

**SUNAPEE BOARD OF SELECTMEN  
MEETING**

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

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

**REVIEW OF ITEMS FOR SIGNATURE:**

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

**Parcel ID:0136-0021-0000 292 Lake Ave., Kurt & Samantha Croft**  
**Parcel ID:0138-0011-0000 107 Stagecoach Road, Arthur Lewis**  
**Parcel ID:0235-0092-0001 446 Edgemont Road, Lynn Bell/Braden Miles**  
**Parcel ID:0235-0030-0000 49 Water Lot Road, Peter & Margery Sparks**  
**Parcel ID:0121-0041-0000 108 Fernwood PT. Road, 108 Fernwood Irrevocable Trust**  
**Parcel ID:0139-0012-0000 60 Rolling Rock Road, Chrisman 2000 Trust**  
**Parcel ID:0234-0005-0000 437 Stagecoach Road, Robert & Tanya Wilkie**  
**Parcel ID:0103-0027-0001 101 Oak Ridge Road, Jonathan Barrett**  
**Parcel ID:0207-0021-0000 41 Seven Springs Road, Dana & David Swist/Loren Deveau**  
**Parcel ID:0210-0052-0002 Trow Hill Road, Dana & David Swist/Loren Deveau**  
**By Selectman Gallup, seconded by Selectman Gottling. Unanimous.**

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

**Parcel ID:0133-0039-0000 29 Lake Ave., Alice T. Wilson Trust**  
**Parcel ID:0126-0023-0000 23 Old Norcross Road, Brian & Lorraine Bolsinger**  
**Parcel ID:0128-0065-0000 101 Lake Ave. Lake Ave., LLC**  
**Parcel ID:0134-0027-0000 279 Lake Ave., Loucks Investment Trust**  
**Parcel ID:0121-0041-0000 108 Fernwood PT. Road, 108 Fernwood Irrevocable Trust**  
**Parcel ID:0121-0004-0000 94 Woodland Road, Mountain View Rev. Trust**  
**By Selectman Gottling, seconded by Selectman Gallup. Unanimous.**

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

**Parcel ID:0121-0041-0000 108 Fernwood PT. Road, 108 Fernwood Irrevocable Trust**  
**Parcel ID:0121-0004-0000 94 Woodland Road, Mountain View Rev. Trust**  
**By Selectman Gallup, seconded by Selectman Gottling. Unanimous.**

## APPOINTMENTS

7:00PM-Scott Hazelton

- Bradford & Paradise Road

Scott Hazelton updated the Board on the Bradford and Paradise Road No-Thru Trucking Ordinance. Scott Hazelton heard back this morning from the Newport Chief of Police, Brent Wilmot, who said the new ordinance has been written and the only thing he has left to do is merge the old ordinance with the new one, then deliver to Town Hall for the Selectmen review and approve at their next meeting. Scott Hazelton will come back to update the Board in about a month.

- Pesticide/Herbicide Testing on Compost Pile

Scott Hazelton said the pesticide and herbicide testing on the compost pile at the Transfer Station has been completed, no chemicals were detected. He will be preparing a form for residents who use the compost to sign, absolving the Town from any liability. The compost will be ready by mid-September and residents will be allowed to take up to (2) five-gallon buckets at a time.

- Highway Water & Sewer Plans

Scott Hazelton gave an update on the plans for water and sewer to extend service to the Highway building. He will know the costs by the start of the budget season.

## PUBLIC COMMENTS:

- A resident from Perkins Pond was concerned about the Town issuing Firework Permits when the state is in the middle of a drought because of the fire danger. She thought that maybe the Town should not issue permits when the conditions are dry. Chairman Trow said her appreciated her concerns and thanked her for coming in.

## SELECTMEN ACTION

- Vacation Carryover Policy

Donna Nashawaty said the Town of Sunapee's Vacation Policy allows employees to carry over 40 hours of vacation. The request must be made by year-end. With the COVID issues this year the Town Manager is requesting that it be changed to 80 hours of vacation carry-over for this year only. **Motion to approve the adjustment to the vacation carry-over to compensate for the COVID situation the Town has by Selectman Gallup seconded by Selectman Gottling. 3 in Favor. Selectman Augustine Opposed.**

Selectman Hastings has now joined the meeting.

- Mechanic Pay Table

Scott Hazelton sent a memorandum to the Town Manager regarding the Highway Department Mechanic's Pay Grade and Title, the memo is attached. After some discussion, Scott Hazelton is asking the Board to change the Grade from 11 to 12 and the Job Title from Operator Mechanic to Shop Foreman/Diesel & Heavy Equipment Mechanic. **Motion to adjust the job description to a Grade 12 pay range by Selectman Gottling, seconded by Selectman Gallup. Unanimous. Motion to change the job description title to Operator/Diesel and Heavy Equipment Mechanic by Selectman Gallup seconded by Selectman Gottling. Unanimous.**

- Grant Opportunity Cares Act-Provides Funding for Upcoming Elections

Chairman Trow said as a reminder, the State Primary is Tuesday, September 8<sup>th</sup> at the Sherburne Gym from 8:00AM to 7:00PM. Donna Nashawaty said a notice came from the Secretary of State's website regarding this grant. It is separate from the GOFERR municipal relief money. It is a formula that takes the number of absentee ballots from the 2016 election and compares with the number of returned absentee ballots that were asked for in 2020. It will take that number, divided by the \$331,000,000, to come up with a per community grant amount. The grant must be applied for by Friday, August 28<sup>th</sup>. Donna Nashawaty said the Secretary of State's office said to make the motion to apply for the grant and name the Town Clerk as the agent to expend, so she can spend on election items. **Motion to apply for the grant, authorize the Chairman to sign and to authorize the Town Clerk to be agent to expend by Selectman Gottling, seconded by Selectman Gallup. Unanimous.**

- Letter of Support-Lead Hazard Control (LHC) Grant Application with HUD

Donna Nashawaty stated that she was asked by Sullivan County to support the LHC Grant Application with HUD that they are applying for. **Motion to authorize the Town Manager to sign the letter of support for the LHC Grant by Selectman Gallup, seconded by Selectman Gottling. Unanimous.**

#### CHAIRMAN'S REPORT

- Chairman Trow asked what Board members were planning to be at the Tuesday, September 8<sup>th</sup> elections. After some discussion it was determined that Chairman Trow and Selectman Gottling would be there all day. Selectman Augustine would be there during the day and Selectman Gallup would come after work. Chairman Trow would find out what Selectman Hastings availability. Just a note, anyone who has any concerns about going to Voting Day can get an Absentee Ballot and only one application is needed for both the September and November elections.

Items Selectman Augustine requested:

- Discuss decision-making process that resulted in cancellation of 8/10 Board of Selectmen meeting

Selectman Augustine said that the last meeting was cancelled, and, in the past, the decision of cancelling future meetings was discussed at a regular BOS meeting. Selectman Augustine does not recall when a meeting was scheduled that it was cancelled a day or two in advance. How did this process come about? Chairman Trow replied that meetings are at the discretion of the Chairman. The Town Manager emailed him and said there were no major items and asked what the Chairman wanted to do. After looking over the agenda, Chairman Trow decided to cancel the August 10<sup>th</sup> meeting. Standard operating procedures is the Chairman oversees setting up the meeting, but if most of the Board feels otherwise, they are welcome to have input on rescheduling or cancelling a meeting. Selectman Augustine feels given the situation with COVID-19, the Board should show a presence and that the Board is on top of things. Chairman Trow feels that because of COVID-19 issues more people would say do not have it if you do not have to.

- Expectations for turn-around time between application for certificate of zoning compliance (aka building permit) and issuance

Selectman Augustine said because the Board did not have the August 10<sup>th</sup> meeting there seemed to be some delay in getting some of the CZC (Certificates of Zoning Compliance) signed. That raises the question; what expectations the public has for the turnaround time, from when they submit their application and when they get the approved CZC.

Chairman Trow replied that his understanding is there is no guarantee about the turnaround time because it relies on everybody having all their ducks in a row. But from when the Zoning Administrator or Highway Director signs off on the permit, it would be the next BOS meeting that it gets approved and signed. Donna Nashawaty said this might be the time to discuss making the Zoning Administrator the agent to sign the permits.

After some discussion, the Board will keep the permit process the same as it has been.

- Update on COVID-19 cases in Sunapee and surrounding towns

Selectman Augustine updated the Board with the WMUR COVID-19 information.

- Share feedback on how citizens are doing given current health situation and economic situation

Selectman Augustine said the big topic he has heard about is the situation with the local school. The plan is to have the students go into the building 5 days a week and have additional safety guidelines in place. Selectman Augustine said the \$600 unemployment checks from the federal government stopped as of July 31<sup>st</sup>, but anyone receiving at least \$100 a week would qualify for the \$300 unemployment checks that were approved today, with a retro date of August 1<sup>st</sup>.

- Recap 8/4 Selectboard "Coffee & Conversation" session and discuss lessons learned

Selectman Augustine asked if the other Board members had any comments or thoughts on how the session went. Chairman Trow feels the session needs to be run somewhat differently. The venue and procedure did not go well, but Chairman Trow really does not want to go into this topic tonight.

- Brainstorm possible alternative format/approach for next year's Summer Selectboard community conversation session

Selectman Augustine said they will use this session as a learning experience and move on. Selectman Augustine would like to see more questions submitted in advance.

- Update on Town operations (e.g., Saturday service hours)

Chairman Trow said that with the Town Clerk felt they were working and stressed out enough that Saturdays were not beneficial. Since most people are working from home, it does not seem like a problem for them to stop in during the week. Selectman Gallup said it was started as a convenience for residents. Donna Nashawaty said that there are 7 to 8 people a day claiming residency, so the office has not slowed down at all. Selectman Augustine said there was money in the budget for staff to work Saturdays, so the money will be unspent? Donna Nashawaty said there is a part-time person coming in to give the Town Clerk's office backroom support. Chairman Trow said it is based on hours worked, which could be a Wednesday afternoon to get caught up on paperwork. Donna Nashawaty said that Betty is a salary employee and Rachel is an hourly employee. Selectman Augustine feels being in a pre-election time it would be beneficial to have the office open the extra hours.

It was stated that Betty Ramspott oversees setting the hours in the Town Clerk's office. Selectman Augustine asked if there are any new changes in town operations. Donna Nashawaty replied there were none. Selectman Augustine said the July 4<sup>th</sup> fireworks were cancelled and some thought was given to having the fireworks over Labor Day weekend. Will there be town sponsored fireworks over Labor Day weekend? Donna Nashawaty replied there would not be town sponsored fireworks this year.

- Discuss whether to invite School Board and Water & Sewer Commission to a joint meeting prior to the start of budget season.

Selectman Augustine asked if the Board would like to invite the School Board and/or Water and Sewer Commission to the meeting to share ideas and see if there are ways to work together jointly on sharing personnel, equipment and etc. After some discussion, the Board showed no interest in having the meeting.

- Selectman Gallup heard through rumor control that Consolidated Communications was doing a big expansion of broadband internet into Springfield with the service coming out of the Sunapee office in the harbor. The question is if the service is going through a bunch of neighborhoods in Sunapee, why cannot the people in these neighborhoods be part of this service. Chairman Trow replied that the neighborhoods have an alternative to Comcast. Selectman Gallup asked if there was anyway the Town could find out what the project was and if the Town is also going to be included in it. Donna Nashawaty said the Town has a franchise agreement that says if anyone wants to add on to the roots that are here, there must be so many homes per so many feet. The problem was the company was not very aggressive, so the residents went out and bought all the infrastructure for having a Satellite TV process, so Comcast did not get built out. Donna Nashawaty said there is super broadband on all the main roads, but the problem is it was not continued down the roads that did not have cable. The Town does not have a great build out and there are not a lot of solutions until people want to build out their sections of road. The town does not fall into the category of having no cable and Springfield did.

- Selectman Gottling stated that the Livery has received a grant from Northern Borders Regional Commission of \$350,000. It is to be used to create a code complaint facility that will bring the Livery up to current structural codes.

## TOWN MANAGER REPORTS

- July Expenditure & Revenue Reports

The Board received the July Expenditure and Revenue Reports.

- Employee Retirement Financial Incentive

Donna Nashawaty put this topic out on her list serve and found out that municipalities do not tend to do this. So, there is nothing to report back to the Board about what other municipalities do. Donna Nashawaty gave some thought about how the Town would offer something and she would caution the Board to not make it lump sum. She believes when you look at the school it is pay to the employee a little bit each week, so it is paid up before they retire. This can cause some issues with New Hampshire Retirement. This would not be covered as a line item in the budget, it would be covered as an expenditure. If the Board were going to consider anything this is how they would do it, but Donna Nashawaty has nothing else to add to this topic.

- Electric Current Update

Donna Nashawaty gave an update after the visit last Wednesday from 4 of the State of New Hampshire Electric Licensor Division Inspectors, Eversource, the Sunapee Police and Fire and herself who came down to the location and pulled the fuses from the lines and recorded the readings from each of the docks before the generators clicked on. Donna Nashawaty is having a meeting with LSPA and the New London and Newbury Town Administrators to discuss this issue.

- Workshop for Transient Housing Issues

Donna Nashawaty reported that Chief Cahill brought up the concern about the Airbnbs that are operating in town. This concerns multiple departments. Chief Cahill wanted to have a discussion to see where in our guideline's things would be regulated. Once it is determined where it is happening and what can be done to control it the Department Heads would love to have a workshop with the Board of Selectmen to discuss this issue.

