

**SUNAPEE SELECTBOARD  
MEETING AGENDA  
Monday, June 15, 2026  
6:30 PM - TOWN OFFICE MEETING ROOM**

- 1. CALL SELECTBOARD MEETING TO ORDER**
- 2. REVIEW & APPROVE JUNE 1, MEETING MINUTES**
- 3. REVIEW OF ITEMS FOR SIGNATURE:**

**USE OF FACILITIES:**

- Use of Facilities: Safety Services Building – Memorial Service– Sunapee Fire Department Association – June 20<sup>th</sup>, 2026 11:00 am – 5:00 pm
- Use of Facilities: Safety Services Building – Child Passenger Safety Technician Certification Class – Dartmouth Hitchcock–New London Hospital – July 28– August 1, 2026

**LAND USE CHANGE TAX ABATEMENT RECOMMENDATION**

- Parcel ID: 0120-0009-0001 – Jobs Creek Road – Jesse & Britney Smerald

**LAND USE CHANGE TAX**

- Parcel ID: 0215-0039-0000 – Sunny Lane – John & Lorelle Foulds

**ABATEMENT APPLICATION:**

- Parcel ID: 0106-0038-0000 – 1226 Route 11 – Thomas Richard Tutwiler
- Parcel ID: 0128-0003-0000 – 59 Central Street – 350 Enterprises LLC

**APPROVAL OF RELIGIOUS, EDUCATIONAL, AND CHARITABLE EXEMPTIONS:**

- Religious:
  - Lake Sunapee Baptist Church Map 233-073-000- Parsonage 100% Exemption
  - St. James Church Rectory Map 136-072-000- Religious – 100% Exemption
  - St. James Episcopal Church Map 136-009-000- Religious-100% Exemption
  - St. Joachims Catholic Church Map 129-044-000- Religious-100% Exemption
  - Sunapee Methodist Church Map 129-001-000- Religious -100% Exemption
- Educational:

- Broom Family Foundation Map 123-002-000 Education – 100% Exemption
- Charitable:
  - Lake Sunapee Protective Association Map 133-025-000, 133-034-036, 133-034-039- 100%
  - Sunapee Heritage Alliance Map 133-088-000- 97 % Exemption ( leases 3% of space)
  - Sunapee Historical Society Map 129-077-000 & 133-086-000 -100%
  - YMCA Camp Coniston Map 201-001-000 & 202-001-000- 100%

**CHECK MANIFESTS & INVOICE BATCHES:**

- General Fund – \$109,063.82
- Hydro Fund – \$143.98
- Special Recreation Fund – \$5,052.39
- Capital Projects Fund – \$13,075.00

Town Manager Martinez has reviewed and certified that the listed manifests, totaling \$127,335.19, 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, 17 permits were approved, including 7 Certificate of Compliance, 6 Demolition Permit, 1 Interior Renovation CZC, 1 Land Disturbance permits, 1 Sign Permit, and 1 Short-Term Rental Registration.

**4. APPOINTMENTS:**

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

**5. PUBLIC COMMENT:**

**6. SELECTBOARD ACTION:**

- **Sign Recreation Area Ordinance**
- **Sign Alcohol Control Ordinance**
- **Sign Vending on Town Property Ordinance**
- **Sign Use of Grills on Public Property Ordinance**
- **Certificate of Appointment – Bryan Trainor – Energy Aggregation Committee**

- **Certificate of Appointment – Board of Firewards**
- **Acceptance and Expenditure of Unanticipated Revenue** – Community Donations to the 4<sup>th</sup> of July Watermelon Race Prizes – \$80 – in the form of gift cards
- **Sign Class VI Road Policy**
- **Sign Traffic and Parking Ordinance Amendment – LSPA Parking Lot Waivers**

**7. TOWN MANAGER REPORT:**

- **Georges Mills Boat Launch Update:** Following the LSPA dive on June 4 at the Georges Mills Boat Launch, divers did not find any curly-leaf pondweed near the ramp in Georges Mills. The LSPA will remain vigilant and continue monitoring the lake throughout the summer. In addition to the Lake Hosts who inspect arriving and departing boats, more than 50 volunteers around the lake regularly monitor designated sections of shoreline for aquatic invasive species.
- **Bridge Management Plan Update**
- **FY2027 Strategic Priorities and Budget Planning Session**
  - June 30, 2026: 9:00 AM–1:00 PM
  - July 9, 2026: 9:00 AM–1:00 PM

**8. SELECTBOARD MEMBERS' REPORT:**

**9. OUTSTANDING ITEMS:**

**10. UPCOMING MEETINGS:**

- June 17: Recreation Committee Meeting – 6:30 PM
- June 18: Board of Firewards Meeting – 6:30 PM
- June 23: Abbott Library Trustees Meeting – 5:00 PM
- June 24: Crowther Chapel Meeting – 4:00 PM
- June 24: Energy Aggregation Committee Meeting– 5:30 PM
- June 25: Water and Sewer Commission Meeting – 6:30 PM
- July 1: Conservation Commission Meeting – 7:00 PM
- July 2: Zoning Board of Adjustments – 6:30 PM
- July 6: Selectboard Meeting - 6:30 PM

