

SUNAPEE BOARD OF SELECTMEN
6:00PM Town Office Meeting Room
Monday, October 10, 2016

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

Chairman Trow opened the meeting at 6:30PM

REVIEW OF ITEMS FOR SIGNATURE:

MOTION TO APPROVE THE FOLLOWING CZC:

Parcel ID: 0147-0057-0000 84 Hamel Road Eileen Devine

Parcel ID: 0218-0010-0000 132 North Road John Chesson/Sally Putonen

Parcel ID: 0122-0011-0000 182 Jobs Creek Road Deborah McCarthy

Parcel ID: 0133-0106-0000 29 Maple Street Braden Miles

Parcel ID: 0133-0114-0000 8 Elm Street Gary & Cheryl Summerton

Parcel ID: 0104-0055-0000 49 Oak Ridge Road Joshua & Emily Monroe

Parcel ID: 0146-0050-0000 346 Bay Point Road Dzevtet & Margaret Hajdarovic

Parcel ID: 0126-0013-0000 34 Stone End Road Lake Sunapee Yacht Club

Parcel ID: 0104-0021-0000 23 Prospect Hill Road Michelle Oldman

Parcel ID: 0237-0046-0000 72 Jeffrey Drive Mark Brunelle

Parcel ID: 0134-0012-0000 231 Lake Ave. Steve & Heather Horan

Parcel ID: 0233-0011-0000 299 Route 103 Richard Dow

by Selectman Gallup, seconded by Selectman Hastings Unanimous

MOTION TO APPROVE THE FOLLOWING DEMO PERMIT:

Parcel ID: 0215-0006-0000 325 North Road Dellinger Family Trust

Parcel ID: 0133-0114-0000 8 Elm Street Gary & Cheryl Summerton

By Selectman Gottling, seconded by Selectman Hastings Unanimous

MOTION TO APPROVE THE FOLLOWING DRIVEWAY PERMIT:

Parcel ID: 0234-0024-0000 137 New Province Road Tom & Kathy Bouwkamp

By Selectman Gottling, seconded by Selectman Gallup Unanimous

The Driveway Permit for Parcel ID: 0237-0046-0000 72 Jeffrey Drive Mark Brunelle was not approved by the Highway Director because of a previous Driveway Permit that the conditions were not completed. The Board instructed the Town Manager to send a letter to the applicant.

MOTION TO APPROVE THE FOLLOWING PERMIT TO EXCAVATE:

Parcel ID: 0107-0025-0000 & 0107-0026-0000 1112 Lake Ave. Lawrence

& Diane Keane by Selectman Gallup, seconded by Selectman Hastings Unanimous

MOTION TO APPROVE THE FOLLOWING LAND DISTURBANCE BOND:

Parcel ID: 0122-0111-0000 182 Jobs Creek Road Deborah McCarthy

Parcel ID: 0146-0050-0000 346 Bay Point Road Dzevtet & Margaret Hajdarovic

Parcel ID: 0126-0013-0000 34 Stone End Road Lake Sunapee Yacht Club

Parcel ID: 0134-0012-0000 231 Lake Ave. Steve & Heather Horan

By Selectman Hastings, seconded by Selectman Gallup Unanimous

APPOINTMENTS

7:00PM-Set-up of the ABC (Advisory Budget) Committee

Chairman Trow stated that this variation of the committee, previously the BAC, now the ABC, was the result of some questions that were raised last year and in the effort to find the answers, some research was done to find the original specifications of what this committee was supposed to be. There was some reworking to fit the current situation, obviously, there will be changes in the future, when the committee figures out what works and didn't work. Chairman Trow asked if there were any general questions regarding what we're trying to accomplish this evening. John Brandolini stated that if this was an official meeting, then the citizens at large did not have a quorum, which happened at the School ABC meeting last week. John Brandolini suggested that if the committee does not have five (5) members, maybe the guidelines should be rewritten to say a quorum is how many members there are. Donna Nashawaty replied that a quorum is how many are holding the position, if the positions are vacant, that's always in the law. John Brandolini stated numbers four (4) and five (5) in the suggested format section of the ABC guidelines have BAC instead of ABC. Selectman Augustine stated that number seven (7) said that the Body of the ABC would elect a Chairman and Vice Chairman, his question was who would be eligible on the committee. Chairman Trow replied that anyone was eligible, but did not anticipate that it would be anybody but members at large. Donna Nashawaty said that during the first meeting someone would nominate an individual, it is the committee itself as their sitting together. John Brandolini was surprised that the thought was that the Chairman and Vice Chairman would be someone from the citizens at large group. Chairman Trow replied that in the end the Selectmen are responsible for the budget and what the BOS is trying to do is get input from the citizens at large group and department heads and since it's the BOS's budget in the end, Chairman Trow feels it's relevant to essentially give someone else the reins to drive it for that two (2) month period. The BOS must deal with the budget day in and day out throughout the year, whereas this group is dealing with it a shorter amount of time. It is more relevant if someone else can say this is what we need to talk, these are the questions we have. Selectman Gottling just wanted to point out that this is just a suggested format and assumes once the ABC Committee has met, if there were things the committee felt needed to be somewhat different or more specific that is when the format would be revised. Donna Nashawaty suggested that at the Friday, October 28th all-day budget session, the ABC members come twenty (20) minutes early the ABC could name a Chairman and Vice Chairman. Their first order of business would be to hear the Town Manager's budget presentation. Selectman Augustine asked what the expectations of the Chairman and Vice Chairman were? In Chairman Trow's mind, the Chairman is to direct or guide the meeting and it wouldn't be a weekly meeting, maybe three (3) or four (4) meetings before submitting a report in December before the budget public hearing. After discussion regarding the quorum numbers, when the ABC Chairman would call a meeting and swearing in all the members of the committee, the BOS will sign ABC committee appointments at the Monday, October 17th meeting and the members will go to the Town Clerk's office to be sworn in before the Friday, October 28th budget session. In addition, the BOS asked that the ABC members plan to arrive at 7:45am on the morning of October 28th to select a Chairman and Vice Chairman.

