

SUNAPEE BOARD OF SELECTMEN  
MEETING  
6:30PM Town Office Meeting Room  
Monday, February 8, 2021

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

**REVIEW OF ITEMS FOR SIGNATURE:**

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

**Parcel ID: 0146-0009-0000 80 Upper Bay Road, Robert Spaulding**

**Parcel ID: 0128-0046-0000 40 Garnet Street, Judith Zappala Trust**

**with the provision that the Spaulding permit, be held until the second owner signs**

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

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

**Parcel ID: 0128-0046-0000 40 Garnet Street, Judith Zappala Trust**

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

**MOTION TO APPROVE THE FOLLOWING DRIVEWAY PERMIT**

**Parcel ID: 0128-0046-0000 40 Garnet Street, Judith Zappala Trust**

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

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

**Parcel ID: 0235-0092-0000 Route 103B, Bell Engineering**

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

**APPOINTMENTS**

7:00PM-Energy Committee-Discussion on Project to Reduce Building Energy Expenses. Keith Chrisman, Chairman of the Energy Committee came to talk to the Board regarding (3) items.

1) The Energy Committee recommends that the Town of Sunapee enroll in a program run by Eversource that creates rebates from energy audits. The (4) chosen buildings are the Town Hall, Safety Services Building, Highway Garage and the Georges Mills Fire Station. The energy audits for these (4) buildings would be done at no charge.

It is preferable to perform the audits in the colder months. Any recommendations or upgrades from the energy audits could be funded by town, possibly from the Building and Maintenance Capital Reserve. Donna Nashawaty said this is a grant program where Eversource matches the dollars. After some discussion, the Board will enroll in the program and see what recommendations come back on the report. **Motion to authorize the Energy Committee to continue to pursue the energy audits as presented on the condition there is no cost to the Town by Selectman Gallup and seconded by Selectman Gottling. Unanimous.**

2) The Energy Committee also recommends that the Town and Water and Sewer Department investigate locating energy sources, such as a solar array, on the town property behind the Water and Sewer Plant to possibly produces power for the plant.

After discussion, the Board directed the Energy Committee to find out more information about solar arrays.

3) Keith Chrisman has a concern regarding the January 25<sup>th</sup> Board of Selectmen Minutes. He takes issue with the meeting minutes as written. Chairman Trow said most volunteers for the town are not aware of the limitations of government and Donna Nashawaty advices with all the volunteer town committees. Donna Nashawaty said the minutes do reflect what she said at the meeting. His letter with the concerns is attached.

#### SELECTMEN ACTION

- Permission to Fly the Donate Life Month Flag

The Donate Life Organization has asked to fly their flag for the month of April in Sunapee Harbor. The flag represents a month-long celebration for those who have received transplants, to recognize those who continue to wait, to honor donors and donor families, and to thank registered donors for giving hope. **Motion to authorize Donate Life to fly their flag in Sunapee Harbor during the month of April by Selectman Gallup seconded by Selectman Gottling. Unanimous.**

- Conservation Commission Reappointments-Van Webb and Tim Fleury, 3-Year Term and appoint new member Terry Mattson, 2-Year Term

**Motion to reappoint Van Webb and Tim Fleury to the Conservation Commission for a 3-year term by Selectman Gallup, seconded by Selectman Gottling. Unanimous.**

**Motion to appoint Terry Mattson to the Conservation Commission for a 2-year term by Selectman Gallup, seconded by Selectman Gottling. Unanimous.**

- Energy Committee Appointment-Adam Dolce, 3-Year term

**Motion to appoint Adam Dolce to the Energy Committee for a 3-year term by Selectman Gallup seconded by Selectman Gottling. Unanimous.**

- Use of Facilities-05/01/21-SMHS LFOD Color Run, Dewey Beach

**Motion to approve the Use of Facilities Application to hold the SMHS LFOD Color Run at Dewey Beach on May 1, 2021 by Selectman Gallup, seconded by Selectman Hastings. Unanimous.**

- Memorandum of Understanding (MOU)-Coalition Communities

Donna Nashawaty updated the Board on the weekly meeting of the Coalition Communities and asked if anyone wanted to participate from the Board. It was decided the Board authorize her to represent the town and sign the MOU, which is attached.

**Motion that the town signs up and becomes part of the Coalition, authorizes the Town Manager to sign the MOU and represent the town by Selectman Gallup and seconded by Selectman Gottling. Unanimous.**

#### CHAIRMAN'S REPORT

- Chairman Trow had (2) things that had come up. One was comments about the Deliberative Session regarding how to watch the meeting. There was a question regarding if a link was posted on the website or if the person needed to send an email to get the zoom information. The other one was Chairman Trow received a complaint from a resident who said they are having mail issue again. The person was trying to send something out and it did not get picked-up for (4) days. Selectman Gallup said he was having the same issue and Donna Nashawaty said the Town Office was also having the same problems.

Selectman Gallup stated if you are a rural route box in Sunapee your local post office is Newport. He said at this point any time they need to send out sensitive mail they take it to the Sunapee Post Office. Selectman Gallup feels it is a management issue and the post office does not really care.

Items Requested by Selectman Augustine:

- Update on COVID-19 cases in Sunapee and nearby towns.

Selectman Augustine updated the Board on the current COVID cases in the area according to WMUR.

- Confirm that Conservation Commission financial data requests have been satisfied.

Selectman Augustine asked if the Conservation Commission's request had been satisfied. Donna Nashawaty replied yes that she saw an email with a spreadsheet that was sent to them.

- Recap 02/02/21 Town Deliberative Session and discuss any lessons learned.

Selectman Augustine said the issue of people being able to watch the session remotely was what he received the most feedback on. He received an email from someone that wanted it read at the BOS meeting and asked if any of the other Board members got the same email? Selectman Gallup did but he does not remember the comment of having the email read at the BOS meeting. Selectman Augustine said an email blast when out that said to email or phone the Town Manager for the link, but what was the thought process behind not putting the link on the website or including it in the email blast? Donna Nashawaty replied that during her tenure with zoom, she has never put a link out without someone asking for it. Donna Nashawaty said if the Board wants her to do something different she will. Selectman Augustine thinks the town's mindset is to wait until they are asked for information instead of just putting it out there.

- Reminder regarding guidelines for election-related signs on town properties.

Selectman Augustine said with the election right around the corner, he thought it would be good to have a reminder in the minutes regarding election signs on town property. The policy is that signs cannot be left on town property unattended.

#### TOWN MANAGER REPORTS

- Monthly January Revenue and Expenditure Reports

The Board received and reviewed the January Reports.

Meeting Adjourned 9:00PM

Respectfully Submitted by,

Barbara Vaughn

Administrative Assistant

SUNAPEE BOARD OF SELECTMEN

MEETING AGENDA

6:30PM Town Office Meeting Room

Monday, February 8, 2021

- **Citizen Input:** In accordance with the Governor's Emergency Order #12, citizens access to the meeting at Town Office is limited for meetings. The meeting will be streamed live on the internet via the Town's website at <https://townhallstreams.com/towns/sunapee.nh>. If citizens have input for the Board/Committee please submit to Donna Nashawaty, Town Manager at [donna@town.sunapee.nh.us](mailto:donna@town.sunapee.nh.us) no later than 3:30 pm on the day prior to the meeting.

1. REVIEW OF ITEMS FOR SIGNATURE:

CZC's:

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Parcel ID: 0128-0046-0000 40 Garnet Street, Judith Zappala Trust

LAND DISTURBANCE BOND:

Parcel ID: 0128-0046-0000 40 Garnet Street, Judith Zappala Trust

DRIVEWAY PERMIT

Parcel ID: 0128-0046-0000 40 Garnet Street, Judith Zappala Trust

INTENT TO CUT:

Parcel ID: 0235-0092-0000 Route 103B, Bell Engineering

2. APPOINTMENTS

7:00PM-Energy Committee-Discussion on Project to Reduce Building Energy Expenses.

3. PUBLIC COMMENTS:

4. SELECTMEN ACTION

- Permission to Fly the Donate Life Month Flag
- Conservation Commission Reappointments-Van Webb and Tim Fleury, 3-Year Term and Terry Mattson, 2-Year Term
- Energy Committee Appointment-Adam Dolce, 3-Year term
- Use of Facilities-05/01/21-SMHS LFOD Color Run, Dewey Beach
- Memorandum of Understanding (MOU)-Coalition Communities

5. CHAIRMAN'S REPORT

Items Requested by Selectman Augustine:

- Update on COVID-19 cases in Sunapee and nearby towns.
- Confirm that Conservation Commission financial data requests have been satisfied.
- Recap 02/02/21 Town Deliberative Session and discuss any lessons learned.
- Reminder regarding guidelines for election-related signs on town properties.

6. TOWN MANAGER REPORTS

- Monthly January Revenue and Expenditure Reports

7. UPCOMING MEETINGS:

02/09-5:30PM-Recreation Committee, Town Meeting Room

02/10-7:30PM-Firewards Meeting, Town Meeting Room

02/11-7:00PM-Planning Board, Town Meeting Room

02/16-5:00PM-Energy Committee, Town Meeting Room

02/18-5:00PM-Abbott Library Trustees, Abbott Library

**NONPUBLIC:** The Board of Selectmen may enter a nonpublic session, if so voted, to discuss items listed under RSA 91-A

Concerning Sunapee BoS Meeting, Jan 25, 2021, "Energy Cmte BOS Appointment::

I take issue with the following meeting minutes, as written.

"Donna Nashawaty said there was an issue with the Energy Committee last week. The committee was working on some energy audits for town buildings and (a) they (b) were in the process of contracting with a sub-contractor and (c) realized they must put up money. DN told them that their job was to recommend to the BOS, and she thinks they should talk to the BoS and then go from there. The Cmte is scheduled for the next BOS meeting."

1. (a) First of all, I was the only one who contacted Eversource. Pls don't misrepresent the other member's actions by saying that the EC contracted with a sub-contractor.
2. (b) this is patently false. No one has, is, or will be, "contracting with a sub-contractor." That's the Town's responsibility. I have made it very clear, over and over, to all parties, that I couldn't do anything without BOS approval. I was just lining up and organizing a strategy for the Town to reduce energy expenses in their buildings through energy conservation. I worked for the Govt for 28 years and know full well what an un-authorized commitment is.
  - a. In addition, for any EC request from the Town, Donna N is my first POC in the chain of command to the BOS. That's why I wrote the email to her (attached) on in the first place. (See email dtd 1/22/2021 @ 2:08pm, provided upon request.)
  - b. Yes, I have talked to Eversource about audits of buildings and street lights, and to Eversource's contractors concerning the audits, about what they could and could not do, so that a coherent plan could be presented to the Town. On 1/22 I wrote to them stating that all is on hold, as I was presenting to them on 2/8, and are pending a decision from the BOS.
3. ( c) I didn't just realize "they must put up money." Well, of course there would be money involved. See 5.a.ii below. In fact, the audits, I am told, will be free. There will be some money from Eversource for building heating, insulation, and air infiltration improvements (~35%), and for lighting (~50%). Once the audit numbers are known and Eversource has decided how to proceed, the BOS can make a financial decision, based on facts and time constraints.

4. The EC decided early on to pursue a strategy of reducing Sunapee energy expenses by looking at conserving energy in its buildings. Pls bear in mind that the 2018 Town Report laid out very clearly what the EC was doing and intended to do.
5. Evidence:
  - a. Email KC to DN on 21 Jan 21:
    - i. "I am thinking that I should inform the BOS that there may be financial obligations...before the EC decides to go ahead with the contractor,"
    - ii. "Yes, there may be an outlay of money,..."
  - b. Emails to Eversource, Margaret, and Adam Sinclair, concerning what I can and can't do without BOS approval. 1/22
6. To the best of my ability, all correspondence to others concerning this project has been documented and transparent with the Town. Meeting notes describing communications with Eversource, other energy providers, are available.
7. I look forward to seeing, by the next BOS meeting, a correction to the BOS meeting minutes of 1/25, correcting the inaccuracies that I have addressed above.



