7,000 lbs.
- GAWR rear: 14,706 lbs.
- 4.88 Ratio Limited Slip Axle
- Rear and Front Stabilizer suspension bar
- Axle – Front Monobeam with coil spring suspension
- Extra Heavy Service Suspension Package

The power train should consist of the following:

- V8, 6.7 L Diesel Motor
- 330 Hp @ 2,600 RPM, 750 Lb.-ft. @ 2,000 RPM
- TorqShift 6-Speed Automatic Transmission
- Electronic-Shift-On-the-Fly (ESOF) 4x4 System
- Dual Heavy-Duty Alternators – 332-amp
- Dual battery System 12 volts, 750 CCA, 78 Amp-hr.
- Brake System – 4-Wheel Anti-Lock System (ABS), Hydro-Boost
- Parking Brake cable actuated

Interior requirements are XL Decor package:

- Black floor mats in place of carpeting
- Front Seats – vinyl 40/20/40 split bench
- Rear Seats - 60/40 vinyl flip-up/fold-down bench seat with 3 head restraints
- Up fitter switches (6)
- Air conditioning with high output fresh air heater
- AM/FM Stereo with digital clock

Power Equipment Group (90L) includes:

- Manual telescoping trailer tow mirrors with power, heated glass, heated convex spotter mirrors, integrated clearance lamps & turn signals
- Perimeter anti-theft alarm
- Power side windows

- Power locks
- Remote keyless entry
- securiLock anti-theft ignition
- upgraded door trim panel

Tow package to include:

- Fully integrated trailer brake controller, factory installed and warranted by Ford.
- Controller to be able to adapt its output based on the status of the Anti-lock
- Braking System (ABS).
- Provides instant visual / audible warning in case of accidental trailer disconnect
- Includes the following user controls / indicators:
 - +/- gain adjustment buttons
 - trailer connection indicator
 - Gain setting display
 - Output bar graph
 - Manual control lever.

Exterior requirements are as follows (XL Decor package):

- The chassis shall be painted by the chassis manufacturer according to the chassis manufacturer's factory standards.
- Cab to be Ford Red Race (PQ)
- Black front bumper
- Black grill
- Dual front tow hooks
- The chassis exhaust system shall be extended to the rear of the right rear wheel.
- The wheel base should be 180" wheelbase, Cab to Axle (C.A.) should be 60"
- 225R70/19.5 Max Traction tires

Major Standard Features:

- Two (2) front tow hooks
- Exterior cargo light – Back of cab
- Front and rear stabilizer bars
- 40-gallon capacity fuel tank
- Grab handles – Driver and front passenger
- Power steering
- Roof clearance lights
- Solar tinted glass
- Steering damper
- Windshield wipers – interval

Safety & Security:

- Airbag – Driver and front passenger
- Belt-Minder safety belt reminder
- BlockerBeam – includes valance air dam

Ford Warranty:

- 3 years 36,000 miles bumper to bumper
- 5 years 60,000 miles Transmission
- 5 years 100,000 miles motor

Inside Doors Reflective

All driving and crew compartment doors shall have at least 96 in² of reflective material affixed to the inside of each door.

Cab Access Step Running Boards

Cab step running boards shall be provided for each side of the vehicle and extend from the rear of the front fender to the rear of the cab. They shall be able to support appropriate weight and be covered in black painted aluminum tread plate.

Black Brush Guard

A Warn Trans4mer black coated grille/brush guard which wraps to the outside of the headlights shall be installed at the front of the chassis cab. A grille guard to protect the vehicle's grille area and a headlamp guard to protect the vehicle's headlamps shall be supplied.

Rear Hitch Class III

A rear mounted Class III trailer hitch shall be securely attached to the chassis frame and shall include the 7-pin wiring and 4-pin wiring trailer connectors. A quick connector and battery power lead shall be run to connect the winch.

Removable Winch Zeon 10-S

There shall be a 10,000 lbs. WARN Zeon 10-S removable electric winch. The winch shall have a 3/8" of 100 ft Spydura synthetic rope with a large latched hook.

A quick connector and battery power lead to connect the winch shall be run for mounting of the winch.

CET Flat Bed Body

One (1) custom Fire Application aluminum flat bed body, 110" long x 94-5/8" wide. The aluminum plate used in construction is .100" 3003-H22 polished aluminum alloy treadplate.

Body sub-frame is made from 6061-T6 aluminum tubes and channels. Sub-frame crossmembers are installed every 16". The channel is 1-1/2" wide x 3" high x 3/16" thick. The body crossmembers shall extend the full width to support the compartment framing and shall be welded to the sub-frame main members.

The Body sub-frame main members consist of 6061-T6 Aluminum square tubing of 2" wide x 6" high x 3/16" thick.

The perimeter shall be made with 1/8" thick forged 3003H14 Aluminum. Forged aluminium brings a strong design that was specially made to embed emergency lighting & designed to fit properly a 4" reflective stripping.

The body shall be attached to the chassis rails with a minimum of four (4) heavy duty "U" bolts. The body shall be separated from the chassis by 3/8" Teflon. Attachment of the body and sub-frame will allow the body to resist from all distortion and off-road operational condition.

The body is a modular design to allow removal from the chassis for major repair or mounting on a new chassis.

All welding shall be done electrically using 5356 aluminum welding wire.

Rear vertical skirt will be made from 1/8" 3003-H22 polished aluminum alloy treadplate.

Rear skirt to include Signal, brake, reverse lights, D.O.T., license plate & NFPA steps.

Clearance, marker, license plate lights and reflectors will be furnished and installed per D.O.T. Junction box supplied and installed under the flat bed.

License plate light shall be an Eon light with SS polish case that has a light output equivalent to a 10-watt halogen lamp. Eon light to have a 50,000 hrs. LED life.

LED Signal, brake and reverse lights will be High Quality Grote Automotive lights recessed mount into rear aluminum skirt area of body per FMVSS 108 and CMVSS 108 requirements. Light to be LED Oval with chromed housing.

Two (2) LED Amber marker/clearance lights with chrome housing and clear lens will be installed on the front side of the bed, one (1) each side. Two (2) LED Red marker/clearance lights with chrome housing and clear lens will be installed on the rear side of the bed, one (1) each side. Three (3) LED Red marker/clearance lights with chrome housing and clear lens will be installed at the rear center of the bed. Amber & Red reflectors shall be installed around the perimeter of the bed as per DOT requirement.

Two (2) heavy duty tow eyes shall be installed at the rear of the body (NFPA 1906 requirement). The tow eyes will be fastened directly to each rear chassis frame rail. Hardware shall have a clear and unobstructed access.

The rear of the flat bed shall have two (2) non-skid rear steps for access to pump and controls. The rear steps shall be made so it can be folded up for use in rough terrain. All steps shall sustain a minimum static load of 500 lbs. (227 kg) without deformation (NFPA 1906 & 1901 compliant). Stepping height from the ground to the first step shall not exceed 24".

An angle of approach and an angle of departure of at least 20 degrees shall be maintained at the front and the rear of the vehicle when it is loaded.

This will be no exception to the body specifications. Pre-built commercial flatbed bodies are not acceptable.

Compartments

All compartments will be made with 1/8" tread plate aluminum sheet.

All compartments shall have a minimum of one (1) louvered panel bolted into a wall to provide the proper airflow inside the compartment.

All compartments shall be of sweep-out type with no lip at bottom edge for easy cleaning.

All door lock mechanisms shall be fully enclosed within the door panels to prevent fouling of the lock in the event equipment inside into the lock area.

Transverse Compartment

One (1) transverse compartment of 13-1/2" long x 30" high x 94-5/8" wide shall be installed.

The aluminum diamond plate compartment lift-up doors shall be securely attached to the body with a horizontal full stainless-steel hinge. Door openings shall be fitted with solid neoprene weather strip completely sealing the perimeter of the compartment door opening. The lift up doors shall be installed with gas hold open struts. The compartment door is latched with recessed, polished stainless steel "D" ring handles and locks.

Top Transverse Storage Cross Lay

One (1) aluminum storage cross lay shall be supplied and installed on top of the transverse compartment.

The dimensions of the cross lay shall be full length of the top compartment, 94-5/8" L x 9" W x 8" H.

The area shall be designed to prevent the accumulation of water and allow for ventilation to aid in drying hose in the storage area. Black Turtle Tiles to be installed and bolted on the floor.

The storage shall be covered with black canvas and side nets.

Left (Driver) Side Compartment

One (1) 62" long x 30" high x 22" deep compartment behind the transverse compartment, located at the left (driver) side of the water tank.

The overlap aluminum compartment door shall be securely attached to the body with a full stainless-steel hinge. Door opening shall be fitted with solid neoprene weather strip completely sealing the perimeter of the compartment door opening. Lift up door shall be installed with gas hold open struts. The 1/8" compartment door shall be latched with recessed, polished stainless steel "D" ring handle and lock.

The aluminum door completes with the following features: door ajar switch and two (2) LED strip lights.

One (1) switch shall be installed so the compartment light(s) shall come on only when compartment door is open.

There shall be a set of tracks for future installation of adjustable shelf(s) in each compartment. These tracks shall be installed vertically on the walls of the compartment(s) and shall offer a multitude of height adjustment possibilities.

The compartment floor will be covered with Plastic Tiles. The tiles shall be black with yellow angled leading edges.

Right (Passenger) Side Compartment

One (1) 62" long x 30" high x 22" deep compartment behind the transverse compartment, located at the right (passenger) side of the water tank.

The overlap aluminum compartment door shall be securely attached to the body with a full stainless-steel hinge. Door opening shall be fitted with solid neoprene weather strip completely sealing the perimeter of the compartment door opening. Lift up door shall be installed with gas hold open struts. The 1/8" compartment door shall be latched with recessed, polished stainless steel "D" ring handle and lock.

The aluminum door completes with the following features: door ajar switch and two (2) LED strip lights.

One (1) switch shall be installed so the compartment light(s) shall come on only when compartment door is open.

There shall be a set of tracks for future installation of adjustable shelf(s) in each compartment. These tracks shall be installed vertically on the walls of the compartment(s) and shall offer a multitude of height adjustment possibilities.

The compartment floor will be covered with Plastic Tiles. The tiles shall be black with yellow angled leading edges.

Four (4) Adjustable Shelves

There shall be four (4) adjustable shelving formed from .125 thick smooth aluminum sheet. Each shelf shall be fastened to the tracking using four (4) adjustable shelf clips and stainless-steel hardware.

The shelves shall be located:

- One (1) in the transverse compartment
- One (1) in the left (driver) side compartment
- Two (2) in the right (passenger) side compartment

Left (Driver) Side Pre-Connected Storage Tray

One (1) 62" long x 19" wide x 8" high storage tray shall be supplied and installed on top of left (driver) side compartment.

The hose tray shall have a 1-1/2" elbow connected by a 1-1/2" flexible hose to the pump discharge manifold.

Black canvas with snaps shall be installed on top of the storage tray along with rear protective net.

The area shall be designed to prevent the accumulation of water and allow for ventilation to aid in drying hose in the storage area.

