

SUNAPEE BOARD OF SELECTMEN  
MEETING

6:30 PM Town Office Meeting Room  
Monday, February 24, 2020

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

Absent: Selectman Fred Gallup

**REVIEW OF ITEMS FOR SIGNATURE:**

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

**Parcel ID:0136-0067-0000 363 Lake Ave., Roger & Jerena Dik Trust**

**Parcel ID:0133-0107-0006 10 Saville Lane, Francis & Jennifer Nolin**

**Parcel ID:0121-0035-0000 105 Fernwood Point Road, Paul S. Moore Rev. Trust**

**Parcel ID:0140-0019-0000 27 Burkehaven Lane, Michael Jewczyn/Carol Wallace**

**Parcel ID:0148-0037-0000 16 Sunnyside Drive, Brad & Sarah Lassey**

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

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

**Parcel ID:0129-0043-0008 8 Soonipi Circle #F, Soonipi Circle, LLC**

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

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

**Parcel ID:0148-0037-0000 16 Sunnyside Drive, Brad & Sarah Lassey**

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

**APPOINTMENTS**

7:00PM-Scott Hazelton, Winter Maintenance Operations

The Board received a memorandum detailing the vehicles used for plowing, materials used and the plow routes which is attached from Scott Hazelton. Every year Scott Hazelton and his Foreman sit down and look at the plow routes to check the efficiency of the routes and past complaints or conversations from the public, Department Heads or Town Manager so the department can improve the level of service. The staffing level and the way the department treats and plows the roads has remained relatively constant. The department's current level of service is based on a lot of those constants. The two unknowns or things the department doesn't have control over are the type of weather event, duration and intensity and the other thing is when and if our equipment is going to breakdown. These two things can extend or lengthen the plows routes times and in Scott Hazelton's opinion decreases the level of service that they're able to provide to the public. The current level of service includes all the staff members showing up to the Highway garage 30 minutes after they have been notified and generally takes 10 to 15 minutes to load all the trucks. There are five major plow routes which typically take 5 hours to plow. The plow routes are attached or are available on the town website at <https://www.town.sunapee.nh.us/highway/pages/winter-maintenance-policy-procedures> The Highway Department also plows all the town and schools parking lots. Our goal for improving our level of service is focused primarily on reducing our plow route times so that they are approximately three hours per route.

Section one of this memorandum and the attached individual spread sheets depict plow route times that exceed our three-hour goal. That said and in conjunction with all the alternatives that have been tried, we have discussed two options which we feel may significantly improve the level of service that we provide for winter maintenance. The first includes hiring two part-time seasonal employees during the next winter season (2021 October 15<sup>th</sup> through 2022 April 15<sup>th</sup>) to assist the Highway Department with winter maintenance activities. Our concern with this option is that there may not be an employee pool that is looking for this type of employment. The second option includes hiring one full-time truck driver beginning on or about the 2021/2022 season which would allow us to develop another plow route (possibly combining parts of truck H-2 and truck H-6 plow routes) which ultimately would decrease by approximately 3 total hours between the other plow routes. We will continue to explore these options and will continue to analyze how these options could be implemented and what their calculated impacts to the Highway Department would be. Selectman Hastings asked if they would need another truck. Scott Hazelton replied that right now the department has a spare truck and his truck. He doesn't want to add another major vehicle. Selectman Augustine asked what the opportunities are in hiring a third-party contractor. Scott Hazelton replied that he would include that option in his fall report but needs to ask some questions about what the cost would be. Selectman Augustine said that Scott Hazelton and the Town Manager talked to the school about plowing their own parking lots and they said no for this year but asked if in the future the school could. Scott Hazelton said the school has the truck but would have to hire a full-time employee. They also said the wear and tear on the truck would be detrimental for the other purposes that the truck is used for. Donna Nashawaty said the town has always plowed the school parking lots since she has been here. Selectman Gottling asked if the school had agreed to pay for some of the materials, such as the sand and salt. Donna Nashawaty replied that the Superintendent did say to send him a bill in April and he would pay it. Selectman Augustine said maybe it's time that the Board of Selectmen and School Board have a discussion regarding this matter. Selectman Augustine asked what the opportunities to use Water and Sewer Department trucks and staff. Scott Hazelton replied that the Water and Sewer staff have agreed to provide back-up on a limited basis if the Highway Department needed them. After some discussion, this is not to raise a red flag, data is being collected and the issue is being researched.

#### SELECTMEN ACTION

- Approve National Donate Life Month-Flag in Harbor

**Motion to authorize the New England Donor Services flag to be flown in the harbor during the month of April by Selectman Hastings, seconded by Selectman Gottling. Unanimous.**

- Use of Facilities-05/16-Lake Sunapee Cruising Fleet, Safety Services Building

**Motion to approve the Use of Facilities from the Lake Sunapee Cruising Fleet to use the Safety Services meeting room on May 16<sup>th</sup> for their annual meeting by Selectman Hastings seconded by Selectman Gottling. Unanimous.**

- Request for Late Tax Interest to be Waived

The town received 2 requests to have late tax interest waived. The first request was from Scott Brown who received a letter indicating that his first issue tax bill had not been paid. Scott Brown issued a check for the first issue tax bill in the amount of \$530 which as of February 18, 2020 remained uncashed. Scott Brown called the town on November 14<sup>th</sup> and was told the past due amount would be indicated on his December bill. Scott Brown feels this is not an error on his end and should not be penalized. He would like the Board to forgive the interest in the amount of \$26.95. After some discussion, the Board decided not to forgive the interest in the amount of \$25.95 for Scott Brown. The second request was from Timber Rock Trust who used Bar Harbor Bank's bill payment system to pay their second issue tax bill. The taxpayer submitted a receipt from Bar Harbor Bank with the payment details with payment made well before the due date, but indicated the payment was never received by the town. Timber Rock Trust would like the Board to forgive the interest in the amount of \$5.41. **Motion to refund to the Timber Rock Trust the amount of \$5.41 for interest paid in excess of their second tax billing by Selectman Augustine seconded by Selectman Gottling. Unanimous.**

#### CHAIRMAN'S REPORT

Items requested by Selectman Augustine:

- Thanks to election day workers & volunteers

Selectman Augustine felt that Primary Voting Day went very smoothly and wanted to publicly thank the Election Day workers.

- Discuss whether to conduct resident feedback surveys on any Town departments in 2020

Selectman Augustine wanted to see if as a town if the Board wanted to have any other types of surveys done this year. In Selectman Augustine's opinion, the Highway Department is the topic he gets most feedback on. Chairman Trow asked Selectman Augustine what goal he was trying to get out of the survey. Selectman Augustine replied that the goal is to give the Department Manager the opportunity to ask about things they might be curious about and get feedback on. Donna Nashawaty asked the Board their thoughts on what they learned from the Police Department survey. Chairman Trow thinks what he heard was that the survey showed the Police Department are doing what the people want. After some discussion, it was determined that there needs to be a purpose for doing a survey. Selectman Augustine thought he understood that the Highway Director thought a survey would be something he would find beneficial at a very high level. The general agreement of the Board was for the Town Manager to have a conversation with the Highway Director regarding this matter and get back to them.

- Discuss whether to instruct the Town Manager to research possible alternative health insurance plans for consideration by the Board

Selectman Augustine wanted to know if the Board wanted to instruct the Town Manager to start researching alternative health insurance plans for next year. Chairman Trow said that the Town Manager presented 3 different insurance plans to the Board during the budget cycle and wondered how many more options did Healthtrust have that the town was eligible to pick from. Donna Nashawaty replied that there were many plans. Some have prescription plans, higher deductibles, different co-pays and site of service plans.

Chairman Trow has no opposition to seeing what other options for healthcare are out there and after the March vote would have no problem asking the Town Manager to go out and get a high-level look at the 3 or 4 types that Healthtrust offers in plans.

Selectman Augustine said as health insurance costs continue to rise, he feels you must be on the look out for new ideas or programs. Selectman Augustine asked if there were any opportunities to pool with maybe the school district to get better rate plans. Donna Nashawaty replied that she has looked at going with the school but they're over 100 employees and when their rates went up, they doubled what the town's rates did. The town is in the "under 50" town pool.

- Resignation Letter from Chief Assessor

Selectman Augustine said the Board received the resignation letter from Norm Bernaiche and wondered how the transition is going and what happens next. Donna Nashawaty replied that the Tri-Town Assessing group met last Wednesday. The plan is that Norm Bernaiche has a 3 month exit plan as part of his contract that the 3 managers are going to hold him to which is an additional 2 months of workdays for the next year. The managers are regrouping and going back to their original presentation and deciding what the job descriptions of the 2 people that are in the Tri-Town Assessing oversight will be.

## TOWN MANAGER REPORTS

- January Expenditure and Revenue Reports

The Board received the January Expenditure and Revenue reports

- March 9<sup>th</sup> BOS Meeting & March 10<sup>th</sup> Election Day

Donna Nashawaty stated that she has no appointments for the March 9<sup>th</sup> Board of Selectmen meeting and the next day is Voting Day, which is an all-day session for the Board, so she didn't know if the Board wanted to cancel the meeting. The Board decided to cancel the meeting.

- Post Office Delivery Complaints Follow-up

While Donna Nashawaty was on vacation the Postmaster from the Newport Post Office stopped by and left his business card with his email address and cell phone number in case she encountered any more problems. This morning she received a complaint call, emailed the details of the complaint to the Postmaster and received a response within 20 minutes from him. She just wanted to update the Board.