### **National Donate Life Month**

National Donate Life Month (NDLM) was established by Donate Life America and its partnering organizations in 2003. Observed in April each year, National Donate Life Month helps to encourage Americans to register as organ, eye and tissue donors and to honor those that have saved lives through the gift of donation.

### **National Donate Life Month 2021: Garden of Life**

Donate Life America was inspired by the springtime scene of a garden. A garden and the insects within it serve as symbols of hope, courage and transformed life — themes repeatedly found within the donation and transplantation journey.

The Donate Life garden depicts an ecosystem of plants, insects, and other components working together to form an interconnected living system. Similarly, we each have the potential to nurture and enrich our communities through organ and tissue donation. This National Donate Life Month, we ask you to be a part of this lifesaving and healing garden by registering as an organ and tissue donor at [www.RegisterMe.org](http://www.RegisterMe.org) and championing the Donate Life cause.

To learn more visit [www.DonateLife.net](http://www.DonateLife.net)





## **Donation & Transplantation FAQs**

### **What is National Donate Life Month (NDLM)?**

A month to celebrate those who have received transplants, to recognize those who continue to wait, to honor donors and donor families, and to thank registered donors for giving hope.

### **What is National Donate Life Blue & Green Day?**

A day when the public is encouraged to wear blue and green, hold events and fundraisers, and partner with local restaurants, malls, media, and community organizations in an effort to spread awareness about the *Donate Life* cause.

### **What is National Pediatric Transplant Week?**

A week at the end of NDLM that offers donation and transplantation organizations the platform to talk about the powerful message of ending the pediatric waiting list, to share clinical partners' innovative work and patient stories (candidates and recipients), and to honor donor families whose children have saved and healed lives through organ, eye and tissue donation.

### **Who can be a donor?**

People of all ages and medical histories should consider themselves potential deceased donors. Your medical condition at the time of death will determine what organs and tissue can be donated.

Living donors should be in good overall physical and mental health and older than 18 years of age. Some medical conditions could prevent an individual from being a living donor. Transplant programs complete a full patient evaluation to protect both living donor and recipient health and safety.

### **Does registering as a donor change my patient care?**

Doctors work hard to save every patient's life, but sometimes there is a complete and irreversible loss of brain function. The patient is declared clinically and legally dead. Only then is donation an option.

### **Does my religion support organ, eye and tissue donation?**

All major religions support donation as a final act of compassion and generosity.

### **Is there a cost to be an organ, eye and tissue donor?**

There is no cost to the donor's family or estate for donation. The donor family pays only for medical expenses before death and costs associated with funeral arrangements.

### **Does my social and/or financial status play any part in whether or not I will receive an organ if I ever need one?**

A national system matches available organs from the donor with people on the waiting list based on many factors, including: blood type, body size, how sick they are, distance from donor hospital and time on the list. Race, income, gender, celebrity and social status are never considered.

### **Why should I register my decision to be a donor?**

The vast majority of Americans support donation as an opportunity to give life and health to others. Unfortunately, many people overlook the important step of registering as a donor. Donors are often people who die suddenly and unexpectedly. Their families are then faced with making the decision at a time of shock and grief. Registering relieves your family of this burden.

You can save up to 8 lives and heal the lives of more than 75 people. Your registration serves as a symbol of hope to patients waiting, and sharing it with your family lets them know your decision.

To register your decision to be a donor, please visit [RegisterMe.org](http://RegisterMe.org).

For more information about organ, eye, tissue and living donation, please visit [DonateLife.net](http://DonateLife.net).

## 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:

Class of 2022 - LFOD Color Run

This Organization is: Non-Profit – Political –Private (N/A for profit companies)

N/A

Name of Duly Authorized:

Sean Moynihan

Mailing Address: 10 North Rd, Sunapee NH, 03782

Daytime Phone: 763-5615 Evening Phone:                     

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

Event Date: May 1, 2021 Time: From: 7:00am To: 12:00pm

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.

2nd Annual Color Run. Start at Dewey Beach to Garrett Hill Rd to Jobs Creek Rd back to Dewey Beach.

Registration + Set-up will be at Dewey. Extra parking will be needed at Sherburne Gym.

I/We acknowledge understanding the following restrictions: and/or safety service building.

(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 200 # of people and 100 # of vehicles attending our event.

Signature of Responsible Individual [Signature] Date 1/20/2021

[Signature]  
Approved by Chief of Police Date 1-27-21

1 # of Officer(s) will be assigned to event at applicant's expense.  
[Signature]  
Approved by Recreation Director (if applicable) Date 1/27/21

[Signature] OR (Reserve Rep)  
Approved by Fire Chief (if applicable) Date 1/27/21

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**

*\* ~~BB~~ Dewey Beach Bathroom might not be  
available to to Covid-19. Rental toilets  
might need to be an option*



3-year term

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

Name: Webb (Last) Van (First) Date: 1/25/21

Sunapee Registered Voter: ( ) Yes ( ) No

Mailing Address:

Street Address (if different):

524 Stagmoor Road  
Sunapee, NH 03782

Lived in Sunapee Since: 1957 Home Phone: 603-863-6413 Work Phone 603-543-7518

E-mail: vanwebb@gmail.com Fax: \_\_\_\_\_

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

\_\_\_\_\_ Abbott Library Trustee

\_\_\_\_\_ Advisory Budget Committee

\_\_\_\_\_ Capital Improvement Committee

1 \_\_\_\_\_ Conservation Commission

\_\_\_\_\_ Crowther Chapel Committee

\_\_\_\_\_ Fireward

\_\_\_\_\_ Planning Board Alternate

\_\_\_\_\_ Recreation Committee

\_\_\_\_\_ Thrift Shop

\_\_\_\_\_ Upper Valley Lake Sunapee Regional

\_\_\_\_\_ Zoning Board Alternate

2. For consideration:

a. Occupation: Forester b. Employer: self

c. Length of current employment: 50 years d. Education: AS Forest Technician, BS Forest Management

e. Relevant Experience: well versed in conservation issues

f. Do you feel there may be any *conflict of interest* with your personal beliefs, occupation, or employer if appointed to serve on any of the above boards, commissions, or committees? \_\_\_\_ Yes a No

g. Volunteer Time Available 2 hours per week (daytime) 1 hours per week (evenings)

1 hours per week (weekends)

h. Did you previously serve on any Municipal or School District Board/Committee/Commission? \_\_\_\_ Yes a No

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

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

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

3. Why do you want to serve on this board/committee? I have spent many years with the  
Commission and would like to continue

4. What attributes and/or qualifications can you bring to the Board/Committee/Commission?   
Many years of experience

5. Your reasons for wanting this/these appointments /appointments are:  
To continue the good work done so far

6. Additional Comments:

Van O. Will  
(Signature)

1/25/21  
(Date)

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

**“considered public information and may be distributed or copied”**



3-year term

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

Name: Fleury (Last), Tim (First) Date: 2/1/21

Sunapee Registered Voter: ☒ Yes ☐ No

Mailing Address:

Street Address (if different):

39 North Road

Lived in Sunapee Since: 1997 Home Phone: 763-5710 Work Phone: 454-4329

E-mail: tim.fleury@unh.edu Fax: \_\_\_\_\_

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

\_\_\_\_\_ Abbott Library Trustee

\_\_\_\_\_ Advisory Budget Committee

\_\_\_\_\_ Capital Improvement Committee

1 Conservation Commission

\_\_\_\_\_ Crowther Chapel Committee

\_\_\_\_\_ Fireward

\_\_\_\_\_ Planning Board Alternate

\_\_\_\_\_ Recreation Committee

\_\_\_\_\_ Thrift Shop

\_\_\_\_\_ Upper Valley Lake Sunapee Regional

\_\_\_\_\_ Zoning Board Alternate

2. For consideration:

a. Occupation: Forester b. Employer: UNH Cooperative Extension

c. Length of current employment: 24 years d. Education: B.S., M.S.

e. Relevant Experience: Forest Stewardship and Land Conservation

f. Do you feel there may be any *conflict of interest* with your personal beliefs, occupation, or employer if appointed to serve on any of the above boards, commissions, or committees? ☐ Yes ☐ No

g. Volunteer Time Available \_\_\_\_\_ hours per week (daytime) 4 hours per week (evenings)

4 hours per week (weekends)

h. Did you previously serve on any Municipal or School District Board/Committee/Commission? ☒ Yes ☐ No

i. If yes, please indicate Town/Position: Conservation / Comm. Ssion

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

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

3. Why do you want to serve on this board/committee? To help protect Sunapee's  
Natural resources and to our conserve our quality of life.

4. What attributes and/or qualifications can you bring to the Board/Committee/Commission? \_\_\_\_\_

I have served on the Conservation Commission for the  
past 20 years, I feel I have great experience to contribute.

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

6. Additional Comments: I have been fortunate to serve on the  
Conservation Commission on behalf of Sunapee's citizen and  
wish to continue to do so.

Emily O'Leary  
(Signature)

2/1/21  
(Date)

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

“considered **public information** and may be distributed or copied”



24 years

2/8/23

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

Name: Mattson (Last), Terry (First) Date: January 9, 2021

Sunapee Registered Voter: ☒ Yes ( ) No

Mailing Address:

Street Address (if different):

Po Box 215  
Georges Mills, NH 03751

1043 Main St.  
Georges Mills, NH 03751

Lived in Sunapee Since: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

E-mail: Terrymattson@me.com Fax: —

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

\_\_\_\_\_ Abbott Library Trustee

\_\_\_\_\_ Advisory Budget Committee

\_\_\_\_\_ Capital Improvement Committee

1 Conservation Commission

\_\_\_\_\_ Crowther Chapel Committee

\_\_\_\_\_ Fireward

2 Planning Board Alternate

\_\_\_\_\_ Recreation Committee

\_\_\_\_\_ Thrift Shop

\_\_\_\_\_ Upper Valley Lake Sunapee Regional

2 Zoning Board Alternate

*I'd also like to serve on  
the highway safety committee*

2. For consideration:

a. Occupation: Retired Executive b. Employer: last employer: Allergan PLC

c. Length of current employment: \_\_\_\_\_ d. Education: \_\_\_\_\_

e. Relevant Experience: I have general management experience and have an MBA.

f. Do you feel there may be any *conflict of interest* with your personal beliefs, occupation, or employer if appointed to serve on any of the above boards, commissions, or committees? \_\_\_\_\_ Yes X No

g. Volunteer Time Available 15 hours per week (daytime) 10 hours per week (evenings)

5 hours per week (weekends)

h. Did you previously serve on any Municipal or School District Board/Committee/Commission? X Yes No

i. If yes, please indicate Town/Position: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
*hospital board of directors*  
*Not for Profit board positions.*



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

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

3. Why do you want to serve on this board/committee? I've Recently Retired and moved  
to Sunapee full time and would like to volunteer to learn  
about opportunities to use my skills.

4. What attributes and/or qualifications can you bring to the Board/Committee/Commission? I'm a  
curious person and dedicated to doing a good job. My career  
spanned a number of years and my experience was varied. I feel  
my experiences prepared me well to contribute to the town.