Right (Passenger) Side Storage Tray

One (1) 62" long x 19" wide x 8" high storage tray shall be supplied and installed on top of right (passenger) side compartment.

Black canvas with snaps shall be installed on top of the storage tray along with rear protective net.

The area shall be designed to prevent the accumulation of water and allow for ventilation to aid in drying hose in the storage area.

Two (2) Underbody Compartments

Two (2) aluminum underbody compartments ahead of the rear wheels shall be supplied and mounted, one on the driver's side and one on the passenger's side.

The compartments shall be made with aluminum tread plate sheet 30" wide x 22" deep x 18" high.

Compartment shall have a horizontally hinged drop-down door made from aluminum diamond tread-plate.

The compartment floor will be covered with Plastic Tiles.

The compartments shall have a minimum of one (1) louvered panel bolted into a wall to provide the proper airflow inside the compartment.

Road Safety Cone Storage

One (1) aluminum road safety cone storage, 30-1/4" x 19-1/2" x 18" high, shall be installed on the left (driver) rear corner of the flatbed behind the side compartment. The compartment shall have straps to secure cones and holes to allow water to drain.

Rear Storage Compartment

One (1) integrated to the platform compartment with opening 5" high x 22" wide x 104" long for suction hose storage and folding ladders or pike poles. A flip down horizontally hinges door is furnished at the rear. The interior compartment is made from polished 3003-H14 alloy smooth plate. Steel frame underneath Drop-In-Unit shall not be acceptable.

Wheel Chocks

Medium Kochek Wheel Chocks with storage brackets shall be provided and mounted underneath the flatbed behind the chassis cab.

Rear Mud Flaps

Rear rubber mud flaps are provided. A bracket attached to the side of the muffler pipe end is installed to prevent any damaged that can occur to the mud flap.

Controls and switches that are expected to be operated by the driver while the apparatus is in motion shall be within convenient reach for the driver.

Console shall be painted black scratch free Herculiner finish.

Emergency Lighting

One (1) 54" LED Whelen Cenator Lightbar, CV2 series shall be mounted on the aluminum headrache rack and controlled by one (1) switch on the cab console.

- 4 x Red SUPER LED Corners
- 4 x Red SUPER LED Inner
- 2 x White SUPER LED Inner
- Integrated traffic advisor with TACTL5 control head

For Blocking Right-of-Way Mode of operation, white Super LED Inner lights (2) shall be turned off when parking brake is applied.

Mounted on front Ford grill, Two (2) Whelen Ion-T series Super LED, one (1) each side, red with clear lens with a chrome flange.

Mounted each side of the chassis, Two (2) Whelen Ion-T series Super LED, one (1) each side, red with clear lens with a chrome flange.

Mounted on sides of the flatbed, Two (2) Whelen M4 series Linear Super LED, one (1) each side, red with clear lens with a chrome flange.

Mounted in the rear of the flatbed, Two (2) Whelen M4 series Linear Super LED, one (1) each side, red with clear lens with a chrome flange.

All emergency lights shall be connected and controlled by one (1) switch on the cab console.

Siren & Speaker

One (1) Whelen, model #295SLSA1, 100-watt electronic siren amplifier with PA and switch control center to be provided and installed. Siren shall have wail, hyper-yelp and air horn tones as well as public address and shall be capable of radio rebroadcast.

One (1) Whelen, model #SA315P, 100-watt speaker, shall be provided and mounted on the front bumper with a mounting bracket.

Telescopic Scene Lights

Two (2) Fire Research Evolution LED model FCA512-V11 top mount push up telescopic lights shall be installed. The lights pole shall be anodized aluminum and have a knurled twist lock mechanism to secure the extension pole in position. The extension pole shall extend 4' and rotate 360 degrees. A round mounting flange shall be provided. Wiring shall extend from the pole bottom with a 4' retractile cord.

The lamphead shall have four (4) ultra-bright white LEDs. It shall operate at 12 volts DC, draw 7.5 amps, and generate 11,000 lumens. The lamphead shall direct 50 percent of the light onto the action area while providing 50 percent to illuminate the working area. The lamphead angle of elevation shall be adjustable at a pivot in the mounting arm and

Electrical Components

A 12-volt electrical system is supply.

The wiring is secured in place, readily accessible and protected against heat, water and physical damage.

Electrical harness lines shall be mechanically attached to the frame or body structure of the apparatus.

All wiring will be run in heat and moisture resistant plastic convoluted split loom.

Electrical harness lines shall be furnished with protective looms, grommets, or other devices at each point where they pass through body panels or structural members or wherever they lie against a sharp metal edge. A through-the-frame connector shall be permitted to be used in place of metal protective looms or grommets.

Switches, relays, terminals, and connectors shall have a direct current (dc) rating of 125 percent of maximum current for which the circuit is protected.

Conductor insulation will conform to S.A.E. requirements. All circuit are protected by automatic reset circuit breakers.

All wiring furnished will conform to the national Electric Code.

All circuits will be wired in conformance with S.A.E. J1292, Automobile wiring standard.

All wiring will be function worded schematically.

An electric diagram will be remit upon delivery.

Console

One CET fire application custom console installed between seats with rocker switch. To be quickly identified and visible to the driver and passenger while seated, the rocker switches shall be installed on the top face of the console designed with a 40° angle. This area shall be able to hold at least two rows of rocker switch. All switches shall be appropriately identified by panel mounted legends.

The first lighted rocker switch shall be a red Master Optical Warning switch. The starter solenoid shall be connected directly to the batteries.

All rocker switches to have a green "On" indicator that is visible from the driver's position shall be provided.

The console has an area to accommodate department map books, clipboards etc.

The console has an area for one (1) radio heads & Siren installation.

All electrical components like breaker, relays, wiring etc. will be installed inside this customized console and protected with an aluminium box. This console will be design to easily gain access to those breakers, relays, wiring, etc.

the position locked with a round knurled locking knob. The lamphead shall incorporate heat-dissipating fins and be no more than 5 3/16" deep by 3 5/16" high by 7 5/8" wide. The lamphead and mounting arm shall be powder coated white.

On/Off lamp head switch shall be installed on each lamp.

The scene lights shall be installed at the front of the flatbed, one (1) on each side.

Battery Charger

One (1) Auto Charger Kit, single battery system, 18 amps, 12 volts shall be provided and installed in the chassis cab on the floor, behind the rear bench on the driver side.

The Auto Charge kits include the Automatic battery charger, circuit breaker & ground fault protected outlet to power accessories on the vehicle and Super Auto Eject with water proof cover. Brand shall be Kussmaul, Auto Charge 1000 model.

Backup Camera

One (1) backup camera screen shall be mounted in the front of the truck for viewing from the driver's seat. The camera itself shall be on the rear of the body.

Compartment Lights Switches

One (1) switch per compartment shall be installed so the compartment light(s) shall come on only when compartment door is open.

Door Ajar

One (1) door ajar warning light shall be provided and installed in the console to indicate an open body compartment door. The light shall be properly marked with a sign "Warning Door Ajar".

Back-Up Alarm

One (1) back-up alarm that meets the type D (87 dBA) requirements of SAEJ994 shall be provided at the rear of the apparatus. It will activate when the transmission is placed in reverse.

CET Fire Pumps Mfg Drop-In-Unit

Tank

The water tank shall be constructed of 1/2" thick polypropylene sheet. The material shall be of a certified, high quality, non-corrosive, stress relieved thermo plastic, black in colour with a textured finish, and UV stabilized for maximum protection. The skid type booster tank shall be of a standard configuration and shall be so designed to have complete modular slide in capability. All joints and seams are to be fully nitrogen welded and electronically tested for maximum strength. The unit shall incorporate transverse partitions manufactured for 1/2" polypropylene which shall interlock with a series of longitudinal partitions constructed of 1/2" polypropylene. All swash partitions shall be so designed to allow for maximum water and air flow between compartments and are fully welded to each other as well as to the inside of the tank.

The passenger side rear wall of the tank shall have a standard built in sight gauge 2" in width, and 70% transparent.

Tank will be baffles in accordance with NFPA bulletin 1906 requirements, latest version.

Fill tower and tank cover

The tank shall be equipped with a combination vent/overflow and manual fill tower. The fill tower shall be an 8" round by 6" high with a moulded drop-on type cover. The cover shall be fastened to the tower with a tether to prevent loss. The tower shall be located in the right rear corner of the tank. There shall be a vent / overflow installed inside and to the extreme rear of the tower approximately 2" down from the top. This vent / overflow shall be of a standard schedule 40 polypropylene pipe with minimum ID of 3". The vent / overflow shall be piped internally and exit out at the passenger side tank wall with a 1" extension past the wall.

The tank cover shall be constructed of 1/2" thick polypropylene, black in color, UV stabilized.

Tank Capacity

The tank shall have a capacity of 250 U.S. gallons of water. The tank shall be covered by the *ALL OUT* No-Fault Life Time Warranty.

In addition, a 10 gallons integrated foam cell will be included.

Sump

The floor of the tank shall be manufactured from 3/4" polypropylene. There shall be one (1) sump as standard per tank. The sump shall be integral to the tank floor and be a minimum of 5/8" deep recessed into the floor. The sump shall not be visible from or protrude through the bottom of the tank.

Tank Outlets

There shall be two standard tank outlets located in the same vertical plane on the driver side rear wall of the tank. One (1) 2-1/2" female NPT tank to pump suction fitting and one (1) 1-1/2" female NPT tank fill fitting with flow deflector

1" Tank Drain

There shall be a 1" tank drain to the rear right side of the tank with a plug.

Tank Mounting Blocks

The cover shall incorporate two (2) booster reel mounting blocks that shall be to accommodate two (2) each sliding nut fasteners. These mounting blocks shall be welded to the covers running from the rear edge of the tank forward.

Skid Base

There shall be a full width skid base manufactured of 3/4" polypropylene welded to the tank. This base shall be 48" wide by 96" long and shall extend 34" past the tank in the rear to allow for pump mounting. The pump mounting area shall be supported by 1/2" polypropylene gussets 15" high by 32" long. The gussets shall be equipped with 2" holes to assist in lifting the unit. The mounts shall allow for the truck to be secured directly to a truck bed without the need for any skid frame work underneath.

Mounting

The Drop-In-Unit shall be mounted in a manner that allows access to the engine, pump, and auxiliary systems for routine maintenance. The Drop-In-Unit shall not be welded or otherwise permanently secured to other components.

Dunnage Compartment

One (1) open top aluminum dunnage compartment for 1200 feet of 1.5" flat hose shall be installed on top of water tank with approximate dimension of 48" long x 48" wide x 12" high. The compartment shall have holes to allow water to drain.