- Landfills

Donna Nashawaty said at her NHMA Board meeting the group had a discussion on landfills legislation that will need to be watch.

- Town Report

The town report will be delivered to the town next Tuesday.

- Senior Monthly Meeting

Betty Ramspott, David Bailey and Donna Nashawaty attended the Senior's meeting to answer questions on the warrant articles on the March ballot.

Meeting Adjourned 9:12PM

Respectfully Submitted by,

Barbara Vaughn

Administrative Assistant

SUNAPEE BOARD OF SELECTMEN  
MEETING AGENDA  
6:30PM Town Office Meeting Room  
Monday, February 24, 2020

1. REVIEW OF ITEMS FOR SIGNATURE:

CZC's:

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Parcel ID:0133-0107-0006 10 Saville Lane, Francis & Jennifer Nolin  
Parcel ID:0121-0035-0000 105 Fernwood Point Road, Paul S. Moore Revocable Trust  
Parcel ID:0140-0019-0000 27 Burkehaven Lane, Michael Jewczyn/Carol Wallace  
Parcel ID:0148-0037-0000 16 Sunnyside Drive, Brad & Sarah Lassey

SIGN PERMIT:

Parcel ID:0129-0043-0008 8 Soonipi Circle #F, Soonipi Circle, LLC

LAND DISTURBANCE BOND:

Parcel ID:0148-0037-0000 16 Sunnyside Drive, Brad & Sarah Lassey

2. APPOINTMENTS

7:00PM-Scott Hazelton, Winter Maintenance Operations

3. PUBLIC COMMENTS:

4. SELECTMEN ACTION

- Approve National Donate Life Month-Flag in Harbor
- Use of Facilities-05/16-Lake Sunapee Cruising Fleet, Safety Services Building
- Residents Request for Late Tax Interest to be Waived

5. CHAIRMAN'S REPORT

Items requested by Selectman Augustine:

- Thanks to election day workers & volunteers
- Discuss whether to conduct resident feedback surveys on any Town departments in 2020
- Discuss whether to instruct the Town Manager to research possible alternative health insurance plans for consideration by the Board

6. TOWN MANAGER REPORTS

- January Expenditure and Revenue Reports
- March 9<sup>th</sup> BOS Meeting & March 10<sup>th</sup> Election Day

7. UPCOMING MEETINGS:

- 02/26-7:00AM-Firewards, Town Meeting Room
- 02/27-5:30PM-Water & Sewer Commission, Town Meeting Room
- 03/03-5:00PM-Energy Committee, Town Meeting Room
- 03/04-7:00PM-Conservation Commission, Town Meeting Room
- 03/05-7:00PM-Zoning Board Meeting, Town Meeting Room
- 03/10-8:00AM-7:00PM-VOTING DAY-Sherburne Gym

## Barbara Vaughn

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**From:** weski123@tds.net <weski123@tds.net>  
**Sent:** Saturday, February 1, 2020 3:48 PM  
**To:** Barbara Vaughn  
**Subject:** National Donate Life Month - April  
**Attachments:** 2020 neds stats.jpg

Hello Barbara,

It's that time again when I ask if the Selectmen will vote to fly a Donate Life flag in town for the month of April. This will be your SIX year and we are so very grateful. Each April we have the opportunity to celebrate National Donate Life Month (DLM). DLM encourages Americans to register as organ and tissue donors; it's also an opportunity to celebrate and honor individuals and families touched by donation. I am proud to volunteer for NEDS, New England Donor Services, in building awareness and also serving as their Ambassador for the Newport, NH Department of Motor Vehicles. Please take a look at the stats in the attachment. Building awareness is saving and enhancing more and more lives.

It is a privilege to have your support. Building awareness around this topic is critical as many in our community have been impacted by this cause. If you'd like more information, please let me know. If you need a flag or materials, let me know. I look forward to hearing from you that flying the flag for the month of April has been approved.

New England Donor Services, an affiliation of New England Organ Bank and LifeChoice Donor Services, saves and enhances lives through organ and tissue donation, founded in 1968. For more information about NEDS and Donate Life:  
[nedsonline@neds.org](mailto:nedsonline@neds.org)  
<http://www.neds.org>

Warmly,

Pamela Ritchie  
NEDS Volunteer Advocate and Newport DMV NEDS Volunteer Ambassador Newbury resident  
603-763-4488 - WeSki123@tds.net

----- Forwarded Message -----

From: "Barbara Vaughn" <frontdesk@town.sunapee.nh.us>  
To: weski123@tds.net  
Sent: Tuesday, February 26, 2019 8:04:15 AM  
Subject: RE: National Donate Life Month - April

Last night the Board approved flying the flag in the harbor for the month of April.

Barbara Vaughn  
Administrative Assistant  
Town of Sunapee  
23 Edgemont Road  
Sunapee, NH 03782  
603-763-2212

More than  
110,000  
people  
are waiting  
for organ  
transplants.



A new  
person  
is added  
to the  
list every  
10 minute

1 organ  
donor  
can save  
up to 8  
lives.



1 tissue  
donor  
can enhance  
up to 75  
lives.

Anyone over  
the age of 15  
can register to  
be an organ &  
tissue donor.



Visit  
[RegisterMe.org](#)

RECEIVED

JAN 23 2020

TOWN OF  
SUNAPEE

## APPLICATION FOR USE OF TOWN OF SUNAPEE FACILITIES

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

Name of Organization:

LAKE SUNAPEE CRUISING FLEETThis Organization is: Non-Profit - Political - Private (N/A for profit companies)GEORGE J MORIN - SECRETARY - LSCF

Name of Duly Authorized:

Mailing Address: 222 County Rd Bedford, NH 03110Daytime Phone: 603-422-2030 Evening Phone: 603-422-2030

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

Event Date: SAT 05/16/2020 Time: From: 0900 To: 2:30 PM

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

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

Annual meeting of the LSCF membership.  
Membership consists of mostly local sailors  
many are Sunapee residents with an interest  
in sailboat racing. This meeting will also  
include a sailing rules review.

I/We acknowledge understanding the following restrictions:

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



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

I/We plan on 20 # of people and 110 # of vehicles attending our event.

Signature of Responsible Individual [Signature] Date 01/21/2020

Approved by Chief of Police [Signature] Date 1-24-2020

0 # 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) [Signature] Date 1/27/20

Approved by Highway Director (if applicable) \_\_\_\_\_ Date \_\_\_\_\_

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

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

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

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

## **Donna Nashawaty**

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**From:** Barbara Vaughn  
**Sent:** Tuesday, February 18, 2020 7:56 AM  
**To:** Donna Nashawaty  
**Subject:** FW: first half taxes

Barbara Vaughn  
Administrative Assistant  
23 Edgemont Road  
Sunapee, NH 03782  
603-763-2212  
frontdesk@town.sunapee.nh.us

**From:** Scott Brown <scott@scottbrown.com>  
**Sent:** Friday, February 14, 2020 1:16 PM  
**To:** Barbara Vaughn <frontdesk@town.sunapee.nh.us>  
**Subject:** first half taxes

I recently received a confusing notice about my taxes indicating they were not paid and called The town hall and confirmed that your records indicate they are past due.

When I looked at my accounting software I see that check #1772 for \$530 remains uncashed, where the other checks in that run including checks to the Town of NL and the Town of Wilmot which were all cashed.

It was also brought to my attention that this would have been indicated on my December Bill, however after waiting for my bill and not receiving it prior to a business trip I called the town hall on November 14th and ascertained the amount but no mention of past due taxes.

I do not believe this is an error on my end and should not be penalized. Please take this into consideration and let me know if you need any other information from me. I will be sending out the \$530 today and putting a stop payment on check #1772 in hopes that we are squared away.

Cheers

# History

## Real Estate Billing

3427
GMBC LAKE AVE
0106-0017-0053
BROWN REVOC TRUST SCOTT E
02/18/2020

TOTALS					TOTAL OWED		
Desc.	Tax	Interest	Per Diem	Fees			
Real Estate	\$530.00	\$26.95	\$0.12	\$0.00			
					\$556.95		

Date	Type	BatchName	Cashier	Total	Receivable	Interest	Fees	Comments
11/25/2019	Payment	TAX	bramspott	\$553.00	\$553.00	\$0.00	\$0.00	

**TOWN OF SUNAPEE**  
**Office of the Tax Collector**  
 PO Box 303  
 Sunapee NH 03782

Hours  
 M,T,TH,F 8AM-5PM W 8AM-1PM

ph. (603) 763-2449

TAX YEAR	ACCOUNT	BILLING DATE	INTEREST RATE	DUE DATE
2019	3427	10/25/2019	0.08	12/2/2019
MAP / PARCEL		LOCATION OF PROPERTY		AREA
0106-0017-0053		GMBC LAKE AVE		0.000
OWNER OF RECORD			TAX CALCULATION	
BROWN REVOC TRUST SCOTT E PO BOX 105 ELKINS NH 03233			NET TAXABLE VALUE	\$68,000.00
			TAX RATE	\$15.93
			TOTAL TAX	\$1,083.00
			FIRST BILLING	\$530.00
2019 TAX RATE PER \$1000		ASSESSED VALUATION		
Municipal	\$3.58	Land	\$0	
School	\$7.14	Building	\$68,000	
State	\$2.12	Taxable Value	\$68,000	
County	\$3.09			
TOTAL:	\$15.93			
			<b>PLEASE NOTE:</b> A previous tax to this account is now past due. Please call the collector's office for up to date outstanding balance information.  Interest at 8.00% per annum after Monday, December 2, 2019.	
			<b>PAY THIS AMOUNT</b>	<b>\$553.00</b>

**INFORMATION TO TAXPAYERS**

RSA 76:11-a Information Required. The tax bill which is sent to every person taxed, as provided in RSA 76:11, shall show the rate for municipal, local education, state education and county taxes separately, the assessed valuation of all lands and buildings for which said person is being taxed, and the right to apply in writing to the selectmen or assessors for an abatement of the tax assessed as provided under RSA 76:16

TAXPAYERS DESIRING INFORMATION REGARDING THEIR ASSESSMENTS MUST CONTACT THE BOARD OF SELECTMEN, 603-763-2212. TAXPAYERS DESIRING INFORMATION ON BILLING ERRORS MUST CONTACT THE TAX COLLECTOR, 603-763-2449.