5. Your reasons for wanting this/these appointments /appointments are:  
opportunity to give back to the community I live in  
and learn how local government works. I'm also  
looking forward to meeting people and learning about the local  
area.

6. Additional Comments: I'm willing to serve in any capacity needed.

Terry F. Munson  
(Signature)

Jan. 9th 2021  
(Date)

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

“considered **public information** and may be distributed or copied”

SCC received a copy of a Shore Land Permit by Notification for the Town of Sunapee, Lake Ave Georges Mills right of way for paving. 104-107. SCC no action required.

Letter received and forwarded from Donna stating Soil Samples planned on being collected at Wendall Marsh South in the spring. SCC notes and answers yes, by all means, to the collecting.

Mark Reynolds arrived to the SCC meeting.

Van asked Mark to get memberships organizations and amounts for the budget for 2021 for our next meeting.

No SCC members attended the Deliberative Session.

Ledge Pond Timber Sale update. Tim commented he is very impressed on the work done, spoke to the logger who was well versed. Jeremy did a great job with layout, regeneration, no activity from neighbors. The snowmobile trail is still open and active. The sale will be revenue to the Town Forest Fund. They have set skid rows, let them freeze, and then pull wood.

Cliff Field update the SCC on his Trail Liability work. Cliff reported he has spoken to John Augustine who mentioned the topic at the Selectman's meeting. Cliff will be chatting with a few more people and will update the SCC as soon as he has the trail guidelines together and will send them out for review.

Barb Vaughn from the Town Office sent an email saying Cliff has been tagged as not being a full SCC member. Cliff noted he was appointed in the May 4, 2020 minutes and has been sworn in by Betty twice as well as doing the volunteer form. Van will follow up with Barb on Thursday.

**Van Webb and Tim Fleury whose terms have expired have both completed their volunteer forms.**

**Cliff Field made the motion to reappoint Tim Fleury for another 3 year term of the Sunapee Conservation Commission. Mark Reynolds seconded the motion. Vote LE yes, CF yes, MR yes, VW yes, TF abstained.**

**Cliff Field made the motion to reappoint Van Webb for another 3 year term of the Sunapee Conservation Commission. Mark Reynolds seconded the motion. Vote CF yes, MR yes, LE yes, TF yes VW abstained**

Terry Mattson has submitted the volunteer form and would like to serve on the SCC.

**Tim Fleury made the motion to appoint Terry Mattson as a Member of the SCC for a 3 year term. Cliff Field seconded the motion. Vote TF yes, LE yes, CF yes, MR yes, VW yes.**

Matt Hurd will go to the Town of Sunapee and submit a volunteer form and will attend the March SCC Meeting to become a member.

Van asked Terry Mattson to make up the Agenda for the March 2021 meeting.

Cliff asked if SCC had received a copy of the monitoring report for the Wendall Marsh Property with the violations. SCC has not received as of yet.

Welcome Terry and see you in March Terry and Matt.

Sunapee Conservation Commission Meeting Minutes for February 3, 2021

Tim Fleury read the Emergency order per the Governor. Present via zoom and alone in the room - Van Webb, Cliff Field, Lindsey White, Matt Hurd, Matthew Flanders, Terry Mattson, Jeni. Present at the Town Office – Tim Fleury and Lela Emery.

Mark Reynolds - late

Terry Mattson and Matt Hurd are attending the SCC meeting as they are interested in joining the Conservation Commission.

**Cliff Field made the motion to approve the minutes of the January 2021 meeting. Tim Fleury seconded the motion. All in favor TF yes, LE Yes, CF yes, VW yes.**

Treasurers Report: Conservation Commission Fund balance is \$29,200. Expenditures for 2020 \$206,000.

**Tim Fleury made the motion to accept the Treasurers report as presented. Cliff Field seconded the motion. Vote TF yes, LE yes, CF yes, VW yes.**

Van will forward the Treasurers report to Terry Mattson.

**Tim Fleury made the motion to pay Meadowsend Timberlands Ltd. (MTL) \$18.75 from the SCC Budget Line item Professional Services. Invoice #10 dated 11/11/20 for expense relating to Ledge Pond Timber harvest. Motion seconded by Cliff Field. Vote TF yes, LE yes, CF yes, VW yes.**

**Cliff Field made the motion to pay MTL \$56.25 from the SCC Budget Line item Professional Services. Invoice #Nov 2020, dated 1/12/21. Motion seconded by Tim Fleury. Vote TF yes, LE yes, CF yes, VW yes.**

Tim Fleury read a Letter from Society of Protection for NH Forests. The letter states that the three properties: Bartlett, Tyler and Dewey Woods & Park were monitored via aerial review and that no conflict or issues were noted. Tim explained why the SPNHF is involved for the new SCC candidates by explaining that SPNHF holds the backup easement on these parcels and if we are not following the conditions then SPNHF will take over. Tim also explained the concerns with talk in the town about creating playing fields on the parcels. It is not just a matter of them being Town property, but the SPNHF has rights and must give permission as well. Which never happens!

SCC also received a notice from SPNHF that an Ariel monitoring of the Rockwell Farm Trust/Virginia Cooper parcel has been completed with no issues or conflicts noted.

NH DES Land Recourses Notice of Complaint to the Sunapee Harbor Riverway Inc. dated 1/13/21 for no permit noted for work done/clearing along the River.

DES Forest Statutory Permit Approval for Ledge Pond. SCC no action

Letter to DES with info clarifying question of prior application for 84 Garnet Hill Rd. 126/28 submitted by Aaron Whipple.

A Presentation by Lindsey White, Assistant Project Manager for GZA, Jeni, Matt Flanders regarding Eversource K174 Transmission Line Work. The group wanted to give the SCC a brief overview of the upcoming project and answer any questions we may have. The proposed project includes replacing exiting utility poles and replacing existing static wire with optical ground wire. It is classified as a utility maintenance project and Eversource plans to submit a statutory permit by Notification for the proposed Spring 2021 work. The Permit request & Wetlands Permit have been submitted and approved. SCC all on board and appreciate the courtesy and time to share the project at our meeting.

**Tim Fleury made the motion to approve and accept the work proposed by Eversource on transmission lines right of way from Croydon to Sunapee. Cliff Field seconded the motion. Vote TF yes, LE yes, CF yes, VW yes.**



3 year Term 2/8/24

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

Name: Dolce Adam Date: 12/7/20  
(Last) (First)

Sunapee Registered Voter: ( ) Yes ( ) No ☒ will be very soon (just moved)

Mailing Address:

Street Address (if different):

354 bay point road sunapee nh  
03782

Lived in Sunapee Since: 2020 Home Phone: NA Work Phone 7742399843

E-mail: ajdolce12@gmail.com Fax: NA

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

☒ Abbott Library Trustee  
☒ Capital Improvement Committee

☒ Advisory Budget Committee  
☒ Conservation Commission

☒ Crowther Chapel Committee  
☒ Planning Board Alternate

☒ Fireward  
☒ Recreation Committee

☐ Thrift Shop

☐ Upper Valley Lake Sunapee Regional

☐ Zoning Board Alternate

2. For consideration:

a. Occupation: Student b. Employer: Northeastern University

c. Length of current employment: 3 years d. Education: Pursuing a bachelor's degree in a combined Political Science and Marketing

Incoming Consumer Relations and Data analysis Specialist at Boston Beer Company (Jan 4, 2021)  
e. Relevant Experience: Visiting Researcher at the United Nations in Geneva Switzerland (2019) [sustainability policy and global pandemic response policy]

f. Do you feel there may be any *conflict of interest* with your personal beliefs, occupation, or employer if appointed to serve on any of the above boards, commissions, or committees? ☐ Yes ☒ No

g. Volunteer Time Available 3 hours per week (daytime) 5 hours per week (evenings)

8 hours per week (weekends)

h. Did you previously serve on any Municipal or School District Board/Committee/Commission? ☐ Yes ☒ No

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

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

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

3. Why do you want to serve on this board/committee? \_\_\_\_\_

I would like to be involved in local government because it's the life blood of American democracy. I just moved to Sunapee and I want to contribute to my new community. I believe it would be an amazing way to get to know my new home and the wonderful kind people who live here.

As a young person looking to get involved, I believe that I have provide a unique perspective while being old enough to understand issues


4. What attributes and/or qualifications can you bring to the Board/Committee/Commission? \_\_\_\_\_

I believe that I could bring a lot to a position. I think my background in research at the international level has provided me with hard skills in writing, research and knowledge on complicated policy issues. I tackled two research projects while I was there. The first was on sustainable energy policy, which is something that is really important to me, and I would be able to contribute a lot of what I learned to any committee which eco-policy might be relevant to. My second project was on tracking misinformation on ebola using A.I sentiment analysis and determining effective and informed aid through data. Starting in January, I plan to continue this research under the context of covid-19. Because of this, I believe I would be an asset for any committee tasked with covid-19 policy. My past few employments have been in marketing data, branding and graphic design. I would love to bring those skills where ever it is needed. I feel everyone always needs a graphic designer around. Lastly, I have past experience in Model UN and speech debate which makes me very familiar with parliamentary procedure and Roberts rules.

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

My reasons are really because I believe I can help. Specifically with environmental issues and Covid-19, I have skills that can make me an asset.

6. Additional Comments: \_\_\_\_\_

  
(Signature)

12/07/2020  
(Date)

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

**“considered public information and may be distributed or copied”**



TOWN OF SUNAPEE NH  
DRAFT ENERGY COMMITTEE MEETING MINUTES

2-3-2021

Location – Town Hall Meeting Room

Attendance – Keith Chrisman, Bette Nowack, Adam Dolce (as guest)

Meeting time – 5:00pm to 6:30pm

Minutes:

1. Normal 2-2-21 meeting time was rescheduled to 2-3-21 due to weather.
2. Reviewed and approved minutes from 1-5-21 and 1-19-21.
3. KC confirmed with Margaret Dillon (building and energy consultant subcontractor to Eversource) that the cost of energy audits of each of the four priority buildings would not exceed \$2,500 and therefore would be covered 100% by Eversource.
4. Once audits are conducted, the information should be sent to Kritin Bahny at Eversource and she will evaluate what matching funds are available to help implement energy improvement recommendations.
5. Kristin Bahny recommends benchmarking energy use, Margaret says it is not necessary for the purpose of her audits. We will still proceed with benchmarking.
6. The Energy Committee (EC) cannot commit to expending any funds at this time. Any expenditure would need to go through the town budgetary process for approval prior to spending.
7. The audits need to be conducted in cold weather.
8. Budget process starts in September, so it is possible for recommendations from the audits conducted this winter to be included in the budget for next year.
9. Based on KC's correspondence with Donna, even though the audits will not incur any costs to the town, the EC cannot authorize any audits without going through BOS for approval.
10. KC noted that there were many suggested action items from 1-5-21 meeting, but since this meeting is short, we will hold off on discussing today.
11. BN and KC attended zoom meeting with W&S Commission on January 28. The W&S Commissioners expressed an interest in having an informational meeting with ReVision Energy to learn about options for solar energy installations. As long as there are no issues with the BOS, BN will set up a ReVision meeting for W&S to attend. It will be scheduled during a normal EC meeting time (first or third Tuesday of the month) and ReVision will attend the meeting virtually.
12. KC plans to attend BOS meeting on 2-8-21 to discuss current EC action items, including BOS approval to conduct no cost energy audits of buildings and lighting systems, potential data needs going forward, and schedule/timeline to move forward with action items.
13. There was a discussion regarding recommendations for energy source for heating and ventilation of Elementary school. KC has some concerns regarding use of wood pellets or other carbon source due to the generation of green house gas and the stability of the wood source over time. EC recommends that options for energy source be kept open, in the event that a better, cost effective option is discovered during the detailed design process, assuming the school improvements are approved at Town Meeting.
14. KC made a motion to bring Adam Dolce onto the Energy Committee as a member. BN seconded the motion and voted in agreement.
15. Meeting was adjourned at 6:30pm.

