SUNAPEE SELECTBOARD
MEETING AGENDA
6:30 PM Town Office Meeting Room
Monday August 21st, 2023
Join us on Zoom: https://us06web.zoom.us/j/86066395397

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1. REVIEW OF ITEMS FOR SIGNATURE:

CZC's:

- Parcel ID: 0138-0002-0000, 3 Schoolhouse Lane, Martina Grgas
- Parcel ID: 0238-0060-0000, 43 Sioux Path, Edward Gross
- Parcel ID: 0104-0040-0000, 52 Prospect Hill Road, Elizabeth & David Hutchinson
- Parcel ID: 0235-0092-0007, Greenwood Lane, Unit 7, Ashish Sharma & Isha Goyal
- Parcel ID: 0125-0021-0000, 3 White Shutters Road, McCalmont Revocable Trust, Regina McCalmont
- Parcel ID: 0215-0010-0000, 420 North Road, Lori Meyers

SIGN PERMIT:

- Parcel ID: 0237-0006-0000, 545 Stagecoach Road, Harding Hill Farm

LAND DISTURBANCE:

- Parcel ID: 0126-0020-0000, 122 Garnet Hill Road, Mark & Lisa Bruni
- Parcel ID: 0125-0021-0000, 3 White Shutters Road, McCalmont Revocable Trust, Regina McCalmont

TIMBER TAX (PA-7):

- Parcel ID: 0233-0003-0000, 249 Route 103, Benjamin Guillow

USE OF FACILITIES:

- Outdoor Recreation for Seniors (COA) requesting use of Dewey Beach for an event from 9:30am to 1:30pm on September 19th, 2023
- Center for the Arts requesting use of Sunapee Harbor for Arts in the Harbor from 8:00am to 6:00pm on August 13th, 2024

BOAT LAUNCH & DOCK USE AUTHORIZATION:

- Central Lakes Dock Co. requesting use until November 30th, 2023, to load material for dock installation & repair

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2. APPOINTMENTS:

- 7:00 PM – Public Hearing – Pursuant to RSA 41:9a, Planning, Zoning, and Compliance Application Fee Schedule Amendments

3. PUBLIC COMMENT:

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4. SELECTMEN ACTION:

- Review and Sign MS-535
- Old Business
  - Investment Policy
  - Rules of Procedure

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5. TOWN MANAGER REPORTS

- MS-1 Update
- Welcome to Sullivan County
- Fill available at the Transfer Station for those who want it.
- Staffing Update
- Coalition 2.0 Update
- Recreation Survey Instrument

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6. CHAIRMAN'S REPORT

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7. UPCOMING MEETINGS:

- **August 24th** – Water & Sewer Commissioners – 5:30pm
- **August 28th** – Selectboard Strategy Session – 6:30pm
- **September 4th** – Selectboard Meeting – 6:30pm
- **September 6th** – Conservation Commission – 7:00pm
- **September 7th** – Zoning Board Meeting – 6:30pm

NONPUBLIC: The Board of Selectmen may enter a nonpublic session, if so voted, to discuss items listed under RSA 91-A:3, II

New Hampshire
Department of
Revenue Administration

2023
MS-535

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Financial Report of the Budget

Sunapee

For the period ending December 31, 2022

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THIS IS A DRAFT REPORT FOR REVIEW PURPOSES ONLY
THE PROPOSED BUDGET PROCESS MUST BE COMPLETED IN THE TAX RATE SETTING PORTAL BEFORE A FINAL REPORT CAN BE GENERATED FOR THE PURPOSES OF CERTIFICATION AND PUBLIC POSTING

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
https://www.proptax.org/

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
http://www.revenue.nh.gov/mun-prop/

