

**SUNAPEE SELECTBOARD
MEETING AGENDA
6:30PM TOWN OFFICE MEETING ROOM
Monday, September 18th, 2023
Join us on Zoom: <https://us06web.zoom.us/j/86066395397>**

1. REVIEW OF ITEMS FOR SIGNATURE:

CZC's

- Parcel ID: 0136-0057-0000, 54 Birch Point Road, David & Lee Page
- Parcel ID: 0129-0029-0000, 14 Lower Main Street, Jeffrey & Katherine Balch

LAND DISTURBANCE

- Parcel ID: 0136-0057-0000, 54 Birch Point Road, David & Lee Page

DEMO

- Parcel ID: 0136-0057-0000, 54 Birch Point Road, David & Lee Page

AFTER THE FACT

- Parcel ID: 0211-0020-0000, 23 High Ridge Road, Anne Spencer & Paul Lembo (in accordance with CZC 23-4244)
- Parcel ID: 0133-0083-000A, 42 A Burkehaven Hill Road, Michael & Donna O'Shea

DRIVEWAY PERMIT

- Parcel ID: 0133-0083-000A, 42 A Burkehaven Hill Road, Michael & Donna O'Shea (After the Fact)

USE OF FACILITIES

- Use of Safety Services Building: Pack 710 –Scouts BSA
Sept 24, 2023, 3:00PM-4PM; Pack Meeting
- Use of Dewey Beach: BSA Troop 355 – Feb 10th, 2024; 7AM – 5PM; Ice Fishing Trip
- Use of Dewey Beach (parking only): Paulette Folkins – Oct 1st, 2023; 9AM – 12PM; Parking for guests after a wedding

2. APPOINTMENTS:

- 6:30 PM: TD Bank Presentation
- 7:00 PM: Josh Wroblewski, General Buildings and Grounds Director - seeking Selectboard Approval to expend out of the Town Buildings Maintenance Capital Reserve Fund

- 7:15 PM: Neill Cobb, Sunapee Police Chief - requesting the Sunapee Selectboard to accept unanticipated revenue in the amount of \$6,600 from the Office of Highway Safety

3. PUBLIC COMMENT:

4. SELECTBOARD ACTION:

- Resignation of Recreation Committee Member Socci
 - Old Business
 - i. Investment Policy
 - ii. Rules of Procedure
-

5. TOWN MANAGER REPORT:

- Abatement Cases
- Sunapee Highway and LSPA partnership

6. SELECTBOARD REPORTS:

7. UPCOMING MEETINGS:

September 21st: Planning Board Workshop Meeting – 7:00PM

September 21st: Abbot Library Trustees Meeting – 7:00PM

September 28th: Water & Sewer Commissioners Meeting – 5:30PM

October 2nd: Selectboard Meeting – 6:30PM

October 4th: School Board Meeting – 6:00PM

October 4th: Conservation Commission – 7:00PM

October 5th: 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

RECEIVED

SEP 08 2023

TOWN OF
SUNAPEE

APPLICATION FOR USE OF TOWN OF SUNAPEE FACILITIES

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

parking only

Name of Organization:

Paulette Folkins

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

private

Name of Duly Authorized:

Paulette and Paul Folkins

Mailing Address: 126 Garnet St., Sunapee

Daytime Phone: 781.700.1744 Evening Phone: 781.700.1744

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

Event Date: Oct 1, 2023 Time: From: 9a To: 12n

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.

Safe parking for a post-wedding breakfast
at our home. Chief Cobb suggested we use
Dewey Beach parking lot as opposed to Garnet
St. due to location of house

I/We acknowledge understanding the following restrictions:

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

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:

BSA TROOP 355 - NEWTON, MASS

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

NON-PROFIT

Name of Duly Authorized:

PETER DANIS

Mailing Address: 35 HOOD ST NEWTON, MA 02458

Daytime Phone: 617-413-7301 Evening Phone: 617-413-7301

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

Event Date: SAT FEB 19, 2024 Time: From: 7 AM To: 5 PM

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

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

BOY SCOUT TROOP ICE FISHING TRIP
WILL PROVIDE PORTA-POTTY FOR THE DAY.

I/We acknowledge understanding the following restrictions:

(1) If this event will likely bring more than 50 people or 20 cars to the area, the applicant must first submit this application to the Chief of Police. The Chief of Police may require the applicant to hire police officer(s) for crowd or traffic control.