## INTERMUNICIPAL MEMORANDUM

DATE: February 4, 2021

TO: Potential Donor City/Towns Caused by Changes in Statewide Education Funding Models

FROM: Similarly Situated Communities

RE: Commission On Education Funding Recommendation Of Return To Donor Town Education Funding Model And Coalition Communities 2.0

For approximately ten years prior to 2006, the state funded education formula created what was commonly known of as “donor” and “receiver” towns. Under this formula, a community was characterized as a donor community if it raised more in Statewide Education Property Tax (“SWEPT”) than the state’s calculation of that community’s total cost of an adequate education for its students. This “excess” SWEPT was then distributed by the state to communities whose cost of an adequate education exceeded the amount raised in SWEPT (known as “receiver” communities). These actions were taken by the NH Legislature in response to litigation commonly referred to as the “Claremont Decisions.” Previously, former donor towns worked together to challenge the donor/receiver education funding formula through the formation of a group known as the “Coalition Communities.” In part, due to the advocacy of the Coalition Communities through lobbying efforts and litigation, the Legislature eventually abolished the donor/receiver education funding formula. These collective efforts were funded by contributions from participating donor communities. These communities now retain their “excess” SWEPT they raise.

A Commission to Study School Funding (“Commission”) was created by the Legislature in 2019 to “review the education funding formula and make recommendations to ensure a uniform and equitable design for financing the cost of an adequate education for all public-school students.” (RSA 193-E:2-e.) Various communities have monitored the Commission’s meetings and assisted in keeping former donor communities apprised of the Commission’s work. On December 1, 2020, the Commission issued its final report, which recommends, in part, the return of a donor/receiver education funding model by recommending that communities that generate excess SWEPT remit the “excess” SWEPT to the state for redistribution to towns whose cost of an adequate education is more than the SWEPT the town generates.

That recommendation was embodied in HB 504, on which the House Ways and Means Committee is scheduled to hold a remote hearing on February 17, 2021 at 1:30 pm. The bill, sponsored by Commission Chairman Luneau, requires municipalities to remit the state education property tax to the state (after deducting collection costs) for deposit in the Education Trusts Fund. This would mean those towns who generate excess SWEPT would no longer be able to retain the excess SWEPT. If HB 504 passes, using



Department of Education figures for FY 2022, it is estimated that your community would be one of 50 municipalities that would likely send a total of \$28 million (less collection costs) to the state for deposit in the Education Trust Fund. **Please see the enclosed spreadsheet for the estimated amount for your individual community.** In addition, your community would no longer be able to use the excess SWEPT to fund you own local education needs.

There is another significant concern regarding the Commission's Report that is not reflected in HB 504. The Commission's Report also incorporates an education funding model that attempts to create a uniform education tax rate throughout the state of approximately \$12 per thousand. The combined education tax rate would be \$12.24 (a minimum \$5 per thousand local education tax plus a \$7.24 per thousand statewide property tax). If legislation is introduced using this model, the impact on local property tax rates would be substantial. **Enclosed is also another spreadsheet that estimates the possible impact to over 70 donor communities of implementing the Commission funding model.** HB 504 is not the only bill pending before this year's legislature on this subject matter. Consequently, it and other bills are subject to amendment that may even further implement the Commission's recommendations and/or introduce other donor/receiver town funding models.

The funding model in the Commission's Report impacts former donor towns and towns that were not previously donor towns. A number of impacted communities have expressed the need and desire to resurrect the Coalition. This new group of donor towns would like to come together to advocate and lobby in opposition to a donor town funding formula. These towns now known as the **Coalition Communities 2.0** are also members of the New Hampshire Municipal Association ("NHMA"). Although NHMA provides advocacy and lobbying services to its members, its position on specific legislation is restricted to legislation of general interest to its members and supported by clear member-adopted policy positions as legislative principles. NHMA's current legislative policy on education does not specifically oppose a donor/receiver education funding model. Without majority membership support, NHMA's ability to lobby on behalf of the Coalition Communities 2.0 is severely limited and leaves its Coalition Community 2.0 members at a disadvantage in their ability to effectively advocate in opposition to legislation that would recreate a donor/receiver education funding formula.

Given the described historical information and that education funding is a complex issue, it would be unduly burdensome and costly for each town to separately track, advocate and lobby in opposition to education funding legislation that supports a donor/receiver model, particularly during COVID-19. The Coalition Communities 2.0 are going back to their governing boards to confirm their participation in a new education funding group being formed to advocate against any education funding formula that would use the property tax to create a donor town funding model. The group is working to formalize an agreement with each other to pool resources to hire a lobbyist to assist in advocacy and communication services and other professional services if needed on this issue by entering into the **attached MOU** and has issued an RFQ/P (**Scope of Work attached**) to



solicit the professional services of a lobbyist firm.

The City of Portsmouth has been the fiduciary agent for the original Coalition Communities and is willing to provide similar support to the newly formed Coalition Communities 2.0. Responses to the RFQ/P are due by February 8<sup>th</sup> after which we will better know what the potential annual cost of membership will be. The enclosed MOU contemplates the cost of membership to be based on each community's equalized assessed value as a percentage of the total equalized assessed value of all member communities. Enclosed is a spreadsheet depicting an estimate of each community's proportional share if all 50 communities were to become members and if the total annual cost of the RFQ/P were \$120,000. **These numbers are subject to change based on the total membership and the actual cost of the professional services being sought.**

We hope you will join us in this education funding debate, and share our concerns and opposition to recreating a property tax system that uses donor towns as a means for the State to meet its funding obligations of providing an adequate education to all the State's children. If you agree that your community needs a seat at the table when this divisive public policy is discussed, we ask that you review the MOU and join the Coalition 2.0 by passing the following resolution:

***PROPOSED MOTION:*** To authorize the City/Town of \_\_\_\_\_ to participate in the newly formed Coalition Communities 2.0 and to authorize \_\_\_\_\_ to execute a MOU with the Coalition Communities 2.0 on behalf of the City/Town in a form similar to the attached, and to further authorize until rescinded \_\_\_\_\_ to represent the City/Town regarding to all matters related to membership in the Coalition Communities 2.0.

If you have any further questions concerning the information provided, please feel free to contact either Jane Ferrini of the City of Portsmouth at [jferrini@cityofportsmouth.com](mailto:jferrini@cityofportsmouth.com), or Paul Deschaine of the Town of Newington at [pdeschaine@townofnewingtonnh.com](mailto:pdeschaine@townofnewingtonnh.com). **We ask that you respond to this invitation by February 28, 2021. If you elect to become a member please take action on the proposed motion and provide evidence of that action by completing the enclosed Authorization and Signature form, which is the last page of the MOU.** Then, mail the entire package to:

COALITION COMMUNITIES 2.0  
c/o City Of Portsmouth, NH  
Attention: Jane Ferrini  
1 Junkins Avenue  
Portsmouth, NH 03801

We thank you for your time and consideration of this invitation to join us in this endeavor of mutual interest.

**MEMORANDUM OF UNDERSTANDING**  
**FOR PROFESSIONAL SERVICES**  
**BETWEEN THE COALITION COMMUNITIES 2.0**

This Memorandum of Understanding ("MOU" or "Agreement") is entered into by the City of Portsmouth and the Towns/Cities of ----- (hereinafter referred collectively as "Coalition Communities 2.0") and each understands and agrees to the commitments, terms, and conditions contained in this Agreement.

**WHEREAS**, For approximately ten years prior to 2006, the state funded education through a formula that created what was commonly known of as "donor" and "receiver" towns. Under this formula, a community was characterized as a donor community if it raised more in Statewide Education Property Tax ("SWEPT") than the state's calculation of that community's total cost of an adequate education for its students. This "excess" SWEPT was then distributed by the state to the community's whose total cost of education exceeded the amount raised in SWEPT (known as "receiver" communities).

**WHEREAS**, The former donor towns worked together to challenge the donor/receiver education funding formula through the formation of a group known as the "Coalition Communities". In part, due to the advocacy and lobbying efforts of the Coalition Communities, the legislature abolished the donor/receiver education funding formula and from 2006 through the present, communities now retain the "excess" SWEPT they raise.

**WHEREAS**, A Commission to Study School Funding ("Commission") was created by the NH Legislature in 2019 to "review the education funding formula and make recommendations to ensure a uniform and equitable design for financing the cost of an adequate education for all public-school students." RSA 193-E:2-e;

**WHEREAS**, The Commission's Report, issued on December 1, 2020, recommends, in part, the return of a donor/receiver education funding model by recommending that communities that generate excess SWEPT remit the "excess" SWEPT to the state for redistribution to towns whose cost of an adequate education is more than the SWEPT the town generates;

**WHEREAS**, The Commission's Report was comprehensive in its analysis of students' needs and in identifying the deficiencies in how the state fulfills its constitutional obligations to provide students with an adequate education but seriously deficient in its misplaced reliance on the broken and overburdened system of funding education through the property tax.

**WHEREAS**, Legislation will be introduced in 2021 that adopts in similar fashion the Commission's recommendation of a donor/receiver education funding formula, which will have a substantially negative effect on the taxpayers from newly created donor communities ("Coalition Communities 2.0");

**WHEREAS**, All Coalition Communities 2.0 are members of the New Hampshire Municipal Association ("NHMA"). NHMA provides advocacy and lobbying services to its members but it may not lobby on behalf of specific legislation supported or opposed by a municipality unless it is of interest to its members generally and supported by clear member-

adopted policy positions as legislative principles. NHMA's current legislative policy on education does not specifically oppose a donor/receiver education funding model. NHMA does not take a position on issues that pit one set of communities against another set of communities. Without majority membership support, NHMA's ability to lobby on behalf of the Coalition Communities 2.0 is severely limited and leaves its Coalition Community 2.0 members at a disadvantage in their ability to effectively advocate in opposition to legislation that would recreate a donor/receiver education funding formula;

**WHEREAS**, RSA 31:9 provides that "[t]owns may at any legal meeting authorize the employment by the selectmen of counsel in legislative matters in which the town is directly or indirectly interested, or may ratify the previous employment by the selectmen of such counsel and may grant and vote money therefor.";

**WHEREAS**, Education funding is a complex issue and it would be unduly burdensome and costly for each town to separately track, advocate and lobby in opposition to education funding legislation that supports a donor/receiver model, particularly during COVID-19;

**WHEREAS**, The Coalition Communities 2.0 seek to share the cost of professional services, including but not limited to lobbying, communication, legal, and other professional services if required to advocate and educate others regarding its opposition to public policies related to the use of the property tax to fund education

THEREFORE, the Coalition Communities 2.0 enter into this Agreement for the purposes set forth above, as follows:

I. **DEFINITIONS**

A. "Advocate" shall mean the individual hired to provide professional lobbying services, as further described in the Request for Proposal attached as Exhibit A.

B. "Agreement" shall mean this document, this Memorandum of Understanding for Professional Services Between the Coalition Communities 2.0.

C. "Biennium" shall mean the current two-year term of the legislature beginning January, 2021 and ending December, 2022.

D. "Coalition Communities" shall mean donor towns under prior education funding formulas.

E. "Coalition Communities 2.0" shall mean any potential donor towns under an education funding formula that adopts the Commission's recommendation or any portion thereof that returns to a donor/receiver education funding formula. See also Member.