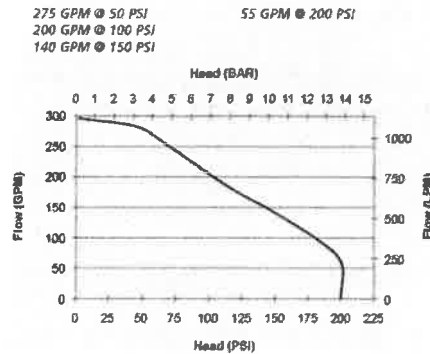
CET Fire Pump, PFP-20hpHND-MR

The pump shall be a CET DI-PFP-20hpHND-MR single stage centrifugal pump, bolted directly to the engine, with a 2.5" Victaulic suction inlet, and a 1.5" Victaulic discharge outlet.

The volute and pump head shall be a lightweight, high strength, seawater resistant, aluminum alloy. The impeller shall be a bronze enclosed type for maximum efficiency, fully machined and balanced. The engine crankshaft shall serve as the pump shaft, with the impeller mounted directly on the crankshaft. The shaft seal shall be self-adjusting, self-lubricating, and mechanical type.

The pump piping shall be flexible to prevent any breakage caused by vibration.

The pump shall be capable of a maximum discharge volume of 275 GPM. at 50 PSI, and a maximum discharge pressure of 200 PSI while pumping 55 GPM. The performances are based on a maximum altitude of 500ft and any higher elevation will lower the pump performance. The standard engine performance drops 3% for every 1000 ft.



Engine

The pump shall be driven by a 4-stroke Honda gasoline powered, 20 horsepower engine. The engine shall be air-cooled, 12-volt electric start.

The engine shall be connected to the main battery and fuel tank of the truck.

Pump Controls

A control panel shall be supplied and installed on the pump. The controls shall consist at a start switch, throttle and choke cable controls, hour meter, 2.5" diameter discharge pressure gauge and a work light.

External Fuel Tank

A 6 US gallon external fuel tank shall be provided for the pump motor. It will be large enough to run the pump motor for three (3) hours at its rated capacity and pressure as per NFPA 1906, 8.10.1. Tank will be mounted on the top of the water tank.

Exhaust Primer

The pump engine shall be equipped with a quieter exhaust venturi type primer capable of 15' – 20' lift for fast positive priming. The control for the primer shall be capable of being operated by a person operating controls at the primary pump operator's position.

Scotty Foam System

There shall be a Scotty model 4171 around the pump foam eductor/mixer installed integral to the pump. The eductor shall be plumbed from the foam cell with ½" flexible reinforced tubing to throughout the eductor to a suction fitting on the pump impeller housing. The eductor shall be calibrated to educt foam concentrate of 0% to 3.75% at flow rates from 15 to 125 at 100 psi.

Plumbing and Valves

Intake and discharge piping shall not interfere with the routine maintenance of the pump, engine, or auxiliary systems and shall not unduly restrict the servicing of these components.

Stainless Steel Suction Piping - 2.5" - One (1) Fire Type Swing-Out Valve

All piping on the suction side shall be made of stainless steel (welded joints) painted red. The suction piping, the pump and the discharge shall be tested to 400 PSI.

The suction piping shall consist of a 2.5" tank to pump line with a 2.5" flexible rubber hump hose to minimize flex and vibration between the pump and the tank.

RIGID PIPING SHALL NOT BE ACCEPTABLE.

Between the tank and the pump there shall be a 2.5" fire type swing-out valve. This valve shall remain open to pump from the tank.

This pipe shall have a tee into the suction side of the pump and shall continue to the rear of the truck for overboard suction.

The overboard suction connection shall have a 2.5" NST male adapter and a 2.5" NST-F cap with retaining cable.

To draft, the tank to pump valve shall be closed, a suction hose connected to the overboard suction connection and placed in a static water supply, and the primer activated.

Stainless Steel Discharge Piping

All piping shall be stainless steel piping or high-pressure flexible hose. A 2.5" X 2.5" square stainless-steel manifold shall be piped directly to the discharge outlet of the pump. Attached to this discharge manifold, by means of welded stainless-steel pipe nipples, shall be all the discharge valves. All piping shall be painted red to match the pump.

The discharge shall be equipped with a drain valve at the lowest point.

1" Tank Fill

There shall be a 1" valve piped from the discharge manifold as a means for refilling the tank. The valve shall be a fire type quarter turn swing-out valve handle and 1" NPT threads, and shall be connected to the tank fill port by 1" high pressure flexible hose.

One (1) 2.5" Discharge to Rear

There shall be one (1) 2.5" valve piped from the discharge manifold to the rear of the truck. The valve shall be a fire type quarter turn swing-out valve with 2.5" NST threads. The valve shall be furnished with a 2.5" NST cap and chain.

1" Discharge to Booster Reel

There shall be 1" valve piped from the discharge manifold to the booster reel. The valve shall be an industrial quarter turn valve handle and 1" NPT threads and shall be connected to the reel by 1" high pressure flexible hose.

One (1) Booster Hose Reel

One (1) 12v electric rewind booster hose reel capable of handling 150' of 3/4" diameter booster hose. The reel shall have a push button rewind control and a backup geared crank rewind handle. The reel shall be equipped with a 1" NPT 90° swivel inlet, and a 1" NST outlet riser with a 3/4" adaptor. The reel shall be manufactured of steel and shall be primed and painted red. The reel shall be installed on the rear right corner of the flatbed, facing rear.

One (1) high mounted roller and spool assembly shall be furnished and installed on the reel.

150' of 3/4" rubber booster hose shall be supplied and installed on the reel.

One (1) 1.5" Discharge to Pre-connected Hose Tray

One (1) 1.5" valve piped from the discharge manifold to the pre-connected hose tray. The valve shall be a fire type quarter turn swing-out valve with a handle and be connected to the pre-connected hose tray by high-pressure flexible plumbing.

Testing

The pump shall be tested after the pump and all its associated piping and equipment have been installed on the fire apparatus. The tests shall be conducted at the manufacturer's approved facility. The testing shall include at least the pumping tests, the priming device test, the vacuum test. The water tank-to-pump flow test, and the piping integrity test.

General Warranty

CET warrants to the original purchaser that CET will, at its election, either replace or repair any part of the new equipment sold to the purchaser hereunder which has been given no abnormal use; and which has received proper maintenance; and which is determined by CET to be defective in material or workmanship; and which has, within one (1) year after delivery to the purchaser be returned at the purchaser's expense, with transportation charges prepaid, to CET factory OR which has, within one (1) year after delivery to the purchaser, been pre-approved by CET for a third-party to perform the work. All problems shall be reported to CET in writing and damaged parts shall be returned to CET.

CET Fire Pump Warranty

CET warrants to the original purchaser that CET will, at its election, either replace or repair any part of the Pump sold to the purchaser hereunder which has been given no abnormal use; and which has received proper maintenance; and which is determined by CET to be defective in material or workmanship; and which has, within three (3) years after delivery to the purchaser be returned at the purchaser's expense, with transportation charges prepaid, to CET factory OR which has, within three (3) years after delivery to the purchaser, been pre-approved by CET for a third-party to perform the work. All problems shall be reported to CET in writing and damaged parts shall be returned to CET.

Exclusions from warranty:

1. CET incurs no liability under this warranty or otherwise for parts, accessories or components not manufactured by it, but purchased for assembly into the equipment, but CET will assign to the Purchaser whatever warranty rights are extended by the supplier of such part, accessory or component
2. CET incurs no liability under this warranty or otherwise, for equipment which has been abused, altered or improperly maintained, or for equipment which has been returned for inspection or repair more than ten (10) days after defect complained of has been or should have been discovered by the Purchaser, or Equipment which is operated after the defect has been discovered.
3. CET incurs no liability for alteration or repairs unless the Purchaser first receives CET / written consent or approval. CET will not be responsible for work or repairs made or done by others.
4. CET incurs no liability for design alterations, parts, accessories or components which are not standard but are specified by the Purchaser for incorporation into the equipment.

Interpretation

CET shall not be liable for transportation charges either in shipment to or by it and shall not be liable for loss of use, or consequential damage of any kind in connection with the sales, alteration, repair or replacement of any equipment or part thereof. Liability under this warranty shall be limited to replacement or repair and in any event shall not exceed the purchase price paid. This warranty is not transferable by the Purchaser. CET reserves the right to make changes in design or add any improvements to the Equipment at any time without incurring any obligation to install or modify same on other equipment previously supplied.

There are no other warranties, conditions or representations, expressed or implied, except the above.

CET Water Tank Warranty Limited Lifetime

CET Fire Pumps, Mfg. warrants each CET water and/or foam tank to be free from manufacturing defects in material and workmanship for the service life of the original vehicle. Every CET tank shall be thoroughly inspected and tested for leaks before leaving our facility and must be installed in accordance with the CET Fire Pumps, Mfg. installation guidelines.

CET will repair or, at its option, replace the tank with a new tank. CET will cover customary and reasonable costs to remove and install the tank. This warranty will not cover the tanks that have been improperly installed, misused, or abused. The serial number must not have been altered, defaced or removed. CET will not cover any unauthorized third-party repairs or alterations. Any of these actions may void the warranty.

There are no warranties, expressed or implied, which extend beyond the description of the face, hereof. There is no express or implied warranty of merchantability or a warranty of fitness for a particular purpose. Additionally, this warranty is in lieu of all other obligations or liabilities on the part of CET Fire Pumps, Mfg.

This warranty contains the entire warranty. It is the sole warranty and price agreements or representation, whether oral or written, are either merged herein or expressly canceled. CET Fire Pumps, Mfg. neither authorizes any person supposing to act on its behalf to change, nor assume for it, any warranty or liability concerning its product.

In no event will CET Fire Pumps, Mfg. be liable for an amount in excess of the currently published retail price plus installation and removal cost of the tank, for any loss or damage, whether direct or indirect, incidental, consequential, or otherwise arising out of failure of its product.

This warranty gives you the specific legal rights, and you may also have other rights which vary from state to state. Some states do not allow exclusion or limitation of incidental or consequential damage, so the above limitation or exclusion may not apply to you. Since some states do not allow limitations on the length of an implied warranty, the above limitation may not apply to you.

The warranty is transferable within the United States and Canada at the discretion of CET Fire Pumps, Mfg. by notifying CET Fire Pumps, Mfg. within thirty (30) days of the vehicle transfer date. At that time, CET will, at its discretion, provide a transfer of ownership form.

Manufacturer's discretion

Materials, parts, or procedures used are subject to change at manufacturer's discretion at any time to provide equal or better products.

Certificate of Registration

nqa global assurance

This is to certify that the Quality Management System of

C.E.T. Fire Pumps MFG Limited

75 rue Hector
Pierreville QC J0G 1J0
Canada

applicable to:

Design and manufacture of fire equipment

has been assessed and approved by
National Quality Assurance, U.S.A., against the provisions of:

ISO 9001:2015

For and on behalf of NQA, USA



Certificate Number: 15843
Certified Since: May 11, 2015
Valid Until: May 9, 2021
Reissued: August 9, 2018
Cycle Issued: May 13, 2019

Page 1 of 1

This approval is subject to the company maintaining its system to the required standard, which will be monitored by NQA, U.S.A.
Great Road, Suite 105, Acorn, MA 01753, an accredited organization under the ANSI-ACQ National Accreditation Board



DRAFT #7

Town of Sunapee

BOAT LAUNCH & TOWN DOCK ORDINANCE

SECTION 1. PURPOSE.