(2) I/We agree to abide by the Town of Sunapee's Recreation Area Ordinance, which controls conduct and uses of this area.

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August 14, 2023

To:

Town of Sunapee Board of Selectmen

Shannon Martinez: Town Manager

Steve Bourque: Recreation Director

Charleen Osborne: Recreation Committee Chair

Hello All,

Unfortunately, I have had some scheduling changes that have made it increasingly difficult for me to attend Recreation Committee meetings.

I personally do not feel that it is appropriate to be occupying a spot on the committee, and not be as dedicated as possible. Due to this, I have decided to withdraw from the committee as of today.

I have greatly enjoyed volunteering for our town, and it is my hope that I can continue in the future, but as of right now my time is too limited.

Thank you all of your efforts in our community. I wish all of you and the Recreation Committee nothing but the best.

Sincerely,

Jesse Socci

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Clean Water State Revolving Fund (CWSRF) Pre-Application

version 2.1

(Submission #: HPT-TSV6-FFA5S, version 1)

Details

Originally Started By	Suzanne Graves
Submitted	6/1/2023 (101 days ago) by Shannon Martinez
Alternate Identifier	Town of Sunapee, NHPerkins Pond, Sunapee, NH Watershed Management Plan
Submission ID	HPT-TSV6-FFA5S
Status	Issued

Form Input

Applicant Contact Information

Loan Applicant
Town of Sunapee, NH

Loan Applicant Mailing Address
23 EDMONT RD
SUNAPEE, NH 03782

Contact Information

Primary Contact

Prefix

NONE PROVIDED

First Name

Middle Name

Last Name

Shannon

NONE PROVIDED

Martinez

Title

Town Manager

Organization Name

Town of Sunapee, NH

Phone Type

Number

Extension

Business

603 763 2212

Email

manager@town.sunapee.nh.us

Business Mailing Address

23 EDMONT RD

SUNAPEE, NH 03782

Is the primary contact listed above the owner?
Yes

Would you like to provide a secondary contact for this pre-application?
Yes

Secondary Contact Information

Secondary Contact Information

Prefix

NONE PROVIDED

First Name

Suzanne

Middle Name

NONE PROVIDED

Last Name

Graves

Title

President

Organization Name

Perkins Pond Protective Association

Phone Type

Mobile

Number

508 277 2010

Extension

Email

suzanne.graves@me.com

General Project Information

Project Name

Perkins Pond, Sunapee, NH Watershed Management Plan

Project Location

Perkins Pond, Sunapee, NH Watershed

Is the pre-application for development of an Asset Management Program?

No

Please select your project category. Ranking criteria will be displayed based on your selection.

Stormwater

Please select the option below that describes your project.

a. The project only includes planning and evaluation components.

Please select from the list of stormwater project types those which best describe your proposed project.

General Stormwater Management

Brief description of the proposed project and need:

Perkins Pond Watershed in Sunapee, NH, is experiencing significant deterioration of Perkins Pond. We are submitting a pre-application proposal for a Clean Water State Revolving Fund (CWSRF) loan to fund the development of a Watershed Management Plan. We require this so that we can reduce and remedy the deterioration of Perkins Pond in Sunapee, NH.

Perkins Pond is a 157-acre great lake within the Town of Sunapee that is used extensively for recreational purposes by members of the New Hampshire community. It has open access to the water and can be used by anyone through the State of New Hampshire Boat Ramp.

The members of the Perkins Pond Community have taken significant actions to reduce any pollution that comes into the lake. In 2009, a study was conducted (Perkins Pond, Sunapee, NH, Pond and Watershed Diagnostic Study 2009) that identified several contributing factors including potential run off from septic systems and leach fields. The Perkins Pond community undertook a multi-year effort to have a sewer system installed and final hook up of all members of the community was completed in 2015.

Since that time, our water quality has not greatly improved. In that study, watershed load was identified as the primary contributor to phosphorus to the pond and the sources and causes of that load is the focus of our desire to have a watershed plan. notably phosphorous and chlorophyll-A. (see the attached information from V LAP).

Project Description Attachment, Optional

NONE PROVIDED

Comment

A

Please provide the date (or future date) when the authority to borrow was, or is expected to be, obtained (i.e., date of town meeting/city council approval to borrow funds).

