

**Center Harbor Board of Selectmen
Meeting Minutes
Wednesday, March 19, 2008**

Chairman Randy Mattson called the meeting to order at 7:00 p.m. Present were Selectmen Charley Hanson and Richard Drenkhahn. Ms. Mattson welcomed Mr. Drenkhahn to the Board of Selectmen. Police Chief Mark Chase, Bob Heath, Ken Hibbert, Richard Williams and Selectmen's Secretary Robin Woodaman were also in attendance.

NON-PUBLIC SESSIONS: At 7:00 p.m. Ms. Mattson motioned to go into a non-public session per RSA 91-A:3, II(c) to discuss a matter that would affect someone's reputation if made public. Mr. Drenkhahn seconded the motion and the vote was unanimous. Chief Chase and Ms. Woodaman were also in attendance. There was discussion regarding a recent incident the Police Department is investigating. At 7:15 p.m. Mr. Hanson motioned to end the non-pubic session. Ms. Mattson seconded the motion and the vote was unanimous.

At 7:15 p.m. Mr. Hanson motioned to go into a non-public session per RSA 91-A:3, II(a) to discuss a personnel matter. Mr. Drenkhahn seconded the motion and the vote was unanimous. Chief Chase and Ms. Woodaman were also in attendance. There was discussion regarding personnel. At 7:19 p.m. Ms. Mattson motioned to end the non-public session. Mr. Hanson seconded the motion and the vote was unanimous.

RECONVENE: At 7:20 p.m. Ms. Mattson motioned to reconvene the Selectmen's meeting. Mr. Drenkhahn seconded the motion and the vote was unanimous. Ms. Mattson motioned to seal the minutes indefinitely from the first non-public session. Mr. Hanson seconded the motion and the vote was unanimous. Mr. Hanson motioned to seal the minutes indefinitely from the second non-public session. Mr. Drenkhahn seconded the motion and the vote was unanimous.

APPROVAL OF MINUTES: Mr. Hanson motioned to approve the minutes of March 5, 2008. Ms. Mattson seconded the motion; the motion passed.

APPOINTMENTS:

BOB HEATH: Mr. Heath, one of the owners of Senter's Market, explained Senter's Market original Planning Board approval included a sign in the front of the property, but when the entrance to the parking lot was changed, the sign was moved to a different location. He reported the new location of the sign was not in an approved area, so it was removed. He reported the change in the entrance took eight parking spaces away from the parking lot. Mr. Heath reported he met with previous Selectmen regarding the possibility of leasing space in the Town owned parcel located between Senter's Market property and Route 25B; he explained the Selectmen were not sure if they had the authority to lease the land or if it would require a Town Meeting vote. He explained the Senter's Market owners would like to install a sign in that area now and feel it is important due to the new competition in Meredith. Mr. Heath explained he feels the Selectmen could lease space in that parcel because the Town now leases out the town-owned Brooks House. Mr. Hanson explained there is an encroachment agreement with the State of New Hampshire Department of Transportation and read four items from the agreement:

1. The encroachment area shall never be used for any other purpose.
2. The party of the Second part shall not be held liable for any damages directly attributable to said encroachment.

3. The encroachment will in no way interfere with the maintenance or reconstruction of N.H. Route 25, N.H. Route 25B and Bean Road.
4. The Party of the First Part shall make provisions to insure that no vehicle traffic is allowed within the above described encroachment area.

Mr. Hanson explained there would need to be research to determine if the encroachment agreement applied to the State owned section of land. He asked if the Senter's Market owners had approached the Town regarding possibly purchasing the land. Mr. Heath indicated that he was not aware of anyone approaching the Town about purchasing the property. Mr. Hanson asked if Mr. Heath had discussed Planning Board approval for the sign with Town Clerk/Planning Board Clerk Sheila Mohan and Mr. Heath explained Planning Board approval may not be needed because of the previous approval. Ms. Mattson suggested Mr. Heath meet with the Planning Board for information on the existing approval and the Selectmen will research the encroachment agreement.

KEN HIBBERT AND RICHARD WILLIAMS: Mr. Hibbert explained he and Mr. Williams are interested in purchasing the hot dog cart from the vendor who operated it at the Town beach area last summer and requested vending approval from the Selectmen. Ms. Mattson explained the Selectmen grant approval for one summer vending permit. She explained the process: the Selectmen accept applications after Labor Day and after reviewing the summer operation; one permit is approved. She explained the placement of the cart must be in the same location as last summer due to deed restrictions and the Town requires a certificate of insurance in the amount of \$1,000,000 with \$2,000,000 aggregate. Mr. Hanson explained parking is limited and requested they park their truck in the Beach parking lot (the skating rink). Mr. Hanson motioned to approve Mr. Hibbert and Mr. Williams request for a hot dog cart provided they provide the appropriate insurance certification and maintain the location as approved in the past. Ms. Mattson seconded the motion and the vote was unanimous.

UNFINISHED BUSINESS:

KELSEA AVE./KELLEY COURT DRAINAGE PROJECT: Mr. Hanson reported he and H. E. Bergeron (HEB) engineer Jason Ross toured the construction site and he encouraged Ms. Mattson and Mr. Drenkhahn to see the "out falls". Mr. Hanson explained the Town had to acquire the necessary wetlands permit quickly for that part of the project. The Selectmen reviewed the following change orders:

- #4 For the manhole that had to be changed in order to install the New Hampshire Department of Environmental Services treatment swale in the amount of \$555.50; Mr. Hanson reported the Town will keep the old manhole for possible use elsewhere and
- #5 For the replacement of loamy material with gravel before re-paving Kelley Court.

