

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

Highway Safety Committee Meeting Minutes

April 3rd, 2024

9:00 a.m. – 10:15 a.m.

Safety Services Building – 9 Sargent Rd.

Present: Frederick Gallup, *Selectboard Representative*; Superintendent Russell Holden; John Galloway, *Fire Chief*; Neill Cobb, *Police Chief*; Michael Martell, *Highway Director*; Bob Hall, *Resident Representative*

Also present: Town Manager Shannon Martinez; Jennifer McClaine, *Highway Business Manager*; Skylar Hathorn, *Executive Administrative Assistant*

1. CALL MEETING TO ORDER

Director Martell called the meeting to order at 9:07 a.m.

2. REVIEW & APPROVE MINUTES

Chief Cobb noted a correction to a statement he made at the last meeting about utility vehicles being exempt from posted road permits and they are not exempt. Only exempt for emergency work.

MOTION to approve the minutes with this correction made by Chief Cobb and seconded by Director Martell. Selectboard Member Gallup and Chief Galloway said “aye.” Superintendent Holden abstained.

3. REVIEW/UPDATE HIGHWAY SAFETY COMMITTEE PURPOSE/GUIDELINES

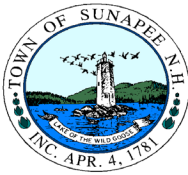
MOTION to approve the Highway Safety Committee Purpose and Guidelines made by Chief Cobb and seconded by Superintendent Holden.

A vote was taken. Motion carried unanimously.

4. DISCUSSION & REVIEW OF THE PROPOSED ROADS ORDINANCE

Discussion

Chief Cobb expressed his concerns about the 6-ton limit and stated he prefers GVWR for enforcement. He also corrected a statement he made, ordinance is written as gross weight, not GVWR. Suggests "or" with a higher weight rating over 26000 pounds. He also likes that the local ordinance exempts school buses and that property owners understand the ‘rules’ but notes that there is a gap in education with out-of-state delivery drivers driving on posted roads.



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Selectboard Member Gallup stated that he would prefer to see the actual weight of the vehicle be used to enforce over GVWR. He recommends sticking to the 6-ton gross weight limit and distributing the draft ordinance to the local contractors to get their opinions and see if they have any suggestions to ensure that the program is easy for them to comply to and be more willing to comply.

Chief Galloway noted that enforcing the actual weight limit seems difficult and noted a specific issue seen on Central Street due to SUVs over 3-tons. He highlighted that CDL rules go by gross vehicle weight.

Director Martell stated the conversation has started with local contractors regarding their input on the ordinance. After distributing the draft to the public for feedback, it will be brought to the Selectboard, and a public hearing will be scheduled.

Superintendent Holden suggested putting this draft ordinance in the local paper or website and establishing a date on which to give feedback.

ACTION: Distribute this ordinance to locals and put on website and bring it back to the HSC next month.

Public comment:

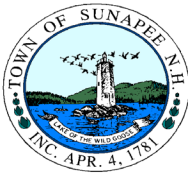
Diane Samalis recommended including restaurants and local businesses in reviewing this ordinance by sending it to them.

Chris Whitehouse highlighted Shaun Carroll's observation that posted roads shut down businesses that rely on trucks. He emphasized the need to balance road preservation with business interests and suggested prioritizing a business-friendly permit process over strict limitations. Whitehouse also inquired about the effectiveness of the stone that is used on roads in Vermont.

Discussion (in response to public comment)

Chief Cobb highlighted that the ordinance gives authority to the Highway Director to issue road permits and the process has been reasonable this year. He noted the importance of allowing businesses to operate while protecting roads as temperatures rise. He mentioned the ordinance's provision for a hearing before the Selectboard within 15 days if movement is restricted.

Chief Galloway explained that the ordinance requires individuals to obtain a permit from the Highway Director before overweight vehicles travel on a posted road and inquired about the 32 degrees or below.



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Director Martell followed up with an example where movement may be permitted above 32 degrees, as his discretion: moving an excavator after rain and higher temps might not be allowed due to road conditions, whereas transporting doors or roofing material is more likely to be permitted as the road can withstand it better compared to a 10 wheeler and heavier weight. He also mentioned responded to the ongoing use of the same stone as Vermont, emphasizing its gradual buildup over years and the continued application of 1 ½ stone.

5. PARKING ORDINANCE RED LINE

Chief Cobb reviewed the draft changes made to the Traffic and Parking Ordinance.

Director Martell noted that the town right of way varies by road unlike the state right away which is standard.

Chief Galloway recommended that in Section 1:1 (E) “trailer” should be identified as “boat trailers.” In response to Section (1:4) (3), also suggested possibly creating a new sticker for residents for overnight parking in lots that allow overnight parking as he believes it to be unfair all residents to have access to overnight lots when there are tenants who live near these lots.