Please make checks payable to: Town of Sunapee, NH. Mail to: Tax Collector, Town of Sunapee, P.O. Box 303, Sunapee, NH 03782.

Payment of this bill does not prevent the collection of previous unpaid taxes, nor does an error in the name of the person taxed prevent collection. If payment of this bill is made by mail: 1) Return one copy of your tax bill 2) Your copy of the tax bill plus your cancelled check will be your receipt. If this bill is paid by check or money order it is not considered paid until the check or money order is cleared.

If you are elderly, disabled, blind, a veteran or a veteran's spouse, or unable to pay taxes due to poverty or other good cause, you may be eligible for a tax exemption, credit, abatement or deferral. For details and application information, contact the selectmen's office.

PLEASE DETACH AND RETURN LOWER PORTION WITH PAYMENT. RETAIN UPPER PORTION FOR YOUR RECORDS.

**TOWN OF SUNAPEE**  
**PO Box 303, Sunapee NH 03782**

**D**

MAP / PARCEL	LOCATION OF PROPERTY	TAX YEAR	ACCOUNT	DUE DATE
0106-0017-0053	GMBC LAKE AVE	2019	3427	12/2/2019

BROWN REVOC TRUST SCOTT E  
 PO BOX 105  
 ELKINS NH 03233

<b>PAY THIS AMOUNT</b>
<b>\$553.00</b>

**TOWN OF SUNAPEE**  
**Office of the Tax Collector**  
**PO Box 303**  
**Sunapee NH 03782**

Hours  
M,T,TH,F 8AM-5PM W 8AM-1PM

ph. (603) 763-2449

TAX YEAR	ACCOUNT	BILLING DATE	INTEREST RATE	DUE DATE
2019	3427	5/23/2019	0.08	7/1/2019
MAP / PARCEL		LOCATION OF PROPERTY		AREA
0106-0017-0053		GMBC LAKE AVE		0.000
OWNER OF RECORD			TAX CALCULATION	
BROWN REVOC TRUST SCOTT E PO BOX 105 ELKINS NH 03233			NET TAXABLE	\$68,000.00
			TAX RATE	\$15.57
			TOTAL TAX	\$1,059.00
			ESTIMATED TAX AT 1/2 RATE	\$530.00
2019 TAX RATE PER \$1000		ASSESSED VALUATION		
Municipal	\$3.49	Land	\$0	
School	\$6.88	Building	\$68,000	
State	\$2.25	Taxable Value	\$68,000	
County	\$2.95			
TOTAL:	\$15.57			
			Interest at 8.00% per annum after Monday, July 1, 2019.	
			<b>PAY THIS AMOUNT</b>	<b>\$530.00</b>

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**TOWN OF SUNAPEE**  
**PO Box 303, Sunapee NH 03782**

MAP / PARCEL	LOCATION OF PROPERTY	TAX YEAR	ACCOUNT	DUE DATE
0106-0017-0053	GMBC LAKE AVE	2019	3427	7/1/2019

BROWN REVOC TRUST SCOTT E  
PO BOX 105  
ELKINS NH 03233

<b>PAY THIS AMOUNT</b>
<b>\$530.00</b>

Town Of Sunapee  
PO Box 303  
Sunapee, NH 03782  
(603) 763-2449

Statement Date: 2/7/2020

### Notice of Tax Delinquencies and Unredeemed Tax Liens

BROWN REVOC TRUST SCOTT E  
PO BOX 105  
ELKINS, NH 03233

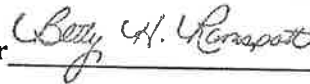
According to my records the following tax accounts remain unpaid. PLEASE NOTE! THIS DOES NOT INCLUDE INTEREST AND COST PLEASE CALL THE TAX COLLECTOR'S OFFICE FOR TOTAL AMOUNT DUE.

#### Delinquent Taxes

Real Estate Account	Parcel	Due Date	Tax	Amount2	Amount3	Fee	Interest	Interest2
2019 1st Half Tax								
3427	0106-0017-0053	07/01/2019	\$530.00				8.00%	0.00%
Total (Does not include interest):			\$530.00					

\* The tax due amounts together with interest must be paid in full no later than April 9, 2020 on lienable items to prevent further action by the tax sale/lien process.

Tax Collector



Betty H. Ramspott

Please Note: If you are currently in bankruptcy and subject to the Protections of the Automatic Stay provisions of Section 362(a) of the Bankruptcy Code, then the above language is hereby modified as follows:

- (a) By sending this notice, the Town is not attempting to collect any delinquent tax debt from property owner(s) in bankruptcy and the notice could not be interpreted as requiring payment. This notice is a requirement of New Hampshire Law.
- (b) The Tax Collector or Town may not increase the rate of interest in cases where the Court has set such rate without seeking appropriate Bankruptcy Court approval.
- (c) The provisions of federal bankruptcy law may affect the rights of the municipality under state law as long as the assessed property owner is in bankruptcy. A tax collector's deed cannot and will not be issued without appropriate Bankruptcy Court approval. A Tax Lien may be imposed, and the Town is required to give separate notice of that action.

Timber Rock Trust  
Edwin A. and Denise S Preston, Trustees  
P. O. Box 446  
Georges Mills, NH 03751



February 16, 2020

603-763-4674

Select Board of Sunapee

I am writing to you under direction of Betty Ramspott (Tax Collector) in regards to refunding an 8% charge to my tax bill on Parcel 0119-0007-0000/ Account #3797-2.

Denise entered the payment via bill pay at Bar Harbor Bank. Check number 4160 was mailed arriving in Sunapee on 11-19-2019. Apparently, the payment was lost between the arrival in Sunapee and getting to the correct person to process the payment.

I truly understand things like this happen. Multiple parties may be at fault. I am asking 2 things.

1. Betty Ramspot says she has no authority to waive the 8% fee. I would think if a community person presents her with documentation that they attempted to pay their tax bill in good faith she could have the authority to waive the 8% fee without that community member having to write a letter to the Select Board.
2. I feel I presented documentation (enclosed with this letter) that we in good faith attempted to pay our taxes (early in fact) with documentation from Bar Harbor bank of check being mailed and arriving in Sunapee thus the 8% fee should be refunded to us.

It does concern me that there could be a disconnect between the post office and the Town office. It might be wise to communicate with towns people who mail their taxes into Sunapee Town office to send them Certified Mail – Signature required. I will certainly do this in the future if I am unable to personally pay at the office.

Thank you so much for considering my requests.  
I look forward to hearing from you.

Best,  
Denise and Ed Preston

A handwritten signature in cursive script that reads "Denise S. Preston". The signature is written in dark ink and is positioned below the typed name.

*Town Of Sunapee*  
*PO Box 303*  
*Sunapee, NH 03782*  
*(603) 763-2449*

**Statement Date: 2/7/**

**Notice of Tax Delinquencies and Unredeemed Tax Liens**

**TIMBER ROCK TRUST**  
**EDWIN A & DENISE S PRESTON TRUSTEES**  
PO BOX 446  
GEORGES MILLS, NH 03751

**According to my records the following tax accounts remain unpaid. PLEASE NOTE! THIS DOES NOT INCLUDE INTEREST AND COST PLEASE CALL THE TAX COLLECTOR'S OFFICE FOR TOTAL AMOUNT DUE.**

**Delinquent Taxes**

Real Estate Account	Parcel	Due Date	Tax	Amount2	Amount3	Fee	Interest
EDWIN A & DENISE S PRESTON TRUSTEES							
2019 2nd Half Tax							8.00%
3797-2	0119-0007-0000	12/02/2019	\$338.00				
<b>Total (Does not include interest):</b>			\$338.00				

**\* The tax due amounts together with interest must be paid in full no later than April 9, 2020 on lienable items to prevent further the tax sale/lien process.**

**Tax Collector**

**Betty H. Ramspott**

**Please Note: If you are currently in bankruptcy and subject to the Protections of the Automatic Stay provisions of Section 3 Bankruptcy Code, then the above language is hereby modified as follows:**

- ( a ) By sending this notice, the Town is not attempting to collect any delinquent tax debt from property owner(s) in bankruptcy. The notice could not be interpreted as requiring payment. This notice is a requirement of New Hampshire Law.**
- ( b ) The Tax Collector or Town may not increase the rate of interest in cases where the Court has set such rate without appropriate Bankruptcy Court approval.**
- ( c ) The provisions of federal bankruptcy law may affect the rights of the municipality under state law as long as the assessor is in bankruptcy. A tax collector's deed cannot and will not be issued without appropriate Bankruptcy Court approval. A Tax Lien may be imposed, and the Town is required to give separate notice of that action.**



(For best results, print landscape)

## Payment Details

line

2019 The subscriber scheduled a single payment to Prop taxes- Mary's lot to deliver by 11/20/2019

42019 This check payment to Prop Taxes- Mary's Lot from the Pay From Account 110W ADM 0001 \*\*\*\*\*9230 checking in the amount of \$338.00 was processed with check number 4180.

