

**SUNAPEE SELECTBOARD
2027 BUDGET PLANNING SESSION MINUTES
TOWN OFFICE MEETING ROOM
JUNE 30, 2026, 9:00 a.m.**

Present: Chair Anthony Dolan; Vice Chair Jeremy Hathorn; Selectboard Members Frederick Gallup and David Andrews

Absent: Selectboard Member Aaron Whipple

Also present: Shannon Martinez, Town Manager

1. CALL SELECTBOARD MEETING TO ORDER

Chair Dolan called the Selectboard meeting to order at 9:06 a.m.

2. REVIEW OF ITEMS FOR SIGNATURE

USE OF FACILITIES

- Dewey Field – Birthday Party, Amanda Hughlock – June 29, 2026
- Recreation – Dewey Beach – Loading of Fireworks on Barge – July 5, 2026, 7:00 – 9:00 a.m.
- Safety Services Building – Friends of the Abbott Library - Annual Pancake Breakfast – July 4, 2026, 7:00 – 11:00 a.m.

MOTION to approve the Items for Signature made by Selectboard Member Gallup, seconded by Vice Chair Hathorn. Motion carried 4-0-0.

3. FARMERS MARKET REQUEST

Town Manager Martinez reported the Sunapee Farmers' Market has requested permission to create a path from Town property to the abutting property to transport goods for the market. After discussion, including considering possible liability issues, the Board agreed more information was needed before a decision could be made.

4. SELECTBOARD DISCUSSION

A. Mission & Priorities Workshop

Courtney Dickinson introduced herself as a volunteer, with extensive experience in workshop facilitation.

The Board discussed the purpose and outcomes for this meeting. They reviewed their reasons for serving on the Board and their priorities for the Town. They then created a mission statement that could guide their 2027 budgetary decision-making. Town Manager Martinez reminded the Board to keep in mind the staffing that would be required to address these issues, noting that Staff is already at capacity.

The Board discussed the seven focus that emerged out of the 2024 research and survey work: environmental concerns, infrastructure improvements, community engagement, economic and community development, public service enhancement, organization and staffing, and housing. They discussed the role each should play in strategic planning and budgeting, and what would be needed to address them. They also discussed the challenges to achieving the stated goals.

Ms. Dickinson said the next session would continue to focus on prioritization. She suggested Chair Dolan meet with Selectboard Member Whipple to explain what was discussed at both meetings.

The Board shared insights/reflections about what was achieved at this session. They thanked Ms. Dickinson for facilitating the meeting.

5. ADJOURN MEETING

The meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Beth Haggeli
Recording Secretary

Agenda

9 - 9:45 **Introductions, Time on The Board**

Values & Hopes

9:45-10:30 **Draft Select Board Mission Statement**

10:30-10:45 **Break**

10:45 - 11:30 **Priorities Areas** – Essential (yellow), Hopes (blue/green), & Aspirations (pink)
(5 minutes – reflect, write, post your perspective in each area...)

1. Infrastructure Improvements
2. Environmental Concerns
3. Economic & Community Development
4. Housing Needs
5. Public Services Enhancements
6. Community Engagement
7. Organization/Staffing.

11:30 - 12:45 **Consider: Timeframes, Interdependencies, Costs** → on a Map of Sunapee.

12:45 - 1:00 **Next Steps & Closing Reflections**

Hope
Essential
Inspire

Purpose: establish a shared foundation for the board's work

Outcomes:

- Identify priorities to guide 2027 budget and longer term planning for the Town
 - Have a Mission Statement which guides the board's decision making to shape future development of the Town
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Mission: To conduct the business of Sunapee in Collaboration with the community promoting high levels of Town service. We approach this with values of integrity and forward thinking.

Goals:

- Foster growth for an active community with more affordable housing
 - Protect rural character
 - Steward environment
 - Promote public safety
 - Maintain fiscal discipline
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Community Engagement:

- AD More engagement from all community members in a civil manner
 - New Business case and plan to WMM needs
 - Perkins Pond continues and finishes runoff and drainage project FG
 - Strategic Plan future oriented to communicate needs
 - DSA Community Engagement Always look for buy in to projects
 - Community Engagement Communication JH
 - DSA Environments
 - Already well protected
 - Harbor with quality
-

Economic and Community Development:

- Increase Permit costs to cover staffing and OPS costs
- Economic Community development growth JH

- Allow multi-family developments
- Change zoning while keeping rural character
- SS and Housing High density housing zone AD
- Tax relief, save money

Tri-Town Optimization

- Tri town collaboration to optimize service cost

Align with Forward Sunapee

- Forward Sunapee meets with Town manager to make proposals to Town
- Donors tapped as shovel ready projects\
- DSA Econ and Comm DSU
- Reutilive Harbor
- Embrace Forward Sunapee give direction planning word and private funding

Housing Needs:

Add Options:

- Grow supply of rental units
- Need more housing DSA
- Improved housing becomes viable with improved water and sewer
 - Get state money to upgrade
- Developer pays for infrastructure needed
- High density zone makes this viable
- Include \$300k options
- Learn from prospect Hill Road template
- Decrease regulation for housing

Build the roadmap to get there:

- Current and high density zone
 - PO need new infrastructure
- Add Planner who stages 5-10 year plan to fund housing and infrastructure
- Build roadmap

Infrastructure Improvements:

- Building maintenance plan updated, complete, goes into budget planning
- Fire suppression for highway garage
- Agreed upon level of care standards with a budget to match
- Environmental concerns lake/water JH
- Lake Ave storm water plan, lake ave paving and water/sewer

- We have money to fix bridge but not bandwidth to manage the project
- Waste water management AD
- Town property deferred main AD
- Plan for expansion to be housing and commercial
- Beautiful updated harbor with more parking (drives growth)

Water and Sewer:

- Water infrastructure failing repair
- AD Expansion of waste water
- Water and sewer improvements and replacements
- Continued road and bridge repairs
- Replace aging water infrastructure
- Water

Roads:

- Roads stormwater MGMT erosion
- Repaving
- Infrastructure roads and bridge
- Pave all dirt roads AD

Public Services Enhancements:

- AD Town Planning EMS services
- EMS full Time! Move away from volunteer approach
- Define budget (have a plan if New London changes approach contingency plan)
- Public service enhancements safety JH
- Model EMS plan, be ready
- Move forward with fire and police advances - dispatch ambulance services FG

Organizational Wellness:

Organizational Design:

- AD Better collaboration of all town departments i.e. water and sewer and highway
- Reimagine land use office with consultant or FTE
- Make a business case for more cross department organization (start with land use)
- Raising the bar on qualifications AD
- Evaluate org design and org structure

Appropriate Staffing Fit to Purpose:

- Person to write and manage grants for infrastructure improvement
- Evaluate needs for housing growth
- Full time planner
- HR Manager for the Town/possible sharing with Tri-Town
- DSA Org/staffing priority to staff open positions
- Foster growth for future JH
- Bring Town Office staff back to full strength FG
- Org/staff fill open positions JH