PUBLIC COMMENTS:

- There were no public comments

SELECTMEN ACTION

- ABC Committee Member Resignation: David Andrews

The Board accepted David Andrews's resignation from the ABC Committee. The Town Manager will send a thank you letter to Mr. Andrews for his service.

- Interview Potential ABC Committee Members

Chairman Trow thanked the candidates for coming this evening and asked if they were still interested in serving on the committee. Both candidates told the Board a little about themselves and why they thought they would be beneficial to the committee. Donna Nashawaty will ask the third candidate if he can come to the Monday, October 17th meeting to meet with the Board.

Motion to appoint Linda Tanner and Ronald Kulpa as members of the Advisory Budget Committee by Selectman Gottling, seconded by Selectman Hastings.

Unanimous

- Use of Facilities: 10/15-Puchler/Stuer Wedding Gazebo

Motion to approve the Use of Facilities for the Puchler/Stuer wedding at the Gazebo on October 15th by Selectman Hastings, seconded by Selectman Gallup.

Unanimous

- Review of MS434-Revenues for Town 2016

Donna Nashawaty reviewed the MS-434 which she signs as the preparer, with the Board. Donna Nashawaty wanted to note the revenues came in better than projected, which reduces the amount of the town portion of the tax rate. The revenue side is higher than it was last year, which helped the tax rate. The tax rate should be set within the next twenty (20) days.

- Review of MS535-Financials Reports

Donna Nashawaty stated that the MS-535 is prepare after the Auditors close year-end for 2015.

Motion to sign the MS-535 Financials Reports, which was prepared by the Auditors by Selectman Gallup, seconded by Selectman Hastings. Unanimous

- Sign General Election Warrant

Chairman Trow read that details of the General Election Warrant. **Motion to accept and sign the General Election Warrant by Selectman Gottling, seconded by Selectman Gallup.**

Unanimous.

- Rem Mastin-Sunapee Riverwalk

Donna Nashawaty wanted to acknowledge Rem Mastin for spearheading the update of the Riverwalk signage, which he has spent a considerable amount of time on.

- Building Permit Appeal

Donna Nashawaty stated that an appeal of a building permit has been filed with the Town of Sunapee, the applicant is Michael Jesanis, who is an abutter. The Board of Selectmen signed a building permit on September 6th for Brien and Lorraine Bolsinger, based on the approval by Roger Landry, Zoning Administrator, Mr. Jesanis had thirty (30) days to appeal. The CZC (Certificate of Zoning Compliance) appeal will be heard at the October 13th Zoning Board Meeting and Donna Nashawaty is asking the Board to appoint Roger Landry to represent the Board of Selectmen at that meeting.

Motion to appoint Roger Landry to represent the Board of Selectmen at the CZC hearing by Selectman Gottling, seconded by Selectman Hastings Unanimous

•Scott Hazelton-Route 11 Conceptual Design

Scott Hazelton presented a conceptual design for Route 11, based on the Master Plan to the Board.

CHAIRMAN’S REPORT

•Chairman Trow stated that interviews for the UVLSRPC (Upper Valley Lake Sunapee Regional Planning Commission) Director are ongoing.

TOWN MANAGER REPORTS

•Benefits Analysis

Donna Nashawaty summarized the benefits analysis, which compared Sunapee with the Town of New London and the market.

•November Election

Donna Nashawaty talked about some of duties of the Selectmen at the November election and the new law that went into effect in 2016, regarding a Selectman appointing a “Selectman Pro Tem” to perform their duties for all or part of the day at any state election, if the Selectman is absent or unable to perform their duties. Selectmen quorum must be present.

•September Monthly Budget Report

The Board received and reviewed the September monthly budget report.

•Non-Public Session

09:50PM Motion to go into non-public under 91-A: 3, II (a)-Dismissal, promotion or setting compensation for public employees by Selectman Gottling, seconded by Selectman Gallup Roll call vote approved Unanimous

•10:35PM Motion to return from non-public session by Selectman Gallup, seconded by Selectman Hastings Unanimous

•Motion to seal non-public minutes by Selectman Gallup, seconded by Selectman Hastings Unanimous

Meeting adjourned at 10:35PM

Submitted by,

Barbara Vaughn

Administrative Assistant

Approved: _____

Joshua Trow, Chairman

Suzanne H. Gottling, Vice Chairman

John Augustine

Frederick Gallup

Shane Hastings