The purpose of this ordinance shall be to promote harmonious use of the Town boat launches and docking facilities by everyone who visits them. This includes Town residents, taxpayers, visitors, commercial users, recreational organizations, and organized tournament users. It is important to the Town of Sunapee that we maintain a positive relationship with everyone that regularly launch from the Town boat launches and/or that utilize the Town docks. It is equally important to create a positive relationship with new users. It is for both purposes that we offer this ordinance.

SECTION 2. DEFINITIONS. In this ordinance:

- A. Boat Launch* means real property abutting the waters of Lake Sunapee and owned and maintained by the Town of Sunapee for the purpose of launching boats.
- B. Boat* shall mean any craft or vehicle which is used for travel on water.
- C. Light Commercial* shall mean any marina conducting business for financial gain or benefit by reason of the sale of goods or services (i.e. loading and unloading boats).
- D. Heavy Commercial* shall mean any barge company, septic pumping or construction contractor conducting business for financial gain or benefit by reason of the sale of goods or services (i.e. loading and unloading barges).
- E. Dock* shall mean any Town-owned structure or other facility used in connection with water access including but not limited to all dock structures, the boat launch ramp and the boat launch loading/unloading areas.
- F. Operator* shall mean any person that shall have physical control of a motorized vehicle, boat, boat trailer or construction equipment.
- G. Parking Lot* shall mean any facility used for the convenience of motor vehicles (including boats and boat trailers) to provide for non-permanent storage, temporary abandonment, stationary visitation or operator access to nearby boat launches and docks.
- H. Power Loading* is a term used to describe using the motor to load and unload a boat or vessel onto and off a boat trailer at a boat launch.

SECTION 3. HOURS OF OPERATION.

- A.* Residents, taxpayers, and visitors may use the boat launches and/or Town docks for pleasure boating purposes only in accordance with Section 3 of the Recreation Area Ordinance.
- B.* The boat launches and/or Town Docks are open daily from 6:30AM to 10:00PM for light commercial use.
- C.* Burkehaven and Georges Mills Boat Launches are open daily from 6:30AM to 10:00PM for heavy commercial use.
- D.* The Harbor Boat Launch and Town Docks shall be open from Memorial Day to Labor Day, 6:30AM to 8:00AM for heavy commercial use. Prior to and after the aforementioned holidays, the Harbor Boat Launch and Town Docks shall be open daily for heavy commercial use from 6:30AM to 10PM.
- E.* Heavy commercial businesses may request the use of the boat launches, Town docks and adjacent parking areas during closed times from the Board of Selectmen or their designee. Approval may be issued by the Board of Selectmen or its designee when it is in the public interest to do so.

SECTION 4. ACTS REQUIRING A BOAT LAUNCH & DOCK USE PERMIT.

No permit is required for residents, taxpayers, or visitors to launch or haul out pleasure boats at the Town's boat launches.

- A.* Heavy commercial operators seeking to use the boat launches, Town docks, or adjacent parking areas shall submit a Boat Launch & Dock Use Permit to the Board of Selectmen or its' designee and shall submit a Certificate of Insurance with the Town named as additionally insured prior to use of the facilities.

- B. Light commercial operators seeking to use the boat launches, Town docks, or adjacent parking areas, for the purposes of launching and/or hauling out pleasure boats, shall not be required to obtain a Boat Launch & Dock Use Permit. However, light commercial companies shall submit a copy of their insurance certificate with the Town named as additionally insured to the Town of Sunapee annually and prior to the use of the facilities.

SECTION 5. BOAT LAUNCH & DOCK USE PERMIT APPLICATION INSTRUCTIONS.

- A. Boat Launch & Dock Use Permit applications are available for pickup at the Town Office and can be downloaded from the Town's website at: www.town.sunapee.nh.us
- B. Heavy Commercial operators shall complete all the information required in the permit application before a permit can be issued and shall submit a copy of their insurance certificate with the Town named as additionally insured with the Permit application.
- C. Heavy commercial operators shall notify the Board of Selectmen or their designee in writing (e-mail preferred) 24-hours in advance of the use of a Town boat launch, Town dock or associated parking area.
- D. Upon being notified, the Board of Selectmen or their designee shall provide written approval for the proposed use. The heavy commercial operators name with the date and time of the proposed use will be posted on the Boat Launch & Town Dock Use Calendar on the Town's website.
- E. Light commercial operators are not required to submit a Boat Launch & Dock Use Permit Application. However, they shall submit a certificate of insurance with the Town name as additionally insured on the certificate, and the light commercial operator's current business contact information.
- F. Permit applications shall be submitted to the Board of Selectmen at the Town Office at 23 Edgemont Road Sunapee, New Hampshire 03782, prior to use of the boat launches, Town docks or adjacent parking areas.
- G. Approved Boat Launch & Dock Use Permits will be posted on the Town's website. and a hard copy must be in the commercial operator's possession before using the boat launches, Town docks or adjacent parking lots.

SECTION 6. ACTS PROHIBITED

- A. Heavy commercial operators shall not preclude others from using the Town's facilities for a prolonged period of time, and they shall not exceed the time limit that is approved by the Board of Selectmen or their designee.
- B. No motor vehicles wheeled or tracked construction equipment, construction materials or supplies, skateboards, bicycles, scooters, roller blades shall be permitted on Town docks.
- C. Power loading of boats onto boat trailers is prohibited. Damage that is caused to Town boat launch ramps or associated components thereof, as a result of power loading by any person(s) shall be repaired by the person(s) causing the damage at no expense to the Town.
- D. No boats shall be docked in the areas that are reserved for the MV Mount Sunapee or MV Kearsarge boats.
- E. No boats shall dock in the slip closest to any public launching ramp except that docking for a period not to exceed 20 minutes shall be allowed for purposes of loading and unloading only.
- F. No overnight docking shall be permitted.

SECTION 7. PENALTIES

- A. Violation of any provision of this ordinance shall constitute a violation, and anyone so convicted may be required to pay a fine of one hundred dollars (\$100) for the first offense, two hundred fifty dollars (\$250) for a second offense and five hundred dollars (\$500) for the third offense. Future or repeated violations of any provision of this ordinance may result with additional fines and/or being denied use of the boat launches and Town docks. All appeals shall be to the Board of Selectmen.

SECTION 8. ENFORCEMENT.

This ordinance shall be enforced by the Board of Selectmen, its designees, and by the Town of Sunapee Police Department or any other police agency having jurisdiction within the Town of Sunapee in the manner prescribed for enforcement of violations of law by New Hampshire Statute.

SECTION 9. EXCEPTIONS

The Police Department, Fire Department and Highway Department shall be exempt from this ordinance for the purpose of conducting routine Town business and/or for responding to emergencies.

Verbal exceptions from this ordinance may be granted by the Board of Selectmen, Town of Sunapee Police Department or the Town of Sunapee Highway Department for emergencies that involve and/or that require the use of Town boat launches or Town docks.

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
Safety Services Building – Town Hall

Name of Organization: Indian Cave Landing Owners Assoc.

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

Name of Duty Authorized: Arthur McNeill

Mailing Address: 1A Indian Cave Landing
Sunapee, NH 03782

Daytime Phone: 203-470-0170

Evening Phone: _____

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

Event Date: 1 Sept. 2019 Time From: 8:30 To: 11:30

Please describe the event: ICLOA Annual Meeting

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 60 # of people and 25 # of vehicles attending our event.

Signature of Responsible Individual

Date

6/30/19

+ Approved by Chief of Police

Date

7-30-19

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

8-5-19

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**

WORK AUTHORIZATION

To: Scott Hazelton
Town of Sunapee
15 Edgemont Road
Sunapee NH 03782

Date: July 20, 2019

Job Description:

Topographic Site Plan, Boat Launch Sunapee Harbor, Sunapee, NH

- One foot topography and all detail in paved launch site and $\pm 70'$ x $25'$ lake area
- Locate Concrete Pads, edge paved areas, top and bottom retaining walls....
- Locate hole in Lake ± 50 - $60'$ out
- Show existing water lines and 1094.15' reference line
- All elevations tied to lake level from DES website

This estimate does not include the following:

- Any boundary location or determination
- Location of buried utilities, drainage structures or any evidence of easements that aren't readily visible or marked by others.
- Preparing any plans or applications for state or local permits

Estimated Cost:

Administration/research.....	@ 75.00/Hr.	\$ 75.00
Field Traverse	Two Person Field Crew @ 125.00/hr :	\$ 500.00
Drafting and Calculations.....	Computer Technician @ 75.00/hr :	\$ 225.00
Expenses (prints, bounds, mileage,).....		\$ 50.000
Total Estimated Cost:		\$ 850.00

All work to be billed hourly, not to exceed \$850.00 without further authorization;

This proposal is valid until July 30, 2018

Work to be completed within 30 days of signed authorization received by surveyor;

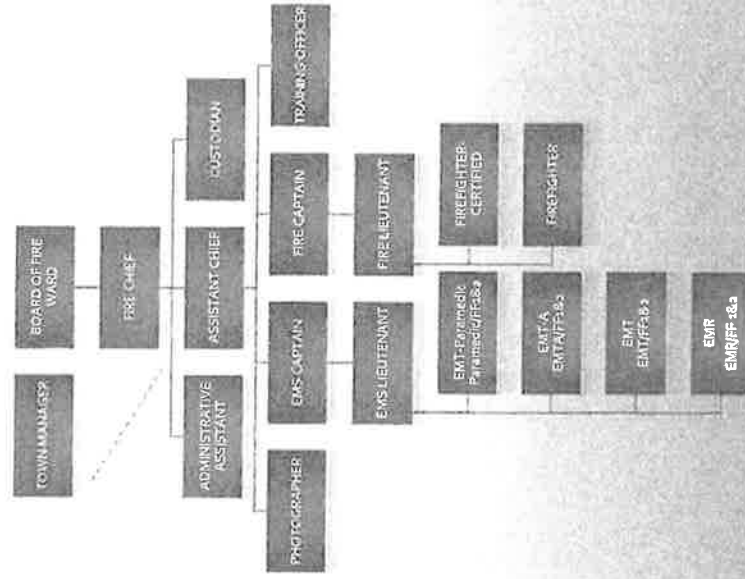
All field notes, plans, worksheets and survey information to remain property of the surveyor

Authorized Signature: _____ Date _____

Item under Selectmen Action

Motion to authorize the expenditure for the sum of \$850.00 from the Town Buildings Maintenance Capital Reserve Fund.

FIRE DEPARTMENT ORGANIZATIONAL CHART



Town of Sunapee, NH

POSITION: EMT-Paramedic

DEPARTMENT: Fire Department

FLSA STATUS:

REPORTS TO: EMS Lieutenant

LABOR GRADE:

DATE: April 2019

GENERAL SUMMARY

Paramedics respond to emergency calls to provide efficient and immediate care to patient.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Provide assistance to the public in emergency and non-emergency situations.