- Budget Guidance for 2021

Donna Nashawaty said that the Finance Director is pulling together the procedure for the budget, which will get distributed to the Department Heads. Donna Nashawaty is looking for some budget guidance from the Board of Selectmen. Selectman Gallup said with the multiple people changing their residency on a weekly basis, it is not going to surprise him when the town starts to get requests for other services. Chairman Trow said that the Board is looking for a budget that serves the town, but thinks they need to be cautious about what is added to the budget. Selectman Augustine said things that should be talked about for future budgets would be back-up generators and video surveillance around buildings. But it was said there would be a discussion about the health insurance program before the budget gets developed. Chairman Trow does not want the Department Heads to come into budget season thinking everything is going to get cut. He wants them to look at the budget and what they need to do their jobs. Selectman Gallup said the Board will approve their budgets, as presented to the Board, but now go save the town money, look for the bargains or purchase items together to save money. Donna Nashawaty said she tells the Department Heads that we are staying with the same services, tell me what you need to do that. Selectman Augustine asked when the revaluation letters will be sent out. Donna Nashawaty replied the letters will be sent out next week.

- September 8<sup>th</sup> Meeting

Donna Nashawaty said when the Monday, September 7<sup>th</sup> meeting was rescheduled because of the Labor Day holiday to Tuesday, September 8<sup>th</sup> it was overlooked that the election was on Tuesday the 8<sup>th</sup>. After some discussion, the Board will meet on September 14<sup>th</sup> and September 21<sup>st</sup>.

Meeting Adjourned 09:57PM

Respectfully Submitted by,

Barbara Vaughn

Administrative Assistant

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

1. REVIEW OF ITEMS FOR SIGNATURE:

CZC's:

Parcel ID:0136-0021-0000 292 Lake Ave., Kurt & Samantha Croft  
Parcel ID:0138-0011-0000 107 Stagecoach Road, Arthur Lewis  
Parcel ID:0235-0092-0001 446 Edgemont Road, Lynn Bell/Braden Miles  
Parcel ID:0235-0030-0000 49 Water Lot Road, Peter & Margery Sparks  
Parcel ID:0121-0041-0000 108 Fernwood PT. Road, 108 Fernwood Irrevocable Trust  
Parcel ID:0139-0012-0000 60 Rolling Rock Road, Chrisman 2000 Trust  
Parcel ID:0234-0005-0000 437 Stagecoach Road, Robert & Tanya Wilkie  
Parcel ID:0103-0027-0001 101 Oak Ridge Road, Jonathan Barrett  
Parcel ID:0207-0021-0000 41 Seven Springs Road, Dana & David Swist/Loren Deveau  
Parcel ID:0210-0052-0002 Trow Hill Road, Dana & David Swist/Loren Deveau

LAND DISTURBANCE BOND:

Parcel ID:0133-0039-0000 29 Lake Ave., Alice T. Wilson Trust  
Parcel ID:0126-0023-0000 23 Old Norcross Road, Brian & Lorraine Bolsinger  
Parcel ID:0128-0065-0000 101 Lake Ave. Lake Ave., LLC  
Parcel ID:0134-0027-0000 279 Lake Ave., Loucks Investment Trust  
Parcel ID:0121-0041-0000 108 Fernwood PT. Road, 108 Fernwood Irrevocable Trust  
Parcel ID:0121-0004-0000 94 Woodland Road, Mountain View Rev. Trust

DEMO PERMIT:

Parcel ID:0121-0041-0000 108 Fernwood PT. Road, 108 Fernwood Irrevocable Trust  
Parcel ID:0121-0004-0000 94 Woodland Road, Mountain View Rev. Trust

2. APPOINTMENTS

7:00PM-Scott Hazelton-Bradford & Paradise Road  
Pesticide/Herbicide Testing on Compost Pile  
Highway Water & Sewer Plans

3. PUBLIC COMMENTS:

4. SELECTMEN ACTION

- Vacation Carryover Policy
- Mechanic Pay Table
- Grant Opportunity Cares Act-Provides Funding for Upcoming Elections
- Letter of Support-LHC Grant Application with HUD

5. CHAIRMAN'S REPORT

Items Selectman Augustine requested:

- Discuss decision-making process that resulted in cancellation of 8/10 Board of Selectmen meeting

- Expectations for turn-around time between application for certificate of zoning compliance (aka building permit) and issuance
- Update on COVID-19 cases in Sunapee and surrounding towns
- Share feedback on how citizens are doing given current health situation and economic situation
- Recap 8/4 Selectboard "Coffee & Conversation" session and discuss lessons learned
- Brainstorm possible alternative format/approach for next year's Summer Selectboard community conversation session
- Update on Town operations (e.g., Saturday service hours)
- Discuss whether to invite School Board and Water & Sewer Commission to a joint meeting prior to the start of budget season

#### 6. TOWN MANAGER REPORTS

- July Expenditure & Revenue Reports
- Employee Retirement Financial Incentive
- Electric Current Update
- Workshop for Transient Housing Issues
- Budget Guidance for 2021
- September 8<sup>th</sup> Meeting

Motion to enter a Non-Public Session under RSA 91-A:3 II(c)- Matters which, if discussed in public, would likely affect adversely the reputation of any person.

#### 7. UPCOMING MEETINGS:

08/25-6:00PM-Zoning Board Meeting, Town Meeting Room  
 08/27-5:30PM-Water & Sewer Commission, Town Meeting Room  
 09/01-5:00PM-Energy Committee Meeting, Town Meeting Room  
 09/02-7:00PM-Conservation Commission, Town Meeting Room  
 09/03-7:00PM-Zoning Board Meeting, Town Meeting Room



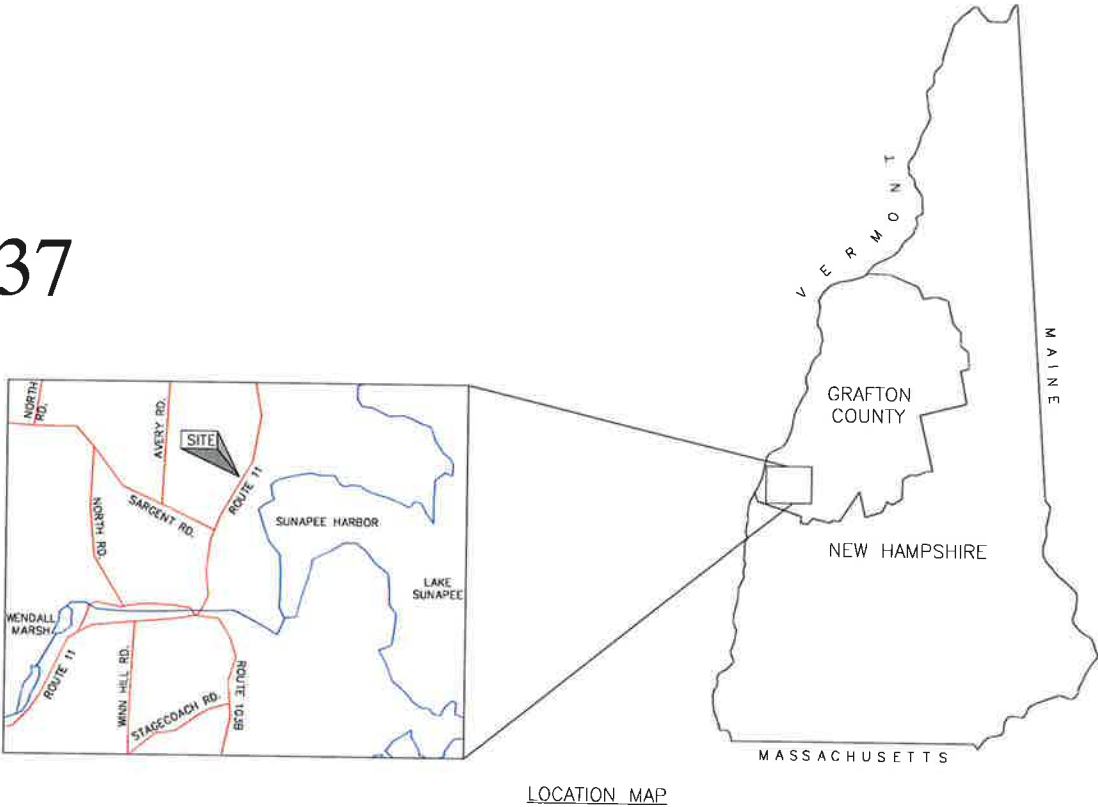
DESIGN DEVELOPMENT PLANS FOR  
TOWN OF SUNAPEE HIGHWAY  
GARAGE WATER AND SEWER  
EXTENSION

621 NH ROUTE 11  
SUNAPEE, NEW HAMPSHIRE

JULY 27, 2020

PROJECT NO. 13037

INDEX OF SHEETS		
SHEET	-----	COVER, INDEX OF SHEETS & LOCATION PLAN
SHEET	1 OF 7	EXISTING CONDITIONS PLAN
SHEET	2 OF 7	WATER AND SEWER LAYOUT PLAN
SHEET	3 OF 7	SEWER PROFILE
SHEET	4 OF 7	WATER DETAILS
SHEET	5 OF 7	SEWER DETAILS
SHEET	6 OF 7	EROSION CONTROL DETAILS
SHEET	7 OF 7	EROSION CONTROL DETAILS



<p>CIVIL ENGINEER:</p> <p><b>PATHWAYS CONSULTING, LLC</b></p> <p>240 MECHANIC STREET, SUITE 100 LEBANON, NEW HAMPSHIRE 03766 (603) 448-2200</p>			<p>RECORD OWNER:</p> <p><b>TOWN OF SUNAPEE</b></p> <p>23 EDMONT ROAD SUNAPEE, NEW HAMPSHIRE 03782 (603) 763-2212</p>	
---	--	--	--	--

REVISION NO.	DATE	DESCRIPTION	MADE BY	CHECKED BY	APPROVED BY

EXISTING CONDITIONS PLAN FOR

TOWN OF SUNAPEE HIGHWAY GARAGE

621 NH ROUTE 11, SUNAPEE, NEW HAMPSHIRE

SCALE: AS SHOWN

DESIGNED BY:

DRAWN BY: DPM

CHECKED BY:

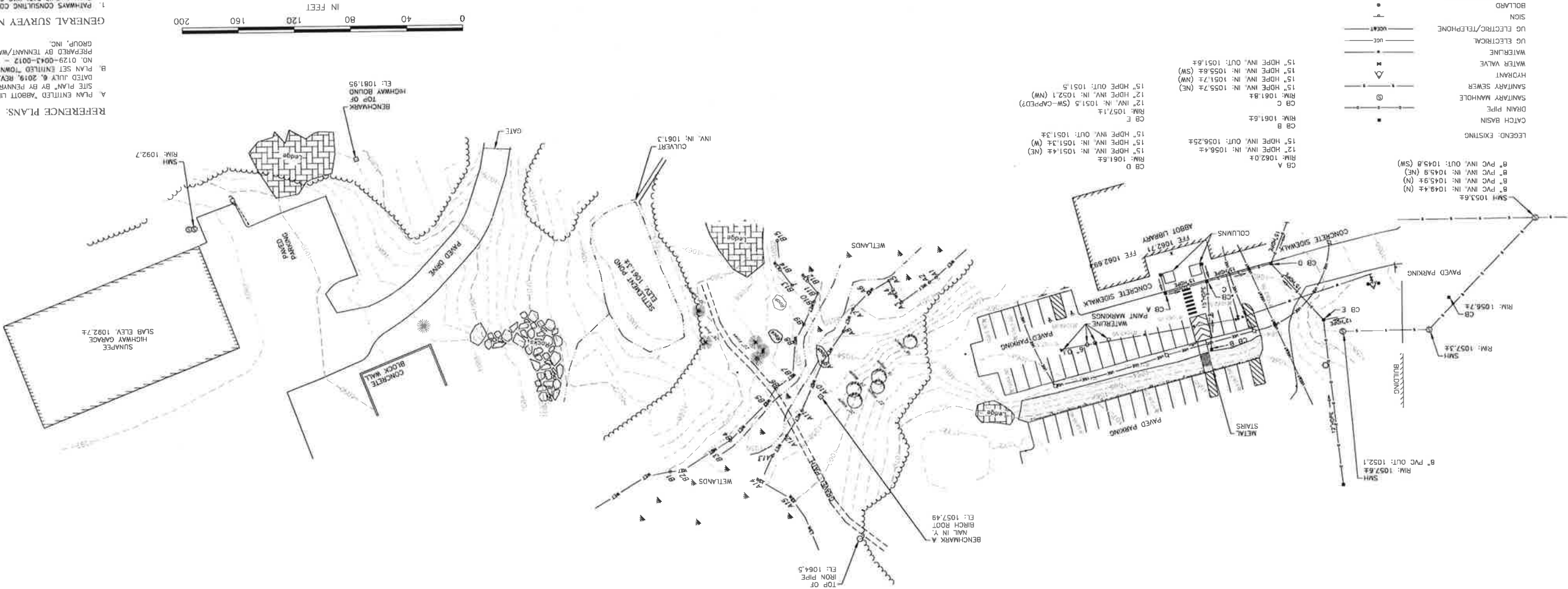
DATE: 7/27/2020

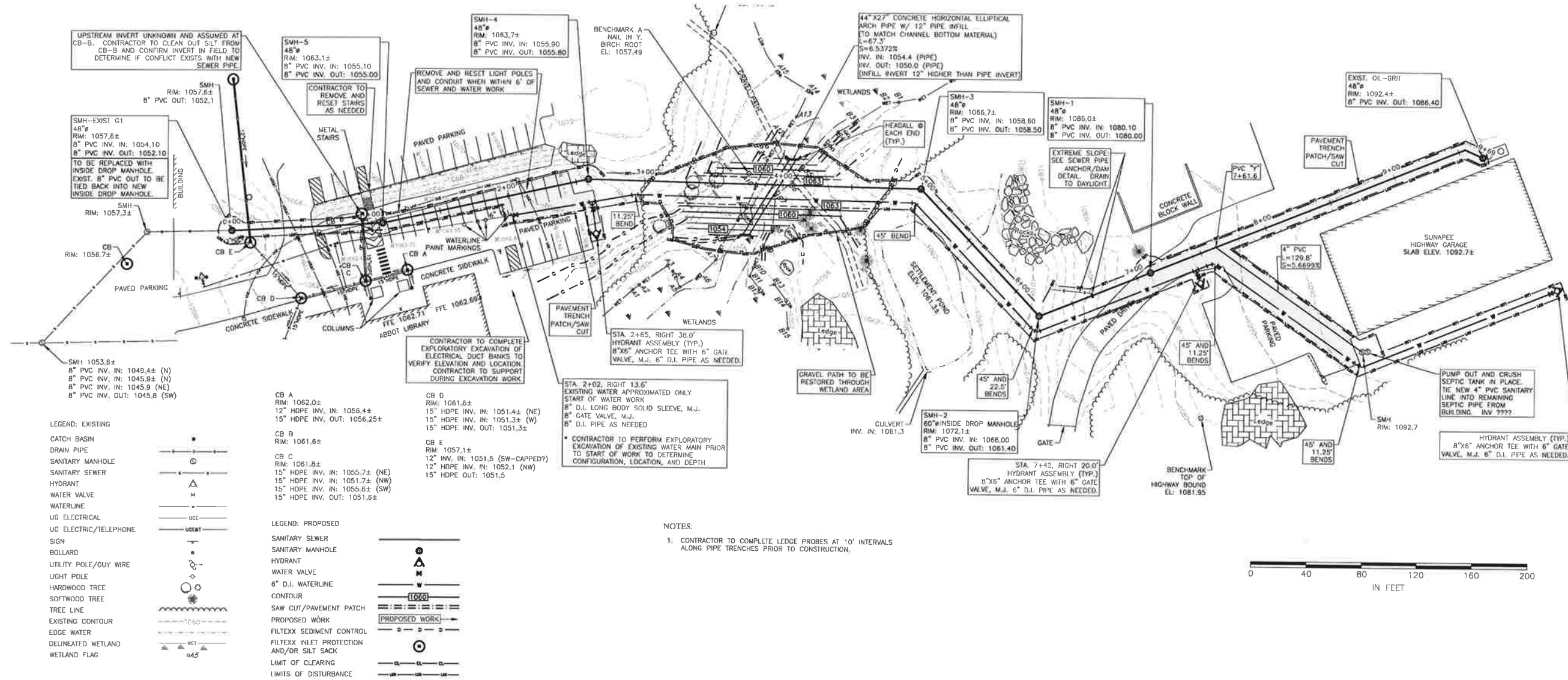
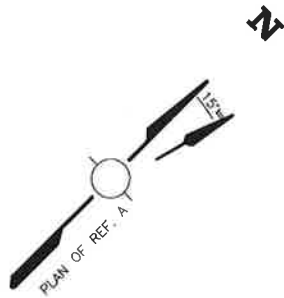
PROJ. NO. 13037

SHEET 1 OF 7

DESIGN DEVELOPMENT PLANS  
NOT FOR CONSTRUCTION

- GENERAL SURVEY NOTES:
- PATHWAYS CONSULTING COMPILED THIS MAP UTILIZING DATA FROM REFERENCE PLANS. THIS DATA WAS SUPPLIED TO PATHWAYS CONSULTING, LLC BY PENNSYLVANIA HILL LAND SURVEYING & FORESTRY, LLC ON APRIL 14, 2020.
  - THE REFERENCE PLAN A DATA WAS SUPPLEMENTED WITH ADDITIONAL SURVEY DATA COLLECTED BY PATHWAYS CONSULTING IN MAY 2020.
  - HORIZONTAL DATUM: ASSUMED - PER REFERENCE DRAWING A.
  - VERTICAL DATUM: PER REFERENCE PLAN A. ALL ELEVATIONS ARE REFERENCED TO USGS DATUM (MAD 1988) TIED TO THE SITE PLAN FOR THE ABBOTT LIBRARY.
  - PER REFERENCE PLAN A, WETLANDS EDGES SHOWN WERE DELINEATED BY LIBRARY.
  - PER REFERENCE PLAN A, THIS PROPERTY IS LOCATED IN THE VILLAGE ZONING DISTRICT. SUBJECT TO THE PROVISIONS OF THE SHORELINE PROTECTION ACT.
  - STRUCTURES FOR UNDERGROUND UTILITIES ARE SHOWN AS OBSERVED. PATHWAYS CONSULTING, LLC DOES NOT CERTIFY THAT OTHER UNDERGROUND UTILITIES DO NOT EXIST. UNDERGROUND UTILITIES ARE NOT WARRANTED TO BE EXACT OR COMPLETE AND ARE TO BE FIELD VERIFIED PRIOR TO ANY EXAMINATION OR SITE MODIFICATIONS. LOCATION OF ANY UNDERGROUND UTILITIES SHOWN (SANITARY SEWER, WATERLINE, ELECTRICAL, ETC.) APPROXIMATED FROM PLAN OF REFERENCE B.
- REFERENCE PLANS:
- A. PLAN ENTITLED "ABBOTT LIBRARY-HIGHWAY GARAGE CORRIDOR TOPOGRAPHIC SITE PLAN" BY PENNSYLVANIA HILL LAND SURVEYING & FORESTRY, LLC. DATED JULY 8, 2019. KEY: 4/14/20.
- B. PLAN SET ENTITLED "TOWN OF SUNAPEE, NH - ABBOTT LIBRARY - PARCEL NO. 0129-0043-0012 - FINAL SITE PLAN REVIEW PLANS - MAY 2013," PREPARED BY TENNANT/WALLACE ARCHITECTS PA AND THE LOUIS BERGER GROUP, INC.





LEGEND: EXISTING

- CATCH BASIN
- DRAIN PIPE
- SANITARY MANHOLE
- SANITARY SEWER
- HYDRANT
- WATER VALVE
- WATERLINE
- UG ELECTRICAL
- UG ELECTRIC/TELEPHONE
- SIGN
- BOLLARD
- UTILITY POLE/GUY WIRE
- LIGHT POLE
- HARDWOOD TREE
- SOFTWOOD TREE
- TREE LINE
- EXISTING CONTOUR
- EDGE WATER
- DELINEATED WETLAND
- WETLAND FLAG

LEGEND: PROPOSED

- SANITARY SEWER
- SANITARY MANHOLE
- HYDRANT
- WATER VALVE
- 6" D.I. WATERLINE
- CONTOUR
- SAW CUT/PAVEMENT PATCH
- PROPOSED WORK
- FILTEXX SEDIMENT CONTROL
- FILTEXX INLET PROTECTION AND/OR SILT SACK
- LIMIT OF CLEARING
- LIMITS OF DISTURBANCE

NOTES:

- CONTRACTOR TO COMPLETE LEDGE PROBES AT 10' INTERVALS ALONG PIPE TRENCHES PRIOR TO CONSTRUCTION.



DESIGN DEVELOPMENT PLANS  
NOT FOR CONSTRUCTION

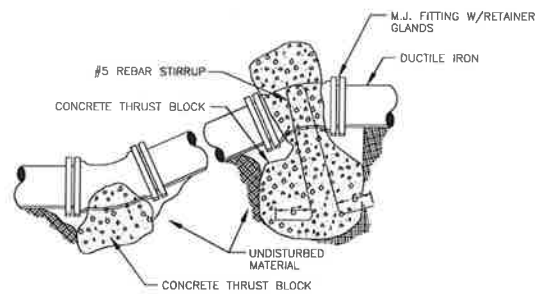
REVISION NO.	DATE	DESCRIPTION	MADE BY	CHECKED BY	APPROVED BY

WATER AND SEWER LAYOUT PLAN FOR  
**TOWN OF SUNAPEE GARAGE**  
621 NH ROUTE 11, SUNAPEE, NEW HAMPSHIRE

**PATHWAYS CONSULTING, LLC**  
240 MECHANIC STREET, SUITE 100  
LEBANON, NEW HAMPSHIRE 03766  
(603) 448-2200

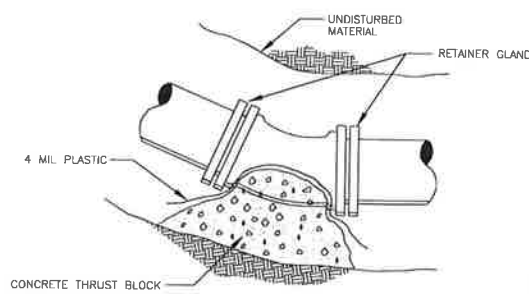
SCALE: AS SHOWN
DESIGNED BY:
DRAWN BY: DPM
CHECKED BY:
DATE: 7/27/2020
PROJ. NO. 13037



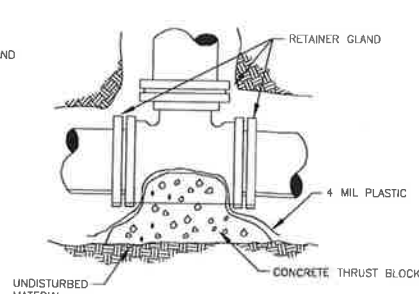


NOTE: EXTEND REINFORCED THRUST BLOCK 2' MINIMUM EITHER SIDE OF FITTING TO MAXIMIZE DOWN-PRESSURE EFFECT OF EARTH BACKFILL.

M.J. VERTICAL BENDS - ELEVATION  
N.T.S.



M.J. BEND  
N.T.S.

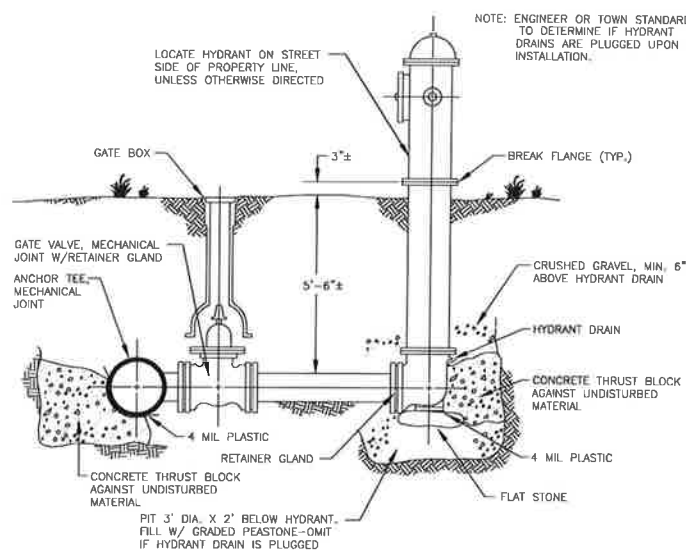


M.J. TEE  
N.T.S.

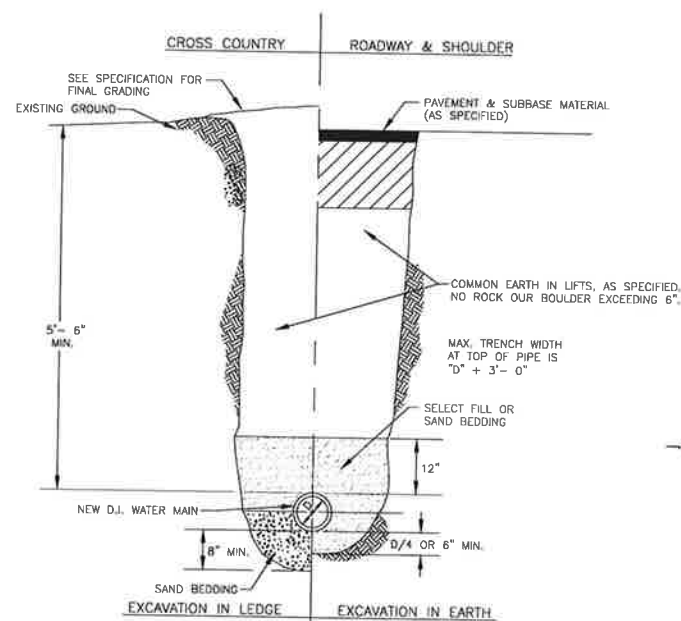
THRUST BLOCK BEARING AREA IN SQ. FT.  
(PRESSURE = 150 PSI, FACTOR OF SAFETY = 2.0)

FITTINGS	WET SILT & SOFT CLAY	SILT	SAND	COARSE SAND & GRAVEL	HARDPAN
18" TEE, CAP	60.3	30.2	20.1	15.1	12.1
1/4" BEND	85.3	42.7	28.4	21.3	17.1
1/8" BEND	46.2	23.1	15.4	11.5	9.2
1/16" BEND	23.5	11.8	7.8	5.9	4.7
1/32" BEND	11.8	5.9	3.9	3.0	2.4
12" TEE, CAP	33.9	17.0	11.1	8.5	6.8
1/4" BEND	48.0	24.0	16.0	12.0	9.6
1/8" BEND	26.0	13.0	8.7	6.5	5.2
1/16" BEND	13.2	6.6	4.4	3.3	2.6
1/32" BEND	6.7	3.3	2.2	1.7	1.5
10" TEE, CAP	23.6	11.8	7.8	5.9	4.7
1/4" BEND	33.3	16.7	11.1	8.3	6.7
1/8" BEND	18.0	9.0	6.0	4.5	3.6
1/16" BEND	9.2	4.6	3.1	2.3	1.8
1/32" BEND	4.6	2.3	1.5	1.5	1.5
8" TEE, CAP	15.1	7.5	5.0	3.8	3.0
1/4" BEND	21.3	10.7	7.1	5.3	4.3
1/8" BEND	11.5	5.8	3.8	2.9	2.3
1/16" BEND	5.9	2.9	2.0	1.5	1.5
1/32" BEND	3.0	1.5	1.5	1.5	1.5
6" TEE, CAP	8.5	4.2	2.8	2.1	1.7
1/4" BEND	12.0	6.0	4.0	3.0	2.4
1/8" BEND	6.5	3.2	2.2	1.6	1.3
1/16" BEND	3.3	1.7	1.1	1.0	1.0
1/32" BEND	1.7	1.0	1.0	1.0	1.0
4" TEE, CAP	3.6	1.9	1.3	0.9	0.8
1/4" BEND	5.3	2.7	1.8	1.3	1.5
1/8" BEND	2.9	1.4	1.0	0.7	0.6
1/16" BEND	1.5	0.7	0.5	0.5	0.5
1/32" BEND	0.7	0.5	0.5	0.5	0.5
3" TEE, CAP	2.1	1.1	0.7	0.5	0.5
1/4" BEND	3.0	1.5	1.0	0.7	0.6
1/8" BEND	1.6	0.8	0.5	0.5	0.5
1/16" BEND	0.8	0.5	0.5	0.5	0.5
1/32" BEND	0.5	0.5	0.5	0.5	0.5
2" TEE, CAP	0.9	0.5	0.5	0.5	0.5
1/4" BEND	1.3	0.7	0.5	0.5	0.5
1/8" BEND	0.7	0.5	0.5	0.5	0.5
1/16" BEND	0.5	0.5	0.5	0.5	0.5
1/32" BEND	0.5	0.5	0.5	0.5	0.5

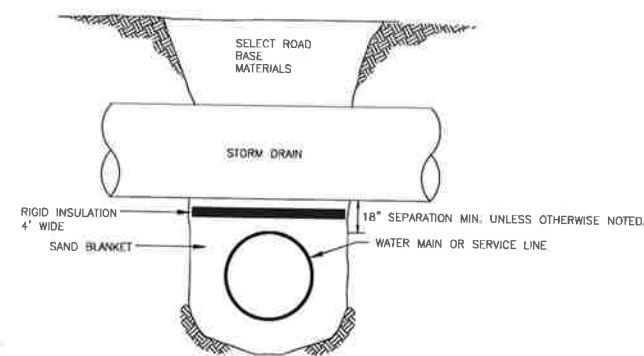
SOIL TYPE	BEARING CAPACITY (psf)
MUCK	0
WET SILT & SOFT CLAY	1000
SILT	2000
SAND	3000
COARSE SAND & GRAVEL	4000
HARDPAN	5000



HYDRANT  
N.T.S.

