

**SUNAPEE SELECTBOARD  
MEETING AGENDA  
Monday, March 16, 2026  
6:30 PM - TOWN OFFICE MEETING ROOM**

- 1. CALL SELECTBOARD MEETING TO ORDER**
- 2. REVIEW & APPROVE MARCH 2<sup>nd</sup> MEETING MINUTES**
- 3. SELECTBOARD DUTIES & RESPONSIBILITIES**
  - Orientation Information
  - NHMA Sponsored Trainings
    - i. Local Officials Workshop: April 22, 2026 or May 13, 2026
  - Right-To-Know
  - Conflict of Interest
  - Policies and Procedures
    - i. Meeting Minutes
  - Public Comment
  - Schedule
    - i. Upcoming Matters of Import
- 4. DISCUSSION – ELECTION OF OFFICIALS & COMMITTEE APPOINTMENTS:**
  - Selectboard
    - Chair
    - Vice Chair
  - Advisory Budget Committee
    - One Vacancy
  - Capital Improvement Program Committee
    - 2 Vacancies
  - Crowther Chapel
    - One Selectboard Representative
  - Energy Aggregation Committee
  - Highway Safety Committee Representative
    - One Selectboard Member
  - Lake Sunapee Protective Association (LSPA)
    - 2 Vacancies
  - Planning Board Representative
    - One Selectboard Representative
  - School Advisory Budget Committee Representative
    - One Selectboard Member

- Upper Valley Lake Sunapee Region Planning Commission
  - Two Vacancies
- Deputy Treasurer

**5. REVIEW OF ITEMS FOR SIGNATURE:**

**SOLAR EXEMPTION:**

- Parcel ID: 0231-0024-0000 – 130 Pine Ridge Road – Bourdon-Wardlaw Revocable Trust

**REPORT OF WOOD OR TIMBER CUT:**

- Parcel ID: 0218-0022-0000 – 223 North Road – R Farm Trust

**CHECK MANIFESTS & INVOICE BATCHES**

- General Fund – \$88,002.56
- Hydro Fund – \$7,363.62
- Water Department – \$716.32
- Special Recreation Fund – \$1,021.69
- Capital Projects Fund – \$13,720.00

Town Manager Martinez has reviewed and certified that the listed manifests, totaling \$110,824.19, represent valid and properly processed charges for goods and/or services received by the Town of Sunapee. These charges have been verified as appropriate prior to submission to the Selectboard.

**APPROVED LAND USE PERMITS:** Since the last Selectboard meeting, 10 permits were approved, including 2 General CZCs, 1 Sign Permit, and 7 Short-Term Registrations.

**6. APPOINTMENTS:**

**Note:** Appointment times listed on this agenda are approximate. Start and end times may vary. Participants and attendees are advised to plan accordingly.

**7. PUBLIC COMMENT:**

**8. SELECTBOARD ACTION:**

- **Acceptance and Expenditure of Unanticipated Revenue** – Community Donations to the Town of Sunapee Food Pantry – \$173.10 in the form of gift cards.

**9. TOWN MANAGER REPORT:**

- 2026 Budget

**10. OUTSTANDING ITEMS:**

- Repairs: Sunapee Harbor Docks
- Georges Mills Boat Launch
- Ongoing Discussions
  - i. Housing Challenges
  - ii. Harbor Parking

**11. SELECTBOARD MEMBERS' REPORT:**

**12. NON-PUBLIC SESSION 91-A:3: (a)** The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. **(b)** The hiring of any person as a public employee.

**13. NON-PUBLIC SESSION 91-A:3: (c)** Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

**14. UPCOMING MEETINGS:**

- March 18: Recreation Committee Meeting – 7:00 PM
- March 19: Board of Firewards – 6:30 PM
- March 24: Abbott Library Trustees Meeting – 5:00 PM
- March 25: Energy Aggregation Committee Meeting – 5:30 PM
- March 26: Water and Sewer Commission Meeting – 5:30 PM
- March 26: Zoning Board Meeting – 7:00 PM
- April 2: Zoning Board Meeting – 6:30 PM
- April 6: Selectboard Meeting – 6:30 PM

Record #	Record Type	Owner Name	Address	Approval Dates	Project Description	Permit Status
CZC-26-4558	Certificate of Zoning Compliance (CZC) Application	DUNBAR REALTY TRUST	0 ROUTE 11, NH 03782	3/16/2026	REPLACEMENT OF MULTIPLE ANTENNAS IN KIND	Granted
CZC-26-4560	Certificate of Zoning Compliance (CZC) Application	TONELLI, ALLFRED & MAUREEN MAROTTA	44 UPPER BAY RD, NH 03782	3/16/2026	ADDITION ONTO EXISTING DWELLING - 16 X 16 SUNROOM ADDITION.	Granted
SGN-26-1	Sign Permit Application	SUNAPEE HARBOR-RIVERWAY INC	36 RIVER RD, NH 03782	3/16/2026	REPLACEMENT OF EXISTING 30 ST FT SIGN - 18 SQ FT SIGNAGE PERMITTED ALONG WINDOW/DOOR	Granted
STR-24-29	Short-Term Rental Registration Application	37 WEST SHORE ROAD REALTY TRUST STEPHEN J & ANNE E SHARP, TRUSTEES	37 WEST SHORE RD, Sunapee, NH 03782	3/16/2026		Renewed
STR-24-40	Short-Term Rental Registration Application	MINK BROOK INVESTMENTS, LLC	339 LAKE AVE, Sunapee, NH 03782	3/16/2026		Renewed
STR-24-71	Short-Term Rental Registration Application	TRIPLE L CAMP, LLC	112 HAMEL RD, NH 03782	3/16/2026		Granted
STR-25-11	Short-Term Rental Registration Application	FERNANDES, JOHN & LORI	23 NORTH SHORE RD, NH 03782	3/16/2026		Renewed
STR-25-12	Short-Term Rental Registration Application	GRAY, JONATHAN G & JENNIFER N LIVING TRS GRAY, JONATHAN G & JENNIFER N TRUSTEES	115 TIMMOTHY RD, NH 03782	3/16/2026		Renewed
STR-25-14	Short-Term Rental Registration Application	81 FERNWOOD POINT, LLC	81 FERNWOOD POINT RD, NH 03782	3/16/2026		Renewed
STR-25-5	Short-Term Rental Registration Application	FREEMAN, PATRICIA	72 OAK RIDGE RD, NH 03782	3/16/2026		Renewed