Expenditures

Account	Purpose	Voted Appropriations	Actual Expenditures
General Government			
4130-4139	Executive	$325,455	$327,821
4140-4149	Election, Registration, and Vital Statistics	$280,570	$272,057
4150-4151	Financial Administration	$357,040	$441,295
4152	Revaluation of Property	$101,301	$73,043
4153	Legal Expense	$18,000	$66,935
4155-4159	Personnel Administration	$1,000	$9,531
4191-4193	Planning and Zoning	$290,399	$300,202
4194	General Government Buildings	$313,904	$135,669
4195	Cemeteries	$14,392	$11,471
4196	Insurance	$8,068	$6,983
4197	Advertising and Regional Association	$13,890	$12,490
4199	Other General Government	$31,968	$54,137
	General Government Subtotal	**$1,755,987**	**$1,711,634**
Public Safety			
4210-4214	Police	$977,826	$958,616
4215-4219	Ambulance	$64,980	$63,743
4220-4229	Fire	$373,949	$346,432
4240-4249	Building Inspection	$0	$0
4290-4298	Emergency Management	$500	$309
4299	Other (Including Communications)	$147,100	$139,505
	Public Safety Subtotal	**$1,564,355**	**$1,508,605**
Airport/Aviation Center			
4301-4309	Airport Operations	$0	$0
	Airport/Aviation Center Subtotal	**$0**	**$0**
Highways and Streets			
4311	Administration	$0	$0
4312	Highways and Streets	$1,948,883	$1,974,245
	Explanation: $104,500 of additional highway block grant funds expended		
4313	Bridges	$0	$0
4316	Street Lighting	$15,000	$10,381
4319	Other	$0	$0
	Highways and Streets Subtotal	**$1,963,883**	**$1,984,626**

Expenditures

Account	Purpose	Voted Appropriations	Actual Expenditures
Sanitation			
4321	Administration	$0	$0
4323	Solid Waste Collection	$0	$0
4324	Solid Waste Disposal	$640,288	$552,192
4325	Solid Waste Cleanup	$0	$0
4326-4328	Sewage Collection and Disposal	$0	$0
4329	Other Sanitation	$0	$0
	Sanitation Subtotal	**$640,288**	**$552,192**
Water Distribution and Treatment			
4331	Administration	$0	$0
4332	Water Services	$0	$0
4335	Water Treatment	$0	$0
4338-4339	Water Conservation and Other	$0	$0
	Water Distribution and Treatment Subtotal	**$0**	**$0**
Electric			
4351-4352	Administration and Generation	$0	$0
4353	Purchase Costs	$0	$0
4354	Electric Equipment Maintenance	$0	$0
4359	Other Electric Costs	$0	$0
	Electric Subtotal	**$0**	**$0**
Health			
4411	Administration	$462	$819
4414	Pest Control	$500	$0
4415-4419	Health Agencies, Hospitals, and Other	$15,176	$15,024
	Health Subtotal	**$16,138**	**$15,843**
Welfare			
4441-4442	Administration and Direct Assistance	$43,149	$28,394
4444	Intergovernmental Welfare Payments	$0	$0
4445-4449	Vendor Payments and Other	$0	$0
	Welfare Subtotal	**$43,149**	**$28,394**
Culture and Recreation			
4520-4529	Parks and Recreation	$199,554	$155,996
4550-4559	Library	$470,814	$420,221
4583	Patriotic Purposes	$300	$50
4589	Other Culture and Recreation	$51,750	$16,979
	Culture and Recreation Subtotal	**$722,418**	**$593,246**