Record #	Record Type	Owner Name	Address	Approval Dates	Project Description	Permit Status
CZC-26-4594	Certificate of Zoning Compliance (CZC) Application	ROBERGE, CARRIE J & MICHAEL K	0 TIMMOTHY RD, NH 03782	6/15/2026	NEW CONSTRUCTION OF SINGLE-FAMILY DWELLING, ATTACHED GARAGE, SHED, AND GENERATOR CONSTRUCTION TO INCLUDE A COVERED FRONT PORCH AND REAR 3-SEASON PORCH.	Granted
CZC-26-4595	Certificate of Zoning Compliance (CZC) Application	WHIPPLE FAMILY TRUST, RODNEY P	AVERY RD NO STREET, NH 03782	6/15/2026	NEW CONSTRUCTION OF 24 X 54, THREE-BEDROOM SINGLE-FAMILY DWELLING, FRONT PORCH, AND 22 X 40 ATTACHED GARAGE.	Granted
CZC-26-4596	Certificate of Zoning Compliance (CZC) Application	D'AMOUR, CHARLES L & ELIZABETH M	8 NILSEN LN, NH 03782	6/15/2026	DEMO AND REBUILD OF PRE-EXISTING NONCONFORMING 903 SQ FT GARAGE	Granted
CZC-26-4597	Certificate of Zoning Compliance (CZC) Application	SUNAPEE HERITAGE ALLIANCE	34 RIVER RD, NH 03782	6/15/2026	PLACEMENT OF 10 X 10 SHED	Granted
CZC-26-4598	Certificate of Zoning Compliance (CZC) Application	8 LOVEJOY LANE, LLC	8 LOVEJOY LN, NH 03782	6/15/2026	REPLACEMENT OF EXISTING GARAGE WITH 200 SQ FT PRE-FABRICATED SHED IN SAME FOOTPRINT	Granted
CZC-26-4599	Certificate of Zoning Compliance (CZC) Application	BOISVERT, NICHOLAS & ELIZABETH	52 LOWER MAIN ST, NH 03782	6/15/2026	REPLACEMENT OF EXISTING SHED WITH 10 X 12 WOODEN SHED	Granted
CZC-26-4600	Certificate of Zoning Compliance (CZC) Application	CARROLL FAMILY REVOC TRUST CARROLL, MICHAEL D & MARYBETH	275 LAKE AVE, SUNAPEE, NH 03782	6/15/2026	CONSTRUCTION OF NEW 30 X 36 DETACHED GARAGE TO INCLUDE ADU ABOVE GARAGE	Granted
DE-26-10	Demolition Permit Application	8 LOVEJOY LANE, LLC	8 LOVEJOY LN, NH 03782	6/15/2026	DEMOLITION OF DETACHED GARAGE	Granted
DE-26-11	Demolition Permit Application	D'AMOUR, CHARLES L & ELIZABETH M	8 NILSEN LN, NH 03782	6/15/2026	DEMOLITION OF PRE-EXISTING NONCONFORMING GARAGE TO BE REPLACED	Granted
DE-26-12	Demolition Permit Application	SOCCI, JESSE E & REBECCA L	47 DOWD LN, NH 03782	6/15/2026	REMOVAL AND REPLACEMENT OF EXISTING ROOF SHINGLES	Granted
DE-26-13	Demolition Permit Application	HOTZ-JOHNSON PERKINS POND LLC	52 MARYS RD, NH 03782	6/15/2026	DEMO AND REPLACEMENT OF EXISTING ROOF SHINGLES	Granted
DE-26-14	Demolition Permit Application	BEAUREGARD, TANDA L & JAMES E	46 WEST COURT RD, NH 03782	6/15/2026	DEMO AND REPLACEMENT OF ROOF SHINGLES	Granted
DE-26-9	Demolition Permit Application	A & H LIVING TRUST	288 NUTTING RD, NH 03782	6/15/2026	DEMO AND REPLACEMENT OF ROOF	Granted
ICZC-26-9	Certificate of Zoning Compliance - Interior Renovation	MEAGAN REED, RESIDENCE OF THE LATE CURRIER, JAMES P & CYNTHIA M	64 OAK RIDGE RD, NH 03782	6/15/2026	INTERIOR RENOVATION OF THE FIRST FLOOR OF THE DWELLING	Granted
LD-26-696	Land Disturbance Application	HEBERT FAMILY REVOC TRUST DENNIS G & MARTHA L HEBERT, TRUSTEES	46 JOHN AVERY LN, NH 03782	6/15/2026	TEMPORARY DISTURBANCE OF 2105 SQ FT FOR THE REPAVING OF AN EXISTING DRIVEWAY	Granted
SGN-26-8	Sign Permit Application	ACADEMY AT MAIN GROUP LLC	5 GARNET ST, NH 03782	6/15/2026	REMOVAL OF EXISTING SIGN, REPLACEMENT WITH TWO 6 SQ FT SIGNS	Granted
STR-25-7	Short-Term Rental Registration Application	OTTER HILL ROAD IRREV TRUST DEBORAH L. DIFRANZA TRUSTEE	30 OTTER HILL RD, Sunapee, NH 03782	6/15/2026		Renewed