Provide emergency medical aid services at level of current certification and/or license.

Maintain a good working relationship with Department members

Ensure that all work is performed in a safe manner in accordance with Department policies.

Maintain State Certification as a Paramedic or higher.

Ability to communicate effectively, both orally and in writing and maintain cooperative relationships with Department management, subordinate staff, general public and all other agencies.

Provide patient care.

Attend trainings and monthly meetings.

Respond to 10% of EMS calls

Adheres to all department rules and regulations

Perform other duties, as assigned.

PERSONNEL CONTACTS

All contacts are to be made with the EMS Lieutenant. In the event the EMS Lieutenant is unavailable contact is to be made with the EMS Captain.

MANAGEMENT RESPONSIBILITY

Ability to train and supervise subordinate personnel; Ability to perform work requiring good physical condition; Ability to communicate effectively orally and in writing; Ability to exercise sound judgment in evaluating situations and in making decisions; Ability to effectively give and receive verbal and written instructions; Ability to establish and maintain effective working relationships with other employees, supervisors and the public; and ability to meet the special requirements

DESIRED MINIMUM QUALIFICATIONS

- Graduation from high school or GED equivalent with specialized training EMS administration.
- Nationally Registered Emergency Medical Technician Certification as Paramedic or higher by date of hire.

Necessary Knowledge, Skills and Abilities:

- Knowledge of emergency medical services principles, procedures, techniques, and equipment; Working knowledge of first aid and resuscitation techniques and their application as demonstrated through State E.M.T Certification; Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
- Skill in the operation of required tools and equipment.
- Successfully pass a background check

LICENSING AND CERTIFICATION

Valid NH Operators Driving License without record of suspension or revocation.

Current certification by National Registry

TOOLS AND EQUIPMENT KNOWLEDGE & USE REQUIREMENTS

Emergency response vehicles, medical equipment, rescue equipment and tools.

Computers, office equipment, and communication equipment.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, feel or grasp; reach, grasp and torque with hands and arms; to speak, see, hear and smell. Employee must regularly lift, move and carry in excess of 100 pounds, frequently reach above and below shoulder height, and frequently required to push and /or pull. Other physical demands include frequently twisting, bending, crawling, squatting, kneeling, crouching, climbing and balancing.

WORK ENVIRONMENT

Work is performed primarily in vehicles, and outdoor settings, in all weather conditions, including temperature extremes, during day and night calls. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment is usually loud at an emergency scene.

WORK SCHEDULE

This is an on-call position so work schedule will vary as needed.

External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.

Town of Sunapee, NH

POSITION: EMT-Paramedic/Firefighter 1

DEPARTMENT: Fire Department

FLSA STATUS:

REPORTS TO: EMS Lieutenant/Fire Lieutenant

LABOR GRADE:

DATE: April 2019

GENERAL SUMMARY

Paramedics respond to emergency calls to provide efficient and immediate care to patient. Performs fire suppression, emergency aid, hazardous materials, and fire prevention duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Provide assistance to the public in emergency and non-emergency situations.

Provide emergency medical aid services at level of current certification and/or license.

Maintain a good working relationship with Department members

Ensure that all work is performed in a safe manner in accordance with Department policies.

Maintain State Certification as a Paramedic or higher.

Ability to communicate effectively, both orally and in writing and maintain cooperative relationships with Department management, subordinate staff, general public and all other agencies.

Provide patient care.

Attend trainings and monthly meetings.

Respond to 10% of EMS calls

Performs firefighting activities including driving fire apparatus, operating pumps and related equipment, laying hose, and performing fire combat, containment and extinguishment tasks.

Participates in classes in firefighting, hazardous materials, and related subjects.

Participates in the inspection of buildings, hydrants, and other structures.

Participates in the maintenance of fire equipment, apparatus and facilities. Performs minor repairs to departmental equipment.

Washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.

Assists in special assignments such as emergency preparedness, hazardous communications, training programs, firefighting, and hazardous materials.

Participates in the maintenance in keeping the station in state of orderliness and cleanliness.

Attend 2/3 of meetings and trainings.

Responds to 10% of calls.

Adheres to all department rules and regulations

Perform other duties, as assigned.

PERSONNEL CONTACTS

Contacts are to be made with the EMS Lieutenant. In the event the EMS Lieutenant is unavailable contact is to be made with the EMS Captain.

Contacts are to be made with the Fire Lieutenant. In the event the Fire Lieutenant is unavailable contact is to be made with the Fire Captain.

PURPOSE OF CONTACTS

The purpose is to assist in planning, scheduling, organizing, coordinating, managing and to provide communication with their specialized skills.

MANAGEMENT RESPONSIBILITY

Ability to train and supervise subordinate personnel; Ability to perform work requiring good physical condition; Ability to communicate effectively orally and in writing; Ability to exercise sound judgment in evaluating situations and in making decisions; Ability to effectively give and receive verbal and written instructions; Ability to establish and maintain effective working relationships with other employees, supervisors and the public; and ability to meet the special requirements

DESIRED MINIMUM QUALIFICATIONS

- Graduation from high school or GED equivalent with specialized training EMS administration.
- Nationally Registered Emergency Medical Technician Certification as Paramedic or higher by date of hire.

Necessary Knowledge, Skills and Abilities:

- Knowledge of emergency medical services principles, procedures, techniques, and equipment; Working knowledge of first aid and resuscitation techniques and their application as demonstrated through State E.M.T Certification; Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
- Knowledge of modern fire suppression and prevention and emergency medical services principles, procedures, techniques, and equipment. Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
- Skill in the operation of required tools and equipment.
- Successfully pass a background check

LICENSING AND CERTIFICATION

Valid NH Operators Driving License without record of suspension or revocation.

Current certification by National Registry

Firefighter Level 1

TOOLS AND EQUIPMENT KNOWLEDGE & USE REQUIREMENTS

Emergency response vehicles, medical equipment, rescue equipment and tools.

Computers, office equipment, and communication equipment.

Fire apparatus, fire pumps, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, pager, personal computer, phone.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, feel or grasp; reach, grasp and torque with hands and arms; to speak, see, hear and smell. Employee must regularly lift, move and carry in excess of 100 pounds, frequently reach above and below shoulder height, and frequently required to push and /or pull. Other physical demands include frequently twisting, bending, crawling, squatting, kneeling, crouching, climbing and balancing.

WORK ENVIRONMENT

Work is performed primarily in vehicles, and outdoor settings, in all weather conditions, including temperature extremes, during day and night calls. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment is usually loud at an emergency scene.

WORK SCHEDULE

This is an on-call position so work schedule will vary as needed.

External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.

Town of Sunapee, NH

POSITION: EMT-Paramedic/Firefighter 2

DEPARTMENT: Fire Department

FLSA STATUS:

REPORTS TO: EMS Lieutenant/Fire Lieutenant

LABOR GRADE:

DATE: April 2019

GENERAL SUMMARY

Paramedics respond to emergency calls to provide efficient and immediate care to patient. Performs fire suppression, emergency aid, hazardous materials, and fire prevention duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Provide assistance to the public in emergency and non-emergency situations.

Provide emergency medical aid services at level of current certification and/or license.

Maintain a good working relationship with Department members

Ensure that all work is performed in a safe manner in accordance with Department policies.

Maintain State Certification as a Paramedic or higher.

Ability to communicate effectively, both orally and in writing and maintain cooperative relationships with Department management, subordinate staff, general public and all other agencies.

Provide patient care.

Attend trainings and monthly meetings.

Respond to 10% of EMS calls

Performs firefighting activities including driving fire apparatus, operating pumps and related equipment, laying hose, and performing fire combat, containment and extinguishment tasks.

Participates in classes in firefighting, hazardous materials, and related subjects.

Participates in the inspection of buildings, hydrants, and other structures.

Participates in the maintenance of fire equipment, apparatus and facilities. Performs minor repairs to departmental equipment.

Washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.

Assists in special assignments such as emergency preparedness, hazardous communications, training programs, firefighting, and hazardous materials.

Participates in the maintenance in keeping the station in state of orderliness and cleanliness.

Attend 2/3 of meetings and trainings.

Responds to 10% of calls.

Adheres to all department rules and regulations

Perform other duties, as assigned.

PERSONNEL CONTACTS

Contacts are to be made with the EMS Lieutenant. In the event the EMS Lieutenant is unavailable contact is to be made with the EMS Captain.

Contacts are to be made with the Fire Lieutenant. In the event the Fire Lieutenant is unavailable contact is to be made with the Fire Captain.

PURPOSE OF CONTACTS

The purpose is to assist in planning, scheduling, organizing, coordinating, managing and to provide communication with their specialized skills.

MANAGEMENT RESPONSIBILITY

Ability to train and supervise subordinate personnel; Ability to perform work requiring good physical condition; Ability to communicate effectively orally and in writing; Ability to exercise sound judgment in evaluating situations and in making decisions; Ability to effectively give and receive verbal and written instructions; Ability to establish and maintain effective working relationships with other employees, supervisors and the public; and ability to meet the special requirements

DESIRED MINIMUM QUALIFICATIONS

- Graduation from high school or GED equivalent with specialized training EMS administration.
 - Nationally Registered Emergency Medical Technician Certification as Paramedic or higher by date of hire.
- Necessary Knowledge, Skills and Abilities:
- Knowledge of emergency medical services principles, procedures, techniques, and equipment; Working knowledge of first aid and resuscitation techniques and their application as demonstrated through State E.M.T Certification; Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
 - Knowledge of modern fire suppression and prevention and emergency medical services principles, procedures, techniques, and equipment. Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
 - Skill in the operation of required tools and equipment.
 - Successfully pass a background check

LICENSING AND CERTIFICATION

Valid NH Operators Driving License without record of suspension or revocation.

Current certification by National Registry

Firefighter Level 2

TOOLS AND EQUIPMENT KNOWLEDGE & USE REQUIREMENTS

Emergency response vehicles, medical equipment, rescue equipment and tools.

Computers, office equipment, and communication equipment.

Fire apparatus, fire pumps, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, pager, personal computer, phone.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, feel or grasp; reach, grasp and torque with hands and arms; to speak, see, hear and smell. Employee must regularly lift, move and carry in excess of 100 pounds, frequently reach above and below shoulder height, and frequently required to push and /or pull. Other physical demands include frequently twisting, bending, crawling, squatting, kneeling, crouching, climbing and balancing.

WORK ENVIRONMENT

Work is performed primarily in vehicles, and outdoor settings, in all weather conditions, including temperature extremes, during day and night calls. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment is usually loud at an emergency scene.

WORK SCHEDULE

This is an on-call position so work schedule will vary as needed.

External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.

Town of Sunapee, NH

POSITION: EMT-A /Firefighter 1

DEPARTMENT: Fire Department

FLSA STATUS:

REPORTS TO: EMS Lieutenant/Fire Lieutenant

LABOR GRADE:

DATE: April 2019

GENERAL SUMMARY

Paramedics respond to emergency calls to provide efficient and immediate care to patient. Performs fire suppression, emergency aid, hazardous materials, and fire prevention duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Provide assistance to the public in emergency and non-emergency situations.