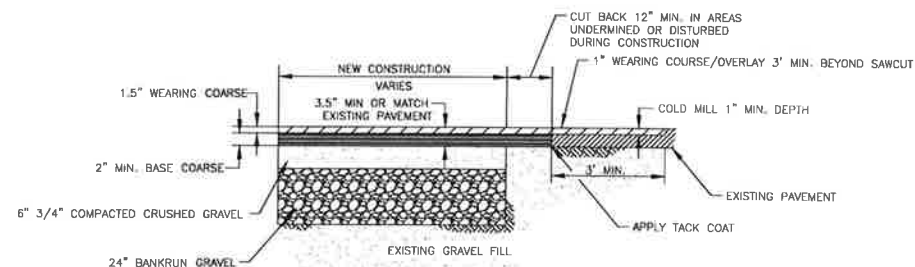


DUCTILE IRON WATER TRENCH  
N.T.S.



WATER MAIN INSULATION  
N.T.S.

INSTALL RIGID POLYSTYRENE FOAM INSULATION BETWEEN DRAIN LINE AND WATER LINE, BLUE BOARD MANUFACTURED BY DOW CHEMICAL OR US GYPSUM



PAVEMENT SAWCUT  
N.T.S.

DESIGN DEVELOPMENT PLANS  
NOT FOR CONSTRUCTION

REVISION NO.	DATE	DESCRIPTION	MADE BY	CHECKED BY	APPROVED BY

WATER DETAILS FOR  
**TOWN OF SUNAPEE HIGHWAY GARAGE**  
621 NH ROUTE 11, SUNAPEE, NEW HAMPSHIRE

PATHWAYS CONSULTING, LLC

240 MECHANIC STREET, SUITE 100  
LEBANON, NEW HAMPSHIRE 03766  
(603) 448-2200

SCALE: AS SHOWN
DESIGNED BY:
DRAWN BY: DPM
CHECKED BY:
DATE: 7/27/2020
PROJ. NO. 13037

SHEET 4 OF 7

4



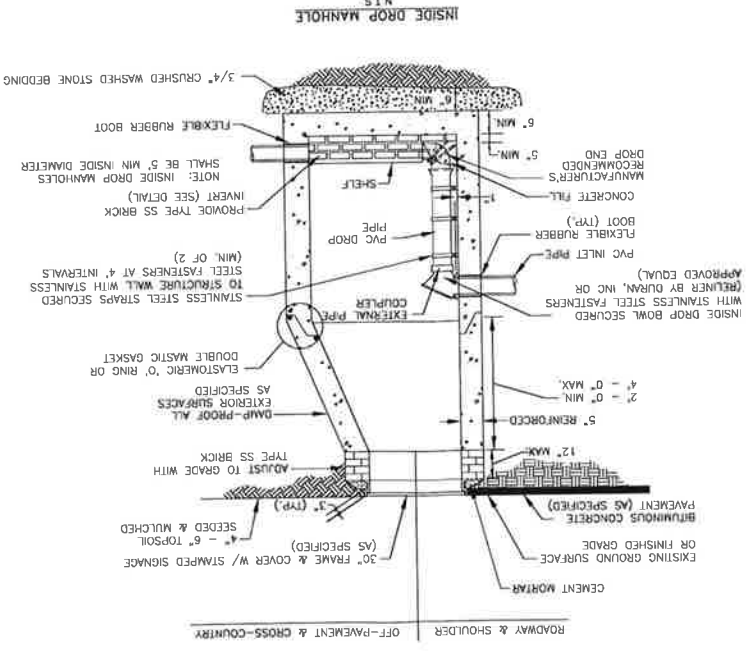
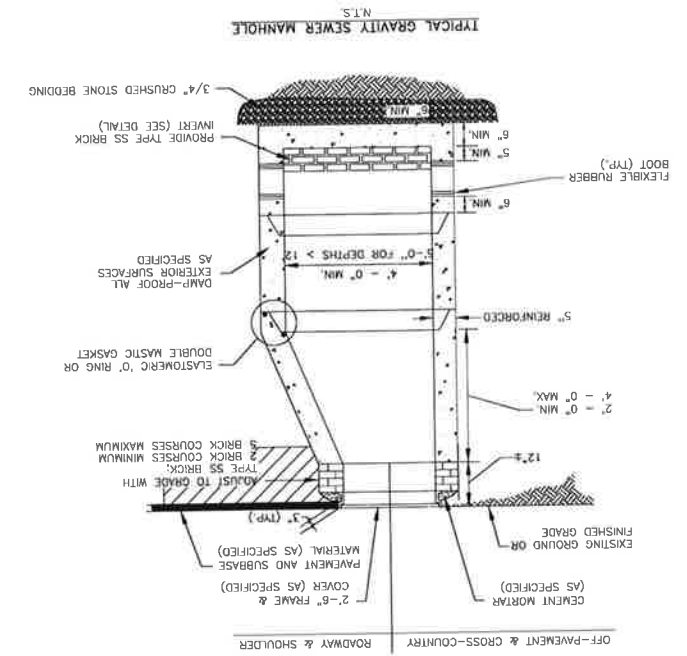
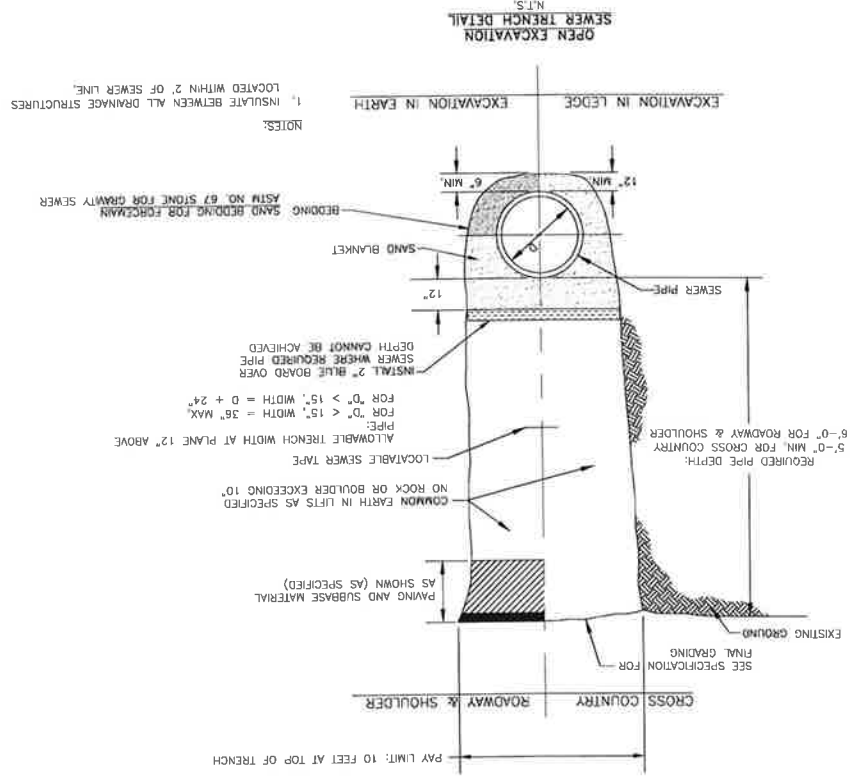
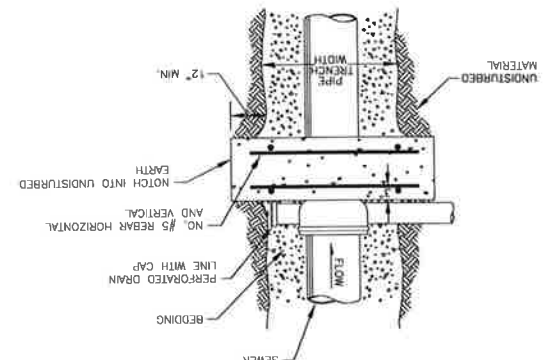
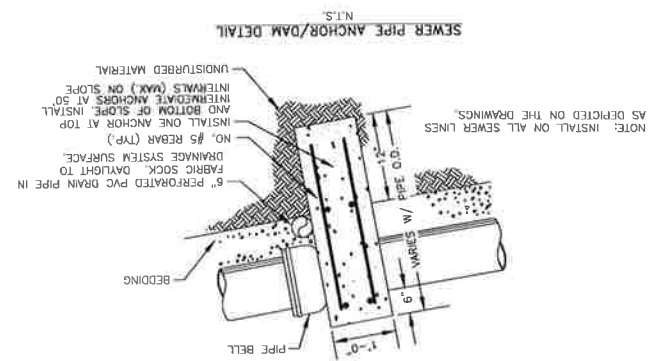
REVISION NO.	DATE	DESCRIPTION	MADE BY	CHECKED BY	APPROVED BY

TOWN OF SUNABEE HIGHWAY GARAGE  
SEWER DETAILS FOR  
621 NH ROUTE 11, SUNABEE, NEW HAMPSHIRE

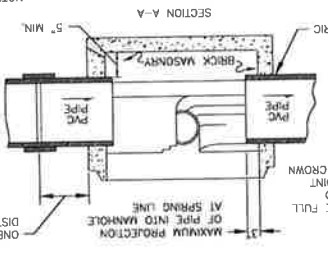
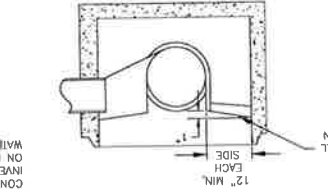
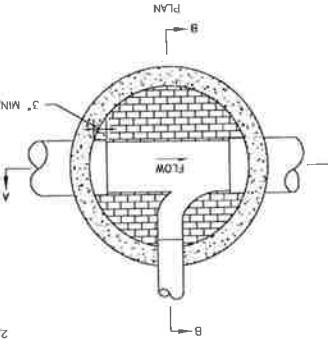
PATHWAYS CONSULTING, LLC  
240 MECHANIC STREET, SUITE 100  
LEBANON, NEW HAMPSHIRE 03766  
(603) 448-2200

SCALE: AS SHOWN
DESIGNED BY:
DRAWN BY: DPM
CHECKED BY:
DATE: 7/27/2020
PROJ. NO. 13037

DESIGN DEVELOPMENT PLANS  
NOT FOR CONSTRUCTION

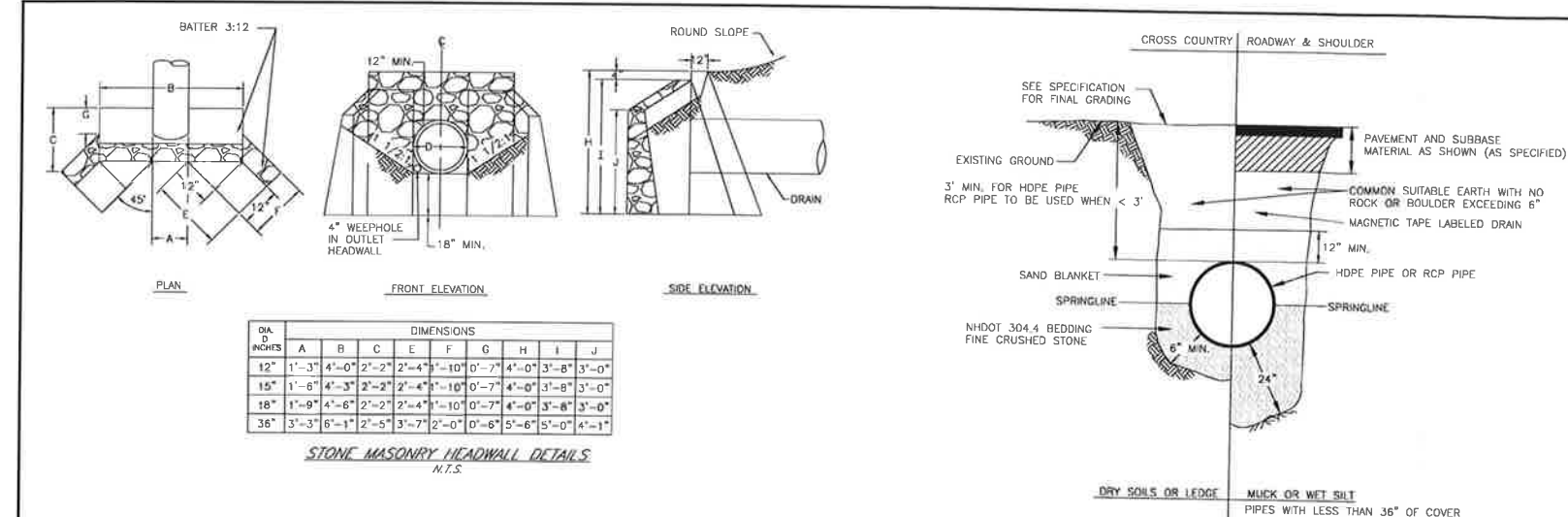


BRICK SEWER INVERT PLAN DETAIL  
N.T.S.