## TOWN OF SUNAPEE

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

June 15<sup>th</sup>, 2026

Chief Neill Cobb  
Sunapee Police Department  
9 Sargent Road  
Sunapee, NH 03782

Re: Traffic and Parking Ordinance Amendment – LSPA Parking Lot Waivers

Dear Chief Cobb,

Pursuant to Section 6:2 of the Town of Sunapee Traffic and Parking Ordinance, which provides that "the Selectboard may authorize a waiver of any parking restriction after consultation with the Police Chief" and that such approval shall be provided in writing to the Police Department, this letter memorializes the action taken by the Sunapee Selectboard on June 1, 2026.

On June 1, 2026, the Selectboard voted to authorize an exception to the parking restrictions applicable to the Town parking lots serving Burkehaven (Lots U and V), Georges Mills (Lots Q and R), and the Sunapee Harbor parking area. This exception permits vehicles operated by the Lake Sunapee Protective Association (LSPA) Lake Host Program to park in these designated locations while performing official Lake Host duties.

All vehicles utilizing this exception must continue to display a valid Lake Host placard while parked in any Town parking lot.

Thank you for your service to the Town of Sunapee and for the efforts undertaken by your department in administering and enforcing the Town's Traffic and Parking Ordinance.

Sincerely,

Anthony Dolan  
Chair, Selectboard  
Town of Sunapee

cc: Selectboard, Shannon Martinez, Town Manager



# SULLIVAN COUNTY

*Serving the communities of*

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

## **Board of Commissioners**

5 Nursing Home Drive  
Unity, NH 03743  
(603)863-2560  
Fax (603)690-9178  
commissioners@  
sullivancountynh.gov

## **County Manager**

5 Nursing Home Drive  
Unity, NH 03743  
(603)863-2560  
Fax (603)960-9178  
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

## **Finance Department**

5 Nursing Home Drive  
Unity, NH 03743  
(603)863-2560  
Fax (603)690-9178  
commissioners@  
sullivancountynh.gov

## **Human Resources**

5 Nursing Home Drive  
Unity, NH 03743  
(603)542-9511 x286  
Fax (603)542-7195  
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

## **BY EMAIL**

May 29, 2026

Sullivan County Delegation

Claremont City Council

Sullivan County Town Select Boards

Re: Sullivan County MS-46: Commissioners' Proposed FY2027 Budget

Dear Sullivan County Leaders:

Pursuant to NH RSA 24:21-a, a copy of Sullivan County's form MS-46 is enclosed along with FY2027 revenue and expense budgets. These documents reflect the Board of Commissioners' proposed FY2027 appropriations, revenues, and expenses totaling \$44,687,438. The amount to be raised from taxes is \$21,688,503, an increase of \$1,952,822 (9.89%) compared to FY2026.

There are three major factors driving this year's increase. The first is the inclusion of the first repayment of a \$5 million bond for the nursing home construction project. This is the final bond for the project and the expected annual payment is \$405,000 which represents approximately 2% of 9.89% tax increase.

The second is continued increase in personnel costs. Health insurance premiums increased by 7.7%, the cost-of-living adjustment is scheduled to be 3.1%, and other wage adjustments were necessary to promote recruitment and retention in critical nursing roles and reduce our reliance on contracted nursing staff. These costs added just over \$1 million to the budget which represents 5% of the 9.89% increase.

The final factor is the decrease in nursing home revenue this past year because of the project. Resident census was down for much of the year as we entered the final phases of the project. The good news is that the project is nearing

completion and we expect census to steadily recover over the course of FY2027. And as resident census recovers, revenue will increase.

As of the date of this letter, DRA has yet to provide the 2025 equalization survey; therefore, I cannot predict the County's average tax rate. Estimating the County tax rate using last year's numbers may be calculated using a couple of different methods. The first is to divide the total County property tax amount by the total equalized valuation (EV).

Using this year's proposed property tax and last year's EV, (\$21,688,503 divided by \$10,019,899,105) yields a rate of \$2.17 per \$1,000 of equalized valuation. If the total EV continues to increase, the current average County tax rate will be even lower than \$2.17. By comparison, the 2018 average county tax rate was \$2.86. Another method is to take the average County tax rates shown for all municipalities on DRA's website. For 2025, this average is \$2.28 per \$1,000 of assessed valuation.

The public hearing date has not yet been set. Please monitor the County's Facebook page and website for that announcement.

Respectfully,



Derek R. Ferland  
Sullivan County Manager

3 Attachments:

1. Sullivan County MS-46
2. FY2027 Revenue Budget Summary
3. FY2027Expense Budget Summary

cc: NH Secretary of State  
Sullivan County Board of Commissioners