Provide emergency medical aid services at level of current certification and/or license.

Maintain a good working relationship with Department members

Ensure that all work is performed in a safe manner in accordance with Department policies.

Maintain State Certification as a Paramedic or higher.

Ability to communicate effectively, both orally and in writing and maintain cooperative relationships with Department management, subordinate staff, general public and all other agencies.

Provide patient care.

Attend trainings and monthly meetings.

Respond to 10% of EMS calls

Performs firefighting activities including driving fire apparatus, operating pumps and related equipment, laying hose, and performing fire combat, containment and extinguishment tasks.

Participates in classes in firefighting, hazardous materials, and related subjects.

Participates in the inspection of buildings, hydrants, and other structures.

Participates in the maintenance of fire equipment, apparatus and facilities. Performs minor repairs to departmental equipment.

Washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.

Assists in special assignments such as emergency preparedness, hazardous communications, training programs, firefighting, and hazardous materials.

Participates in the maintenance in keeping the station in state of orderliness and cleanliness.

Attend 2/3 of meetings and trainings.

Responds to 10% of calls.

Adheres to all department rules and regulations

Perform other duties, as assigned.

PERSONNEL CONTACTS

Contacts are to be made with the EMS Lieutenant. In the event the EMS Lieutenant is unavailable contact is to be made with the EMS Captain.

Contacts are to be made with the Fire Lieutenant. In the event the Fire Lieutenant is unavailable contact is to be made with the Fire Captain.

PURPOSE OF CONTACTS

The purpose is to assist in planning, scheduling, organizing, coordinating, managing and to provide communication with their specialized skills.

MANAGEMENT RESPONSIBILITY

Ability to train and supervise subordinate personnel; Ability to perform work requiring good physical condition; Ability to communicate effectively orally and in writing; Ability to exercise sound judgment in evaluating situations and in making decisions; Ability to effectively give and receive verbal and written instructions; Ability to establish and maintain effective working relationships with other employees, supervisors and the public; and ability to meet the special requirements

DESIRED MINIMUM QUALIFICATIONS

- Graduation from high school or GED equivalent with specialized training EMS administration.
 - Nationally Registered Emergency Medical Technician Certification as Paramedic or higher by date of hire.
- Necessary Knowledge, Skills and Abilities:
- Knowledge of emergency medical services principles, procedures, techniques, and equipment; Working knowledge of first aid and resuscitation techniques and their application as demonstrated through State E.M.T Certification; Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
 - Knowledge of modern fire suppression and prevention and emergency medical services principles, procedures, techniques, and equipment. Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
 - Skill in the operation of required tools and equipment.
 - Successfully pass a background check

LICENSING AND CERTIFICATION

Valid NH Operators Driving License without record of suspension or revocation.

Current certification by National Registry

Firefighter Level 1

TOOLS AND EQUIPMENT KNOWLEDGE & USE REQUIREMENTS

Emergency response vehicles, medical equipment, rescue equipment and tools.

Computers, office equipment, and communication equipment.

Fire apparatus, fire pumps, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, pager, personal computer, phone.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, feel or grasp; reach, grasp and torque with hands and arms; to speak, see, hear and smell. Employee must regularly lift, move and carry in excess of 100 pounds, frequently reach above and below shoulder height, and frequently required to push and /or pull. Other physical demands include frequently twisting, bending, crawling, squatting, kneeling, crouching, climbing and balancing.

WORK ENVIRONMENT

Work is performed primarily in vehicles, and outdoor settings, in all weather conditions, including temperature extremes, during day and night calls. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment is usually loud at an emergency scene.

WORK SCHEDULE

This is an on-call position so work schedule will vary as needed.

External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.

Town of Sunapee, NH

POSITION: EMT-A /Firefighter 2

DEPARTMENT: Fire Department

FLSA STATUS:

REPORTS TO: EMS Lieutenant/Fire Lieutenant

LABOR GRADE:

DATE: April 2019

GENERAL SUMMARY

Paramedics respond to emergency calls to provide efficient and immediate care to patient. Performs fire suppression, emergency aid, hazardous materials, and fire prevention duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Provide assistance to the public in emergency and non-emergency situations.

Provide emergency medical aid services at level of current certification and/or license.

Maintain a good working relationship with Department members

Ensure that all work is performed in a safe manner in accordance with Department policies.

Maintain State Certification as a Paramedic or higher.

Ability to communicate effectively, both orally and in writing and maintain cooperative relationships with Department management, subordinate staff, general public and all other agencies.

Provide patient care.

Attend trainings and monthly meetings.

Respond to 10% of EMS calls

Performs firefighting activities including driving fire apparatus, operating pumps and related equipment, laying hose, and performing fire combat, containment and extinguishment tasks.

Participates in classes in firefighting, hazardous materials, and related subjects.

Participates in the inspection of buildings, hydrants, and other structures.

Participates in the maintenance of fire equipment, apparatus and facilities. Performs minor repairs to departmental equipment.

Washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.

Assists in special assignments such as emergency preparedness, hazardous communications, training programs, firefighting, and hazardous materials.

Participates in the maintenance in keeping the station in state of orderliness and cleanliness.

Attend 2/3 of meetings and trainings.

Responds to 10% of calls.

Adheres to all department rules and regulations

Perform other duties, as assigned.

PERSONNEL CONTACTS

Contacts are to be made with the EMS Lieutenant. In the event the EMS Lieutenant is unavailable contact is to be made with the EMS Captain.

Contacts are to be made with the Fire Lieutenant. In the event the Fire Lieutenant is unavailable contact is to be made with the Fire Captain.

PURPOSE OF CONTACTS

The purpose is to assist in planning, scheduling, organizing, coordinating, managing and to provide communication with their specialized skills.

MANAGEMENT RESPONSIBILITY

Ability to train and supervise subordinate personnel; Ability to perform work requiring good physical condition; Ability to communicate effectively orally and in writing; Ability to exercise sound judgment in evaluating situations and in making decisions; Ability to effectively give and receive verbal and written instructions; Ability to establish and maintain effective working relationships with other employees, supervisors and the public; and ability to meet the special requirements

DESIRED MINIMUM QUALIFICATIONS

- Graduation from high school or GED equivalent with specialized training EMS administration.
- Nationally Registered Emergency Medical Technician Certification as Paramedic or higher by date of hire.
Necessary Knowledge, Skills and Abilities:
 - Knowledge of emergency medical services principles, procedures, techniques, and equipment; Working knowledge of first aid and resuscitation techniques and their application as demonstrated through State E.M.T Certification; Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
 - Knowledge of modern fire suppression and prevention and emergency medical services principles, procedures, techniques, and equipment. Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
 - Skill in the operation of required tools and equipment.
 - Successfully pass a background check

LICENSING AND CERTIFICATION

Valid NH Operators Driving License without record of suspension or revocation.

Current certification by National Registry

Firefighter Level 2

TOOLS AND EQUIPMENT KNOWLEDGE & USE REQUIREMENTS

Emergency response vehicles, medical equipment, rescue equipment and tools.

Computers, office equipment, and communication equipment.

Fire apparatus, fire pumps, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, pager, personal computer, phone.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, feel or grasp; reach, grasp and torque with hands and arms; to speak, see, hear and smell. Employee must regularly lift, move and carry in excess of 100 pounds, frequently reach above and below shoulder height, and frequently required to push and /or pull. Other physical demands include frequently twisting, bending, crawling, squatting, kneeling, crouching, climbing and balancing.

WORK ENVIRONMENT

Work is performed primarily in vehicles, and outdoor settings, in all weather conditions, including temperature extremes, during day and night calls. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment is usually loud at an emergency scene.

WORK SCHEDULE

This is an on-call position so work schedule will vary as needed.

External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.

Town of Sunapee, NH

POSITION: EMT/Firefighter 1

DEPARTMENT: Fire Department

FLSA STATUS:

REPORTS TO: EMS Lieutenant/Fire Lieutenant

LABOR GRADE:

DATE: April 2019

GENERAL SUMMARY

Paramedics respond to emergency calls to provide efficient and immediate care to patient. Performs fire suppression, emergency aid, hazardous materials, and fire prevention duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Provide assistance to the public in emergency and non-emergency situations.

Provide emergency medical aid services at level of current certification and/or license.

Maintain a good working relationship with Department members

Ensure that all work is performed in a safe manner in accordance with Department policies.

Maintain State Certification as a Paramedic or higher.

Ability to communicate effectively, both orally and in writing and maintain cooperative relationships with Department management, subordinate staff, general public and all other agencies.

Provide patient care.

Attend trainings and monthly meetings.

Respond to 10% of EMS calls

Performs firefighting activities including driving fire apparatus, operating pumps and related equipment, laying hose, and performing fire combat, containment and extinguishment tasks.

Participates in classes in firefighting, hazardous materials, and related subjects.

Participates in the inspection of buildings, hydrants, and other structures.

Participates in the maintenance of fire equipment, apparatus and facilities. Performs minor repairs to departmental equipment.

Washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.

Assists in special assignments such as emergency preparedness, hazardous communications, training programs, firefighting, and hazardous materials.

Participates in the maintenance in keeping the station in state of orderliness and cleanliness.

Attend 2/3 of meetings and trainings.

Responds to 10% of calls.

Adheres to all department rules and regulations

Perform other duties, as assigned.

PERSONNEL CONTACTS

Contacts are to be made with the EMS Lieutenant. In the event the EMS Lieutenant is unavailable contact is to be made with the EMS Captain.

Contacts are to be made with the Fire Lieutenant. In the event the Fire Lieutenant is unavailable contact is to be made with the Fire Captain.

PURPOSE OF CONTACTS

The purpose is to assist in planning, scheduling, organizing, coordinating, managing and to provide communication with their specialized skills.

MANAGEMENT RESPONSIBILITY

Ability to train and supervise subordinate personnel; Ability to perform work requiring good physical condition; Ability to communicate effectively orally and in writing; Ability to exercise sound judgment in evaluating situations and in making decisions; Ability to effectively give and receive verbal and written instructions; Ability to establish and maintain effective working relationships with other employees, supervisors and the public; and ability to meet the special requirements

DESIRED MINIMUM QUALIFICATIONS

- Graduation from high school or GED equivalent with specialized training EMS administration.
- Nationally Registered Emergency Medical Technician Certification as Paramedic or higher by date of hire.
Necessary Knowledge, Skills and Abilities:
 - Knowledge of emergency medical services principles, procedures, techniques, and equipment; Working knowledge of first aid and resuscitation techniques and their application as demonstrated through State E.M.T Certification; Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
 - Knowledge of modern fire suppression and prevention and emergency medical services principles, procedures, techniques, and equipment. Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
 - Skill in the operation of required tools and equipment.
 - Successfully pass a background check

LICENSING AND CERTIFICATION

Valid NH Operators Driving License without record of suspension or revocation.