**MOTION made by Selectboard Member Gallup to approve this ordinance.
Superintendent Holden seconded this motion.**

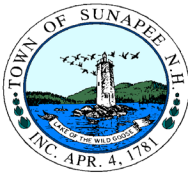
Public Comment:

Lynn Arnold recommended that a time limit be set in Georges Mills Harbor docking. Arnold would like to see a ten-minute limit put on vessel parking rather than the 2-hour minimum that is already in place on the town dock. Section (j) mentions Sunapee Harbor but nothing regarding Georges Mills Harbor.

- Chief Cobb recommended adding a Section E to mirror the language for Sunapee Harbor (J) to Georges Mills Harbor. Selectboard Member Gallup and Director Martell suggested having Georges Mills docks have a 1-hour limit.

Debbie Samalis recommended that the Hames Park lot not be overnight and would like to see it changed to 2-hour parking until 10 PM not 6 PM like it is now. She suggested the dirt lot be made to overnight parking not the Hames Park lot. She mentioned that the most recent snowstorm that entire harbor was plowed except for in front of her restaurant which affects her business.

Chris Whitehouse stated that public parking should be allowed on any road with a 16-foot passage, questioning the overall need for restrictions. He noted the importance of



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tourism and the limited parking options in Sunapee Harbor. Whitehouse advocated for a more inclusive approach to the ordinance. He questioned parking regulations on roads such as Lake Avenue, where we could allow permits to generate revenue.

Lisa Hoesktra: stated that there may be suggestions made at the Charrette for this parking ordinance and that could be considered before it goes to the Selectboard.

Selectboard Member Gallup withdrew his previous motion: “MOTION made by Selectboard Member Gallup to approve this ordinance. Superintendent Holden seconded this motion.”

The parking ordinance will be tabled awaiting input from the Plan NH Charrette and will be revisited at the next Highway Safety Committee Meeting.

6. UPDATES

Bradford Road:

Jenn McClaine has reached out to Google regarding the through trucking issue.

Selectboard Member Gallup suggested contacting Newport about Bradford Rd as he assumes Newport is facing the same issue and there could be a coordinated effort with Google.

Chief Cobb has increased patrols, though enforcement remains inconsistent.

Retaining Wall Main St.

The issue was presented to the board and a letter was signed by the Chair of the Selectboard and sent to the property owner. There has been no response from the property owner.

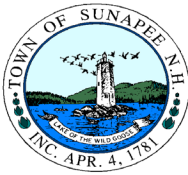
7. AOB

Traffic/Speed Counters

Chief Cobb discussed the deployment of traffic/speed counters that were obtained through the Highway Safety Grants. These devices, distinct from other signs used in the past, provide more accurate speed data. There is training on these devices scheduled for later this week and they will be periodically relocated for optimal coverage. Chief Cobb recommended that citizens suggest where they can put new speed meters.

Traffic Concerns in Georges Mills

Chief Galloway suggested we reach out to the State about the installation of a blinking light or sign for people to stop at the intersection of Springfield Rd. and Rt. 11. He



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highlighted concerns of multiple accidents and motorists running the stop sign at this intersection.

Director Martell followed up by suggesting a blinking sign near the dam. He also noted accidents were prior to the seasonal closure of Cooper Street.

Selectboard Member Gallup noted the lack of response from the state regarding this issue and emphasized the importance of being persistent. He suggested that a letter be drafted to send to NH DOT, incorporating relevant statistics about the accidents at this intersection.

ACTION: Draft a letter to the NH DOT regarding this issue with statistics. Josh Levasseur began drafting this letter.

Public comment:

Lisa Hoekstra: in the crash last week she was on the scene and said one of the victims never saw the stop sign. She suggested 'Stop Ahead' signs. It is suggested to put a sign on the left side of the road.

Director Martell and Chief Cobb both responded and noted that state permission is needed to put signs on the state road.

Rules for Public Comment:

Jenn McClaine noted that there needs to be direction from the committee on public comment such as by establishing a time limit, number of times individuals can speak, whether public comment will occur per agenda item or at the end of the meeting, and how to handle emails from the public that cannot attend the meeting.

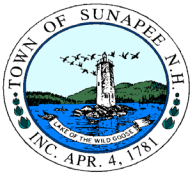
Ms. McClaine also reiterated the committee guidelines which state that routine plowing, maintenance, etc. are not to be discussed in the Highway Safety Committee meetings but addressed with the Highway Director at a different time.

8. PUBLIC COMMENT

Setting the standard for public comment:

MOTION made by Selectboard Member Gallup to move public comment to the end of the meeting, but the Chair can take comments at his discretion throughout the agenda.

A vote was taken. Motion carried unanimously.



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MOTION made by Director Martell all emails received prior to the posting to the agenda will be posted to the agenda packet. Seconded by Chief Cobb.

A vote was taken. Motion carried unanimously.

9. NEXT MEETING DATE/TIME

Moving forward committee meetings will be one Wednesday a month at 9 a.m.

The next meeting will be Wednesday, May 1 at 9 a.m. at the Safety Services Building.