Mr. Hanson motioned to accept Change Orders #4 and #5. Ms. Mattson seconded the motion and the vote was unanimous.

SHEAFE HARBOR HOUSE: The Selectmen reviewed a memo submitted by Police Chief Mark Chase reporting plowing recently took place on the Sheafe Harbor House property. He reported the plowing was not witnessed by the Police Department, but was discovered during their normal check.

PRESERVING COMMUNITY CHARACTER CONFERENCE: Center Harbor property owner Paul George offered to underwrite the cost of attendance at this conference for up to five persons from the Center Harbor town government. Ms. Mattson reported she will attend Friday's session and she will contact the Conservation Commission to see if any commissioners would be able to attend. Planning Board members

will also be asked if a member could attend. The Selectmen would like attendance information by Wednesday, March 26, 2008; the application, including payment is due by April 1, 2008.

NEW BUSINESS:

TOWN OFFICIALS: The Selectmen signed the following commissions:

<u>Name</u>	<u>Position</u>	<u>Term</u>
Jeannie DeGrace	Treasurer	1 year
Sheila Mohan	Town Clerk	1 year
Helen Heiner	Library Trustee	3 years
Ellen Burns	Tax Collector	1 year
John Kimball	Moderator	2 years
Frances Secord	Supervisor of the Checklist	6 years
Diane Drenkhahn	Trustee of the Trust Funds	1 year
Richard Drenkhahn	Selectman	3 years
Barbara Lauterbach	Ballot Clerk	1 year

OUTSTANDING PROPERTY TAXES: The Selectmen reviewed the Tax Collector’s Trial Balance Report submitted by Deputy Tax Collector Mary Richardson indicating \$273,444.53 in outstanding property taxes.

INSURANCE CLAIM: The Selectmen reviewed a “Notice of Claim” submitted to the Local Government Center regarding damage to fire hose. Fire Chief Schlemmer reported snowmobiles with studded tracks ran over approximately 800 feet of 4” supply line; 200’ was damaged and 600’ must be inspected and tested. He reported there is no information on the snowmobiles.

CURRENT BILLS PAYABLE: The Selectmen reviewed, and approved the payroll and accounts payable manifests. Ms. Mattson motioned to approve Jeremy Hiltz Excavating’s Fifth Application for Payment in the amount of \$21,516.16. Mr. Drenkhahn seconded the motion and the vote was unanimous.

CORRESPONDENCE:

STATE OF NEW HAMPSHIRE DEPARTMENT OF SAFETY: The Selectmen received notification that the Town has been awarded a base station radio valued at \$6,600 for the Emergency Operations Center to be used by the Emergency Management Director.

STATE OF NEW HAMPSHIRE OFFICE OF ENERGY AND PLANNING: The Selectmen reviewed correspondence regarding a Community Assistance Visit as part of the National Flood Insurance Program. Ms. Woodaman will contact Jennifer Gilbert, Assistant State Coordinator of the National Flood Insurance Program to determine who should attend the meeting.

METROCAST: The Selectmen reviewed correspondence received from MetroCast, which included a check in the amount of \$8,196.78 for the franchise period of January 1, 2007 through December 31, 2007. The Selectmen would like to review the agreement with MetroCast.

THE MUG RESTAURANT: The Selectmen reviewed correspondence received from Amy Elfline and Paul Ursillo of The Mug Restaurant seeking approval for a temporary “Garden Dining Area” for Bike Week starting June 14, 2008 through June 22, 2008, with a total capacity of 60 people. They reported this will be the same set up they have done for the last several years and outside entertainment (bands) will be on Friday and Saturday night. They also reported they are planning a two day event July 12, 2008 and July 13, 2008 in

celebration of The Mug's 40th anniversary. They reported the two day event will feature Annie and the Orphans, contests and special 1968 pricing. Police Chief Mark Chase reported to the Selectmen that he has no problem with their plans. Mr. Hanson motioned to approve The Mug Restaurant's request. Mr. Drenkhahn seconded the motion and the vote was unanimous. A letter approving their request and congratulations on The Mug's 40th anniversary will be sent.

ADDITIONAL BUSINESS:

STATE OF NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES (NHDES):

The Selectmen reviewed the following Standard Dredge and Fill Application:

Paul

TML 7-12.2

Ms. Mattson explained this was the application that the Conservation Commission reviewed and submitted a letter to the State of New Hampshire with their concerns; possible use of the second story in the boathouse and the length of the dock.

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

Duymazlar Revocable Trust

TML 8-36.3

CURRENT USE APPLICATION: the Selectmen reviewed the following current use application:

Pounds

TML 3-60.4

The Selectmen would like this reviewed by the assessors.

ADJOURNMENT: At 9:35 p.m. Mr. Hanson motioned to adjourn the meeting. Mr. Drenkhahn seconded the motion and the vote was unanimous.

Respectfully submitted,

Robin Woodaman
Selectmen's Secretary