03/05/2024

Estimated Timeline and Cost Information Table

Funding Type	Start Date	Completion Date	Cost (\$)
Scope, *Report Phase Engineering	03/15/2024	09/12/2025	100,000
			Sum: 100,000

Are the cost estimates for the project supported by a document (e.g., facility plan, preliminary design, report, etc.) that is signed by an engineer?

No

If the cost estimate for this project is not supported by a document signed by an engineer, what is the rationale or source for the cost estimate?

Estimated costs of watershed management in conjunction with DES and compared to other watershed management plans completed in New Hampshire to date.

Is the amount of money you wish to borrow less than the cost estimate above?

No

Ranking Criteria for Stormwater Planning and Infrastructure Projects

Category 1: Protection of Water Quality, Public Health & the Environment Project Ranking Criteria

a. Water quality impairment.

1a. Waterbody Assessment Unit ID (AUID) and impaired water quality parameters.

Waterbody AUID	Impaired Parameter	How will the project address the impairment?
801060405-03	Aquatic Life Integrity 5-P Phosphorus(Total) 5M	Devise a plan to determine causes and reduce P loading to allow the waterbody to attain its designated uses. Yearly Total Load P average retention is 39.18 with overland run off as the most significant contributor. An estimated 10.09 kg P discharged from the shoreline with an estimated 41.17 kg P from the watershed. (2009 WDS).

Category 2: Water Quality Plan

Management Plan Name	Title of Plan	Page Number	Plan Recommendation
a. NH Nonpoint Source Plan		8	The NH NPS Plan includes development of watershed management plans as a recommended activity. This project would develop such a plan.

3. What Green Project Reserve Project Types do you have?

b. Protection or restoration of natural hydrology, floodplains, and wetlands.

a. Disconnection of impervious cover from the stormwater drainage system.

GPR Certification

GPR points will not be awarded if adequate information, including reasonable estimated costs for GPR-related items, is not included in the pre-application. It is expected that any GPR-related items claimed in this pre-application will be incorporated into the design of the project.

I have read and understand the statement above.

Yes

3a. Disconnection of impervious cover from the stormwater drainage system.

Eligible Projects	Costs (\$) for this GPR	% Project Costs
1.2-1 Implementation of green streets for either new development, redevelopment or retrofits.	5,000	5
	Sum: 5,000	Sum: 5

3b. Protection or restoration of natural hydrology, floodplains and wetlands.

Eligible Projects	Costs (\$) for this GPR	% Project Costs
1.2-7 Establishment or restoration of permanent riparian buffers, floodplains, wetlands and other natural features, including vegetated buffers or soft bioengineered stream banks.	5,000	5
	Sum: 5,000	Sum: 5

Category 4: Sustainability

- a. Aging infrastructure.
- b. Flooding/Resiliency.
- d. Relative value to the public and environment.
- c. Local capacity.

4a. How will the project address aging infrastructure?

The Perkins Pond watershed has significant aging infrastructure. Within the past 15 years, roads have deteriorated due to storm water floods and were repaired. A small portion of Perkins Pond Road is paved, with the remaining being a dirt road. The paved portion of Perkins Pond Road was replaced during a major storm approximately 12 years ago. The replacement incorporated at least four culverts that take the water from the high or hill side of the watershed and direct the water underneath the partially paved road and contributing water, sand and silt directly into the lake. (We have also found blacktop chunks in the pond, which can only come from this one segment of paved road, as the remainder of the roads surrounding the lake are not paved.) These four culverts have created at least two major tributaries into the lake which are contributing to the siltation. The culverts may not be sized correctly to ensure that the run off is treated properly.

4b. How will your project address resiliency issues and obtain capacity for a community or system to proactively prepare for and recover from hazardous events?

There are currently no settling basins that allow the sand to settle before it reaches the lake. Additionally, a portion of Perkins Pond Road that was dirt road was replaced last year and not engineered to limit siltation into the lake. Again, there are no settling basins that have been effectively built to allow the road run off to settle before the water reaches the lake. Additionally, the unpaved roads around the pond are especially fragile during 'mud season' which this year lasted from December through April. Each road in the watershed has roadside ditches that were dug and are maintained by the town to carry water to the lake. Improved methods to ensure that siltation from these ditches would be an important aspect of this plan.