Process Date for this payment was 11/14/2019.

The payment was mailed to:  
Town Of Sunapee, Office Of The Tax Collector  
Po Box 303  
Sunapee, Nh 03782

### 'S Tracking Info

42019

42019

#### Time

7:26:00 AM

2:27:00 AM

#### Location

Sunapee, NH

White River Junction, VT

[View Proof of Payment](#)

Still have a question about this payment? [Send a payment inquiry](#).

A representative will respond to the inquiry within 1 to 2 business days.

[Return to Payment History](#)

11/19/19  
H9

# History

## Real Estate Billing

3797-2  
CARY FARM RD  
0119-0007-0000  
TIMBER ROCK TRUST  
2/13/2020

PAID

BY: .....

### TOTALS

Desc.	Tax	Interest	Per Diem	Fees
Real Estate	\$338.00	\$5.41	\$0.07	\$0.00

TOTAL OWED

\$343

Date	Type	Batch	Cashier	Total	Receivable	Interest	Fees	Commen
6/18/2019	Payment	TAX	DNUbetty	\$323.00	\$323.00	\$0.00	\$0.00	

# History

## Real Estate Billing

3797-2  
CARY FARM RD  
0119-0007-0000  
TIMBER ROCK TRUST  
2/24/2020

TOTALS				
Desc.	Tax	Interest	Per Diem	Fees
Real Estate	\$0.00	\$0.00	\$0.00	\$0.00

TOTAL OWED \$0.00

Date	Type	Batch	Cashier	Total	Receivable	Interest	Fees	Comments
6/18/2019	Payment	TAX	DNUbetty	\$323.00	\$323.00	\$0.00	\$0.00	
2/13/2020	Payment	TAX	bramspott	\$343.41	\$338.00	\$5.41	\$0.00	

## 2020 Revenue Report through January 31, 2020

AccountNumber	AccountName	2018 Actual	2019 Estimated	2019 Actual	2020 Actual
01-3110-01-900	PROPERTY TAXES-CURRENT	\$0.00		\$0.00	\$0.00
01-3110-01-901	TAX REDEMPTIONS	\$0.00		\$0.00	\$0.00
<b>Sum</b>		<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>
01-3120-01-901	LAND USE CHANGE	\$0.00		\$0.00	\$0.00
<b>Sum</b> Land Use Change		<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>
01-3185-01-900	YIELD TAX	\$0.00		\$0.00	\$0.00
<b>Sum</b> Yield Tax		<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>
01-3186-01-900	EXCAVATION TAX	\$0.00		\$0.00	\$0.00
<b>Sum</b> Excavation Tax		<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>
01-3190-01-902	INTEREST & COSTS	\$58,913.61	\$60,000.00	\$55,248.44	\$8,591.44
01-3190-01-903	Returned Check Fee	\$200.00		\$125.00	\$0.00
<b>Sum</b> Interest and Penalties on Delinquent Taxes		<b>\$59,113.61</b>	<b>\$60,000.00</b>	<b>\$55,373.44</b>	<b>\$8,591.44</b>
01-3210-01-910	UCC FILING	\$1,494.00	\$500.00	\$945.00	\$0.00
<b>Sum</b> Licenses, Permits and Fees		<b>\$1,494.00</b>	<b>\$500.00</b>	<b>\$945.00</b>	<b>\$0.00</b>
01-3220-01-807	Snowmobile and ATV Fees	(\$3,458.00)			
01-3220-01-906	AUTO REGISTRATIONS	\$883,862.17	\$750,000.00	\$910,262.85	\$78,224.00

Tuesday, February 18, 2020

	AccountNumber	AccountName	2018 Actual	2019 Estimated	2019 Actual	2020 Actual
Sum	Motor Vehicle Permit Fees		\$880,404.17	\$750,000.00	\$910,262.85	\$78,224.00
	01-3230-01-908	SUBDIVISION FEES	\$1,700.00		\$775.00	\$0.00
	01-3230-01-909	SITE PLAN REVIEW FEES	\$2,800.60		\$2,285.00	\$300.00
	01-3230-01-910	CERTIFICATE OF COMPLIANC	\$33,111.75	\$35,000.00	\$56,485.40	\$2,105.00
Sum	Building Permits		\$37,612.35	\$35,000.00	\$59,545.40	\$2,405.00
	01-3290-01-320	Landlord's Filing Fee	\$4.00		\$0.00	\$0.00
	01-3290-01-902	REDEMPTION COSTS	\$1,543.90		\$3,454.60	\$88.00
	01-3290-01-907	BOAT REGISTRATIONS/FEES	\$10,067.68	\$36,000.00	\$12,510.02	\$449.52
	01-3290-01-912	DOG LICENSES/FEES	\$7,314.50		\$5,277.00	\$318.00
	01-3290-01-915	VITALS-BIRTH & DEATH	\$4,680.00		\$3,880.00	\$360.00
	01-3290-01-917	TOWN CLERK FEES	\$16,202.00		\$15,734.00	\$1,157.00
	01-3290-01-919	WETLANDS APPLICATIONS	\$21.00		\$29.00	\$5.50
Sum			\$39,833.08	\$36,000.00	\$40,884.62	\$2,378.02
	01-3311-01-841	FEDERAL FEMA FUNDS	\$0.00		\$0.00	\$0.00
Sum	From Federal Government		\$0.00		\$0.00	\$0.00
	01-3351-01-927	SHARED REVENUE	\$0.00		\$0.00	\$0.00
Sum	Shared Revenues		\$0.00		\$0.00	\$0.00
	01-3352-01-840	STATE OF NH-ROOMS/MEALS	\$177,291.02	\$177,291.00	\$177,179.11	\$0.00

Tuesday, February 18, 2020

	AccountNumber	AccountName	2018 Actual	2019 Estimated	2019 Actual	2020 Actual
Sum	Meals and Rooms Tax Distribution		\$177,291.02	\$177,291.00	\$177,179.11	\$0.00
	01-3353-01-928	HIGHWAY BLOCK GRANT	\$124,397.12	\$124,468.00	\$126,092.43	\$25,406.40
Sum	Highway Block Grant		\$124,397.12	\$124,468.00	\$126,092.43	\$25,406.40
	01-3354-01-794	STATE OF NH-SEWER GRANT	\$0.00		\$0.00	\$0.00
Sum	Water Pollution Grant		\$0.00		\$0.00	\$0.00
	01-3354-01-795	STATE OF NH - WATER GRANT	\$5,294.00	\$7,508.00	\$0.00	\$2,702.92
	01-3359-01-741	PD GRANT INCOME	\$0.00		\$0.00	\$0.00
	01-3359-01-927	STATE NH HIGH ST BRIDGE G	\$0.00		\$0.00	\$0.00
	01-3359-01-927	State of NH Treatment Plant Road	\$0.00		\$0.00	\$0.00
Sum	Water Pollution Grant		\$5,294.00	\$7,508.00	\$0.00	\$2,702.92
	01-3379-01-935	TOWN OF SPRINGFIELD-TS	\$102,291.00	\$109,054.00	\$108,760.00	\$0.00
Sum	From Other Governments		\$102,291.00	\$109,054.00	\$108,760.00	\$0.00
	01-3401-01-150	PD - SPECIAL DETAIL INCOME	\$0.00		\$0.00	\$0.00
	01-3401-01-320	FIREWORKS PERMIT FEE	\$440.00		\$380.00	\$0.00
	01-3401-01-321	PHOTOCOPY INCOME	\$63.00		\$52.50	\$13.25
	01-3401-01-581	RECYCLING MAGAZINES	\$0.00		\$0.00	\$0.00
	01-3401-01-584	RECYCLING INCOME-STEEL C	\$1,026.42		\$283.16	\$0.00
	01-3401-01-586	RECYCLING INCOME-ALUMIN	\$13,574.57		\$6,250.35	\$883.80

Tuesday, February 18, 2020

AccountNumber	AccountName	2018 Actual	2019 Estimated	2019 Actual	2020 Actual
01-3401-01-587	RECYCLING CARDBOARD	\$9,989.15		\$4,542.88	\$0.00
01-3401-01-588	RECYCLING NEWSPAPER	\$1,094.62		\$1,240.82	\$0.00
01-3401-01-589	RECYCLING SCRAP METAL	\$13,899.71		\$8,204.82	\$1,637.49
01-3401-01-592	RECYCLING PLASTIC	\$7,608.28		\$4,604.12	\$0.00
01-3401-01-593	RECYCLING INCOME-BATTERI	\$0.00		\$0.00	\$0.00
01-3401-01-937	MISC. GENERAL GOV'T INCOM	\$34,279.83		\$78,695.73	\$976.36
01-3401-01-940	INSURANCE REPORTS	\$0.00		\$0.00	\$0.00
01-3401-01-942	Standard Power Net Metering Inco	\$0.00	\$0.00	\$10,947.07	\$0.00
01-3401-01-948	MISC. TOWN OFFICE INCOME	\$0.00		\$0.00	\$0.00
01-3401-01-949	REGULATIONS SOLD	\$0.00		\$0.00	\$0.00
01-3401-01-950	ZBA INCOME	\$3,000.00		\$3,150.00	\$150.00
01-3401-01-951	TOWN OFFICE POSTAGE	\$83.89		\$10.92	\$0.00
01-3401-01-953	REPORTS/LABELS/DISKS SOLD	\$250.74		\$482.25	\$125.00
01-3401-01-958	HIGHWAY PARTS	\$0.00		\$0.00	\$0.00
01-3401-01-959	HWY-MATERIALS SOLD	\$0.00		\$0.00	\$0.00
01-3404-01-940	SUNAPEE T/S TICKET SALES	\$49,093.00	\$109,820.00	\$55,617.00	\$2,642.50
01-3404-01-941	SPRINGFIELD T/S TICKET SAL	\$2,000.00		\$0.00	\$0.00
01-3404-01-950	Sunapee Beautification Donations	\$0.00		\$0.00	\$0.00

