

**Center Harbor Board of Selectmen
Board of Selectmen's Meeting
Wednesday, May 3, 2017**

CALL TO ORDER: At 7:00 p.m. Chairman Richard Drenkhahn called the Board of Selectmen's meeting to order. Selectmen Harry Viens and Richard Hanson (via speakerphone) were present. Heritage Commissioner Karen Ponton and Selectmen's Administrative Assistant Robin Woodaman were also present.

AGENDA REVIEW: Mr. Viens requested the following be added to the "Additional Business" section:

- A discussion regarding an inquiry he received about the State of New Hampshire Department of Transportation's plans for work on Winona Road.
- A discussion regarding the Town's "Temporary Signs" ordinance.
- A discussion regarding testing the Municipal Building's water.

MEETING MINUTES:

- **April 26, 2017 Board of Selectmen's meeting minutes:** Mr. Viens motioned to accept the minutes of the April 26, 2017 Board of Selectmen's meeting as presented. Mr. Hanson seconded the motion and the vote was unanimous.

APPOINTMENTS: None

PUBLIC INPUT:

KAREN PONTON: Heritage Commissioner Karen Ponton reported the following:

- **Grants:**
 - **New Hampshire Preservation Alliance (NHPA) grant:** Ms. Ponton reported the NHPA grant application for the School House conditions assessment was submitted on Monday, May 1st and the Town should know if funds have been awarded by the end of May.
 - **Mooseplate grant:** Ms. Ponton reported the Mooseplate grant application for the Town House foundation work will be submitted tomorrow, May 4th. She submitted copies of the letters of support for the Town House project which were included in the grant application for the Selectmen's review.
- **Town House:**
 - **Porch repairs:** Ms. Ponton reported she met with Meredith Rotary Club member Ron Maher to review the Town House porch repairs. She reported some of the porch materials can be reused. Mr. Maher will contact Mr. Drenkhahn to coordinate the purchase of the materials.
 - **Archaeological study:** Ms. Ponton reported sections of the Town House floor boards were lifted for the archaeological study of the soil beneath the building, which is scheduled for May 19th. She reported the floor is very sturdy.

SELECTMEN'S REPORTS:

CENTER HARBOR COMMUNITY DEVELOPMENT ASSOCIATION (CHCDA): Mr. Viens reported the CHCDA will meet tomorrow, May 4th.

ENERGY COMMITTEE (EC): Mr. Drenkhahn reported the EC will meet tomorrow, May 4th.

UNFINISHED BUSINESS:

HISTORIC RESOURCES STEWARDSHIP POLICY AND PROCEDURES: The Selectmen and Ms. Ponton reviewed Town Attorney Chris Boldt's draft "Town of Center Harbor Historic Resources Stewardship Policy", which refers to five historic structures:

- The 1843 Center Harbor Town House
- The 1886 Center Harbor Village Schoolhouse
- The c. 1900 Center Harbor Boat House
- The 1909 James E. Nichols Library
- The 1907 Kona Fountain

Ms. Ponton reported the draft policy is a condensed version; the Land & Community Heritage Investment Program (LCHIP) has other requirements for the policy.

The Selectmen and Ms. Ponton reviewed Town Attorney Chris Boldt's draft "Procedure for Implementing the Town of Center Harbor Plan for the 1844 Center Harbor Town House, located at 175 Daniel Webster Highway". Ms. Ponton reported this draft refers to the Town House; however the procedures can be adapted to the other buildings included in the policy.

Ms. Ponton reported the Heritage Commission plans to review the draft policy and procedures at their May 18, 2017 meeting. Mr. Viens suggested the Selectmen table further discussion regarding this until after the Heritage Commission meets; Mr. Drenkhahn and Mr. Hanson agreed.

BELLE VEST LLC: The Selectmen signed a letter to Belle Vest LLC reminding them that events are not allowed on their property without express written approval from the Selectmen. The letter also reminded Belle Vest LLC of the need to notify their renters that any events must include necessary police detail and abide by the Town's noise restrictions; this should be coordinated through the Selectmen's office.