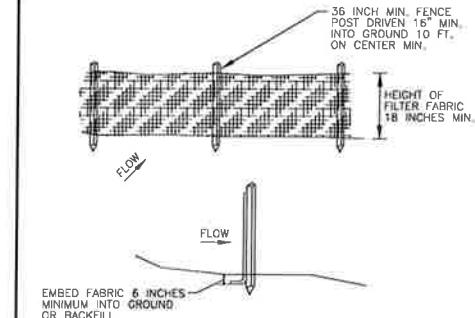
NOTES:  
1. INVERT AND SHELF TO BE PLACED AFTER LEAKAGE TEST.  
2. LEAKAGE TEST SHALL BE CONDUCTED PRIOR TO BACKFILLING AROUND THE MANHOLE.

NOTE: CARE SHALL BE TAKEN TO ENSURE THAT THE BRICK INVERT IS A SMOOTH CONTINUATION OF THE SEWER INVERT. INVERT CHANNEL BRICKS SHALL BE LAID ON EDGE. INVERT BRICK TYPE SS HARD WARDENBURGH BRICK ASTM C-32-(6+).



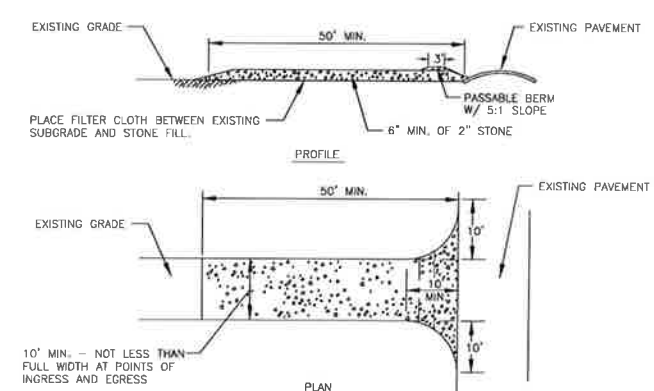
DIA. INCHES	DIMENSIONS									
	A	B	C	E	F	G	H	I	J	
12"	1'-3"	4'-0"	2'-2"	2'-4"	10'-0"	0'-7"	4'-0"	3'-8"	3'-0"	
15"	1'-6"	4'-3"	2'-2"	2'-4"	10'-0"	0'-7"	4'-0"	3'-8"	3'-0"	
18"	1'-9"	4'-6"	2'-2"	2'-4"	10'-0"	0'-7"	4'-0"	3'-8"	3'-0"	
36"	3'-3"	6'-1"	2'-5"	3'-7"	2'-0"	0'-6"	5'-6"	5'-0"	4'-1"	

STONE MASONRY HEADWALL DETAILS  
N.T.S.



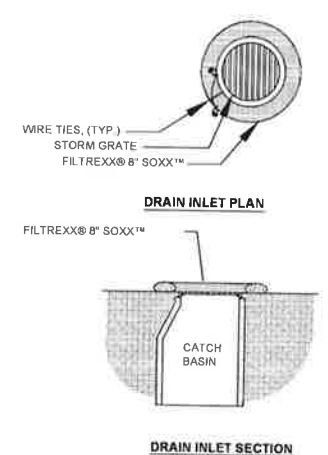
- SILT FENCE MAY BE EITHER PREMANUFACTURED OR PREPARED ON SITE. INSTALLATION SHALL BE IN ACCORDANCE WITH MANUFACTURERS SPECIFICATIONS.
- SILT FENCE SHALL BE LOCATED AS SHOWN ON THE PLAN AND WHEREVER CONSTRUCTION ACTIVITIES MAY RESULT IN A TEMPORARY RUNOFF TO A STREAM OR WETLAND WHICH MAY CARRY SILT OR SEDIMENT.
- THE TRENCH SHALL BE TIED IN PLACE BY PLACEMENT IN A 6 INCH TRENCH AND BACKFILLING WITH A SUITABLE MATERIAL.
- WHEN A TRENCH CANNOT BE CONSTRUCTED, THE FABRIC MAY BE FOLDED AT THE BASE IN A MANNER SUCH THAT A MINIMUM OF 6 INCHES OF FABRIC LIES ON THE GROUND TOWARD THE DIRECTION OF FLOW. THE FOLDED FABRIC SHALL BE COVERED TO A DEPTH OF 6 INCHES WITH SUITABLE MATERIAL EXTENDING A MINIMUM OF 4 INCHES BEYOND THE FABRIC.
- SUPPORTING STAKES SHALL BE PLACED NO MORE THAN 10 FEET APART.
- MAINTENANCE SHALL BE PERFORMED AS NEEDED. FENCING SHALL BE REPLACED WHEN TORN, WHEN TRENCHING IS DISTURBED, WHEN THE FENCE DISPLAYS PLUGGING AS EVIDENCED BY SILT-LADEN APPEARANCE, WHEN WATER IS EXCESSIVELY RETARDED BY THE FENCE, OR WHENEVER 'BULGES' APPEAR.

SILT FENCE  
N.T.S.



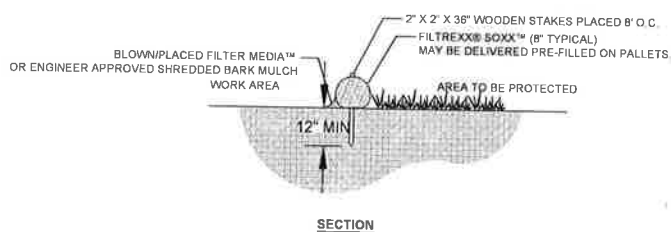
- NOTES:
- 1.) MAINTAIN ENTRANCE TO PREVENT TRACKING OF SEDIMENT INTO PUBLIC R.O.W., REDUCE TRACKING OF SILTS ONTO PUBLIC R.O.W. BY CLEANING OR TOP DRESSING STONE FILL.
  - 2.) PROVIDE SEPARATE WHEEL CLEANING AREA WITH SUITABLE SEDIMENTATION BASIN.

STABILIZED CONSTRUCTION ENTRANCE  
N.T.S.



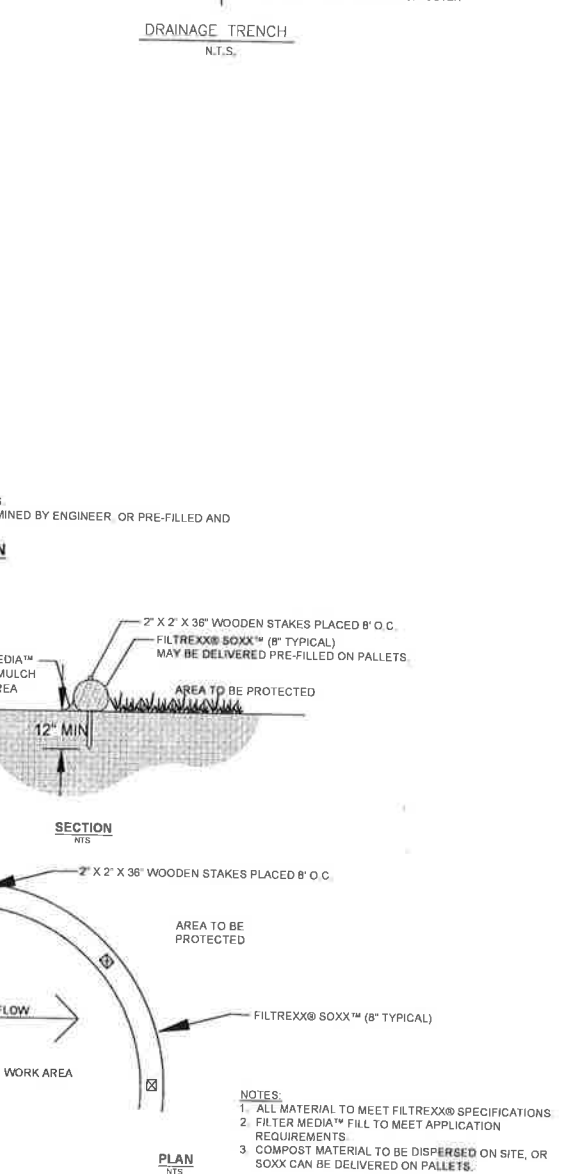
DRAIN INLET SECTION  
N.T.S.

FILTREXX® INLET PROTECTION  
N.T.S.



SECTION  
N.T.S.

FILTREXX® SEDIMENT CONTROL  
N.T.S.



- NOTES:
1. ALL MATERIAL TO MEET FILTREXX® SPECIFICATIONS
  2. FILTER MEDIA™ FILL TO MEET APPLICATION REQUIREMENTS
  3. COMPOST MATERIAL TO BE DISPERSED ON SITE, OR SOXX CAN BE DELIVERED ON PALLETS.

## EROSION CONTROL SPECIFICATIONS

- SOIL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IN ACCORDANCE WITH "NEW HAMPSHIRE STORMWATER MANAGEMENT", VOLUMES 1, 2, & 3, LATEST EDITION, THE CONTRACTOR SHALL HAVE REFERENCED TO THESE PUBLICATIONS.
- THE CONTRACTOR IS RESPONSIBLE FOR DEVELOPMENT OF A STORMWATER POLLUTION AND PREVENTION PLAN (SWPPP) IN ACCORDANCE WITH THE EPA CONSTRUCTION GENERAL PERMIT (CGP). A COPY OF THE SWPPP AND NOTICE OF INTENT (NOI) MUST BE PROVIDED TO THE ENGINEER 14 DAYS PRIOR TO THE START OF WORK. THE CONTRACTOR IS ALSO RESPONSIBLE FOR HIRING A SWPPP INSPECTOR IN ACCORDANCE WITH THE CGP. SWPPP INSPECTIONS SHALL BE COMPLETED IN ACCORDANCE WITH THE CGP. THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING SWPPP RECORDS ON-SITE IN ACCORDANCE WITH THE CGP. SWPPP INSPECTORS MUST BE CERTIFIED BY ENVIROCERT INTERNATIONAL WITH A CESSOR OR CESSOR CERTIFICATION, OR BE AN ENGINEER LICENSED IN THE STATE OF NEW HAMPSHIRE. PATHWAYS CANNOT BE THE SWPPP DEVELOPER OR INSPECTOR ON THIS PROJECT ON BEHALF OF THE CONTRACTOR.
- THE EROSION AND SEDIMENT CONTROL PRACTICES SHOWN ON THIS PLAN ARE THE MINIMUM REQUIRED FOR ANTICIPATED SITE CONDITIONS. DURING THE CONSTRUCTION PERIOD, THESE PRACTICES SHALL BE UPGRADED AS NEEDED FOR UNEXPECTED STORM EVENTS AND MODIFIED TO ACCOUNT FOR CHANGING SITE CONDITIONS.
- THE BOUNDARIES OF THE CLEARING LIMITS SHOWN ON THE PLANS SHALL BE CLEARLY FLAGGED BY SURVEY TAPE OR FENCING, IF REQUIRED, PRIOR TO CONSTRUCTION. DURING THE CONSTRUCTION PERIOD, NO DISTURBANCE BEYOND THE CLEARING LIMITS SHALL BE PERMITTED. THE CLEARING LIMITS SHALL BE MAINTAINED FOR THE DURATION OF CONSTRUCTION.
- EXCEED 5 ACRES AT ANY ONE TIME BEFORE STABILIZATION, UNLESS OTHERWISE APPROVED BY CITY AND ADDRESSED ADEQUATELY IN THE SWPPP AND EROSION CONTROL PLANS. A CONSTRUCTION SEQUENCE HAS BEEN DEVELOPED TO FACILITATE INSTALLATION OF EROSION CONTROL MEASURES AND THE COMPLETION OF GRADING, SEEDING, AND LANDSCAPING AS SOON AS POSSIBLE WITHIN A DISTURBED AREA. AN AREA SHALL BE CONSIDERED STABLE IF ONE OF THE FOLLOWING HAS OCCURRED:
  - A. BASE COURSE GRAPPLS HAVE BEEN INSTALLED IN AREAS TO BE PAVED.
  - B. A MINIMUM OF 85% VEGETATED GROWTH HAS BEEN ESTABLISHED.
  - C. A MINIMUM OF 3" OF NON-EROSIVE MATERIAL, SUCH AS STONE OR RIPRAP HAS BEEN INSTALLED.
  - D. EROSION CONTROL BLANKETS HAVE BEEN PROPERLY INSTALLED.
  - E. NON-VEGETATIVE COVER, SUCH AS HYDROMULCH AND EROSION CONTROL BLANKETS, RIPRAP, STONE FILL, GABIONS AND/OR GEOTEXTILES HAVE BEEN PROPERLY INSTALLED.
- STABILIZED CONSTRUCTION ENTRANCES SHALL BE INSTALLED AT THE BEGINNING OF CONSTRUCTION AND MAINTAINED FOR THE DURATION OF THE PROJECT. ADDITIONAL MEASURES, SUCH AS CONSTRUCTED WHEEL WASH SYSTEMS OR WASH PADS, MAY BE REQUIRED TO ENSURE THAT ALL PAVED AREAS ARE KEPT CLEAN AND TRACK OUT TO ROAD RIGHT OF WAY DOES NOT OCCUR FOR THE DURATION OF THE PROJECT. ANY SEDIMENT TRACKED ONTO PAVED AREAS SHALL BE REMOVED BY THE END OF THE SAME WORK DAY IT IS NOTED, AND IF NOTED ON A NON-WORK DAY, NOT LATER THAN THE END OF THE NEXT WORK DAY.
- EARTH STOCKPILES SHALL BE SEEDING AND MULCHED AND HAVE A SILT FENCE INSTALLED ON THE DOWNSLOPE SIDE, AT A MINIMUM. STOCKPILES SHALL BE COVERED WITH IMPERVIOUS TARP AND/OR STABILIZED WITH TEMPORARY SEED AND MULCH TO PROTECT MATERIALS IN THE EVENT THAT THEY WILL REMAIN FOR LONGER THAN 1 MONTH.
- INSTALL EROSION CONTROL MEASURES AS SHOWN. CLEAN ACCUMULATED SEDIMENT AS NECESSARY. LEAVE IN PLACE UNTIL DISTURBED AREAS HAVE BEEN ADEQUATELY STABILIZED.
- DISTURBED AREAS RESULTING FROM SILT FENCE REMOVAL SHALL BE PERMANENTLY SEEDING, CUT AND FILL SLOPES CALL FOR INTENSIVE EROSION CONTROL MEASURES. INSTANT MULCH NETTING OR OTHER SLOPE STABILIZATION MEASURES AS SHOWN ON NHDOT CONTRACT PLANS FOR ALL SLOPES 3:1 (1 HGE ON 3 RUN) AND STEEPER.
- ALL DISTURBED AREAS SHALL BE TEMPORARILY STABILIZED WITH MULCH AND/OR MULCH NETTING BEFORE THE END OF EACH WORK DAY.
- ROADWAYS SHALL BE STABILIZED WITH BASE COURSE AND BINDER WITHIN 3 WEEKS OF INITIAL DISTURBANCE OF THE SLOPES ON A SECTION OF ROADWAY, IN ADDITION TO COMPLETING TEMPORARY STABILIZATION TO FINAL GRADE WITH FINAL SEEDING OR OTHER PRESCRIBED STABILIZATION.
- WHEN WORK IS SUSPENDED WITHIN THE GROWING SEASON, ALL DISTURBED AREAS SHALL BE SEASON, ALL DISTURBED AREAS SHALL BE TEMPORARILY STABILIZED WITH MULCH, MULCH AND TACK ON SLOPES STEEPER THAN 3:1 OR EROSION MATING ON SLOPES STEEPER THAN 2:1.
- TEMPORARY STABILIZATION OF DISTURBED AREAS:

SEED BED PREPARATION:			
TILL THREE INCHES DEEP MOXING IN FERTILIZER. APPLY 2 TONS/ACRE (100#/1,000 SQ. FT.)			
FERTILIZE:			
UNIFORMLY APPLY NOT LESS THAN 300#/ACRE (7#/1,000 SQ. FT.)			
SEEDING:			
SELECT APPROPRIATE SEEDING MIXTURE FROM TABLE 1 BELOW.			
SPREAD SEED UNIFORMLY. FIRM SOIL BY ROLLING OR PACKING; IF NOT FEASIBLE, THEN RAKE LIGHTLY TO COVER SEEDS.			
MULCHING:			
MULCH ALL DISTURBED AREAS WITH 1-2 TO 2 TONS OF HAY OR STRAW PER ACRE (70-90#/1,000 SQ. FT.).			
MULCH ON SLOPES STEEPER THAN 3:1 OR SLOPES SUBJECT TO WASH OR WIND BLOWN CONDITIONS. JUTE OR OTHER BIODEGRADABLE NETTING, STAKING AND STABILING MAY BE REQUIRED.			

TABLE 1 PLANT SELECTION AND SEEDING RATES			
SPECIES	PER ACRE	PER 1,000 SQ.FT.	REMARKS
WINTER RYE	2 BU OR 112 LBS.	2.5 LBS.	BEST FOR FALL SEEDING. SEED AUGUST 15 TO SEPTEMBER 15 FOR BEST COVER. SEED TO DEPTH OF ONE INCH.
OATS	2 1/2 BU OR 80 LBS.	2 LBS.	BEST FOR SPRING SEEDINGS. LATER THAN MAY 15 FOR SUMMER PROTECTION. SEED TO DEPTH OF ONE INCH.
ANNUAL RYE	40 LBS.	1 LB.	GROWS QUICKLY, BUT IS OF SHORT GRASS DURATION. USE WHERE APPEARANCES ARE IMPORTANT. COVER SEED WITH NO MORE THAN 1/4 INCH OF SOIL. WITH MULCH. SEEDING MAY BE DONE THROUGHOUT GROWING SEASON. OTHERWISE SEED EARLY SPRING OR BETWEEN AUGUST 15 & SEPTEMBER 15.

- PERMANENT STABILIZATION OF DISTURBED AREAS:

- SEED BED PREPARATION: TOPSOIL (SANDY LOAM, LOAM, OR SILT LOAM), FRAGILE, FREE OF STUMPS, WOOD, AND ROOTS. STONES MORE THAN 1/2 INCH IN DIAMETER OR LENGTH SHALL BE PLACED OVER ALL DISTURBED AREAS IN A 4" (MINIMUM) THICK LAYER. TOPSOIL SHALL BE FREE OF HERBICIDES AND TOXIC MATERIALS. TOPSOIL SHALL HAVE A ORGANIC CONTENT BETWEEN 3-5%. TILL THREE INCHES DEEP, MOXING IN THE FERTILIZER AND LIME. SOIL TO BE TESTED PRIOR TO APPLICATION FOR RECOMMENDATION OF AMENDMENTS. AMENDMENTS TO BE REVIEWED WITH THE ENGINEER.
- FERTILIZE: IN ACCORDANCE WITH AMENDMENT RECOMMENDATIONS FROM TESTING LABORATORY. LIME PER THE RECOMMENDED RATE FOR OPTIMUM PH.
- SEEDING: SPREAD SEED UNIFORMLY. FIRM SOIL BY ROLLING OR PACKING; IF NOT FEASIBLE, THEN RAKE LIGHTLY TO COVER SEEDS.
- BONDED FIBER MATRIX: APPLY PROFILE HYDROMULCHET BFM OR APPROVED EQUIVALENT BASED ON APPLICATION RATE FOR 3500 LB/ACRE MIN. PER MANUFACTURERS REQUIREMENTS. BFM ALTERNATES MUST BE ON NHDOT APPROVED PRODUCTS LIST.

GRASS SEED (SHADY GENERAL LAWN MIX)			
GRASS SEED SHALL BE FRESH, CLEAN, NEW-CROP SEED AND SHALL MEET THE PROVISIONS OF THE NEW HAMPSHIRE AGRICULTURAL AND VEGETABLE SEEDS LAW. SEED SPECIFIED IN THIS SECTION SHALL MEET THE FOLLOWING ANALYSIS:			
	MINIMUM PURITY %	MINIMUM GERM. %	LBS./ACRE
CREeping RED FESCUE	96	85	45
PERENNIAL RYEGRASS	88	90	55
KENTUCKY BLUEGRASS	97	85	30
REDTOP	95	80	5
	130	130	135 POUNDS/ACRE

LAWN SEED MIX SHALL BE BLENDED WITH ANNUAL RYE, DOUBLE JUMP MIX, AVAILABLE FROM NORTHERN NURSERIES ON ROUTE 5 IN WHITE RIVER JCT. VERMONT. APPLY AT 20% THE RECOMMENDED MANUFACTURER APPLICATION RATE PER ACRE.

OTHER SEED MIXTURES AND SEEDING RATES AS RECOMMENDED BY THE USDA - SOIL CONSERVATION SERVICE AND APPROVED BY OWNER MAY BE UTILIZED ONLY UPON PRIOR WRITTEN PERMISSION FROM THE ENGINEER.

- MAINTENANCE: REGULAR MAINTENANCE SHALL OCCUR DURING THE CONSTRUCTION PERIOD UNTIL SUCH TIME AS PERMANENT STABILIZATION IS ESTABLISHED. MINOR MAINTENANCE ACTIVITIES RECOMMENDED ON REGULAR INSPECTION REPORTS SHALL BE ADDRESSED BY THE END OF THE NEXT WORK DAY. ADDITIONAL MAINTENANCE MAY INCLUDE:
  - A. DISTURBED AREAS WILL BE FERTILIZED AND RE-SEED, WHERE NECESSARY.
  - B. CATCH BASINS WILL BE CHECKED AND CLEANED AS NECESSARY.
  - C. DRAINAGE AND GRASS TREATMENT SWALES SHALL BE CHECKED FREQUENTLY AND CLEANED AS REQUIRED.
  - D. THE SILT FENCES AND HAY BALE DIKES WILL BE CHECKED ON A REGULAR BASIS AND SEDIMENT WILL BE REMOVED WHEN IT REACHES ONE-THIRD OF THE HEIGHT OF SILT FENCE AND ONE-HALF THE HEIGHT OF OTHER BMP'S SUCH AS EROSION CONTROL SOCKS.
  - E. THE BOTTOM OF SEDIMENT BASINS SHALL BE PERIODICALLY CLEANED, WITH THE SEDIMENT REMOVED TO A SECURE LOCATION.
- SITE VISITS: THE SWPPP MONITOR SHALL BE CONTACTED ON A REGULAR BASIS TO OBSERVE THE INSTALLATION AND MAINTENANCE OF EROSION AND SEDIMENT CONTROL PRACTICES, AND IN THE EVENT OF ANY EROSION, SEDIMENTATION OR TURBIDITY ISSUES THAT ARISE, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING THAT THE APPROVED SWPPP AND EROSION CONTROL PLANS ARE KEPT UPDATED REGULARLY.
- PERMANENT DITCHES, SWALES AND DRAINAGE STRUCTURES SHALL BE STABILIZED USING THE VEGETATIVE AND NON-STRUCTURAL BMP'S PRIOR TO DIRECTING RUNOFF TO THEM.
- THE CONTRACTOR SHALL INSPECT ALL EROSION CONTROLS DAILY AND PRIOR TO ANY ANTICIPATED RAIN EVENTS. THE SWPPP MONITOR SHALL INSPECT ALL EROSION CONTROLS AT LEAST ONCE EVERY 7 DAYS AND WITHIN 24 HOURS OF ANY RAINFALL EVENT OF 0.25" OR GREATER RAINFALL THAT OCCURS WITHIN A 24 HOUR PERIOD. ALL DAMAGED SILT FENCES SHALL BE REPAIRED.
- SEDIMENT DEPOSITS SHALL BE REMOVED AS NECESSARY.
- ALL AREAS SHALL BE STABILIZED WITHIN 45 CALENDAR DAYS OF INITIAL DISTURBANCE. ALL AREAS NOT CURRENTLY BEING WORKED, SHALL BE STABILIZED WITHIN 7 CALENDAR DAYS.
- THIS PROJECT IS TO BE MANAGED IN A MANNER THAT MEETS THE REQUIREMENTS AND INTENT OF RSA 430:53 AND CHAPTER RSA 3800 RELATIVE TO INVASIVE SPECIES. "INVASIVE SPECIES" MEANS AN ALIEN SPECIES WHOSE INTRODUCTION CAUSES OR IS LIKELY TO CAUSE ECONOMIC OR ENVIRONMENTAL HARM OR HARM TO HUMAN HEALTH. NO PERSON SHALL COLLECT, TRANSPORT, IMPORT, EXPORT, MOVE, BUY, SELL, DISTRIBUTE, PROPAGATE, OR TRANSPLANT ANY LIVING AND VARIETIES, LISTED IN TABLE 3000.1, NEW HAMPSHIRE PROHIBITED INVASIVE SPECIES LIST WITHOUT PROPER DEVELOPMENT OF AN INVASIVE SPECIES MANAGEMENT PLAN IN ACCORDANCE WITH NHDOT RSA 430:53 AND CHAPTER RSA 3800. THE CONTRACTOR SHALL VERIFY THAT ALL IMPORTED SOILS ARE AND ARE NOT INVIASIVE SPECIES. THE OWNER SHALL ORDER ANY PERSON WHO HAS BEEN FOUND FREE FROM INVASIVE SPECIES. THE OWNER SHALL ORDER ANY PERSON WHO HAS BEEN FOUND IN VIOLATION OF THESE RULES TO TAKE SUCH MEASURES TO ERADICATE OR CONTROL THE INVASIVE SPECIES AS THE OWNER MAY DEEM NECESSARY. THE REQUIRED ERADICATION OR ADMINISTRATIVE FINES, PENALTIES, OR BOTH, PURSUANT TO RSA 430:57, SHALL BE LEVIED. THE CONTRACTOR MAY ALSO BE REQUIRED TO MONITOR THE SITE FOR INVASIVE SPECIES FOR FIVE YEARS FOLLOWING COMPLETION OF THE WORK. THE OWNER MAY WITHHOLD FUNDS FROM THE CONTRACTOR TO ADDRESS ANY ISSUES THAT MAY ARISE. FAILURE TO COMPLY WITH SECTION 4302:600.1 MAY RESULT IN THE ASSESSMENT OF ADMINISTRATIVE FINES.