	AccountNumber	AccountName	2018 Actual	2019 Estimated	2019 Actual	2020 Actual
	01-3501-10-813	Pistol Permit Fee	\$70.00	\$0.00	\$120.00	\$0.00
<b>Sum</b>	Income from Departments		\$136,473.21	\$109,820.00	\$174,581.62	\$6,428.40
	01-3409-01-965	SALE OF CEMETERY LOT	\$1,600.00	\$2,000.00	\$800.00	\$0.00
	01-3409-01-966	BURIAL INCOME	\$2,750.00		\$2,500.00	\$0.00
<b>Sum</b>	Other Charges		\$4,350.00	\$2,000.00	\$3,300.00	\$0.00
	01-3501-01-965	PD-SALE OF CRUISER	\$0.00		\$0.00	\$0.00
	01-3501-01-966	SALE OF TOWN OWNED PROP	\$1,650.00	\$8,000.00	\$31,456.63	\$0.00
	01-3501-01-968	SALE OF HIGHWAY EQUIPMEN	\$3,601.99		\$0.00	\$0.00
<b>Sum</b>	Sale of Municipal Property		\$5,251.99	\$8,000.00	\$31,456.63	\$0.00
	01-3501-01-970	Checking Account Interest Earned	\$120,558.12	\$80,000.00	\$66,571.87	\$7,623.34
	01-3502-01-972	INVESTMENT INTEREST INCO				
<b>Sum</b>	Interest on Investments		\$120,558.12	\$80,000.00	\$66,571.87	\$7,623.34
	01-3503-01-936	RENTS/LEASES & SERVICES	\$18,097.46	\$26,000.00	\$18,441.31	\$0.00
	01-3503-01-938	OLD ABBOTT LIBRARY Rent	\$5,500.00		\$225.81	\$0.00
	01-3504-01-938	DOG FINES	\$50.00		\$0.00	\$0.00
	01-3504-01-939	PARKING FINES	\$2,800.00		\$3,060.00	\$0.00
	01-3504-01-940	PD FALSE ALARM FINES	\$0.00		\$0.00	\$0.00
	01-3504-01-941	REPLACEMENT TRANSFER ST	\$450.00		\$75.00	\$0.00

Tuesday, February 18, 2020



AccountNumber		AccountName	2018 Actual	2019 Estimated	2019 Actual	2020 Actual
	01-3504-01-944	PD STATE WITNESS FEES	\$1,750.00		\$787.30	\$200.00
	01-3504-01-945	PD COURT RESTITUTION	\$0.00		\$0.00	\$0.00
	01-3504-01-946	PD Discovery	\$550.00		\$634.00	\$0.00
	01-3506-60-260	Revenue from Other Agency	\$0.00		\$0.00	\$0.00
	01-3509-01-950	WELFARE MISC. REVENUE	\$1,888.00		\$724.75	\$61.00
Sum	Other		\$31,085.46	\$26,000.00	\$23,948.17	\$261.00
	01-3912-01-800	Operating Transfer from Special R				
Sum	From Special Revenue Funds					
	01-3914-01-000	Enterprise Funds Sewer		\$1,116,243.00		
Sum	From Enterprise Funds: Sewer			\$1,116,243.00		
	01-3914-01-001	Enterprise Funds Water		\$531,090.00		
Sum	From Enterprise Funds: Water			\$531,090.00		
	01-3914-01-002	Enterprise Funds Electric		\$233,912.00		
Sum	From Enterprise Funds: Electric			\$233,912.00		
	01-3915-01-650	CAPITAL RESERVE-HWY	\$0.00		\$0.00	\$0.00
Sum	From Capital Reserve Funds		\$0.00		\$0.00	\$0.00
	01-3915-01-651	CAP RESERVE - LIBRARY	\$0.00		\$0.00	\$0.00
Sum	From Capital Reserve Funds		\$0.00		\$0.00	\$0.00

Tuesday, February 18, 2020

AccountNumber		AccountName	2018 Actual	2019 Estimated	2019 Actual	2020 Actual
	01-3915-01-652	CAP RESERVE - BRIDGES	\$0.00		\$0.00	\$0.00
Sum	From Capital Reserve Funds		\$0.00		\$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	\$0.00
Sum	From Capital Reserve Funds		\$0.00		\$0.00	\$0.00
	01-3934-01-800	Proceeds from Long Term Bonds &				
Sum	Proceeds from Long Term Bonds and Notes					
Grand Total			\$1,725,449.13	\$3,406,886.00	\$1,778,901.14	\$134,020.52

## *Monthly Budget Through January 31, 2020*

	Budget	PaymentToDate	EndingBalance	% Remaining
Executive	\$0.00	\$20,454.97	(\$20,454.97)	#Div/0!
TCTC	\$0.00	\$11,551.28	(\$11,551.28)	#Div/0!
Elections	\$0.00	\$889.02	(\$889.02)	#Div/0!
Finance	\$0.00	\$19,264.72	(\$19,264.72)	#Div/0!
Assessing	\$0.00	\$0.00	\$0.00	#Num!
Legal	\$0.00	\$0.00	\$0.00	#Num!
Personnel Benefits Mgmt	\$0.00	\$0.00	\$0.00	#Num!
Planning/Zoning	\$0.00	\$3,547.43	(\$3,547.43)	#Div/0!
General Govt-B&G	\$0.00	\$14,230.85	(\$14,230.85)	#Div/0!
Cemetery	\$0.00	\$0.00	\$0.00	#Num!
Insurance	\$0.00	\$0.00	\$0.00	#Num!
Information Booth	\$0.00	\$0.00	\$0.00	#Num!
Other General Govt	\$0.00	\$1,685.83	(\$1,685.83)	#Div/0!
Police	\$0.00	\$52,473.34	(\$52,473.34)	#Div/0!
Ambulance	\$0.00	\$0.00	\$0.00	#Num!
Fire	\$0.00	\$10,971.53	(\$10,971.53)	#Div/0!
SSB	\$0.00	\$1,857.65	(\$1,857.65)	#Div/0!
Emergency Management	\$0.00	\$0.00	\$0.00	#Num!
Highway	\$0.00	\$109,675.21	(\$109,675.21)	#Div/0!
Street Lights	\$0.00	\$45.43	(\$45.43)	#Div/0!
Transfer Station	\$0.00	\$26,021.77	(\$26,021.77)	#Div/0!
Health Officer	\$0.00	\$34.27	(\$34.27)	#Div/0!
Animal Control	\$0.00	\$0.00	\$0.00	#Num!
Health Services	\$0.00	\$0.00	\$0.00	#Num!
Welfare	\$0.00	\$2,219.91	(\$2,219.91)	#Div/0!
Recreation	\$0.00	\$5,012.81	(\$5,012.81)	#Div/0!
Library	\$0.00	\$37,013.15	(\$37,013.15)	#Div/0!
Memorial Day	\$0.00	\$0.00	\$0.00	#Num!
Patriotic/Band Concerts	\$0.00	\$0.00	\$0.00	#Num!
Conservation Commission	\$0.00	\$0.00	\$0.00	#Num!
Debt - Principal	\$0.00	\$10,410.30	(\$10,410.30)	#Div/0!
Debt - Interest	\$0.00	\$4,079.38	(\$4,079.38)	#Div/0!
Debt - TAN	\$0.00	\$0.00	\$0.00	#Num!
Sum	\$0.00	\$331,438.85	(\$331,438.85)	#Div/0!

## ***Monthly Budget Through January 31, 2020***

	<b>Budget</b>	<b>PaymentToDate</b>	<b>EndingBalance</b>	<b>% Remaining</b>
<b>Hydro</b>	<b>\$0.00</b>	<b>\$2,992.86</b>	<b>(\$2,992.86)</b>	<b>#Div/0!</b>
<b>Sum</b>	<b>\$0.00</b>	<b>\$2,992.86</b>	<b>(\$2,992.86)</b>	<b>#Div/0!</b>



## SUNAPEE HIGHWAY DEPARTMENT

621 Route 11

Sunapee, New Hampshire 03782

Phone: (603) 763-5060 Fax: (603) 763-4337

### MEMORANDUM

FROM: Scott A. Hazelton, Highway Director  
TO: Donna Nashawaty, Town Manager  
DATE: August 17, 2017  
RE: Improving our Level of Service for Winter Maintenance

During the past 6-years +/-, the Town Office and the Highway Department have received many questions, comments and/or complaints that pertain to the level of service that the Highway Department provides to Sunapee residents for winter weather related emergencies. The intent of this memorandum is to summarize the level of service that we currently provide per the Town's Winter Road Maintenance Policy, to provide a list of the current vehicles and equipment that we use for winter maintenance activities, to discuss the current winter maintenance materials and application rates that are used to maintain the Town's roadways and parking lots during winter storm events, to discuss alternatives that have been and/or that will be implemented to improve our level of service, and to discuss solutions that may improve our level of service to Town of Sunapee residents in the future.