Current certification by National Registry

Firefighter Level 1

TOOLS AND EQUIPMENT KNOWLEDGE & USE REQUIREMENTS

Emergency response vehicles, medical equipment, rescue equipment and tools.

Computers, office equipment, and communication equipment.

Fire apparatus, fire pumps, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, pager, personal computer, phone.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, feel or grasp; reach, grasp and torque with hands and arms; to speak, see, hear and smell. Employee must regularly lift, move and carry in excess of 100 pounds, frequently reach above and below shoulder height, and frequently required to push and /or pull. Other physical demands include frequently twisting, bending, crawling, squatting, kneeling, crouching, climbing and balancing.

WORK ENVIRONMENT

Work is performed primarily in vehicles, and outdoor settings, in all weather conditions, including temperature extremes, during day and night calls. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment is usually loud at an emergency scene.

WORK SCHEDULE

This is an on-call position so work schedule will vary as needed.

External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.

Town of Sunapee, NH

POSITION: EMT /Firefighter 2

DEPARTMENT: Fire Department

FLSA STATUS:

REPORTS TO: EMS Lieutenant/Fire Lieutenant

LABOR GRADE:

DATE: April 2019

GENERAL SUMMARY

Paramedics respond to emergency calls to provide efficient and immediate care to patient. Performs fire suppression, emergency aid, hazardous materials, and fire prevention duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Provide assistance to the public in emergency and non-emergency situations.

Provide emergency medical aid services at level of current certification and/or license.

Maintain a good working relationship with Department members

Ensure that all work is performed in a safe manner in accordance with Department policies.

Maintain State Certification as a Paramedic or higher.

Ability to communicate effectively, both orally and in writing and maintain cooperative relationships with Department management, subordinate staff, general public and all other agencies.

Provide patient care.

Attend trainings and monthly meetings.

Respond to 10% of EMS calls

Performs firefighting activities including driving fire apparatus, operating pumps and related equipment, laying hose, and performing fire combat, containment and extinguishment tasks.

Participates in classes in firefighting, hazardous materials, and related subjects.

Participates in the inspection of buildings, hydrants, and other structures.

Participates in the maintenance of fire equipment, apparatus and facilities. Performs minor repairs to departmental equipment.

Washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.

Assists in special assignments such as emergency preparedness, hazardous communications, training programs, firefighting, and hazardous materials.

Participates in the maintenance in keeping the station in state of orderliness and cleanliness.

Attend 2/3 of meetings and trainings.

Responds to 10% of calls.

Adheres to all department rules and regulations

Perform other duties, as assigned.

PERSONNEL CONTACTS

Contacts are to be made with the EMS Lieutenant. In the event the EMS Lieutenant is unavailable contact is to be made with the EMS Captain.

Contacts are to be made with the Fire Lieutenant. In the event the Fire Lieutenant is unavailable contact is to be made with the Fire Captain.

PURPOSE OF CONTACTS

The purpose is to assist in planning, scheduling, organizing, coordinating, managing and to provide communication with their specialized skills.

MANAGEMENT RESPONSIBILITY

Ability to train and supervise subordinate personnel; Ability to perform work requiring good physical condition; Ability to communicate effectively orally and in writing; Ability to exercise sound judgment in evaluating situations and in making decisions; Ability to effectively give and receive verbal and written instructions; Ability to establish and maintain effective working relationships with other employees, supervisors and the public; and ability to meet the special requirements

DESIRED MINIMUM QUALIFICATIONS

- Graduation from high school or GED equivalent with specialized training EMS administration.
- Nationally Registered Emergency Medical Technician Certification as Paramedic or higher by date of hire.
Necessary Knowledge, Skills and Abilities:
 - Knowledge of emergency medical services principles, procedures, techniques, and equipment; Working knowledge of first aid and resuscitation techniques and their application as demonstrated through State E.M.T Certification; Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
 - Knowledge of modern fire suppression and prevention and emergency medical services principles, procedures, techniques, and equipment. Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
 - Skill in the operation of required tools and equipment.
 - Successfully pass a background check

LICENSING AND CERTIFICATION

Valid NH Operators Driving License without record of suspension or revocation.

Current certification by National Registry

Firefighter Level 2

TOOLS AND EQUIPMENT KNOWLEDGE & USE REQUIREMENTS

Emergency response vehicles, medical equipment, rescue equipment and tools.

Computers, office equipment, and communication equipment.

Fire apparatus, fire pumps, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, pager, personal computer, phone.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, feel or grasp; reach, grasp and torque with hands and arms; to speak, see, hear and smell. Employee must regularly lift, move and carry in excess of 100 pounds, frequently reach above and below shoulder height, and frequently required to push and /or pull. Other physical demands include frequently twisting, bending, crawling, squatting, kneeling, crouching, climbing and balancing.

WORK ENVIRONMENT

Work is performed primarily in vehicles, and outdoor settings, in all weather conditions, including temperature extremes, during day and night calls. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment is usually loud at an emergency scene.

WORK SCHEDULE

This is an on-call position so work schedule will vary as needed.

External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.

Town of Sunapee, NH

POSITION: EMR/Firefighter 1

DEPARTMENT: Fire Department

FLSA STATUS:

REPORTS TO: EMS Lieutenant/Fire Lieutenant

LABOR GRADE:

DATE: April 2019

GENERAL SUMMARY

Paramedics respond to emergency calls to provide efficient and immediate care to patient. Performs fire suppression, emergency aid, hazardous materials, and fire prevention duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Provide assistance to the public in emergency and non-emergency situations.

Provide emergency medical aid services at level of current certification and/or license.

Maintain a good working relationship with Department members

Ensure that all work is performed in a safe manner in accordance with Department policies.

Maintain State Certification as a Paramedic or higher.

Ability to communicate effectively, both orally and in writing and maintain cooperative relationships with Department management, subordinate staff, general public and all other agencies.

Provide patient care.

Attend trainings and monthly meetings.

Respond to 10% of EMS calls

Performs firefighting activities including driving fire apparatus, operating pumps and related equipment, laying hose, and performing fire combat, containment and extinguishment tasks.

Participates in classes in firefighting, hazardous materials, and related subjects.

Participates in the inspection of buildings, hydrants, and other structures.

Participates in the maintenance of fire equipment, apparatus and facilities. Performs minor repairs to departmental equipment.

Washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.

Assists in special assignments such as emergency preparedness, hazardous communications, training programs, firefighting, and hazardous materials.

Participates in the maintenance in keeping the station in state of orderliness and cleanliness.

Attend 2/3 of meetings and trainings.

Responds to 10% of calls.

Adheres to all department rules and regulations

Perform other duties, as assigned.

PERSONNEL CONTACTS

Contacts are to be made with the EMS Lieutenant. In the event the EMS Lieutenant is unavailable contact is to be made with the EMS Captain.

Contacts are to be made with the Fire Lieutenant. In the event the Fire Lieutenant is unavailable contact is to be made with the Fire Captain.

PURPOSE OF CONTACTS

The purpose is to assist in planning, scheduling, organizing, coordinating, managing and to provide communication with their specialized skills.

MANAGEMENT RESPONSIBILITY

Ability to train and supervise subordinate personnel; Ability to perform work requiring good physical condition; Ability to communicate effectively orally and in writing; Ability to exercise sound judgment in evaluating situations and in making decisions; Ability to effectively give and receive verbal and written instructions; Ability to establish and maintain effective working relationships with other employees, supervisors and the public; and ability to meet the special requirements

DESIRED MINIMUM QUALIFICATIONS

- Graduation from high school or GED equivalent with specialized training EMS administration.
 - Nationally Registered Emergency Medical Technician Certification as Paramedic or higher by date of hire.
- Necessary Knowledge, Skills and Abilities:
- Knowledge of emergency medical services principles, procedures, techniques, and equipment; Working knowledge of first aid and resuscitation techniques and their application as demonstrated through State E.M.T Certification; Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
 - Knowledge of modern fire suppression and prevention and emergency medical services principles, procedures, techniques, and equipment. Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
 - Skill in the operation of required tools and equipment.
 - Successfully pass a background check

LICENSING AND CERTIFICATION

Valid NH Operators Driving License without record of suspension or revocation.

Current certification by National Registry

Firefighter Level 1

TOOLS AND EQUIPMENT KNOWLEDGE & USE REQUIREMENTS

Emergency response vehicles, medical equipment, rescue equipment and tools.

Computers, office equipment, and communication equipment.

Fire apparatus, fire pumps, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, pager, personal computer, phone.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, feel or grasp; reach, grasp and torque with hands and arms; to speak, see, hear and smell. Employee must regularly lift, move and carry in excess of 100 pounds, frequently reach above and below shoulder height, and frequently required to push and /or pull. Other physical demands include frequently twisting, bending, crawling, squatting, kneeling, crouching, climbing and balancing.

WORK ENVIRONMENT

Work is performed primarily in vehicles, and outdoor settings, in all weather conditions, including temperature extremes, during day and night calls. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment is usually loud at an emergency scene.

WORK SCHEDULE

This is an on-call position so work schedule will vary as needed.

External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.

Town of Sunapee, NH

POSITION: EMR /Firefighter 2

DEPARTMENT: Fire Department

FLSA STATUS:

REPORTS TO: EMS Lieutenant/Fire Lieutenant

LABOR GRADE:

DATE: April 2019

GENERAL SUMMARY

Paramedics respond to emergency calls to provide efficient and immediate care to patient. Performs fire suppression, emergency aid, hazardous materials, and fire prevention duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Provide assistance to the public in emergency and non-emergency situations.

Provide emergency medical aid services at level of current certification and/or license.

Maintain a good working relationship with Department members

Ensure that all work is performed in a safe manner in accordance with Department policies.

Maintain State Certification as a Paramedic or higher.

Ability to communicate effectively, both orally and in writing and maintain cooperative relationships with Department management, subordinate staff, general public and all other agencies.

Provide patient care.

Attend trainings and monthly meetings.

Respond to 10% of EMS calls

Performs firefighting activities including driving fire apparatus, operating pumps and related equipment, laying hose, and performing fire combat, containment and extinguishment tasks.

Participates in classes in firefighting, hazardous materials, and related subjects.

Participates in the inspection of buildings, hydrants, and other structures.

Participates in the maintenance of fire equipment, apparatus and facilities. Performs minor repairs to departmental equipment.

Washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.

Assists in special assignments such as emergency preparedness, hazardous communications, training programs, firefighting, and hazardous materials.

Participates in the maintenance in keeping the station in state of orderliness and cleanliness.

Attend 2/3 of meetings and trainings.

Responds to 10% of calls.

Adheres to all department rules and regulations

Perform other duties, as assigned.

PERSONNEL CONTACTS

Contacts are to be made with the EMS Lieutenant. In the event the EMS Lieutenant is unavailable contact is to be made with the EMS Captain.

Contacts are to be made with the Fire Lieutenant. In the event the Fire Lieutenant is unavailable contact is to be made with the Fire Captain.

PURPOSE OF CONTACTS

The purpose is to assist in planning, scheduling, organizing, coordinating, managing and to provide communication with their specialized skills.