- WINTER CONSTRUCTION NOTES:
  - A. TEMPORARY SEEDING SHALL OCCUR PRIOR TO SEPTEMBER 15.
  - B. ALL PROPOSED VEGETATED AREAS WHICH DO NOT EXHIBIT A MINIMUM OF 85% VEGETATIVE GROWTH BY OCTOBER 15TH, OR WHICH ARE DISTURBED AFTER OCTOBER 15TH, SHALL BE STABILIZED BY SEEDING AND INSTALLING EROSION CONTROL BLANKETS ON SLOPES GREATER THAN 3:1, AND SEEDING AND PLACING 3 TO 4 TONS OF MULCH PER ACRE, SECURED WITH ANCHORED NETTING, ELSEWHERE, THE INSTALLATION OF EROSION CONTROL BLANKETS OR MULCH NETTING SHALL OCCUR OVER ACCUMULATED SNOW OR ON FROZEN GROUND AND SHALL BE COMPLETED IN ADVANCE OF THAW OR SPRING MELT EVENTS.
  - C. ALL DITCHES OR SWALES WHICH DO NOT EXHIBIT A MINIMUM OF 85% VEGETATIVE GROWTH BY OCTOBER 15TH, OR WHICH ARE DISTURBED AFTER OCTOBER 15TH, SHALL BE STABILIZED TEMPORARILY WITH STONE OR EROSION CONTROL BLANKETS APPROPRIATE FOR THE DESIGN FLOW CONDITIONS.
  - D. ALL DISTURBED PAVEMENT SURFACES SHALL BE AT A MINIMUM BASE PAVED PRIOR TO NOVEMBER 1, FOR WINTER SHUTDOWN. PAVING AFTER NOVEMBER 1 WILL BE CONSIDERED TEMPORARY (AT THE COST OF THE CONTRACTOR) UNLESS OTHERWISE APPROVED BY THE CITY AND WILL BE REPLACED IN THE SPRING WITH PERMANENT PAVEMENT SURFACES.
- SEQUENCING/SITE MANAGEMENT:
  - A. ALL PROJECT LIMITS OF DISTURBANCE MUST BE STAKED ADJACENT TO WETLAND IMPACTS PRIOR TO THE START OF CONSTRUCTION.
  - B. TREE CLEARING AND TRIMMING LIMITS MUST BE FLAGGED AND REVIEWED WITH THE ENGINEER PRIOR TO THE START OF CONSTRUCTION.
  - C. INSTALL NECESSARY EROSION CONTROLS DOWN-GRADIENT OF EARTH DISTURBANCES PRIOR TO EARTHWORK ACTIVITIES. INSTALL CONSTRUCTION TRACK OUT CONTROLS AND ACCESS WAYS AS NEEDED FROM STAGING AREAS. OBTAIN ADDITIONAL PERMITS AS NEEDED FOR ANY STAGING AREA REQUIRING A LOCAL STATE OR FEDERAL PERMIT PRIOR TO THE START OF CONSTRUCTION.
  - D. STOCKPILES SHALL BE REMOVED FROM THE SITE DAILY. NO STOCKPILING WILL BE ALLOWED IN THE CITY RIGHT-OF-WAY UNLESS APPROVED BY THE CITY ENGINEER.
  - E. REMOVE AND DISPOSE OF ALL CONSTRUCTION RELATED TRASH AND DEBRIS FROM THE SITE ON A DAILY BASIS.
  - F. INSTALL AND MAINTAIN DEWATERING CONTROLS WHILE DEWATERING IS IN PROGRESS. ALL DEWATERING DISCHARGES SHALL FLOW THROUGH A MINIMUM OF 30 FOOT UNDISTURBED VEGETATED SURFACE PRIOR TO DISCHARGE FROM THE SITE. THE USE OF STABILIZED TEMPORARY SUMPS, SETTLING BASINS AND FILTER BAGS IS REQUIRED.
  - G. STABILIZE ALL DISTURBANCE AREAS (PERMANENT AND TEMPORARY) WITHIN TIMEFRAME REQUIREMENTS OF THE CONSTRUCTION GENERAL PERMIT.
  - H. PROTECT ALL NEW EXISTING DRAINAGE PIPES AND STRUCTURES FROM SEDIMENT AND TURBIDITY TRANSPORT OFF-SITE.
  - I. ALL DITCHES AND SWALES ARE TO BE STABILIZED PRIOR TO DIRECTING RUNOFF TO THEM.
  - J. CONTROLLED STONE DISCHARGES ARE TO BE INSTALLED AT EACH OF THE FIVE OFFSITE DISCHARGE LOCATIONS DIRECTLY FOLLOWING CULVERT/HEADWALL INSTALLATION. SOO SHALL BE INSTALLED AT ALL DOWN-GRADIENT GRADING DISTURBANCES IN THESE LOCATIONS AS NEEDED WITHIN 1 DAY OF GRADING.
  - K. WETLAND IMPACTS SHALL BE LIMITED TO DRY CONDITIONS, OR AT LEAST NOT IMMEDIATELY PRIOR TO OR FOLLOWING RAIN EVENTS. LIMIT CONSTRUCTION ACTIVITIES WITHIN VEGETATED WETLANDS, FLOWING OR STANDING WATER WETLANDS TO LOW-FLOW PERIOD OF JULY TO OCTOBER.
  - L. REMOVE ALL TEMPORARY EROSION AND SEDIMENT CONTROLS AFTER VEGETATIVE STABILIZATION IS ACCEPTED BY THE ENGINEER.

## DESIGN DEVELOPMENT PLANS NOT FOR CONSTRUCTION

REVISION NO.	DATE	DESCRIPTION	MADE BY	CHECKED BY	APPROVED BY

EROSION AND SEDIMENT CONTROL AND DRAINAGE DETAILS FOR  
**TOWN OF SUNAPEE HIGHWAY GARAGE**  
621 NH ROUTE 11, SUNAPEE, NEW HAMPSHIRE

PATHWAYS CONSULTING, LLC

240 MECHANIC STREET, SUITE 100  
LEBANON, NEW HAMPSHIRE 03766  
(603) 448-2200

SCALE: AS SHOWN
DESIGNED BY:
DRAWN BY: DPM
CHECKED BY:
DATE: 7/27/2020
PROJ. NO. 13037

6  
SHEET 6 OF 7





## 321 Vacation

Regular full-time and regular part-time employees are entitled to vacation with pay. Rate of pay will be based upon the employee's pay for a regularly scheduled workweek.

Example:

A regular full-time employee who regularly works 40 hours per week will be paid for 40 hours for each week of vacation he/she is entitled to receive.

A regular part-time employee who regularly works 20 hours per week will be paid for 20 hours for each week of vacation he is entitled to receive.

Each employee must give his/her department head adequate notice prior to the time he/she wishes to take vacation time. Final authorization to grant leave is vested in the department head. No leave will be granted if doing so affects the services of the department. Length of employment from last date of employment will determine the sequence in which an employee may select his/her vacation within his/her department.

Vacation time is earned as of January 1 of each year in accordance with the table below. For new employees, ten days of vacation will be prorated based on the portion of the year completed as of January 1; e.g.: if hired July 1, 2004, an employee would have 5 days of vacation earned and available to take during the 2005 calendar year. Similarly, if an employee was hired October 1, 2004, two and one-half days would be available for use in 2005 (one quarter of ten).

When an employee's anniversary completes a year of employment entitling him/her to an additional day of vacation (years 6 thru 15), that extra day shall be credited as of January 1 of that year.

Every employee is expected to take all of the vacation time he/she is entitled to each year. However, up to one week of vacation may be carried over to the following year under special circumstances when approved in writing by the Town Manager. *For the year ending December 31, 2020, the Board of Selectmen have approved carrying over up to two weeks (80 hours) of vacation due to the COVID-19 Pandemic and travel restrictions imposed.* It is the employee's responsibility to request such carry-over sufficiently in advance to allow for taking of the vacation during the current year in case the request is not approved. Unused vacation cannot be exchanged for pay with one exception: If an employee has not taken his/her vacation the year the employee's service with the Town of Sunapee terminates, the employee will be paid for the unused vacation at the time of termination.

Department heads may require employees to take all vacation at one time, or during a particular time of year. Such department policies shall be posted in writing.

YEARS OF SERVICE COMPLETED AS OF 12/31	VACATION DAYS AVAILABLE THE FOLLOWING YEAR
0 - 1	Accrue .83 days for each month completed to be available the following year.
1 - 5	10
6	11
7	12

8	13
9	14
10	15
11	16
12	17
13	18
14	19
15	20

The Road Agent, Police Chief, Town Manager, Library Director, Town Clerk/Tax Collector, and Superintendent of Water and Sewer Department are currently entitled to receive one additional week of vacation or compensation because of extra time required to do their jobs.



## 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, 2020  
RE: Highway Department Mechanic's Labor Grade & Title

We recently completed the process of interviewing potential candidates for the "Operator Mechanic" position at the Highway Department. During this process it became very evident to my Foreman and I that the Operator Mechanic's pay Grade 11, having a pay range of \$20.57 - \$29.73, is lower than positions of similarity in our area. Hourly rates for the two finalists during this round of interviews and for the last round of interviews prior to hiring our last mechanic, and that were available on line for positions of similarity, suggested that pay ranges for positions of similarity were more in line with the Town's pay Grade 12. At this point, I would ask the Board to consider changing the Operator Mechanic's existing labor grade from a Grade 11 to a Grade 12, having a pay range of \$22.23 - \$32.12.

Additionally, the current position's title of "Operator Mechanic" is not a good representation of the current "Job Description" that has been advertised for the position. The current job description begins with "work involves the maintenance, repair and NH state inspection of all Town-owned gas powered vehicles, diesel powered vehicles and equipment, and maintenance of miscellaneous small gas and diesel powered tools." Further, the "Duties and Responsibilities" that are listed for the position are not in line with the current title. That said, the position's job description and responsibilities are more in line with that of a "Shop Foreman/Diesel & Heavy Equipment Mechanic" and we would ask the Board to consider changing the position's title to just that, "Shop Foreman/Diesel & Heavy Equipment Mechanic".



**TOWN OF SUNAPEE**  
23 Edgemont Road  
Sunapee, New Hampshire 03782  
Phone: (603) 763-2212 Fax: (603) 763-4925

August 13, 2020

Derek Ferland  
County Manager  
Sullivan County  
603-863-2560  
dferland@sullivancountynh.gov

Dear Mr. Ferland

On behalf of the Town of Sunapee, we are pleased to issue this letter of support for the LHC Grant Application with HUD, which includes our Town.

The Town of Sunapee contains over 2500 housing units, which is 11% of the housing units in the County. With 820 of these units constructed prior to 1970, we know that roughly 1/3 of our housing could contain lead paint hazards. We also know that of the 29 children poisoned in Sullivan County in the last year for which we have data, 5 of them lived in Sunapee. Since, at the State level, we only tested about 20% of our children under 6 in that year, we do not really know the scope of the problem or the number of poisoned children.

Sunapee is dedicated to preventing childhood lead poisoning in our community and is pleased to partner with the County in this endeavor.

We will devote resources such as staff time and physical space required to work with the HUD grant program manager to provide intake and training in the town of Sunapee. We will help to get the word out to attract, train, and maintain a list of Lead Abatement Contractors in our community and to inform and encourage property owners in our town to participate in the OHHLHC grant program.

We are excited by this partnership and looking forward to making our community safer in the coming years through the HUD OHHLHC funding.

Sincerely,

Donna Nashawaty  
Sunapee Town Manager  
603-763-1212 ext 11

## *Monthly Budget Through July 31, 2020*

	Budget	PaymentToDate	EndingBalance	% Remaining
Executive	\$332,502.00	\$183,347.29	\$149,154.71	44.86%
TCTC	\$219,088.00	\$108,206.40	\$110,881.60	50.61%
Elections	\$16,898.00	\$8,567.06	\$8,330.94	49.30%
Finance	\$228,848.00	\$120,696.47	\$108,151.53	47.26%
Assessing	\$116,644.00	\$36,983.71	\$79,660.29	68.29%
Legal	\$18,000.00	\$5,324.44	\$12,675.56	70.42%
Personnel Benefits Mgmt	\$1,000.00	\$33.00	\$967.00	96.70%
Planning/Zoning	\$57,839.00	\$20,569.75	\$37,269.25	64.44%
General Govt-B&G	\$262,206.00	\$122,218.58	\$139,987.42	53.39%
Cemetery	\$13,636.00	\$4,901.90	\$8,734.10	64.05%
Insurance	\$8,068.00	\$0.00	\$8,068.00	100.00%
Information Booth	\$28,544.00	\$2,525.05	\$26,018.95	91.15%
Other General Govt	\$31,128.00	\$17,061.18	\$14,066.82	45.19%
Police	\$886,577.00	\$483,260.78	\$403,316.22	45.49%
Ambulance	\$61,886.00	\$61,886.00	\$0.00	0.00%
Fire	\$236,998.00	\$104,963.87	\$132,034.13	55.71%
SSB	\$149,955.00	\$106,036.35	\$43,918.65	29.29%
Emergency Management	\$200.00	\$0.00	\$200.00	100.00%
Highway	\$1,750,762.00	\$1,110,901.22	\$639,860.78	36.55%
Street Lights	\$16,800.00	\$8,746.87	\$8,053.13	47.94%
Transfer Station	\$558,246.00	\$286,584.96	\$271,661.04	48.66%
Health Officer	\$5,323.00	\$156.27	\$5,166.73	97.06%
Animal Control	\$500.00	\$0.00	\$500.00	100.00%
Health Services	\$15,176.00	\$15,176.00	\$0.00	0.00%
Welfare	\$42,354.00	\$16,622.18	\$25,731.82	60.75%
Recreation	\$164,297.00	\$69,198.23	\$95,098.77	57.88%
Library	\$405,202.00	\$222,824.43	\$182,377.57	45.01%
Memorial Day	\$200.00	\$234.65	(\$34.65)	-17.33%
Patriotic/Band Concerts	\$5,000.00	\$5,084.50	(\$84.50)	-1.69%
Conservation Commission	\$3,775.00	\$3,326.39	\$448.61	11.88%
Debt - Principal	\$263,609.00	\$248,932.13	\$14,676.87	5.57%
Debt - Interest	\$51,520.00	\$31,270.54	\$20,249.46	39.30%
Debt - TAN	\$1,000.00	\$0.00	\$1,000.00	100.00%
Sum	\$5,953,781.00	\$3,405,640.20	\$2,548,140.80	42.80%