#### 1. Summary of Current Level of Service

The Winter Road Maintenance Policy states that "the goal of the Town is to provide reasonably safe traveling conditions for vehicles, equipment and pedestrians on Town-owned roads, sidewalks and parking areas. Reasonably safe traveling conditions is not meant to imply that the roads will be completely free of snow, ice, slush or a combination of the three". With that goal in mind, the Sunapee Highway Department has five plow routes that it follows to maintain the Town's 53.7+/- miles of roadways, and has two plow routes that were established for maintaining Town and School District's parking lots, sidewalks and a select number of dead end roads. The attached GIS map was developed with the intent of providing a map to the public that depicts the Highway Department's plow routes, with each route being color coded to a specific department truck number which maintains that route. Each of the plow routes that are shown on the map (with minor modifications) have been in place since 2014.

The additional attached spreadsheets provide in-depth detail of each plow route. Each sheet includes a list of the roads or parking lots, the total number of roadway miles, lane miles and turn-arounds on each plow route, the roadway and parking lot surface type(s) on each plow route, and the calculated number of hours that it takes to thoroughly maintain each plow route based on a predetermined vehicle speed. The spreadsheets do not take into consideration some of the major components that impact the level of service that we provide, and therefore, the calculated number of hours should be considered approximate. The list of major components that may impact the level of service that the Highway Department provides during any given winter storm event includes:

- The total length of all roadways and/or number of parking lots that comprise each plow route.
- The surface type(s) of each roadway and/or parking lot that are maintained for each plow route.
- The overall condition of each roadway and/or parking lot that is maintained on each plow route.
- The number of staff members that are available to assist with winter maintenance activities.
- When a vehicle is going to break down, and the time that that vehicle or equipment is down for.
- The type of storm event, each storm's duration and intensity, the ambient air temperature, and surface temperature(s) of the roadways and/or parking lots that are on a plow route.

The first four bulleted items listed above typically remain constant, are items that we have control over throughout the winter months, and individually can have a minor to moderate impact on our level of service. The last two bulleted items are not in our control and unfortunately can impact the department significantly during any given storm event. Our current level of service for an average snowstorm (i.e. 3"-4" of snow over 4-6 hours with temperatures in the 20-degree range or higher), without significant impacts from the last two bulleted items includes the following general maintenance tasks:

- All personnel respond to the Highway Department within 30-minutes after being notified. Pre-scheduled start times are provided to personnel prior to storm events when/if possible.
- All trucks are loaded with a super sand mixture upon arrival to the highway garage. Trucks are pre-loaded by the Foreman in the case of a pre-scheduled start time. Super sand is used for treating asphalt roadways and/or parking lots on each route.
- All personnel plow and treat their asphalt roads and parking lots, plow their gravel, and return to the highway garage to off-load any remaining super sand and reload with a chip stone and sand mixture. Chip stone and sand is used to treat gravel roads.
- All personnel return to their route and treat their gravel roads, and then return to the highway department and off-load any remaining chip stone and sand and reload with super sand. Then the routes are started over again.

In conjunction with the above, the following are measured times that it took to provide the aforementioned level of service for each plow route and included plowing and treating each individual plow route during one of the storm events this season:

- Truck H-2: 4 ½ hours.
- Truck H-3: 4 ½ hours.
- Truck H-4: 3 ½ hours.
- Truck H-6: 5 hours.
- Truck H-18: 3 ¾ hours.
- Truck H-21: 4 ¾ hours.
- Truck H-11: 4 ¾ hours.

## **2. Highway Department's List of Vehicles & Equipment**

The following is a list of the vehicles and equipment that are utilized for winter maintenance activities by the Highway Department:

- Truck H-2: 2011 International Maxforce 9, 6-wheel dump truck with live bottom sander
- Truck H-3: 2018 Freightliner SD114, 6-wheel dump truck with live bottom sander
- Truck H-4: 2020 Freightliner SD114, 6-wheel dump truck with live bottom sander
- Truck H-5: 2004 International 7400 DT530, 6-wheel dump truck with slide in sander
- Truck H-6: 2010 International Durastar. Medium duty 6-wheel dump truck with live bottom sander
- Truck H-18: 2014 International Terrastar, Light duty 6-wheel dump truck with live bottom sander
- Truck H-11: 2013 Chevrolet 3500HD, 1-ton with dump body and slide in sander
- Truck H-21: 2013 Chevrolet 3500HD, 1-ton with dump body and slide in sander
- Truck H-1: 2004 F350, pickup truck with plow and slide in sander
- Frontend Loader H-7: 2008 L60F Volvo loader with bucket, 11-foot plow and box plow
- Frontend Loader H-8: 1998 L70C Volvo loader with bucket, 11-foot plow and box plow

- Backhoe H-10: 2007 Caterpillar 420E with bucket
- Bobcat H-14: Tool Cat 5600 with bucket, broom and snow blower

All trucks listed above excluding H-5 and H-1 are used as front line vehicles for plowing dedicated plow routes. Truck H-5 has historically been the department's spare truck for use when another truck breaks down, or for assisting the department during significant winter storm events. Truck H-1 has historically be used to assist with winter maintenance of parking lots and dead ends, and for inspecting Town roads during and after a storm event. Frontend loader H-7 historically was used to plow the majority of the Town and School's parking lots and intersections along Route 11. In 2015/2016 the duties of the loader were changed to loading trucks prior to and throughout each storm event, and for use in plowing the School's parking lots during significant storm events. Frontend loader H-8 is primarily used to plow the Transfer Station but will assist with maintaining parking lots during significant storm events and will be used as the primary loader in the event that frontend loader H-7 breaks down. The backhoe is used to load trucks in the event that one of the frontend loaders breaks down and can also be used to move snow. Bobcat H-14 is used for maintaining the Town's sidewalks and for clearing snow away from the retaining walls that immediately abut many of the Town's roadways that are adjacent to the lake.

### 3. Winter Maintenance Materials & Application Rates

Winter maintenance materials that are used to maintain the Town's paved and gravel roads, parking lots and sidewalks during winter weather events are in accordance with the Town's Winter Road Maintenance Policy and include road salt, screened (winter) sand, and 3/8" chip stone. A two to one mixture of sand to salt, known as super sand, is prepared at the Highway Department and is the primary material that is used to aid in melting snow and ice from our paved roads, paved parking lots and sidewalks, and for providing traction. A one to one mixture of 3/8" chip stone and sand are prepared at the Highway Department and is the primary material that is applied to our gravel roads to provide traction.

Material applications rates are a function of the storm type being treated for the ambient air temperature, whether the temperature is rising or falling, and the surface temperature of the roadways or parking lot surfaces that are being treated. The Highway Department follows the NHDOT's Table 19, "Application Rates for Deicing" as a guideline, with modifications to best suit the materials that are used and the roadway conditions that are present in the Town, for the purpose of applying materials to the Town's roadways, parking lots and sidewalks. The general application rates that are used by the Highway Department are as follows:

Pavement Temp. and Trend	Weather Event	Maintenance Task	Application Rate (lbs./per lane mil)				
			Rock Salt	Winter Sand	Chip Stone	Super Sand	Chip Stone and Sand
20° and ↑	Snow	Plow & Treat	250			250-300	250-300
	Frz. Rain	Treat	250			250-300	250-300
20° and ↓	Snow	Plow & Treat				250-325	250-325
	Frz. Rain	Treat	250-325			250-325	250-325
10° and ↑	Snow	Plow & Treat				250-325	250-325
	Frz. Rain	Treat	300-375	300-375	300-375	300-375	300-375
10° and ↓	Snow	Plow & Treat				350-400	350-400

The application rates may be modified depending on the storm type, storm intensity and duration of the storm. The purpose of applying rock salt and/or super sand to the Town's paved roads during any storm event is to break the bond that adheres snow or freezing rain to the pavement surface, which aids in baring up the roads during and at the end of a storm event. Sand and chip stone mixed with sand are applied to road surfaces for traction purposes prior to and throughout the duration of a storm event.

#### **4. Alternatives and Solutions for Improving our Level of Service for Winter Maintenance**

During the winter of 2015/2016 we began looking at ways that the Highway Department could improve the level of service that we provide for winter maintenance activities, and we continue to analyze and evaluate our level of service annually. Our goal has always been to improve the level of service that we provide to the residents of Sunapee during any given winter storm event. Some of the alternatives that we've tried and implemented, or not, with the intent of improving our level of service to the community during this time period have included:

- Decreasing the total number of lane miles for the longer plow routes and increasing the total number of lane miles for other shorter plow routes.
- Modifying plow routes so that bus routes and through roads are plowed and treated first as per the Winter Road Maintenance Policy.
- Modifying individual plow routes so that the majority of turning movements are to the right.
- Plowing and/or treating our steep hills with additional material for improved roadway safety.
- Improving the condition of our roads and parking lots and improving the size and configuration of the turnarounds on each route (work in progress).
- Splitting up the parking lots (that used to be plowed solely by the loader) between the two Chevrolet 3500HD 1-ton dump trucks (truck H-11 & truck H-21), and only using the loader to load trucks (to preserve the condition of the loader) or to plow school parking lots during severe storm events.
- Removing some of the dead-end roads on Route 11 that are plowed by truck H-2 and having truck H-21 plow and treat them in conjunction with the school parking lot route.
- Removing the aforementioned dead-end roads on Route 11 from truck H-21 and having the mechanic in truck H-1 plow and treat them. Have truck H-1 also plow and treat short and dead-end roads that truck H-2 normally plows in George's Mills with the intent of decreasing truck H-2's route time in George's Mills.
- Having truck H-21 plow and treat our steep hills (i.e. Trow Hill) as necessary in conjunction with the truck that routinely plows and treats the hills on his/her plow route.