F. "Commission" shall mean the Commission to Study School Funding created by RSA 193-E:2-e.

G. "Donor communities" shall mean a community that when SWEPT is assessed

on the municipality's total equalized assessed property value, SWEPT raises more funds than the state's calculated cost of an adequate education assessed for all students. This excess SWEPT is remitted to and distributed by the state to receiver communities.

H. "Excess SWEPT" shall mean when the SWEPT is applied to the equalized property value of a town, it raises more in SWEPT than the state's calculated cost of an adequate education for all students in its community.

I. "Joint Board" shall mean the Joint Board for the Coalition Communities 2.0's Joint Board, which will be the oversight board for the Coalition Communities 2.0. This Joint Board shall not be confused with the Board of Selectmen for the individual towns that are members of the Coalition Communities 2.0.

J. "Lobbying Services" are the professional lobbying services, as further described in the Request for Proposal attached as Exhibit A.

K. "Member" shall mean a town or city that is a potential new donor town and party to this Agreement. A Member has contributed its full Assessment and is a full voting member. The Joint Board may create Associate Membership or other types of memberships for those towns who have made a contribution but not in the full amount of the suggested Assessment.

L. "Receiver Communities" shall mean a community that when SWEPT is assessed on the municipality's total equalized assessed property value, SWEPT raises less than the state's calculated cost of an adequate education for all its students. The state distributes excess SWEPT raised by donor communities to receiver communities to meet its obligation to fund an adequate education.

M. "Report" shall mean the report of the Commission entitled *Our Schools, Our Kids; Achieving Greater Equity for New Hampshire Students and Taxpayers, A Report From The Commission to Study School Funding, Submitted to the New Hampshire General Court, December 1, 2020 Relative to RSA 193-E:2-e*.

N. "SWEPT" shall mean the Statewide Education Property Tax or any other form of property tax assessed by the State of New Hampshire.

## **II. PURPOSE OF THIS AGREEMENT**

The purpose of this Agreement is to allow the Coalition Communities 2.0 to jointly hire an advocate for professional lobbying, communication and legal services or other professional services and to share the costs associated with these services as more fully set forth in the Scope of Services attached as Exhibit A or other future contracts or Requests.

## **III. DURATION OF AGREEMENT**

The term of this Agreement runs concurrent with the current biennium of the legislature from January, 2021 through December 31, 2022. This Agreement may be renewed for an additional two-year term by vote of the majority of the Members after receipt of authorization

from its board of selectmen or city council at its annual meeting held in July.

#### IV. **MEMBERSHIP**

The undersigned hereby organize and constitute themselves as Members of the Coalition Communities 2.0. The Members are listed in Exhibit B, which is attached and incorporated hereto. Each Member is authorized to participate by vote of its Board of Selectmen or City Council and copies of these votes are attached and incorporated as Exhibit C. Each signatory is an authorized representative of its town or city.

Members shall be limited to fifty (50). There will be an organizational meeting of the Members within 15 days of the execution of this Agreement. At the organizational meeting the Members will elect the Joint Board members as more fully described in Section V. Each Member is afforded one vote in all matters upon which require action. A majority vote of those Members present and voting shall be needed to act upon any business associated with this Agreement. One third of the total Membership shall constitute a quorum.

#### V. **JOINT BOARD**

##### 1. Purpose of Joint Board

A. The Joint Board has the authority to enter into contracts on behalf of the Members, including but not limited to professional services contracts for lobbying, communication, legal and other professional services approved by majority vote of the Members, to hire, supervise, advise and direct the activities of the professionals hired under the terms any contract, to negotiate with respect to all matters relating to this Agreement, to request, collect, hold, accept, invest, disperse and expend funds, to approve bills and circulate documents necessary in order to keep Members informed of activities pursuant to this Agreement and conduct such other activities as the Joint Board deems necessary and proper to carry out the purposes of this Agreement.

B. The Joint Board shall have the sole authority to approve an annual operating budget, which it shall transmit to the Members.

C. Officers: Beginning with its first meeting and then annually thereafter, the Joint Board shall elect a Chair, Vice Chair and a Clerk from the members of the Joint Board. The Chair shall serve as the official spokesperson for the Members.

##### 2. Membership of Joint Board

A minimum of five regular members of the Joint Board shall be comprised of three town/city managers and two elected officials from its Members. All Joint Board members shall be nominated at the Members' organizational meeting and serve through the expiration of the term of this Agreement. If this Agreement is renewed by the Members for an additional term,

the Members will elect Joint Board members at its first meeting during the first 30 days of the second term. There are no term limits for Joint Board members. Joint Board members may be supported by appropriate staff from its community.

Joint Board members and its officers shall not be personally liable for any debt, liability or obligation of the Coalition Communities 2.0. All persons having any claim against the Coalition Communities 2.0 may look only to its funds for payment of any such contract or claim, or for the payment of any debt, damages, judgment or decrees, or of any money that may otherwise become due and payable to them from the Coalition Communities 2.0.

### 3. Meetings:

A. Annual meetings. The Joint Board shall schedule one annual meeting of the Members during the term of this Agreement after the close of the legislative session in July.

B. Regular meetings. The Joint Board shall meet regularly at quarterly meetings or more frequently at the call of the Chair at such times and places that are mutually convenient to discuss issues of mutual concern to the Members. The Joint Board shall meet once a month with the Members while the legislature is in session. These meetings shall be held on the first Monday of every month at 11:00am. Additional meetings with Members may be scheduled either by the call of the Chair or by written request of five or more Members. The Clerk shall post proper notice of all meetings and shall record minutes pursuant to RSA 91-A:2. Attendance for purposes of quorum and voting may be by telephone or video, subject to the provision of RSA 91-A.

### 4. Voting and Alternates.

A. Number of Joint Board members. The membership of the Joint Board is comprised of five regular members and two alternate members.

B. Quorum. Three of the five Joint Board members in attendance at a meeting are necessary to form a quorum.

C. Majority vote. All votes will pass by simple majority.

D. Role of Alternates.

Alternate member(s) shall sit with all other Joint Board members during the meetings and may participate but may only vote if regular member can't participate on said item. If an alternate has already been appointed to sit in for a regular member, then the second alternate shall be appointed by the Chair.

If a Joint Board member has unexcused absences for 2 consecutive or 3 total meetings during the term of this Agreement, they will be deemed to have vacated their position and the Joint Board will be free to appoint an alternate as a regular member to the vacant position upon majority vote of the Joint Board. If a Joint Board member resigns or is unable

to continue to serve, the Joint Board will appoint an alternate as a regular member by majority vote of the Joint Board.

If alternates become regular members of the Joint Board, new alternates will be appointed by the Joint Board from all applicants that have been nominated by five or more Members.

## VI. FINANCIAL AGREEMENT

A. Apportionment of Cost: The Coalition Communities 2.0 agree that they will apportion costs as follows:

Apportionments shall be assessed annually to each Member by the 30<sup>th</sup> of January (or no later than 30 days after the execution of this Agreement by all parties) of each year of the Agreement. The Apportionment may be based on each Member's percentage of the group's total equalized property value as determined by the most recent and available data from the NH Department of Revenue Administration. Once adopted, this Apportionment formula may not be amended without a majority vote of the Members. This Apportionment will take into account the contributions transferred by Members from the Claremont Coalition Account.

B. Special Associate Member. Special Associate Member Assessment shall be assessed by the Joint Board to Associate Members who are not parties to this Agreement and may not vote but have requested information and/or support the Coalition Communities efforts.

C. Fiscal Agent. The Members agree that the City of Portsmouth ("City") will be the fiscal agent for the funds described in paragraph A above. The funds will be collected by the Joint Board and held by the City for purposes set forth in this Agreement and the Request for Proposals set forth in Exhibit A. However, the Members have delegated all decisions relative to the acceptance and expenditure of funds to the authority to the Joint Board, as described more fully in section IV above

D. Accounting for Funds. The Joint Board with assistance from the Fiscal Agent shall provide to the Members from time to time, but at least quarterly, a formal accounting of monies received, spent, and obligated, and a final accounting upon the termination of the Agreement.

E. No funds will inure to the benefit of any member of the Joint Board, private individuals, or employee of municipalities subject to this Agreement except that reasonable compensation may be paid for services rendered to the Members, including but not limited to contracted services and administrative support.

F. Funds upon Termination. Upon termination of this Agreement, no individual employee or member of the Joint Board shall be entitled to a share in the distribution of any funds upon dissolution. Upon termination, the funds shall be distributed to each Member at the time of distribution in proportion to the percentage of its contribution relative to the total contribution of the all Members made in the year of distribution.

## VII. Termination

A. Mutual Agreement. This Agreement may be terminated at the end of the two-year term upon mutual agreement of the Members' Boards of Selectmen and City Council. The Boards of Selectmen and City Council shall make the decision to terminate in July of the second year of the term of this Agreement.

B. Terminate Without Penalty.

If this Agreement is renewed for a second term, a Member wishing to withdraw from the Agreement shall give notice three months before the expiration of the initial two-year term and shall be responsible for its share of the Apportionment until the expiration of the term. Notice shall be in writing from the Board of Selectmen of the withdrawing Member to the Joint Board. The Joint Board will notify the other Members of any Member's withdrawal through their authorized agents who have executed this Agreement. This Agreement shall terminate upon completion of its two-year term if not renewed.

C. Termination With Penalty

A Member wishing to withdraw from the Agreement before the end of the two-year term shall be responsible for its share of the Apportionment until the completion of the term. Notice shall be in writing from the Board of Selectmen of the withdrawing Member to the Joint Board. The Joint Board will notify the other Members of any Member's withdrawal through their authorized agents who have executed this Agreement.

## VIII. Other

A. Amendment: This Agreement may be amended only by written Agreement signed by the majority of Members.

B. City Council and Board of Selectman Approval: All Members undersigned have received approval of this Agreement by its City Council or Board of Selectman and have been authorized to participate by votes taken on dates attached and incorporated as Exhibit C.

C. Notices: Notices for each party shall be in writing and mailed to the individuals listed in Exhibit B which is attached and incorporated hereto.

D. Severability: If any provision of this Agreement is deemed invalid or unenforceable, the remaining provisions shall remain in full force and effect.

E. Governing Law: This Agreement shall be governed by and interpreted in accordance with the provisions of the laws of the State of New Hampshire.



F. Separate Document: This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

t/2021legislative//donortown/MOUandIM/mou/mou2021

City of Portsmouth  
1 Junkins Avenue  
Portsmouth, New Hampshire 03801

## REQUEST FOR PROPOSALS

### PROFESSIONAL LOBBYING SERVICES

**Sealed** proposals, **plainly marked RFP # 25-21 “Professional Lobbying Services”** on the **outside of the mailing envelope as well as the sealed envelope**, addressed to the Finance/Purchasing Department, City Hall, 1 Junkins Avenue, Portsmouth, New Hampshire, 03801, will be accepted until **February 8, 2021 @ 10:00 am.**

The City of Portsmouth on behalf of similarly situated municipalities is coordinating with other New Hampshire towns to create an association of communities called the “Coalition Communities 2.0” to engage an individual or organization to provide lobbying, legal, and/or communication services tracks and respond to legislative initiatives during the 2021-2022 Legislative session relative to public school funding as more fully described in SCOPE OF WORK.

The Coalition Communities 2.0 is in the process of being formed so proposal packages may be obtained from the City’s web site:

<http://www.cityofportsmouth.com/finance/purchasing.htm>. Addenda to this proposal document, if any, including written answers to questions, will be posted to the website under the project heading. Addenda and updates will NOT be sent directly to firms. Questions may be addressed to Jane Ferrini at (603) 610-7256.