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

	<b>Budget</b>	<b>PaymentToDate</b>	<b>EndingBalance</b>	<b>% Remaining</b>
<b>Hydro</b>	<b>\$283,605.00</b>	<b>\$46,717.64</b>	<b>\$236,887.36</b>	<b>83.53%</b>
<b>Sum</b>	<b>\$283,605.00</b>	<b>\$46,717.64</b>	<b>\$236,887.36</b>	<b>83.53%</b>

# Expenditure Comparison January through July 2016-2020

Dept	Department Name	2016 Expenditures	2017 Expenditures	2018 Expenditures	2019 Expenditures	2020 Expenditures
4130	Executive	\$158,849.26	\$171,926.26	\$156,691.96	\$173,167.84	\$183,347.29
4140	TCTC	\$108,039.67	\$122,012.85	\$106,022.98	\$114,228.19	\$108,206.40
4141	Elections	\$6,367.67	\$4,937.95	\$5,102.17	\$4,506.13	\$8,567.06
4150	Finance	\$99,112.39	\$96,414.61	\$88,300.25	\$138,444.89	\$120,696.47
4152	Assessing	\$51,656.75	\$51,121.60	\$52,027.15	\$53,596.53	\$36,983.71
4153	Legal	\$9,384.43	\$5,819.05	\$12,666.10	\$6,597.58	\$5,324.44
4155	Personnel Benefits Mgm	\$85.50	\$88.50	\$56.25	\$49.50	\$33.00
4191	Planning/Zoning	\$18,433.23	\$23,765.28	\$23,902.25	\$24,322.26	\$20,569.75
4194	General Govt-B&G	\$69,779.28	\$70,207.80	\$80,029.28	\$87,764.40	\$122,218.58
4195	Cemetery	\$4,252.10	\$5,990.47	\$6,068.07	\$5,832.74	\$4,901.90
4196	Insurance	\$14.38	\$0.00	\$7,539.99	\$0.00	\$0.00
4197	Information Booth	\$7,132.30	\$4,842.42	\$5,111.62	\$5,252.37	\$2,525.05
4199	Other General Govt	\$22,733.14	\$16,158.28	\$14,557.78	\$17,244.29	\$17,061.18
4210	Police	\$407,629.85	\$442,705.60	\$474,394.57	\$500,796.26	\$483,260.78
4215	Ambulance	\$0.00	\$0.00	\$57,222.00	\$58,939.00	\$61,886.00
4220	Fire	\$90,870.02	\$76,062.17	\$99,131.49	\$78,424.69	\$104,963.87
4229	SSB	\$101,578.81	\$93,942.97	\$100,153.78	\$108,305.57	\$106,036.35
4290	Emergency Management	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4312	Highway	\$958,733.60	\$1,038,599.55	\$1,087,266.47	\$770,455.91	\$1,110,901.22

Dept	Department Name	2016 Expenditures	2017 Expenditures	2018 Expenditures	2019 Expenditures	2020 Expenditures
4316	Street Lights	\$16,026.26	\$24,591.71	\$6,621.63	\$8,769.24	\$8,746.87
4324	Transfer Station	\$217,583.55	\$250,998.42	\$241,214.82	\$269,460.22	\$286,584.96
4411	Health Officer	\$110.82	\$57.55	\$281.94	\$223.76	\$156.27
4414	Animal Control	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4415	Health Services	\$0.00	\$15,175.00	\$9,376.00	\$15,176.00	\$15,176.00
4442	Welfare	\$11,559.74	\$11,927.27	\$7,483.01	\$12,025.68	\$16,622.18
4520	Recreation	\$82,731.17	\$78,829.01	\$83,059.45	\$91,881.12	\$69,198.23
4550	Library	\$202,743.20	\$211,053.12	\$206,320.52	\$220,707.59	\$222,824.43
4583	Memorial Day	\$107.82	\$34.94	\$34.94	\$174.95	\$234.65
4589	Patriotic/Band Concerts	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,084.50
4611	Conservation Commissio	\$1,009.00	\$896.00	\$1,376.00	\$2,365.00	\$3,326.39
4711	Debt - Principal	\$246,026.93	\$188,803.43	\$247,479.53	\$248,205.83	\$248,932.13
4721	Debt - Interest	\$58,057.95	\$47,337.97	\$38,962.97	\$35,035.86	\$31,270.54
4723	Debt - TAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$2,955,608.82	\$3,059,299.78	\$3,223,454.97	\$3,056,953.40	\$3,405,640.20
4339	Hydro	\$25,044.39	\$27,569.81	\$25,135.32	\$69,459.56	\$46,717.64
		\$25,044.39	\$27,569.81	\$25,135.32	\$69,459.56	\$46,717.64
	Grand Total	\$2,980,653.21	\$3,086,869.59	\$3,248,590.29	\$3,126,412.96	\$3,452,357.84



Revenue Comparison January through July 31, 2016 - 2020

AccountNumber	AccountName	2016 Revenue	2017 Revenue	2018 Revenue	2019 Revenue	2020 Revenue
01-3110-01-900	PROPERTY TAXES-CURRENT	0.00	0.00	0.00	0.00	0.00
01-3110-01-901	TAX REDEMPTIONS	0.00	0.00	0.00	0.00	0.00
01-3120-01-901	LAND USE CHANGE	0.00	0.00	12,750.00	0.00	0.00
01-3185-01-900	YIELD TAX	0.00	0.00	0.00	0.00	0.00
01-3186-01-900	Excavation Tax	0.00	0.00	0.00	0.00	0.00
01-3190-01-902	INTEREST & COSTS	46,222.78	55,034.90	57,692.25	56,331.34	27,916.73
01-3190-01-903	Returned Check Fee	25.00	0.00	75.00	100.00	25.00
01-3190-01-904	Revenue Over/Short	0.00	0.00	0.00	0.00	0.00
01-3210-01-910	UCC FILING	630.00	825.00	1,224.00	720.00	1,075.50
01-3220-01-906	AUTO REGISTRATIONS	449,233.30	443,269.00	500,095.06	519,565.85	540,111.36
01-3220-01-907	Snowmobile and ATV Fees	0.00	-213.00	-1,312.00	-3,043.00	-1,087.00
01-3230-01-908	SUBDIVISION FEES	250.00	2,550.00	850.00	550.00	0.00
01-3230-01-909	SITE PLAN REVIEW FEES	600.00	700.00	800.00	1,685.00	700.00
01-3230-01-910	CERTIFICATE OF COMPLIANCE FEES	26,963.30	33,995.93	16,577.50	26,619.90	24,568.20
01-3290-01-320	Landlords Filing Fee	0.00	0.00	4.00	0.00	6.00
01-3290-01-902	REDEMPTION COSTS	2,249.00	1,364.00	1,235.90	3,102.60	3,215.00
01-3290-01-907	BOAT REGISTRATIONS/FEES	10,469.86	9,103.70	8,961.28	10,485.54	11,785.39
01-3290-01-912	DOG LICENSES/FEES	5,607.00	5,417.50	6,586.50	4,703.50	3,305.50
01-3290-01-915	VITALS-BIRTH & DEATH	1,605.00	2,195.00	2,250.00	2,255.00	1,880.00
01-3290-01-917	TOWN CLERK FEES	9,295.00	9,156.50	9,503.00	9,124.00	1,157.00
01-3290-01-918	MISC. TC/TC OVERAGES	0.00	0.00	0.00	0.00	0.00
01-3290-01-919	WETLANDS APPLICATIONS	6.00	9.00	6.50	10.50	7.00
01-3311-01-841	FEDERAL FEMA FUNDS	0.00	0.00	0.00	0.00	0.00
01-3353-01-928	HIGHWAY BLOCK GRANT	49,637.51	48,148.25	86,850.12	49,873.23	50,799.02
01-3354-01-794	STATE OF NH-SEWER GRANT	0.00	0.00	0.00	0.00	4,916.50
01-3354-01-795	STATE OF NH - WATER GRANT	5,339.75	5,295.46	2,632.47	2,634.30	2,702.92
01-3359-01-741	PD GRANT INCOME	2,100.00	0.00	0.00	0.00	0.00
01-3359-01-795	STATE OF NH-POLICE RADAR GRANT	0.00	0.00	0.00	0.00	0.00
01-3359-01-840	STATE NH ROOMS AND MEALS TAX	0.00	0.00	0.00	0.00	0.00
01-3379-01-935	TOWN OF SPRINGFIELD-TS	52,128.00	52,027.00	51,145.50	53,203.50	59,688.00
01-3401-01-320	Fireworks Permit Fee	340.00	480.00	400.00	220.00	160.00
01-3401-01-321	PHOTOCOPY INCOME	53.00	68.75	39.00	24.75	15.00
01-3401-01-581	RECYCLING MAGAZINES	878.47	0.00	0.00	0.00	0.00
01-3401-01-584	RECYCLING INCOME-STEEL CANS	120.72	470.80	586.25	105.27	0.00

Revenue Comparison January through July 31, 2016 - 2020

AccountNumber	AccountName	2016 Revenue	2017 Revenue	2018 Revenue	2019 Revenue	2020 Revenue
01-3401-01-586	RECYCLING INCOME-ALUMINUM	6,391.20	4,795.80	6,289.17	3,675.20	2,809.90
01-3401-01-587	RECYCLING CARDBOARD	4,297.25	5,969.20	5,582.15	3,126.59	2,008.40
01-3401-01-588	RECYCLING NEWSPAPER	1,598.95	1,714.82	806.72	255.54	272.20
01-3401-01-589	RECYCLING SCRAP METAL	5,141.82	6,760.98	6,858.71	5,214.40	10,001.71
01-3401-01-592	RECYCLING PLASTIC	418.99	832.70	3,929.76	4,604.12	0.00
01-3401-01-593	RECYCLING INCOME-BATTERIES	1,158.00	0.00	0.00	0.00	0.00
01-3401-01-594	RECYCLING BONUS	0.00	0.00	0.00	0.00	0.00
01-3401-01-596	RECYCLING INCOME-BROWN BAGS	0.00	0.00	0.00	0.00	0.00
01-3401-01-937	MISC. GENERAL GOV'T INCOME	14,099.65	11,194.98	4,624.85	22,002.94	13,791.88
01-3401-01-940	INSURANCE REPORTS	0.00	0.00	0.00	0.00	0.00
01-3401-01-942	Standard Power Income Net Metering	0.00	0.00	0.00	3,472.78	3,591.46
01-3401-01-948	MISC. TOWN OFFICE INCOME	0.00	0.00	0.00	0.00	0.00
01-3401-01-949	REGULATIONS SOLD	0.00	5.00	0.00	0.00	0.00
01-3401-01-950	ZBA INCOME	0.00	0.00	1,500.00	1,500.00	1,500.00
01-3401-01-951	TOWN OFFICE POSTAGE	78.69	50.08	82.95	3.42	1.00
01-3401-01-953	REPORTS/LABELS/DISKS SOLD	483.50	541.23	172.75	393.00	257.75
01-3401-01-957	HWY EQUIP RENTAL FOR BURIALS	0.00	0.00	0.00	0.00	0.00
01-3401-01-958	HIGHWAY PARTS	0.00	0.00	0.00	0.00	0.00
01-3401-01-959	HWY-MATERIALS SOLD	0.00	0.00	0.00	0.00	0.00
01-3401-19-801	McDonough Family Properties Construction O	0.00	0.00	0.00	0.00	0.00
01-3401-99-703	Spec Rec Turkey Trot Revenue	0.00	0.00	0.00	0.00	0.00
01-3404-01-940	SUNAPEE T/S TICKET SALES	25,670.00	25,270.00	25,685.50	27,743.00	35,167.50
01-3404-01-941	SPRINGFIELD T/S TICKET SALES	0.00	0.00	0.00	0.00	0.00
01-3409-01-965	SALE OF CEMETERY LOT	0.00	0.00	0.00	0.00	0.00
01-3409-01-966	BURIAL INCOME	0.00	0.00	0.00	0.00	0.00
01-3501-01-965	PD-SALE OF CRUISER	0.00	0.00	0.00	0.00	0.00
01-3501-01-966	SALE OF TOWN OWNED PROPERTY	16,330.28	4,500.00	0.00	31,456.63	0.00
01-3501-01-968	SALE OF HIGHWAY EQUIPMENT	0.00	0.00	600.00	0.00	0.00
01-3501-01-970	Checking Account Interest Earned	28,941.85	24,887.84	40,743.00	54,804.76	18,944.96
01-3501-10-813	Pistol Permit Fee	0.00	300.00	100.00	70.00	170.00
01-3503-01-936	RENTS/LEASES & SERVICES	3,432.58	7,799.72	0.00	6,147.10	0.00
01-3503-01-937	TOWN DOCK RENTAL	0.00	0.00	0.00	0.00	0.00
01-3503-01-938	Old Abbott Library Rent	0.00	0.00	3,500.00	225.81	0.00
01-3504-01-938	DOG FINES	0.00	0.00	50.00	0.00	0.00

# Revenue Comparison January through July 31, 2016 - 2020

AccountNumber	AccountName	2016 Revenue	2017 Revenue	2018 Revenue	2019 Revenue	2020 Revenue
01-3504-01-939	PARKING FINES	720.00	0.00	1,160.00	240.00	1,080.00
01-3504-01-940	PD FALSE ALARM FINES	100.00	1,370.00	0.00	0.00	0.00
01-3504-01-941	Replacement Transfer Station Tags	175.00	150.00	400.00	50.00	130.00
01-3504-01-944	PD STATE WITNESS FEES	60.00	0.00	1,200.00	787.30	500.00
01-3504-01-945	PD COURT RESTITUTION	0.00	0.00	0.00	0.00	0.00
01-3504-01-946	PD Discovery	470.00	390.00	275.00	414.00	280.00
01-3506-60-260	Revenue from other agency	0.00	0.00	0.00	0.00	0.00
01-3509-01-950	WELFARE MISC. REVENUE	14,847.36	150.00	152.00	118.00	906.00
		788,168.81	766,580.14	862,664.89	904,575.87	824,359.88