MANAGEMENT RESPONSIBILITY

Ability to train and supervise subordinate personnel; Ability to perform work requiring good physical condition; Ability to communicate effectively orally and in writing; Ability to exercise sound judgment in evaluating situations and in making decisions; Ability to effectively give and receive verbal and written instructions; Ability to establish and maintain effective working relationships with other employees, supervisors and the public; and ability to meet the special requirements

DESIRED MINIMUM QUALIFICATIONS

- Graduation from high school or GED equivalent with specialized training EMS administration.
 - Nationally Registered Emergency Medical Technician Certification as Paramedic or higher by date of hire.
- Necessary Knowledge, Skills and Abilities:
- Knowledge of emergency medical services principles, procedures, techniques, and equipment; Working knowledge of first aid and resuscitation techniques and their application as demonstrated through State E.M.T Certification; Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
 - Knowledge of modern fire suppression and prevention and emergency medical services principles, procedures, techniques, and equipment. Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations.
 - Skill in the operation of required tools and equipment.
 - Successfully pass a background check

LICENSING AND CERTIFICATION

Valid NH Operators Driving License without record of suspension or revocation.

Current certification by National Registry

Firefighter Level 2

TOOLS AND EQUIPMENT KNOWLEDGE & USE REQUIREMENTS

Emergency response vehicles, medical equipment, rescue equipment and tools.

Computers, office equipment, and communication equipment.

Fire apparatus, fire pumps, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, pager, personal computer, phone.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, feel or grasp; reach, grasp and torque with hands and arms; to speak, see, hear and smell. Employee must regularly lift, move and carry in excess of 100 pounds, frequently reach above and below shoulder height, and frequently required to push and /or pull. Other physical demands include frequently twisting, bending, crawling, squatting, kneeling, crouching, climbing and balancing.

WORK ENVIRONMENT

Work is performed primarily in vehicles, and outdoor settings, in all weather conditions, including temperature extremes, during day and night calls. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment is usually loud at an emergency scene.

WORK SCHEDULE

This is an on-call position so work schedule will vary as needed.

External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.

2019 Revenue Report through July 31, 2019 Not Final

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	\$47,006.67
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	\$47,106.67
01-3210-01-910	UCC FILING	\$500.00	\$1,494.00	\$500.00	\$720.00
Sum Licenses, Permits and Fees		\$500.00	\$1,494.00	\$500.00	\$720.00
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	\$519,565.85

Monday, August 5, 2019

	AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
Sum	Motor Vehicle Permit Fees		\$750,000.00	\$880,404.17	\$750,000.00	\$519,565.85
	01-3230-01-908	SUBDIVISION FEES		\$1,700.00		\$550.00
	01-3230-01-909	SITE PLAN REVIEW FEES		\$2,800.60		\$1,685.00
	01-3230-01-910	CERTIFICATE OF COMPLIANC	\$35,000.00	\$33,111.75	\$35,000.00	\$26,619.90
Sum	Building Permits		\$35,000.00	\$37,612.35	\$35,000.00	\$28,854.90
	01-3290-01-320	Landlord's Filing Fee	\$0.00	\$4.00		\$0.00
	01-3290-01-902	REDEMPTION COSTS		\$1,543.90		\$3,102.60
	01-3290-01-907	BOAT REGISTRATIONS/FEES	\$36,000.00	\$10,067.68	\$36,000.00	\$10,485.54
	01-3290-01-912	DOG LICENSES/FEES		\$7,314.50		\$4,703.50
	01-3290-01-915	VITALS-BIRTH & DEATH		\$4,680.00		\$2,255.00
	01-3290-01-917	TOWN CLERK FEES		\$16,202.00		\$9,124.00
	01-3290-01-919	WETLANDS APPLICATIONS		\$21.00		\$10.50
Sum			\$36,000.00	\$39,833.08	\$36,000.00	\$29,681.14
	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

Monday, August 5, 2019

	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	\$53,203.50
Sum	From Other Governments		\$104,054.00	\$102,291.00	\$109,054.00	\$53,203.50
	01-3401-01-150	PD - SPECIAL DETAIL INCOME		\$0.00		\$0.00
	01-3401-01-320	FIREWORKS PERMIT FEE		\$440.00		\$220.00
	01-3401-01-321	PHOTOCOPY INCOME		\$63.00		\$24.75
	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		\$3,675.20

Monday, August 5, 2019

AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
01-3401-01-587	RECYCLING CARDBOARD		\$9,989.15		\$3,126.59
01-3401-01-588	RECYCLING NEWSPAPER		\$1,094.62		\$255.54
01-3401-01-589	RECYCLING SCRAP METAL		\$13,899.71		\$5,214.40
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		\$22,002.94
01-3401-01-940	INSURANCE REPORTS		\$0.00		\$0.00
01-3401-01-942	Standard Power Net Metering Inco	\$0.00	\$0.00	\$0.00	\$3,472.78
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		\$1,500.00
01-3401-01-951	TOWN OFFICE POSTAGE		\$83.89		\$3.42
01-3401-01-953	REPORTS/LABELS/DISKS SOLD		\$250.74		\$393.00
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	\$27,743.00
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

Monday, August 5, 2019

	AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
	01-3501-10-813	Pistol Permit Fee	\$0.00	\$70.00	\$0.00	\$70.00
Sum	Income from Departments		\$80,000.00	\$136,473.21	\$109,820.00	\$72,411.01
	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	\$31,456.63
	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	\$31,456.63
	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	\$6,147.10
	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		\$240.00
	01-3504-01-940	PD FALSE ALARM FINES		\$0.00		\$0.00
	01-3504-01-941	REPLACEMENT TRANSFER ST		\$450.00		\$50.00

Monday, August 5, 2019

AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
01-3504-01-944	PD STATE WITNESS FEES		\$1,750.00		\$787.30
01-3504-01-945	PD COURT RESTITUTION		\$0.00		\$0.00
01-3504-01-946	PD Discovery		\$550.00		\$414.00
01-3506-60-260	Revenue from Other Agency		\$0.00		\$0.00
01-3509-01-950	WELFARE MISC. REVENUE		\$1,888.00		\$118.00
Sum Other		\$30,000.00	\$31,085.46	\$26,000.00	\$7,982.21
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

Monday, August 5, 2019

	AccountNumber	AccountName	2018 Estimated	2018 Actual	2019 Estimated	2019 Actual
	01-3915-01-652	CAP RESERVE - BRIDGES		\$0.00		\$0.00
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	\$861,152.07

Monday, August 5, 2019

Monthly Budget Through July 31, 2019

	Budget	PaymentToDate	EndingBalance	% Remaining
Executive	\$325,904.00	\$173,167.84	\$152,736.16	46.87%
TCTC	\$210,052.00	\$113,225.19	\$96,826.81	46.10%
Elections	\$6,485.00	\$4,506.13	\$1,978.87	30.51%
Finance	\$222,127.00	\$146,429.41	\$75,697.59	34.08%
Assessing	\$112,218.00	\$53,596.53	\$58,621.47	52.24%
Legal	\$18,000.00	\$6,597.58	\$11,402.42	63.35%
Personnel Benefits Mgmt	\$1,000.00	\$49.50	\$950.50	95.05%
Planning/Zoning	\$52,752.00	\$24,322.26	\$28,429.74	53.89%
General Govt-B&G	\$173,983.00	\$85,264.40	\$88,718.60	50.99%
Cemetery	\$13,625.00	\$5,832.74	\$7,792.26	57.19%
Insurance	\$7,540.00	\$0.00	\$7,540.00	100.00%
Information Booth	\$13,981.00	\$5,252.37	\$8,728.63	62.43%
Other General Govt	\$30,651.15	\$17,244.29	\$13,406.86	43.74%
Police	\$847,326.73	\$497,122.81	\$350,203.92	41.33%
Ambulance	\$59,516.00	\$58,939.00	\$577.00	0.97%
Fire	\$202,257.00	\$64,377.93	\$137,879.07	68.17%
SSB	\$156,535.00	\$108,305.57	\$48,229.43	30.81%
Emergency Management	\$200.00	\$0.00	\$200.00	100.00%
Highway	\$1,786,325.00	\$763,449.65	\$1,022,875.35	57.26%
Street Lights	\$16,800.00	\$8,769.24	\$8,030.76	47.80%
Transfer Station	\$531,762.00	\$265,712.60	\$266,049.40	50.03%
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	\$12,025.68	\$31,782.32	72.55%
Recreation	\$161,086.00	\$91,015.94	\$70,070.06	43.50%
Library	\$400,953.00	\$220,707.59	\$180,245.41	44.95%
Memorial Day	\$200.00	\$174.95	\$25.05	12.53%
Patriotic/Band Concerts	\$5,000.00	\$5,000.00	\$0.00	0.00%
Conservation Commission	\$3,550.00	\$2,365.00	\$1,185.00	33.38%
Debt - Principal	\$262,883.00	\$233,529.83	\$29,353.17	11.17%
Debt - Interest	\$58,479.00	\$39,319.24	\$19,159.76	32.76%
Debt - TAN	\$1,000.00	\$0.00	\$1,000.00	100.00%
Sum	\$5,746,867.88	\$3,021,703.03	\$2,725,164.85	47.42%

Monthly Budget Through July 31, 2019

	Budget	PaymentToDate	EndingBalance	% Remaining
Hydro	\$113,912.00	\$31,735.98	\$82,176.02	72.14%
Sum	\$113,912.00	\$31,735.98	\$82,176.02	72.14%

Monthly Budget Through July 31, 2019

	Budget	PaymentToDate	EndingBalance	% Remaining
<i>Grand Total</i> Grant Total		\$5,860,779.88	\$3,053,439.01	\$2,807,340.87

Donna Nashawaty

From: Michael Marquise
Sent: Wednesday, July 24, 2019 1:00 PM
To: Zoning
Cc: Barbara Vaughn; Donna Nashawaty
Subject: Re: Tree cut fees

fee to \$75.00

I agree that there should be a fee (beyond just abutters notice) for this type of project going to the PB. However this requirement does not fall under either the Subdivision Regs or the Site Plan Regs which are where the PB is given authority to set fees. Since this is a requirement within the Zoning Ordinance I feel this needs to be on the fee list set by the BOS. In terms of amount, it would seem to be reasonable to ask an additional \$50 to go to PB.

-Michael

On 7/19/2019 10:32 AM, Zoning wrote:

Hi Michael.

Barbara has raised a concern, and I agree, that the new \$25 Tree Cut fee the Selectmen recently adopted is really not enough to cover when it has to go to the Planning Board. Since the PB set their own fees earlier, assuming that is the correct process, do you want to raise the issue with the PB about setting a fee just for this type of application? My understanding is that you are also requiring abutter postage fees too.

Nicole Gage
Zoning Administrator
Town of Sunapee, NH
23 Edgemont Rd., Sunapee, NH 03782
Email zoning@town.sunapee.nh.us / Web www.town.sunapee.nh.us
Direct (603) 763-3194 / Town Office (603) 763-2212

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