The City of Portsmouth and the Coalition Communities 2.0 reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept and negotiate any terms of a proposal that may be in the best interest of the City and the Coalition Communities 2.0 with which it will be working.

## **SCOPE OF WORK**

**OBJECTIVE:** The Coalition Communities 2.0 seek to enter into an independent contractor relationship with an individual or organization to provide three (3) tiers of services to include lobbying, legal, and/or communication services for the legislative years 2021-2022.

**BACKGROUND:** For approximately ten years prior to 2006, the state funded education through a formula that created what was commonly known of as “donor” and “receiver” towns. Under this formula, a community was characterized as a donor community if it raised more in Statewide Education Property Tax (“SWEPT”) than the state’s calculation of that community’s total cost of an adequate education for its students. This “excess” SWEPT was then distributed by the state to communities whose cost of an adequate education exceeded the amount raised in SWEPT (known as “receiver” communities). Portsmouth, along with other donor towns, worked together to challenge the donor/receiver education funding formula through the formation of a group known as the “Coalition Communities”

A Commission to Study School Funding (“Commission”) was created by the Legislature in 2019. On December 1, 2020, the Commission issued its final report which recommends, in part, the return of a donor/receiver education funding model by recommending that communities that generate excess state education property tax to remit the “excess” to the state for redistribution to towns whose cost of an adequate education is more than the state education property tax the town generates. While the Commission did a thorough job in assessing students’ educational needs throughout the state, it failed to adequately address how those needs should be funded by improperly relying on the historically overburdened property tax to fund education. (see [https://carsey.unh.edu/school-funding?utm\\_source=email&utm\\_medium=lmnm&utm\\_campaign=carsey-research](https://carsey.unh.edu/school-funding?utm_source=email&utm_medium=lmnm&utm_campaign=carsey-research) for further details)

Education funding is a complex issue and it would be unduly burdensome and costly for each potential donor town to separately track, advocate, and lobby in opposition to education funding legislation that supports a donor/receiver model, particularly during COVID-19. A new group of donor towns, called the Coalition Communities 2.0 is in the process of forming to pool resources for professional services as more fully set forth below. (See Exhibit I—a draft of the organizing Memorandum of Understanding)

**BASIC SERVICES:** Responsibilities of the Lobbyist/Advocate: To represent the interests of the Coalition Communities 2.0 before the New Hampshire General Court during the 2021-2022 biennium. Specifically, the Lobbyist/Advocate shall advocate for, provide information about and oppose selected bills, which are introduced during the session that address education funding primarily through an increase in the state education property tax and/or local property tax which would create an education funding formula that returns to a donor and receiver town education funding concept. The Lobbyist/Advocate will exercise their responsibilities consistent with the

legislative rules governing the conduct of lobbyists in New Hampshire. It is further expected that, when necessary, the Lobbyist/Advocate will participate remotely or be physically present at the legislature to attend hearings, discuss bills with legislative members, and testify on pending matters. The Lobbyist/Advocate will regularly communicate on activities to the Joint Board of the Coalition Communities 2.0 and work with its members to create communication plans and strategies for messaging and outreach to oppose donor/receiver education funding legislation.

#### ***SERVICE TIERS TO BE PROVIDED***

1. Lobbying and Legislative Advocacy (Basic and Required)
2. Communications Planning (Possible Additional Services)
3. Legal Services (Optional Future Services Not Presently Required)

**Nothing in this RFQ/P prohibits multiple firms from collaborating in making a unified proposal that addresses all three Service Tiers.**

#### **SUBMITTAL REQUIREMENTS**

Submissions shall include the following:

1. A cover letter briefly summarizing the Applicant, its services as it relates to the Service Tiers, resources and qualifications as well as providing contact information;
2. Names and qualifications of specific persons who are likely to be most involved in providing service;
3. Completed Statement of Qualifications included in this document, including detail of your experience with legislative matters and advocating before the NH House and /or Senate generally, and specifically detail your experience regarding education funding issues and providing the other Service Tiers;
4. At least three (3) references, including current contact name and phone number for similar services;
5. Detailed Price Proposal, including a separate fee proposal for 2021 and 2022 for each Service Tier, including any caps; **provided in a separately sealed envelope labeled "Detailed Price Proposal".**
6. Provide the name and addresses of all other entities or individuals who have engaged you to lobby for them at present or at any time for the past three (3) years.
7. Applicant may submit such additional information as it deems necessary or helpful to the City's evaluation process.

With regard to the Detailed Price Proposal, the City, on behalf of the Coalition Communities 2.0 if the association is not yet formed, or the Coalition Communities 2.0 if formed, prefers a fixed base fee for the minimum scope of services (Lobbying and Legislative Advocacy Basic and Required Tier #1) to be provided with a price breakdown for such additional services (Communication and Planning Tier #2 & Optional Future Legal Services Not Presently Required Tier #3) as the firm may wish to suggest or recommend. Any assumptions and/or limitations in the price proposal (for example the number of public hearings to be covered for a set fee) should be clearly identified. Hourly or other fees not included in a base price should be clearly noted. **This Price Proposal shall be provided in a separate sealed envelope labeled "Detailed Price Proposal".**

Sealed proposals, **plainly marked RFP # 25-21 "Professional Lobbying Services" on the outside of the mailing envelope as well as the sealed envelope**, addressed to the City of Portsmouth, Finance/Purchasing Department, City Hall, 1 Junkins Avenue, Portsmouth, New Hampshire, 03801, will be accepted until **February 8, 2021 @ 10:00 am.**

### **EVALUATION CRITERIA**

Proposals will be evaluated using the following criteria:

1. Responsiveness to the RFP;
2. Applicant's general qualifications including background, references, experience, its reputation for performance, schedule availability, and the depth of available resources;
3. Ability, qualifications and reputation of professional staff most likely to be assigned; and
4. Price and rates evaluated separately once a most desired applicant is determined using the first three criteria.

The City, on behalf of the Coalition Communities 2.0 if the association is not yet formed, or the Coalition Communities 2.0 if formed, at its discretion, may select a provider outright or select a finalist(s) for in person and/or telephone interviews.

Questions may be directed to Jane Ferrini at 603-610-7256.

### **SELECTION**

The highest ranking firm will be offered the opportunity to enter into contract negotiations with the City of Portsmouth or the Coalition Communities 2.0 if formed. If the parties cannot agree

on the final contract terms and scope, the City or the Coalition Communities 2.0 may proceed to the next highest ranked firm.

### **RESERVATION OF RIGHTS**

The City of Portsmouth reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept or negotiate any terms of a proposal that may be in the best interest of the City or the Coalition Communities 2.0.

By submitting a proposal, the applicant authorizes the City or the Coalition Communities 2.0 to undertake such investigation as may be necessary to verify the applicant's qualifications and reputation. The applicant may be requested to execute a release(s) in favor of third parties who have information relative to the Contractor's qualifications and reputation. Refusal to execute a release may result in disqualification. Any and all expenses in preparing and responding to this RFP are to be borne by the applicant.

## STATEMENT OF QUALIFICATIONS

All questions must be answered and the data given must be clear and comprehensive. This statement must be notarized. Complete on or add separate sheets if necessary. **This statement shall be submitted with Proposal.**

1. Name of Applicant
2. Permanent Main Office Address
3. Form of Entity
4. When and Where Organized
5. How many years has Applicant been engaged in that business under its present name; also state names and dates of previous firm names, if any.
6. In the last five years, has Applicant ever been terminated from a contract?  
  
\_\_\_\_\_ (no) \_\_\_\_\_ (yes) If so, where, when, and why?
7. In the last five years, has Applicant ever been a party to any litigation, arbitration, mediation or other dispute resolution process?  
  
\_\_\_\_\_ (no) \_\_\_\_\_ (yes) If so, please provide a brief summary of the claim and resolution.
8. In the last three years, has the Applicant been the subject of any federal or state investigation or regulatory action relative to the provision of services?  
  
\_\_\_\_\_ (no) \_\_\_\_\_ (yes) If so, please provide a brief summary of the investigation or regulatory action.

9. For the past three years, provide a list of NH municipal or municipally related clients with relevant contact information for each.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

NAME: \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

State of \_\_\_\_\_

County of \_\_\_\_\_

\_\_\_\_\_ being duly sworn, deposes and says that the Contractor is

\_\_\_\_\_ of \_\_\_\_\_ (Name of Organization) and answers

to the foregoing questions and all statements contained therein are true and correct.

Sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary of Public

My Commission Expires: \_\_\_\_\_



## STATEMENT OF PRICE PROPOSAL

This must be provided in a separate, sealed envelope within the Statement of Qualifications

All questions must be answered and the data given must be clear and comprehensive. This statement must be notarized. Complete on or add separate sheets if necessary. **This statement shall be submitted with Proposal.**

### **Price Proposals:**

1. Lobbying and Legislative Advocacy (Basic and Required):
  
2. Communications Planning (Possible Additional Services):
  
3. Legal Services (Optional Future Services Not Presently Required)

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

NAME: \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

State of \_\_\_\_\_

County of \_\_\_\_\_

\_\_\_\_\_ being duly sworn, deposes and says that the Contractor is

\_\_\_\_\_ of \_\_\_\_\_ (Name of Organization) and answers to the foregoing questions and all statements contained therein are true and correct.

Sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary of Public

My Commission Expires: \_\_\_\_\_

## January 2021

Fund: GENERAL FUND Periods: 2021-01 thru 2021-01 [8.33% of Year] Include: - Expenditures (Board of Selectmen Monthly Report)

(Seg1-FUND - Seg2-PRIMARY)	Total Budget	PTD Expended	YTD Expended	Encumbered	Available	% Exp.
<b>01 - GENERAL FUND</b>						
4130 - GENERAL GOVERNMENT: EXECUTIVE	0.00	28,614.53	28,614.53	0.00	(28,614.53)	0.00
4140 - TOWN CLERK TAX COLLECTOR	0.00	16,750.31	16,750.31	0.00	(16,750.31)	0.00
4141 - SAFETY SERVICES BUILDING	0.00	0.00	0.00	0.00	0.00	0.00
4150 - FINANCIAL ADMINISTRATION	0.00	30,721.55	30,721.55	0.00	(30,721.55)	0.00
4152 - REVALUATION OF PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
4153 - LEGAL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
4155 - PERSONNEL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00
4191 - PLANNING AND ZONING	0.00	803.91	803.91	0.00	(803.91)	0.00
4194 - GENERAL GOVERNMENT BUILDINGS	0.00	17,203.68	17,203.68	0.00	(17,203.68)	0.00
4195 - CEMETERIES	0.00	0.00	0.00	0.00	0.00	0.00
4196 - INSURANCE NOT OTHERWISE ALLOCATED	0.00	0.00	0.00	0.00	0.00	0.00
4197 - ADVERTISING AND REGIONAL ASSOCIATION	0.00	0.00	0.00	0.00	0.00	0.00
4199 - OTHER GENERAL GOVERNMENT	0.00	9,034.29	9,034.29	0.00	(9,034.29)	0.00
4210 - PUBLIC SAFETY: POLICE	0.00	95,062.67	95,062.67	0.00	(95,062.67)	0.00
4215 - AMBULANCE	0.00	0.00	0.00	0.00	0.00	0.00
4220 - FIRE	0.00	25,846.84	25,846.84	0.00	(25,846.84)	0.00
4229 - SAFETY SERVICES BUILDING	0.00	3,478.37	3,478.37	0.00	(3,478.37)	0.00
4290 - EMERGENCY MANAGEMENT	0.00	0.00	0.00	0.00	0.00	0.00
4312 - HIGHWAY AND STREETS	0.00	101,128.92	101,128.92	0.00	(101,128.92)	0.00
4316 - STREET LIGHTS	0.00	45.49	45.49	0.00	(45.49)	0.00
4324 - SOLID WASTE DISPOSAL	0.00	40,765.17	40,765.17	0.00	(40,765.17)	0.00
4411 - HEALTH: ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00
4414 - PEST CONTROL	0.00	0.00	0.00	0.00	0.00	0.00
4415 - HEALTH AGENCIES AND HOSPITALS	0.00	0.00	0.00	0.00	0.00	0.00
4442 - DIRECT ASSISTANCE	0.00	667.92	667.92	0.00	(667.92)	0.00
4520 - PARKS AND RECREATION	0.00	4,387.46	4,387.46	0.00	(4,387.46)	0.00
4550 - LIBRARY	0.00	43,175.88	43,175.88	0.00	(43,175.88)	0.00
4583 - PATRIOTIC PURPOSES	0.00	0.00	0.00	0.00	0.00	0.00
4589 - OTHER CULTURE AND RECREATION	0.00	0.00	0.00	0.00	0.00	0.00
4611 - CONSERVATION: ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00
4711 - DEBIT SERVICE: PRINCIPAL - LONG-TERM BONDS AND NOTES	0.00	175,337.93	175,337.93	0.00	(175,337.93)	0.00
4721 - INTEREST - LONG-TERM BONDS AND NOTES	0.00	6,278.47	6,278.47	0.00	(6,278.47)	0.00
4723 - INTEREST ON TAX AND REVENUE ANTICIPATION NOTES	0.00	0.00	0.00	0.00	0.00	0.00
<b>01 - GENERAL FUND</b>	<b>0.00</b>	<b>599,303.39</b>	<b>599,303.39</b>	<b>0.00</b>	<b>(599,303.39)</b>	<b>0.00</b>
	0.00	599,303.39	599,303.39	0.00	(599,303.39)	0.00