Expenditures

Account	Purpose	Voted Appropriations	Actual Expenditures
Conservation and Development			
4611-4612	Administration and Purchasing of Natural Resources	$4,500	$4,323
4619	Other Conservation	$0	$0
4631-4632	Redevelopment and Housing	$0	$0
4651-4659	Economic Development	$0	$0
	Conservation and Development Subtotal	**$4,500**	**$4,323**
Debt Service			
4711	Long Term Bonds and Notes - Principal	$135,328	$140,477
4721	Long Term Bonds and Notes - Interest	$38,594	$33,429
4723	Tax Anticipation Notes - Interest	$1,000	$0
	Explanation: No TAN		
4790-4799	Other Debt Service	$0	$0
	Debt Service Subtotal	**$174,922**	**$173,906**
Capital Outlay			
4901	Land	$0	$0
4902	Machinery, Vehicles, and Equipment	$195,000	$84,458
	Explanation: WA #9 was not spent in FY 22 will be encumbered to be paid in FY 2023. $84,458 ARPA expenditures		
4903	Buildings	$0	$42,992
	Explanation: Reimbursed from capital reserves as agents		
4909	Improvements Other than Buildings	$0	$3,386
	Explanation: Reimbursed from capital reserves as agents		
	Capital Outlay Subtotal	**$195,000**	**$130,836**
Operating Transfers Out			
4912	To Special Revenue Fund	$0	$0
4913	To Capital Projects Fund	$0	$0
4914A	To Proprietary Fund - Airport	$0	$0
4914E	To Proprietary Fund - Electric	$225,307	$138,085
4914O	To Proprietary Fund - Other	$0	$0
4914S	To Proprietary Fund - Sewer	$1,279,643	$2,974,824
4914W	To Proprietary Fund - Water	$587,885	$692,956
4915	To Capital Reserve Fund	$440,000	$440,000
4916	To Expendable Trusts/Fiduciary Funds	$8,250	$8,250
4917	To Health Maintenance Trust Funds	$0	$0
4918	To Non-Expendable Trust Funds	$0	$0
4919	To Fiduciary Funds	$40,000	$40,000
	Operating Transfers Out Subtotal	**$2,581,085**	**$4,294,115**

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Expenditures

Account	Purpose	Voted Appropriations	Actual Expenditures
Payments to Other Governments			
4931	Taxes Assessed for County	$0	$4,276,301
4932	Taxes Assessed for Village District	$0	$0
4933	Taxes Assessed for Local Education	$0	$9,646,153
4934	Taxes Assessed for State Education	$0	$1,812,575
4939	Payments to Other Governments	$0	$0
	Payments to Other Governments Subtotal		**$15,735,029**

Total Before Payments to Other Governments	**$9,661,725**	**$10,997,720**
Plus Payments to Other Governments		**$15,735,029**
Plus Commitments to Other Governments from Tax Rate	**$15,735,029**	
Less Proprietary/Special Funds	**$2,092,835**	**$3,805,865**
Total General Fund Expenditures	**$23,303,919**	**$22,926,884**

Revenues

Account	Source of Revenues	Estimated Revenues	Actual Revenues
Taxes			
3110	Property Taxes	$0	$20,553,900
3120	Land Use Change Tax - General Fund	$48,000	$97,917
3121	Land Use Change Taxes (Conservation)	$0	$0
3180	Resident Tax	$0	$0
3185	Yield Tax	$2,000	$1,027
3186	Payment in Lieu of Taxes	$0	$0
3187	Excavation Tax	$0	$0
3189	Other Taxes	$0	$0
3190	Interest and Penalties on Delinquent Taxes	$40,000	$34,922
9991	Inventory Penalties	$0	$0
	Taxes Subtotal	**$90,000**	**$20,687,766**
Licenses, Permits, and Fees			
3210	Business Licenses and Permits	$1,280	$1,587
3220	Motor Vehicle Permit Fees	$1,067,000	$1,081,245
3230	Building Permits	$46,200	$69,202
3290	Other Licenses, Permits, and Fees	$18,800	$21,500
3311-3319	From Federal Government	$0	$84,458
	Explanation: ARPA expended		
	Licenses, Permits, and Fees Subtotal	**$1,133,280**	**$1,257,992**
State Sources			
3351	Municipal Aid/Shared Revenues	$0	$0
3352	Meals and Rooms Tax Distribution	$294,330	$294,330
3353	Highway Block Grant	$122,420	$226,445
3354	Water Pollution Grant	$7,508	$14,856
3355	Housing and Community Development	$0	$0
3356	State and Federal Forest Land Reimbursement	$0	$0
3357	Flood Control Reimbursement	$0	$0
3359	Other (Including Railroad Tax)	$31,603	$41,635
3379	From Other Governments	$110,000	$129,809
	State Sources Subtotal	**$565,861**	**$707,075**
Charges for Services			
3401-3406	Income from Departments	$130,000	$119,575
3409	Other Charges	$6,200	$7,050
	Charges for Services Subtotal	**$136,200**	**$126,625**
Miscellaneous Revenues			
3501	Sale of Municipal Property	$0	$0
3502	Interest on Investments	$35,000	$62,186
3503-3509	Other	$15,000	$25,623
	Miscellaneous Revenues Subtotal	**$50,000**	**$87,809**