The above alternatives have resulted with increased efficiencies and slight time decreases for individual plow routes but have not resulted with significant improvements in the overall level of service that we provide.

Some of our surrounding communities have plow route times that are between 2 ½ to 3 hours which allows them to better serve their residents during winter storm events. The NHDOT's plow route times range between 1 to 1 ½ hours. Our goal for improving our level of service is focused primarily on reducing our plow route times so that they too are approximately three hours per route. Section one of this memorandum and the attached individual spread sheets depict plow route times that exceed our three-hour goal.



That said and in conjunction with all of the alternatives that have been tried, we have discussed two options which we feel may significantly improve the level of service that we provide for winter maintenance. The first includes hiring two part-time seasonal employees during the next winter season (2021 October 15<sup>th</sup> through 2022 April 15<sup>th</sup>) to assist the Highway Department with winter maintenance activities. Our concern with this option is that there may not be an employee pool that is looking for this type of employment. The second option includes hiring one full-time truck driver beginning on or about the 2021/2022 season which would allow us to develop another plow route (possibly combining parts of truck H-2 and truck H-6 plow routes) which ultimately would decrease other plow routes by approximately 3 total hours between the other plow routes. We will continue to explore these options and will continue to analyze how these options could be implemented and what their calculated impacts to the Highway Department would be. We will update the Board prior to budget season later in 2020.

Truck H-2, Georges Mills Plow Route - Roadway Lengths & Estimated Plow Route Times						
Road Name	Turn-a-Round (Dead End)	Linear-Feet of Roads Travelled, Plowed and Treated				
		Round Trip Number 1			Round Trip Number 2	
		Asphalt Travelled	Asphalt Plowed & Treated	Gravel Plowed	Asphalt Travelled	Gravel Treated
Route 11		18,040			18,040	
Old Georges Mills Road			2400			
Jobs Creek Road		15,900	15900			
Garnet Hill Road			6500			15900
Fernwood Road						
Fernwood Point Road	Turn-Around		1370	1710	1370	1710
Fernwood Point Road South	Turn-Around			700		700
Scott's Cove			600			
Westshore Road	Turn-Around					
Ridgewood Road	Turn-Around			1200		1200
Ridgewood Point	Turn-Around			1500		1500
Woodland Road	Turn-Around			200		200
Main Street, GM			2400			
Lake Avenue, GM			1200			
John Avery Lane			3000			
Otter Hill Road	Turn-Around		1400			
Oak Ridge Road			2100			
Stoney Brook Road	Turn-Around		2000	2700		2700
Prospect Hill Road	Turn-Around		7900			
Browns Hill Road	Turn-Around					
Sunny Lane	Turn-Around		1400			
Carey Farm Road	Turn-Around		300			
Old Grandliden Road	Turn-Around		900			
Seven Hearths Road	Turn-Around		1400			
Granliden Road	Turn-Around		2300			
Fairway Drive	Turn-Around		4700			
Upper Skitor	Turn-Around		500			
Gardner Bay Road	Turn-Around		700			
Old Springfield Road		3,070			3,070	
Total Linear Feet of Roads		37,010	58,970	8,010	38,380	8,010
Total Miles of Roads		7.01	11.17	1.52	7.27	1.52
Total Lane Miles per Round Trip		14.02	22.34	3.03	14.54	3.03
Total Number of Turn-Arounds	24					

### Estimated Plow Route Times

Estimated Plowing/Treating Time Travel time for Roads not Plowed (AVG @ 30MPH) Total Hours to Reload at Highway Garage Total Hours for Turn-Arounds (AVG 3 min/turn-around) Total Estimated Plow Route Time (Hours)	Routes Plowed @ 10MPH	Routes Plowed @ 15MPH	Routes Plowed @ 20MPH	Routes Plowed @ 25MPH
	2.84	1.89	1.42	1.14
	0.95	0.95	0.95	0.95
	0.25	0.25	0.25	0.25
	1.20	1.20	1.20	1.20
	5.24	4.30	3.82	3.54

Note: One full plow route in this table assumes that all paved roads and gravel are plowed and that paved roads are treated during the first round trip, and that the driver returns to the Highway Garage to get loaded for treating gravel roads, and that all gravel roads are treated during the second round trip.

Truck H-3, South End Plow Route - Roadway Lengths & Estimated Plow Route Times					
Road Name	Turn-a-Round (Dead End)	Linear-Feet of Roads Travelled, Plowed and Treated			
		Round Trip Number 1		Round Trip Number 2	
		Asphalt Travelled	Asphalt Plowed & Treated	Gravel Plowed	Asphalt Travelled
Route 11		15,220			15,220
Treatment Plant			1,300		
Sleeper	Turn Around		900	3,780	900
Riverside	Turn Around		500	200	3,780
Old Post Office	Turn Around		700		500
Route 103		17,435			
Depot			1,300		17,435
Paradise			500		
Trask Brook				2,300	
Nutting			8,200		2,300
Peracook Path	Turn Around			2,850	
Sioux Path	Turn Around			1,700	2,850
Messer	Turn Around		2,000		1,700
Bradford	Turn Around		5,500		200
Timothy	Turn Around		2,980		
Jeffrey			1,770		
Lawton			300		
Cross	Turn Around		1,600		
Hamel	Turn Around		3,200		
Lochly	Turn Around		200	400	
New Province	Turn Around			2,500	200
Hansen Chase				2,800	2,500
Stagecoach			1,080		2,800
Harding Hill					1,080
Angel Brook	Turn-Around		1,100	5,300	
Total Linear Feet of Roads		32,655		21,830	35,335
Total Miles of Roads		6.18		4.13	6.69
Total Lane Miles per Round Trip		12.37		8.27	13.38
Total Number of Turn-Arounds	21				8.34

### Estimated Plow Route Times

	Routes Plowed @ 10MPH	Routes Plowed @ 15MPH	Routes Plowed @ 20MPH	Routes Plowed @ 25MPH
Estimated Plowing/Treating Time	2.92	1.94	1.71	1.20
Travel time for Roads not Plowed (AVG @ 30MPH)	0.86	0.86	0.86	0.70
Total Hours to Reload at Highway Garage	0.25	0.25	0.25	0.25
Total Hours for Turn-Arounds (AVG 3 min/turn-around)	1.05	1.05	1.05	1.05
Total Estimated Plow Route Time (Hours)	5.07	4.10	3.87	3.20

Note: One full plow route in this table assumes that all paved roads and gravel are plowed and that paved roads are treated during the first round trip, and that the driver returns to the Highway Garage to get loaded for treating gravel roads, and that all gravel roads are treated during the second round trip.

Truck H-4, Mid Country Plow Route - Roadway Lengths & Estimated Plow Route Times					
Road Name	Turn-a-Round (Dead End)	Linear-Feet of Roads Travelled, Plowed and Treated			
		Round Trip Number 1		Round Trip Number 2	
		Asphalt Travelled	Asphalt Plowed & Treated	Gravel Plowed	Gravel Treated
Route 11		4,725			4,725
Sargent Road			1510		
Avery Road	Turn Around		3260		
Lower Main Street	Turn Around		4300		
Main Street			2300		
Chase Street			1300		
Burkehaven Hill Road			5700		
Lake Avenue	Turn Around		9700		
Harbor Hill Road	Turn Around		1300		
Route 103B					8,460
Stagecoach Road			11900	2300	2300
Youngs Hill Road	Turn Around		7500		3,500
Pine Ridge Road			400	3200	3200
Hells Corner	Turn Around			4900	4900
Total Linear Feet of Roads		13,185	49,170	10,400	28,585
Total Miles of Roads		2.50	9.31	1.97	5.41
Total Lane Miles per Round Trip	9	4.99	18.63	3.94	10.83
Total Number of Turn-Arounds					

### Estimated Plow Route Times

	Routes Plowed @ 10MPH	Routes Plowed @ 15MPH	Routes Plowed @ 20MPH	Routes Plowed @ 25MPH
Estimated Plowing/Treating Time	2.65	1.77	1.33	1.06
Travel time for Roads not Plowed (AVG @ 30MPH)	0.53	0.53	0.53	0.53
Total Hours to Reload at Highway Garage	0.25	0.25	0.25	0.25
Total Hours for Turn-Arounds (AVG 3 min/turn-around)	0.45	0.45	0.45	0.45
Total Estimated Plow Route Time (Hours)	3.88	2.99	2.55	2.29

Note: One full plow route in this table assumes that all paved roads and gravel are plowed and that paved roads are treated during the first round trip, and that the driver returns to the Highway Garage to get loaded for treating gravel roads, and that all gravel roads are treated during the second round trip.