## REVENUE DETAIL BY ACCOUNT

Fund: GENERAL FUND Periods: 2021-01 thru 2021-01 [8.33% of Year] Include: Revenues -

Account #	Account Title	Est. Revenue	PTD Rev.	YTD Rev.	Uncollected	% Coll.	Prior YTD Rev.
<b>01 - GENERAL FUND</b>							
<b>3110 - PROPERTY TAX REVENUE</b>							
01-3110-01-900	PROPERTY TAXES-CURRENT	0.00	0.00	0.00	0.00	0.00	0.00
01-3110-10-850	TAX COLL-REFUND/REBATE/ABATEME	0.00	0.00	0.00	0.00	0.00	(1,159.00)
01-3110-10-855	SELECTMEN-ABATEMENTS/REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00
3110 - PROPERTY TAX REVENUE		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(1,159.00)</u>
<b>3190 - PENALTIES AND INTEREST</b>							
01-3190-01-902	INTEREST & COSTS	0.00	1,423.42	1,423.42	(1,423.42)	0.00	8,966.87
01-3190-01-903	RETURNED CHECK FEE	0.00	0.00	0.00	0.00	0.00	0.00
3190 - PENALTIES AND INTEREST		<u>0.00</u>	<u>1,423.42</u>	<u>1,423.42</u>	<u>(1,423.42)</u>	<u>0.00</u>	<u>8,966.87</u>
<b>3210 - BUSINESS LICENSES AND PERMITS</b>							
01-3210-01-910	UCC FILING	0.00	0.00	0.00	0.00	0.00	0.00
3210 - BUSINESS LICENSES AND PERMITS		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>3220 - MOTOR VEHICLE PERMIT FEES</b>							
01-3220-01-906	AUTO REGISTRATIONS	0.00	77,332.50	77,332.50	(77,332.50)	0.00	78,224.00
01-3220-01-907	SNOWMOBILE AND ATV FEES	0.00	1,912.00	1,912.00	(1,912.00)	0.00	33.00
01-3220-10-840	TOWN CLERK-REFUNDS/REBATES	0.00	(15.00)	(15.00)	15.00	0.00	0.00
3220 - MOTOR VEHICLE PERMIT FEES		<u>0.00</u>	<u>79,229.50</u>	<u>79,229.50</u>	<u>(79,229.50)</u>	<u>0.00</u>	<u>78,257.00</u>
<b>3230 - BUILDING PERMITS</b>							
01-3230-01-908	SUBDIVISION FEES	0.00	100.00	100.00	(100.00)	0.00	0.00
01-3230-01-909	SITE PLAN REVIEW FEES	0.00	1,566.00	1,566.00	(1,566.00)	0.00	300.00
01-3230-01-910	CERTIFICATE OF COMPLIANCE FEES	0.00	7,670.00	7,670.00	(7,670.00)	0.00	2,105.00
3230 - BUILDING PERMITS		<u>0.00</u>	<u>9,336.00</u>	<u>9,336.00</u>	<u>(9,336.00)</u>	<u>0.00</u>	<u>2,405.00</u>
<b>3290 - OTHER LICENSSES, PERMITS AND FEES</b>							
01-3290-01-320	LANDLORDS FILING FEE	0.00	0.00	0.00	0.00	0.00	0.00
01-3290-01-902	REDEMPTION COSTS	0.00	0.00	0.00	0.00	0.00	88.00
01-3290-01-907	BOAT REGISTRATIONS/FEES	0.00	401.16	401.16	(401.16)	0.00	449.52
01-3290-01-912	DOG LICENSES/FEES	0.00	1,419.00	1,419.00	(1,419.00)	0.00	318.00
01-3290-01-915	VITALS-BIRTH & DEATH	0.00	180.00	180.00	(180.00)	0.00	360.00
01-3290-01-917	TOWN CLERK FEES	0.00	28.00	28.00	(28.00)	0.00	1,157.00
01-3290-01-919	WETLANDS APPLICATIONS	0.00	6.50	6.50	(6.50)	0.00	5.50
3290 - OTHER LICENSSES, PERMITS AND FEES		<u>0.00</u>	<u>2,034.66</u>	<u>2,034.66</u>	<u>(2,034.66)</u>	<u>0.00</u>	<u>2,378.02</u>
<b>3311 - FEDERAL - HOUSE AND URBAN DEVELOPMENT (H.U.D.)</b>							
01-3311-01-841	FEDERAL FEMA FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
3311 - FEDERAL - HOUSE AND URBAN DEVELOPMENT (H.U.D.)		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

## REVENUE DETAIL BY ACCOUNT

Fund: GENERAL FUND Periods: 2021-01 thru 2021-01 [8.33% of Year] Include: Revenues -

Account #	Account Title	Est. Revenue	PTD Rev.	YTD Rev.	Uncollected	% Coll.	Prior YTD Rev.
<b><u>3352 - STATE - MEALS AND ROOMS TAX DISTRIBUTION</u></b>							
01-3352-01-840	STATE OF NH ROOMS MEALS TAX	0.00	176,552.84	176,552.84	(176,552.84)	0.00	0.00
3352	STATE - MEALS AND ROOMS TAX DISTRIBUTION	<b>0.00</b>	<b>176,552.84</b>	<b>176,552.84</b>	<b>(176,552.84)</b>	<b>0.00</b>	<b>0.00</b>
<b><u>3353 - STATE - HIGHWAY BLOCK GRANT</u></b>							
01-3353-01-928	HIGHWAY BLOCK GRANT	0.00	0.00	0.00	0.00	0.00	25,406.40
3353	STATE - HIGHWAY BLOCK GRANT	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,406.40</b>
<b><u>3354 - STATE - WATER POLLUTION GRANTS</u></b>							
01-3354-01-794	STATE OF NH-SEWER GRANT	0.00	0.00	0.00	0.00	0.00	0.00
01-3354-01-795	STATE OF NH - WATER GRANT	0.00	15,814.50	15,814.50	(15,814.50)	0.00	2,702.92
3354	STATE - WATER POLLUTION GRANTS	<b>0.00</b>	<b>15,814.50</b>	<b>15,814.50</b>	<b>(15,814.50)</b>	<b>0.00</b>	<b>2,702.92</b>
<b><u>3379 - INTERGOVERNMENTAL REVENUE</u></b>							
01-3379-01-935	TOWN OF SPRINGFIELD-TS	0.00	29,844.00	29,844.00	(29,844.00)	0.00	0.00
3379	INTERGOVERNMENTAL REVENUE	<b>0.00</b>	<b>29,844.00</b>	<b>29,844.00</b>	<b>(29,844.00)</b>	<b>0.00</b>	<b>0.00</b>
<b><u>3401 - INCOME FROM DEPARTMENTS</u></b>							
01-3401-01-320	FIREWORKS PERMIT FEE	0.00	0.00	0.00	0.00	0.00	0.00
01-3401-01-321	PHOTOCOPY INCOME	0.00	0.00	0.00	0.00	0.00	13.25
01-3401-01-584	RECYCLING INCOME-STEEL CANS	0.00	0.00	0.00	0.00	0.00	0.00
01-3401-01-586	RECYCLING INCOME-ALUMINUM	0.00	1,083.29	1,083.29	(1,083.29)	0.00	883.80
01-3401-01-587	RECYCLING CARDBOARD	0.00	0.00	0.00	0.00	0.00	0.00
01-3401-01-588	RECYCLING NEWSPAPER	0.00	1,589.50	1,589.50	(1,589.50)	0.00	0.00
01-3401-01-589	RECYCLING SCRAP METAL	0.00	1,587.19	1,587.19	(1,587.19)	0.00	1,637.49
01-3401-01-592	RECYCLING PLASTIC	0.00	0.00	0.00	0.00	0.00	0.00
01-3401-01-937	MISC. GENERAL GOV'T INCOME	0.00	104.87	104.87	(104.87)	0.00	976.36
01-3401-01-942	STANDARD POWER INCOME NET METERING	0.00	399.85	399.85	(399.85)	0.00	0.00
01-3401-01-950	ZBA INCOME	0.00	900.00	900.00	(900.00)	0.00	150.00
01-3401-01-951	TOWN OFFICE POSTAGE	0.00	131.70	131.70	(131.70)	0.00	0.00
01-3401-01-953	REPORTS/LABELS/DISKS SOLD	0.00	75.00	75.00	(75.00)	0.00	125.00
3401	INCOME FROM DEPARTMENTS	<b>0.00</b>	<b>5,871.40</b>	<b>5,871.40</b>	<b>(5,871.40)</b>	<b>0.00</b>	<b>3,785.90</b>
<b><u>3404 - GARBAGE - REFUSE CHARGES</u></b>							
01-3404-01-940	SUNAPEE T/S TICKET SALES	0.00	3,837.50	3,837.50	(3,837.50)	0.00	2,642.50
01-3404-01-941	SPRINGFIELD T/S TICKET SALES	0.00	1,365.00	1,365.00	(1,365.00)	0.00	0.00
3404	GARBAGE - REFUSE CHARGES	<b>0.00</b>	<b>5,202.50</b>	<b>5,202.50</b>	<b>(5,202.50)</b>	<b>0.00</b>	<b>2,642.50</b>
<b><u>3409 - OTHER CHARGES FOR SERVICES</u></b>							
01-3409-01-965	SALE OF CEMETERY LOT	0.00	800.00	800.00	(800.00)	0.00	0.00
01-3409-01-966	BURIAL INCOME	0.00	400.00	400.00	(400.00)	0.00	0.00
3409	OTHER CHARGES FOR SERVICES	<b>0.00</b>	<b>1,200.00</b>	<b>1,200.00</b>	<b>(1,200.00)</b>	<b>0.00</b>	<b>0.00</b>