Revenues

Account	Source of Revenues	Estimated Revenues	Actual Revenues
Interfund Operating Transfers In			
3912	From Special Revenue Funds	$0	$0
3913	From Capital Projects Funds	$0	$0
3914A	From Enterprise Funds: Airport (Offset)	$0	$0
3914E	From Enterprise Funds: Electric (Offset)	$225,307	$239,771
3914O	From Enterprise Funds: Other (Offset)	$0	$0
3914S	From Enterprise Funds: Sewer (Offset)	$1,279,643	$3,328,644
3914W	From Enterprise Funds: Water (Offset)	$565,773	$729,804
	Explanation: Includes $39,400 transferred from CRF		
3915	From Capital Reserve Funds	$195,000	$66,002
	Explanation: $195,000 for WA #9 was not expended in 2022. $66,002 reimbursed from CRF as agents to expend.		
3916	From Trust and Fiduciary Funds	$0	$0
3917	From Conservation Funds	$0	$0
	Interfund Operating Transfers In Subtotal	**$2,265,723**	**$4,364,221**
Other Financing Sources			
3934	Proceeds from Long Term Bonds and Notes	$0	$0
	Other Financing Sources Subtotal	**$0**	**$0**
	Less Proprietary/Special Funds	**$2,070,723**	**$4,298,219**
	Plus Property Tax Commitment from Tax Rate	**$20,692,664**	
	Total General Fund Revenues	**$22,863,005**	**$22,933,269**

Balance Sheet

Account	Description	Starting Balance	Ending Balance
Current Assets			
1010	Cash and Equivalents	$7,246,999	$8,385,890
1030	Investments	$0	$0
1080	Tax Receivable	$538,725	$773,585
1110	Tax Liens Receivable	$100,232	$66,437
	Explanation: Reduced by $9,982 allowance		
1150	Accounts Receivable	$0	$0
1260	Due from Other Governments	$304,167	$8,807
1310	Due from Other Funds	$1,443,858	$220,392
1400	Other Current Assets	$0	$87,299
1670	Tax Deeded Property (Subject to Resale	$6,361	$6,361
	Current Assets Subtotal	**$9,640,342**	**$9,548,771**
Current Liabilities			
2020	Warrants and Accounts Payable	$279,146	$116,149
2030	Compensated Absences Payable	$133,214	$155,699
	Explanation: Beginning balance restated by $21,445		
2050	Contracts Payable	$0	$0
2070	Due to Other Governments	$256,010	$271,008
2075	Due to School Districts	$5,443,525	$5,159,622
2080	Due to Other Funds	$240,814	$277,522
2220	Deferred Revenue	$41,430	$320,680
	Explanation: $280,595 unspent ARPA		
2230	Notes Payable - Current	$0	$0
2270	Other Payable	$16,722	$12,225
	Current Liabilities Subtotal	**$6,410,861**	**$6,312,905**
Fund Equity			
2440	Non-spendable Fund Balance	$6,361	$93,660
2450	Restricted Fund Balance	$3,092	$0
2460	Committed Fund Balance	$0	$0
2490	Assigned Fund Balance	$79,400	$378,279
2530	Unassigned Fund Balance	$3,140,628	$2,763,927
	Explanation: Beginning balance restated by $21,445		
	Fund Equity Subtotal	**$3,229,481**	**$3,235,866**

Tax Commitment

Source	County	Village	Local Education	State Education	Other	Property Tax
MS-535	$4,276,301	$0	$9,646,153	$1,812,575	$0	$20,553,900
Commitment	$4,276,301	$0	$9,646,153	$1,812,575		$20,692,664
Difference	**$0**	**$0**	**$0**	**$0**		**($138,764)**

General Fund Balance Sheet Reconciliation

Total Revenues	$22,933,269
Total Expenditures	$22,926,884
Change	**$6,385**
Ending Fund Equity	$3,235,866
Beginning Fund Equity	$3,229,481
Change	**$6,385**