4c. Describe the local support network and the capacity to complete the proposed project.

The Town of Sunapee is working in conjunction with the Perkins Pond Protective Association (PPPA). The Town is fully in support of the creation of a watershed management plan, as is the PPPA. A collaborative working relationship is evidenced by the work done to have the Watershed Diagnostic Study (2009) completed, the passage of a warrant article to fund the installation of a sewer system and individuals within the watershed's willingness to contribute significant funds (\$10,000-\$20,000 each, with yearly tax and water assessments) to improve the overall health of the lake. As we like to say, we are small, but mighty. Additionally members of the association stand ready to help in providing information and data to ensure that the development of a management plan is streamlined.

4d. Describe the availability (access), and extent of use of the waterbody. Consider uses including, but not limited to: drinking water supply; public recreational opportunities; aquatic and terrestrial habitat benefits; and potential for increased public use and improved habitat.

Perkins Pond is readily available for public recreational opportunities. It is well known for its fishing and boating. The lake is accessible by a state boat ramp, which is currently being silted in from the run off and is becoming un-navigable. Algae blooms have become more frequent reducing the ability to safely swim; plants are growing in the areas that have become increasingly silted. The watershed is also has a snowmobile trail which because of deterioration from water events has been rerouted. The lake has an abundance of wildlife that have been observed, from bears, moose and deer, to smaller animals including beaver, mink and fox. Fowl include loons, ducks, geese and other migratory birds. And of course, the aquatic animals including turtles, fish and newts. All of this is threatened as we become increasingly eutrophic. Increased public use will come from the ability to use the boat launch, providing a means to fish, swim, kayak or canoe.

Is there additional information specific to the stormwater ranking questions above you would like to provide?

A majority of our roads right next to the lake are dirt/gravel and while the town has attempted to work through issues of sand going into the lake, the runoff and siltation has continued unabated.

Importantly, the boat ramp has become almost unusable because of the amount of sand and silt that has infiltrated into that area from the runoff on Perkins Pond Road. Please see the boat ramp pictures attached from 2010 and currently in 2022 that document the quantity of sand and silt coming into the lake from Perkins Pond Road and the surrounding watershed.

As increasing snow melt and storms cause major run off into the pond, we will need to make sure that there is resiliency built into any system that is built. The recommendation of ways to do this will be important to the Watershed Management Plan.

It will be important to develop a watershed management plan to determine how to best protect or restore the natural hydrology, floodplains, and wetlands in the watershed. That is unknown to us presently. Better understanding of the hydrology will help us to better manage the lake and make improvements that will improve the water quality throughout the watershed.

Final Comments for NHDES

Did you find the electronic format helpful?

NONE PROVIDED

Please describe the ease of filling out this form.

Generally easy but with some confusing sections.

Do you have any suggested improvements for the form?

It appears that this form is targeted for design and implementation funds. We are looking for the creation of a Watershed Management Plan and some of the required fields were not applicable.

Status History

	User	Processing Status
5/22/2023 10:14:05 AM	Suzanne Graves	Draft
5/28/2023 12:20:31 PM	Suzanne Graves	Signing
6/1/2023 4:16:57 PM	Shannon Martinez	Submitting
6/1/2023 4:17:17 PM	Shannon Martinez	Submitted
6/1/2023 4:17:18 PM	Shannon Martinez	In Review
6/2/2023 9:50:31 AM	Kathleen A Bourret	Issued

Processing Steps

Step Name	Assigned To/Completed By	Date Completed
Form in Review	Kathleen A Bourret	6/2/2023 9:50:30 AM

Agreements and Signature(s)

Municipality

The information provided is true, complete, and not misleading to the best of the applicant's knowledge and belief. The applicant understands that any department determination that the applicant and the applicant's project qualify for funding from the CWSRF that is based on false, incomplete, or misleading information is subject to modification, up to and including reversal, through an adjudicative proceeding conducted in accordance with applicable provisions of Env-C 200; and The signer is subject to the penalties specified in New Hampshire law, currently RSA 641:3, for making unsworn false statements. If the applicant's authorized representative is or is acting on behalf of a listed engineer as defined in Env-C 502.10, the signature also shall constitute certification that the signer understands that the submittal of false, incomplete, or misleading information is grounds for debarring the listed engineer from the roster.

Signed By Shannon Martinez on 06/01/2023 at 4:16 PM