## REVENUE DETAIL BY ACCOUNT

Fund: GENERAL FUND Periods: 2021-01 thru 2021-01 [8.33% of Year] Include: Revenues -

Account #	Account Title	Est. Revenue	PTD Rev.	YTD Rev.	Uncollected	% Coll.	Prior YTD Rev.
<b>3501 - SALES OF MUNICIPAL PROPERTY</b>							
01-3501-01-966	SALE OF TOWN OWNED PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
01-3501-01-970	CHECKING ACCOUNT INTEREST EARNED	0.00	0.00	0.00	0.00	0.00	15,409.62
01-3501-10-813	PISTOL PERMIT FEE	0.00	0.00	0.00	0.00	0.00	90.00
3501 - SALES OF MUNICIPAL PROPERTY		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>15,499.62</u>
<b>3503 - RENTS OF PROPERTY</b>							
01-3503-01-936	RENTS/LEASES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
01-3503-01-937	TOWN DOCK RENTAL	0.00	18,441.30	18,441.30	(18,441.30)	0.00	0.00
01-3503-01-938	OLD ABBOTT LIBRARY RENT	0.00	0.00	0.00	0.00	0.00	0.00
3503 - RENTS OF PROPERTY		<u>0.00</u>	<u>18,441.30</u>	<u>18,441.30</u>	<u>(18,441.30)</u>	<u>0.00</u>	<u>0.00</u>
<b>3504 - FINES AND FORFEITS</b>							
01-3504-01-938	DOG FINES	0.00	0.00	0.00	0.00	0.00	0.00
01-3504-01-939	PARKING FINES	0.00	0.00	0.00	0.00	0.00	40.00
01-3504-01-941	REPLACEMENT TRANSFER STATION TAGS	0.00	50.00	50.00	(50.00)	0.00	0.00
01-3504-01-944	PD STATE WITNESS FEES	0.00	300.00	300.00	(300.00)	0.00	200.00
01-3504-01-946	PD DISCOVERY	0.00	0.00	0.00	0.00	0.00	95.00
3504 - FINES AND FORFEITS		<u>0.00</u>	<u>350.00</u>	<u>350.00</u>	<u>(350.00)</u>	<u>0.00</u>	<u>335.00</u>
<b>3509 - OTHER MISCELLANEOUS REVENUE</b>							
01-3509-01-950	WELFARE MISC. REVENUE	0.00	179.00	179.00	(179.00)	0.00	61.00
3509 - OTHER MISCELLANEOUS REVENUE		<u>0.00</u>	<u>179.00</u>	<u>179.00</u>	<u>(179.00)</u>	<u>0.00</u>	<u>61.00</u>
<b>3912 - TRANSFERS FROM SPECIAL REVENUE FUNDS</b>							
01-3912-50-925	TRANSFER OTHER SPECIAL REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
3912 - TRANSFERS FROM SPECIAL REVENUE FUNDS		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
01 - GENERAL FUND		<u>0.00</u>	<u>345,479.12</u>	<u>345,479.12</u>	<u>(345,479.12)</u>	<u>0.00</u>	<u>141,281.23</u>
		<u>0.00</u>	<u>345,479.12</u>	<u>345,479.12</u>	<u>(345,479.12)</u>	<u>0.00</u>	<u>141,281.23</u>

## YEAR-TO-YEAR REVENUE COMPARISON

Fund: GENERAL FUND Periods: 2021-01 thru 2021-01 [8.33% of Year] Include: Revenues -

Account #	Account Title	CY Estimate	CY Projected	Prior Year Est.	Prior Year Total	2 Year Ago Est.	2 Year Ago Total
<b>01 - GENERAL FUND</b>							
01-3110-01-900	PROPERTY TAXES-CURRENT	0.00	0.00	0.00	0.00	0.00	(19,757,546.00)
01-3110-10-850	TAX COLL-REFUND/REBATE/ABATEME	0.00	0.00	0.00	(8,577.00)	0.00	5,370.04
01-3110-10-855	SELECTMEN-ABATEMENTS/REFUNDS	0.00	0.00	0.00	(104.88)	0.00	0.00
01-3190-01-902	INTEREST & COSTS	0.00	17,081.04	0.00	46,951.45	0.00	(64,573.11)
01-3190-01-903	RETURNED CHECK FEE	0.00	0.00	0.00	100.00	0.00	(125.00)
01-3210-01-910	UCC FILING	0.00	0.00	0.00	1,495.50	0.00	(945.00)
01-3220-01-906	AUTO REGISTRATIONS	0.00	927,990.00	0.00	984,731.61	0.00	(910,262.85)
01-3220-01-907	SNOWMOBILE AND ATV FEES	0.00	22,944.00	0.00	(1,848.50)	0.00	5,333.00
01-3220-10-840	TOWN CLERK-REFUNDS/REBATES	0.00	(180.00)	0.00	0.00	0.00	63.00
01-3230-01-908	SUBDIVISION FEES	0.00	1,200.00	0.00	1,650.00	0.00	(775.00)
01-3230-01-909	SITE PLAN REVIEW FEES	0.00	16,792.00	0.00	850.00	0.00	(2,285.00)
01-3230-01-910	CERTIFICATE OF COMPLIANCE FEES	0.00	92,040.00	0.00	33,685.70	0.00	(56,485.40)
01-3290-01-320	LANDLORDS FILING FEE	0.00	0.00	0.00	8.00	0.00	0.00
01-3290-01-902	REDEMPTION COSTS	0.00	0.00	0.00	3,685.17	0.00	(3,454.60)
01-3290-01-907	BOAT REGISTRATIONS/FEES	0.00	4,813.92	0.00	14,375.47	0.00	(12,510.02)
01-3290-01-912	DOG LICENSES/FEES	0.00	17,028.00	0.00	3,662.00	0.00	(5,277.00)
01-3290-01-915	VITALS-BIRTH & DEATH	0.00	2,160.00	0.00	3,985.00	0.00	(3,880.00)
01-3290-01-917	TOWN CLERK FEES	0.00	336.00	0.00	1,176.25	0.00	(15,734.00)
01-3290-01-919	WETLANDS APPLICATIONS	0.00	78.00	0.00	21.50	0.00	(29.00)
01-3311-01-841	FEDERAL FEMA FUNDS	0.00	0.00	0.00	0.00	0.00	12,608.84
01-3352-01-840	STATE OF NH ROOMS MEALS TAX	0.00	2,118,634.08	0.00	0.00	0.00	(177,179.11)
01-3353-01-928	HIGHWAY BLOCK GRANT	0.00	0.00	0.00	122,907.44	0.00	(126,092.43)
01-3354-01-794	STATE OF NH-SEWER GRANT	0.00	0.00	0.00	4,916.50	0.00	0.00
01-3354-01-795	STATE OF NH - WATER GRANT	0.00	189,774.00	0.00	2,702.92	0.00	36.31
01-3379-01-935	TOWN OF SPRINGFIELD-TS	0.00	358,128.00	0.00	89,532.00	0.00	(108,760.00)
01-3401-01-320	FIREWORKS PERMIT FEE	0.00	0.00	0.00	240.00	0.00	(380.00)
01-3401-01-321	PHOTOCOPY INCOME	0.00	0.00	0.00	26.25	0.00	(52.50)
01-3401-01-584	RECYCLING INCOME-STEEL CANS	0.00	0.00	0.00	0.00	0.00	(283.16)
01-3401-01-586	RECYCLING INCOME-ALUMINUM	0.00	12,999.48	0.00	4,366.57	0.00	(6,250.35)
01-3401-01-587	RECYCLING CARDBOARD	0.00	0.00	0.00	6,793.10	0.00	(4,542.88)
01-3401-01-588	RECYCLING NEWSPAPER	0.00	19,074.00	0.00	2,213.85	0.00	(1,240.82)
01-3401-01-589	RECYCLING SCRAP METAL	0.00	19,046.28	0.00	12,586.22	0.00	(8,204.82)
01-3401-01-592	RECYCLING PLASTIC	0.00	0.00	0.00	0.00	0.00	(4,604.12)
01-3401-01-937	MISC. GENERAL GOVT INCOME	0.00	1,258.44	0.00	38,109.27	0.00	(62,789.79)
01-3401-01-942	STANDARD POWER INCOME NET METERING	0.00	4,798.20	0.00	3,591.46	0.00	(10,947.07)
01-3401-01-950	ZBA INCOME	0.00	10,800.00	0.00	2,550.00	0.00	(3,150.00)
01-3401-01-951	TOWN OFFICE POSTAGE	0.00	1,580.40	0.00	9.45	0.00	(10.92)
01-3401-01-953	REPORTS/LABELS/DISKS SOLD	0.00	900.00	0.00	413.25	0.00	(482.25)
01-3404-01-940	SUNAPEE T/S TICKET SALES	0.00	46,050.00	0.00	65,425.00	0.00	(55,617.00)
01-3404-01-941	SPRINGFIELD T/S TICKET SALES	0.00	16,380.00	0.00	0.00	0.00	0.00

### YEAR-TO-YEAR REVENUE COMPARISON

Fund: GENERAL FUND Periods: 2021-01 thru 2021-01 [8.33% of Year] Include: Revenues -

Account #	Account Title	CY Estimate	CY Projected	Prior Year Est.	Prior Year Total	2 Year Ago Est.	2 Year Ago Total
01-3409-01-965	SALE OF CEMETERY LOT	0.00	9,600.00	0.00	3,200.00	0.00	(800.00)
01-3409-01-966	BURIAL INCOME	0.00	4,800.00	0.00	2,200.00	0.00	(2,500.00)
01-3501-01-966	SALE OF TOWN OWNED PROPERTY	0.00	0.00	0.00	0.00	0.00	(31,456.63)
01-3501-01-970	CHECKING ACCOUNT INTEREST EARNED	0.00	0.00	0.00	43,451.41	0.00	(97,567.06)
01-3501-10-813	PISTOL PERMIT FEE	0.00	0.00	0.00	350.00	0.00	(120.00)
01-3503-01-936	RENTS/LEASES & SERVICES	0.00	0.00	0.00	0.00	0.00	(18,441.31)
01-3503-01-937	TOWN DOCK RENTAL	0.00	221,295.60	0.00	0.00	0.00	0.00
01-3503-01-938	OLD ABBOTT LIBRARY RENT	0.00	0.00	0.00	0.00	0.00	(225.81)
01-3504-01-938	DOG FINES	0.00	0.00	0.00	75.00	0.00	0.00
01-3504-01-939	PARKING FINES	0.00	0.00	0.00	4,480.00	0.00	(3,060.00)
01-3504-01-941	REPLACEMENT TRANSFER STATION TAGS	0.00	600.00	0.00	155.00	0.00	(75.00)
01-3504-01-944	PD STATE WITNESS FEES	0.00	3,600.00	0.00	500.00	0.00	(787.30)
01-3504-01-946	PD DISCOVERY	0.00	0.00	0.00	605.00	0.00	(634.00)
01-3509-01-950	WELFARE MISC. REVENUE	0.00	2,148.00	0.00	1,561.00	0.00	(724.75)
01-3912-50-925	TRANSFER OTHER SPECIAL REVENUE	0.00	0.00	0.00	0.00	0.00	240,120.00
01 - GENERAL FUND		<b>0.00</b>	<b>4,145,749.44</b>	<b>0.00</b>	<b>1,498,805.96</b>	<b>0.00</b>	<b>(21,297,329.87)</b>
		<b>0.00</b>	<b>4,145,749.44</b>	<b>0.00</b>	<b>1,498,805.96</b>	<b>0.00</b>	<b>(21,297,329.87)</b>