Truck H-6, North End Plow Route - Roadway Lengths & Estimated Plow Route Times					
Road Name	Turn-a-Round (Dead End)	Linear-Feet of Roads Travelled, Plowed and Treated			
		Round Trip Number 1		Round Trip Number 2	
		Asphalt Travelled	Asphalt Plowed & Treated	Asphalt Travelled	Gravel Plowed & Treated
Route 11		5,200			
North Road	Turn Around	14,200	14,200	5,200	
Trow Hill Road			5,200	14,200	5,000
Perkins Pond Road	Turn Around	2,900	2,900		
Twin Birch Lane	Turn Around			2,900	4,900
Coventry Drive	Turn Around				600
North Shore Road			1,400		
Burma Road					1,600
Ryder Corner Road	Turn Around		5,600		2,500
Piney Point Road	Turn Around			5,600	
Marys Road					2,900
Melody Lane					3,400
West Court	Turn Around				1,600
Sargent Road		1,510			1,700
Hilltop Drive			300	1,510	2,245
Apple Hill Road					2,700
Sunapee Hts Ct	Turn Around				2,800
Chipendale Drive	Turn Around				800
Dowd Lane	Turn Around		1,160		1,010
Orchard Circle	Turn Around		370		
Total Linear Feet of Roads		29,410	31,130	29,410	33,755
Total Miles of Roads		5.57	5.90	5.57	6.39
Total Lane Miles per Round Trip		11.14	11.79	11.14	12.79
Total Number of Turn-Arounds	17				

### Estimated Plow Route Times

	Routes Plowed @ 10MPH	Routes Plowed @ 15MPH	Routes Plowed @ 20MPH	Routes Plowed @ 25MPH
Estimated Plowing/Treating Time	2.46	1.64	1.23	0.98
Travel time for Roads not Plowed (AVG @ 25MPH)	0.89	0.89	0.89	0.89
Total Hours to Reload at Highway Garage	0.25	0.25	0.25	0.25
Total Hours for Turn-Arounds (AVG 3 min/turn-around)	0.85	0.85	0.85	0.85
Total Estimated Plow Route Time (Hours)	4.45	3.63	3.22	2.97

Note: One full plow route in this table assumes that all paved roads and gravel are plowed and that paved roads are treated during the first round trip, and that the driver returns to the Highway Garage to get loaded for treating gravel roads, and that all gravel roads are treated during the second round trip.

Truck H-18, Sunapee Village Plow Route - Roadway Lengths & Estimated Plow Route Times					
Road Name	Turn-a-Round (Dead End)	Linear-Feet of Roads Travelled, Plowed and Treated			
		Round Trip Number 1		Round Trip Number 2	
		Asphalt Travelled	Asphalt Plowed & Treated	Asphalt Travelled	Gravel Plowed & Treated
Route 11		5,800		5,800	
Pleasant Place	Turn-Around		400		
School Street	Turn-Around		700		
Lower Winn Hill Road			300		
Winn Hill Road			1200		1300
Central Street			1500		
High Street			1500		
Beech Street	Turn-Around		750		
Maple Street			1900		
River Road			800		
Maple Court	Turn-Around		300		
Elm Street			350		
Saville Lane	Turn-Around		365		
Alpine Court	Turn-Around		400		
Dewey Beach Road			600		
Garnet Street			4400		
Birch Point Road			2300		
Birch Point Lane	Turn-Around		700		
Lovejoy Lane	Turn-Around		600		
Route 103B		8,950		8,950	
Stagecoach Lane	Turn-Around		700		600
Schoolhouse Lane					1000
Caldwell Lane	Turn-Around				2200
Rolling Rock Road	Turn-Around				
Total Linear Feet of Roads		14,750	19,765	14,750	5,100
Total Miles of Roads		2.79	3.74	2.79	0.97
Total Lane Miles per Round Trip		5.59	7.49	5.59	1.93
Total Number of Turn-Arounds	15				

### Estimated Plow Route Times

	Routes Plowed @ 10MPH		Routes Plowed @ 15MPH		Routes Plowed @ 20MPH		Routes Plowed @ 25MPH	
	Estimated Plowing/Treating Time	0.94	0.63	0.47	0.38	0.38	0.38	0.38
Travel time for Roads not Plowed (AVG @ 25MPH)		0.56	0.56	0.56	0.56	0.56	0.56	0.56
Total Hours to Reload at Highway Garage		0.25	0.25	0.25	0.25	0.25	0.25	0.25
Total Hours for Turn-Arounds (AVG 3 min/turn-around)		0.75	0.75	0.75	0.75	0.75	0.75	0.75
Total Estimated Plow Route Time (Single Pass Only)		2.50	2.19	2.03	2.03	1.94	1.94	1.94
Total Estimated Plow Route Time (Double Pass)		4.25	3.69	3.28	3.28	3.09	3.09	3.09

Note: One full plow route in this table assumes that all paved roads and gravel are plowed and that paved roads are treated during the first round trip, and that the driver returns to the Highway Garage to get loaded for treating gravel roads, and that all gravel roads are treated during the second round trip.

Truck H-21, GM Village & School Parking Lot Plow Route - Roadway Lengths & Estimated Plow Route Times				
Road Name	Turn-a-Round (Dead End)	Linear-Feet of Roads Travelled, Plowed and Treated		
		Round Trip Number 1		Round Trip Number 2
		Asphalt Travelled	Asphalt Plowed & Treated	Asphalt Travelled
Route 11		18,700		18,700
Jobs Creek Road		2,320		2,320
Westwood Road	Turn-Around			
Cooper	Turn-Around			700
Lake Avenue (End) GM	Turn-Around	2,450	1500	
Old Springfield Road	Turn-Around	3,100	1300	
Stoney Brook Road		160		
Stoney Brook Lane	Turn-Around		1500	
Holmes Lane	Turn-Around		150	
Main Street (GM)			900	
Prospect Hill Road		2,590	2600	
Pochelon Street	Turn-Around			
Meadow Brook Road	Turn-Around		200	
Pleasant Street	Turn-Around		525	1500
Lower Main Street		8,950		450
North Road		600		
Middle High School Parking Lot	70,000 SF			
School Street		500		
Elementary School Parking Lot	28,185 SF			
Shurburne Gym Parking Lot	34,475 SF			
Total Linear Feet of Roads		38,870	5,175	25,045
Total Miles of Roads		7.36	0.98	4.74
Total Lane Miles per Round Trip		14.72	1.96	9.49
Total Number of Turn-Arounds	9			

### Estimated Plow Route Times

Estimated Plowing/Treating Time for Roads	Routes Plowed @ 10MPH			Routes Plowed @ 15MPH			Routes Plowed @ 20MPH			Routes Plowed @ 25MPH		
	Routes Plowed @ 10MPH			Routes Plowed @ 15MPH			Routes Plowed @ 20MPH			Routes Plowed @ 25MPH		
	0.30	1.50	1.00	0.20	1.50	1.00	0.15	1.50	1.00	0.12	1.50	1.00
Middle High School Parking Lot Plow & Treat Time												
Elementary School Parking Lot Plow & Treat Time												
Shurburne Gym Parking Lot Plow & Treat Time												
Travel time for Roads not Plowed (AVG @ 35MPH)												
Total Hours to Reload at Highway Garage												
Total Hours for Turn-Arounds (AVG 3 min/turn-around)												
Total Estimated Plow Route Time (Hours)	5.44			5.34			5.29			5.26		

Note: One full plow route in this table assumes that all paved roads and gravel are plowed and that paved roads are treated during the first round trip, and that the driver returns to the Highway Garage to get loaded for treating gravel roads, and that all gravel roads are treated during the second round trip.

Truck H-11, Town Parking Lot Plow Route - Roadway Lengths & Estimated Plow Route Times					
Road Name	Turn-a-Round (Dead End)	Linear-Feet of Roads Travelled, Plowed and Treated			
		Round Trip Number 1		Round Trip Number 2	
		Asphalt Travelled	Asphalt Plowed & Treated	Asphalt Travelled	Gravel Plowed & Treated
Route 11		24,600		18,700	
Route 103B		500		2,200	
Sargent Road		600			
Main Street (GM)		2,250			
Burkehaven Road		2,450			
Garnet Street				3,935	
Total Linear Feet of Roads		30,400	0	24,835	0
Total Miles of Roads		5.76	0.00	4.70	0.00
Total Lane Miles per Round Trip		11.52	0.00	9.41	0.00
Total Number of Turn-Arounds		0			

### Estimated Plow Route Times

Parking Lot Plow & Treat Times
Town Office Parking Lot Plow & Treat Time
Safety Service Building Parking Lot Plow & Treat Time
Abbott Library Plow and Treat Time
Hames Park Parking Lot Plow and Treat Time
Main Street Parking Lot Above Anchorage
Main Street Parking Lot Above Harbor Plow and Treat T
Harbor Parking Lot Plow and Treat Time
Burkehaven Hill Road Parking Lot Plow and Treat Time
River Road Parking Lot Plow and Treat Time
Blue Stone Parking Lot Plow and Treat Time
Dewey Field Parking Lot Plow and Treat Time
GM Fire Department Parking Lot Plow and Treat Time
Veteran's Field Parking Lot Plow and Treat Time
Travel time for Roads not Plowed (AVG @ 35MPH)
Total Hours to Reload at Highway Garage
Total Estimated Plow Route Time (Hours)

Note: One full plow route in this table assumes that all paved parking lots and gravel parking lots are plowed and treated the first round trip, and that the driver returns to the Highway Garage to get loaded for treating gravel parking lots, and that all gravel parking lots are treated during the second round trip.





January 22, 2019



# TOWN OF SUNAPEE HIGHWAY DEPARTMENT PLOW ROUTES

Town, NH

1 inch = 2000 Feet



CAI Technologies

www.cai-tech.com

## Plow Routes by Truck Number & Color

- H2 Plow Route
- H3 Plow Route
- H4 Plow Route
- H6 - Plow Route
- H11 Plow Route
- H18 Plow Route
- H21 Plow Route



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