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Long Term Debt

Description (Purpose)	Original Obligation	Annual Installment	Rate	Final Payment	Start of Year	Issued	Retired	End of Year
Drinking water SRF (Water)								
	$236,000	$0	1.256	2041	$0	$236,000	$8,423	$227,577
Lake Ave (Water)								
	$706,741	$45,000	2.60	2024	$99,241	$0	$45,000	$54,241
Library (Library)								
	$975,000	$48,750	2.76	2034	$633,750	$0	$48,750	$585,000
Perkins Pond (Sewer)								
	$1,585,000	$0	2.50	2042	$1,232,776	$0	$1,232,776	$0
Perkins Pond - Refunded (Spilt between General & Sewer)								
	$1,068,525	$0	2.46	2042	$0	$1,068,525	$0	$1,068,525
Safety Services Building (General Government)								
	$3,133,625	$0	3.97	2022	$34,710	$0	$34,710	$0
Water Filtration (Water)								
	$1,248,260	$0	5.00	2027	$555,000	$0	$93,000	$462,000
WWTP (Sewer)								
	$1,500,000	$0	3.50	2042	$1,247,830	$0	$1,247,830	$0
WWTP - Refunded (Sewer)								
	$1,174,400	$0	2.46	2042	$0	$1,174,400	$0	$1,174,400
	$11,627,551				**$3,803,307**	**$2,478,925**	**$2,710,489**	**$3,571,743**

SULLIVAN COUNTY

Serving the communities of
Acworth, Charlestown, Claremont, Cornish, Croydon, Goshen, Grantham, Langdon, Lempster, Newport, Plainfield, Springfield, Sunapee, Unity & Washington

Board of Commissioners
14 Main Street
Newport, NH 03773
(603)863-2560
Fax (603)863-9314
commissioners@sullivancountynh.gov

County Manager
14 Main Street
Newport, NH 03773
(603)863-2560
Fax (603)863-9314
manager@sullivancountynh.gov

Dept. of Corrections
103 County Farm Road
Unity, NH 03743
(603)542-8717
Fax (603)542-0239
doc@sullivancountynh.gov

Facilities & Operations
5 Nursing Home Drive
Unity, NH 03743
(603)542-9511 x230
Fax (603)542-2829
facilities@sullivancountynh.gov

Human Resources & Payroll
5 Nursing Home Drive
Unity, NH 03743
(603)542-9511 x286
Fax (603)542-9214
humanresources@sullivancountynh.gov

Natural Resources
95 County Farm Road
Unity, NH 03743
(603)542-4891
Fax (603)542-2829
naturalresources@sullivancountynh.gov

Sullivan County Health Care
5 Nursing Home Drive
Unity, NH 03743
(603)542-9511
Fax (603)542-9214
nursinghome@sullivancountynh.gov

8 August 2023

Town of Sunapee Selectboard
23 Edgemont Road
Sunapee, NH 03782

Re: "Welcome To Sullivan County" Sign Project

Dear Town of Sunapee Selectboard,

I am writing to you on behalf of the Sullivan County Board of Commissioners regarding our "Welcome to Sullivan County" sign project. This idea has been discussed for quite some time and we are in the final planning stages and expect to begin installation soon. The purpose of this letter is to let you know where we are with the project, share the proposed locations with you, and answer any questions you might have before we begin installation.

The map at Atch 1 shows the approximate locations of each sign—along every state highway as it enters the county. The signs are approximately 4′ tall by 6′ wide—the same size as the State's "Welcome to New Hampshire" signs. The design was created in part through an online survey that had over 300 responses from the public and is included as Atch 2.

We are actively coordinating with the regional DOT offices (Districts 2 and 4) as well as individual landowners to get necessary permissions and ensure these signs are installed in accordance with appropriate regulations.

Please let me know if you have any questions.