NEW BUSINESS:

SUMMER SELECTMEN'S MEETINGS: Mr. Viens reported the Selectmen's work load is light during the summer and opened a discussion on the Selectmen meeting biweekly during the summer. Mr. Drenkhahn reported on the importance for the Selectmen to be accessible and to be prepared to meet if an issue arises; Mr. Viens and Mr. Hanson agreed. Mr. Hanson suggested the Selectmen research the procedure to authorize more

responsibility to their Administrative Assistant; Mr. Drenkhahn and Mr. Viens reported they like how Center Harbor's government works. Mr. Drenkhahn motioned to schedule Selectmen's meetings for every two weeks during the months of June, July and August of 2017. Mr. Viens seconded the motion and the vote was unanimous. The Selectmen will be scheduled to meet on June 7th and 21st, July 5th and 19th and August 2nd, 16th and 30th; if needed, they will meet on the other Wednesdays with proper notification.

CURRENT USE LETTERS: Mr. Drenkhahn motioned to send letters to the following property owners requesting additional information for their current use:

Brasheres	TML 212-36
Holtzman Revocable Trust	TML 212-2

Mr. Viens seconded the motion and the vote was unanimous.

PROPERTY TAX LIENS: The Selectmen received, and reviewed, Town Clerk/Tax Collector Mary Richardson's report of property tax liens, which were executed May 2, 2017.

SANDERS SEARCHES, LLC: Mr. Drenkhahn motioned to sign the agreement with Sanders Searches, LLC for the purpose of property searches as part of the Tax Collector's process for the execution of property tax liens. Mr. Viens seconded the motion and the vote was unanimous.

PUBLIC INPUT: None

ADDITIONAL BUSINESS

INTER-LAKES SCHOOL DISTRICT FUNDING FORMULA: Mr. Viens reported he would like to begin discussions regarding re-negotiating the Inter-Lakes School District's funding formula. Mr. Hanson explained there is a legal manner to do that and suggested that the School District's Superintendent and Assistant Superintendent meet with the Selectmen to discuss the current formula. A meeting will be scheduled.

STATE OF NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NH DOT):

- **Winona Road repairs:** Mr. Viens reported Maureen Criasia requested the contact information for the engineer of the NH DOT Winona Road repairs project; she would like to discuss the possibility of addressing Snake River drainage issues during this project.

TOWN'S TEMPORARY SIGN ORDINANCE: Mr. Viens reported a contractor met with the Planning Board (PB) for clarification of the Town's Temporary sign ordinance: **Section 6:2 Temporary Signs – 6:2:3** – *“The temporary construction signs may be erected or posted on the site of any construction project. Each sign may be no larger than nine (9) square feet in area, and shall be removed promptly upon completion of the project.”* The contractor reported to the PB that Code Enforcement Officer Ken Ballance informed him that his 2-sided sign was not allowed. Mr. Viens reported the PB discussed a lack of

consistency in the ordinance; referring to signs in one sentence and sign in the next. Mr. Viens reported the PB will re-write the ordinance to be voted on at the 2018 Town Meeting. He reported the PB requested the Selectmen allow the contractor to keep his sign as is because of the inconsistency. Mr. Drenkhahn motioned to allow the contractor to keep the 2-sided sign. Mr. Hanson seconded the motion and the vote was unanimous. The Selectmen will review temporary sign issues on a case by case basis.

MUNICIPAL BUILDING WATER TEST: Mr. Viens suggested the Municipal Building's water be tested for chlorinated compounds; Mr. Drenkhahn and Mr. Hanson agreed. Code Enforcement Officer Ken Ballance will be asked to oversee this.

STORM DAMAGE LOG CLEAN UP: There was discussion regarding the process for reporting timber cut as part of the clean-up from the March storm. The State of New Hampshire's forester will be asked for clarification; are "Notices of Intent to Cut" and the assessment of timber taxes required.

BELKNAP COUNTY POLICE DISPATCH: Police Chief Mark Chase reported receiving a telephone call from Sherriff Moyer asking if the Selectmen wanted to speak with him and Belnap County Commissioner Taylor regarding the Belnap County Dispatch Center. Mr. Hanson reported he feels a meeting is not necessary; the Town has not budgeted funds for a dispatcher. Mr. Viens reported on the possibility of the Town utilizing State Police for dispatch services.

CONSTRUCTION PERMIT APPLICATION: The Selectmen reviewed the following approved construction permit application:

Alexander

TML 210-1

GENERAL JOURNAL ENTRIES: The Selectmen reviewed, and approved, the general journal entries as presented.

CURRENT BILLS PAYABLE: The Selectmen reviewed, and approved, the payroll and accounts payable manifests as presented.

ADJOURNMENT: At 7:48 p.m. Mr. Hanson motioned to adjourn the Board of Selectmen's meeting. Mr. Drenkhahn seconded the motion and the vote was unanimous.

Respectfully submitted,

Robin Woodaman
Selectmen's Administrative Assistant