Sincerely

Derek R. Ferland

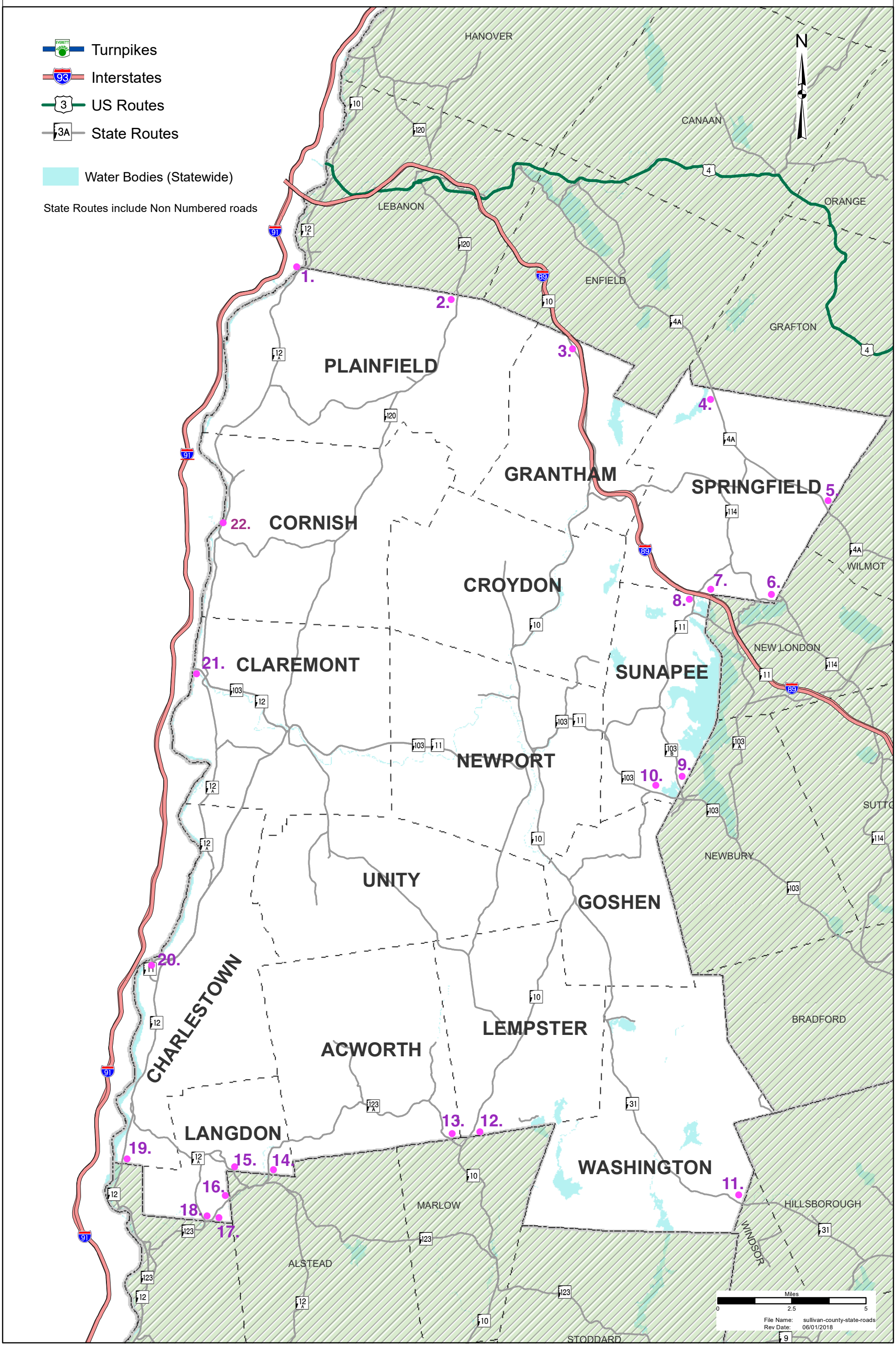
Derek R. Ferland, Sullivan County Manager
E. dferland@sullivancountynh.gov
T. (603) 863-2560

2 Attachments:
1. "Welcome to Sullivan County" Proposed Sign Locations
2. "Welcome to Sullivan County" Sign Design

Sullivan County

State Roads

New Hampshire DOT
Department of Transportation



Welcome to

Sullivan County

Est. 1827

SUGAR RIVER REGION

· NEW HAMPSHIRE · MADE HERE ·

SugarRiverRegion.org