

**Center Harbor Board of Selectmen
Meeting Minutes
Wednesday, May 13, 2009**

Chairman Charley Hanson called the meeting to order at 7:00 p.m. Selectmen Richard Drenkhahn and Randy Mattson were also present. Maureen Criasia, Anatole Paquette, Madelyn Paquette, Roger Kelley, Laconia Citizen reporter Erin Plummer and Selectmen's Secretary Robin Woodaman were also in attendance.

APPROVAL OF MINUTES: Ms. Mattson motioned to accept the minutes of May 6, 2009. Mr. Drenkhahn seconded the motion and the vote was unanimous.

PUBLIC HEARING –RE-NAMING THE PRIME WETLANDS AREA CURRENTLY KNOWN AS “THE MUG COMPLEX” TO “THE PAQUETTE COMPLEX”: Mr. Hanson called the public hearing to order at 7:16 p.m. Mr. Hanson explained Anatole Paquette met with the Planning Board (PB), explained this area of designated prime wetlands has been in the Paquette family for many years and asked if the name could be changed from “The Mug Complex” to “The Paquette Complex”. The PB suggested Mr. Paquette request the name change from the Board of Selectmen, which he did, and tonight's public hearing is for the Selectmen to receive input from residents. Mr. Paquette explained the property has been in his family since the 1940's. Conservation Commissioner Maureen Criasia explained the 2006 Town Meeting voted for five (5) prime wetlands complex, including “The Mug Complex”. She explained the paper trail for the prime wetlands project has referred to this area as “The Mug Complex”; the prime wetlands project is being submitted to the State of New Hampshire Department of Environmental Services for approval. Ms. Criasia asked Mr. Paquette if he would be willing to incur the cost for changing the name on the mapping; Mr. Paquette agreed to pay up to \$100. Ms. Mattson reported the wetlands scientist hired to perform the prime wetlands project reported he found more diverse wild life in this complex than any of the other complexes. Ms. Mattson reported the old wetlands maps reference the areas by number, and doesn't know when the name “The Mug Complex” was attached. She explained she feels it makes good sense to change the name. Mr. Drenkhahn also explained he feels the name change is a good idea and he wouldn't have a problem with the Town bearing the cost to change the maps. Mr. Hanson explained he feels Mr. Paquette has done nice things for the Town and it would be appropriate for the Town to do this for the Paquette family. At 7:24 p.m. Mr. Hanson closed the public hearing.

RECONVENE: At 7:15 p.m. Mr. Hanson reconvened the Board of Selectmen's meeting.

THE PAQUETTE COMPLEX: Ms. Mattson motioned to rename “The Mug Complex” to “The Paquette Complex”. Mr. Drenkhahn seconded the motion and the vote was unanimous.

APPOINTMENTS:

ROGER KELLEY: Mr. Kelley, representing the Centre Harbor Historical Society, reported the Meredith Rotary Club has offered to remove two (2) big, old, dead trees from the Historical Society property; he asked if the Board of Selectmen had any objection. The Board has no objection and will send a letter stating that to the Historical Society.

MAUREEN CRIASIA: Ms. Criasia, Center Harbor's representative to the Lakes Region Planning Commission (LRPC) and a Conservation Commissioner for Center Harbor, reported she attended a meeting in Moultonborough hosted by the LRPC regarding groundwater withdrawals. She also reported people were focused on the bottled water company in Moultonborough, C. G. Roxanne. She said that C.

G. Roxanne has applied to the Moultonborough Planning Board for the construction of another warehouse. Currently C. G. Roxanne averages 22 tractor trailer loads of bottled water per day; and if they expand there will be an average of 60 tractor trailer loads of bottled water per day with some of the trucks using Routes 25 and 25B. The Moultonborough Planning Board will discuss C. G. Roxanne's application at the end of this month. She also mentioned that the LRPC had no knowledge of C. G. Roxanne's plans to increase their warehouse capabilities while they (LRPC) were working on the corridor study.

UNFINISHED BUSINESS:

PERSONNEL POLICIES: Mr. Hanson postponed the review of the draft personnel policies until next week. He will submit a draft employee evaluation form for Mr. Drenkhahn and Ms. Mattson's review.

RADIO ROOM RENOVATIONS SPECIFICATIONS: The Selectmen finalized the specifications for the following renovations:

- Removal and replacement of existing protruding walls, glass and roof overhang from the Fire Department's radio room
- Replacement of the glass wall between the Municipal Office lobby and the Fire Department.
- Replacement of a window over a door in the Fire Department.

The Selectmen will conduct a pre-bid meeting on Wednesday, June 3, 2009 at 9:00 a.m. and sealed bids are due by Wednesday, June 10, 2009.

CAMP EAGLE'S CLIFF: Mr. Hanson reported that David Schimke submitted a copy of a letter the Board of Selectmen sent him on November 12, 2008 stating that Camp Eagle's Cliff will be required to repair their fence prior to the Board's issuing them a 2009 camping permit. He explained it was an oversight on the Board to issue a permit to the Camp two weeks ago. Mr. Hanson will contact the Camp regarding repairing the fence. Ms. Mattson asked if a shoreland permit would be required. Mr. Hanson explained a permit should not be necessary if the repairs are performed by hand.

INTER-LAKES SCHOOL BOARD (ILSB) REPRESENTATIVE: Mr. Hanson reported speaking with ILSB chairman Jack Carty regarding a letter Town Attorney Doug Hill sent to the ILSB about the way the ILSB appointed a Center Harbor representative. He reported Mr. Carty informed him the ILSB discussed the letter at their meeting, but are standing behind the process they used to make the appointment. Mr. Carty informed Mr. Hanson that the ILSB's attorney will be contacting the Town attorney. Ms. Plummer asked about the contents of the letter. Mr. Hanson explained RSA 671:33 provides the procedure for filling a vacancy on a school board. He explained this was not an "election", but an "appointment". Mr. Hanson reported RSA 671:33 states "if the remaining members are unable, by majority vote, to agree upon an appointment, the selectmen of the town or towns involved shall appoint members by majority vote in convention."

GEOTECHNICAL SERVICES: Ms. Mattson motioned to sign the contract with John Turner Consulting, Inc. for geotechnical evaluation services. Mr. Hanson seconded the motion and the vote was unanimous.

COE HILL ROAD TRAFFIC: The Selectmen had forwarded Marty LeRoy's comments regarding the speed limit on Coe Hill Road to Police Chief Mark Chase. The Selectmen reviewed Chief Chase's reply:

1. Chief Chase reported the speed limit is enforced at 30 mph in accordance with State law. He explained the Police Department cannot enforce 25 mph until a survey has been done, which eventually will be done. He reported the Police can, and do, write tickets as a 30 mph zone.
2. Chief Chase reported he is not opposed to Ms. LeRoy's request to move the speed limit sign further up the road.
3. Chief Chase reported he will not write letters to all residents on Coe Hill Road and Follett Road as requested by Ms. LeRoy. The Police Department will patrol and enforce the law as they do on every other road.

NEW BUSINESS:

PURCHASING POLICY: The Selectmen discussed various components to the draft purchasing policy. There was a discussion regarding including a local advantage provision; Mr. Drenkhahn reported he supports contracting with local vendors. The following will be included in the draft purchasing policy:

| Amount of service | Action required |
|--------------------------|--|
| Less than \$2,000 | Vendors hired at Department Heads discretion |
| \$2,001 to \$10,000 | Three quotes are required |
| Greater than \$10,000 | Formal bid process is required |

Mr. Hanson will work on a draft purchasing policy for Mr. Drenkhahn and Ms. Mattson's review.

INTER-LAKES JUNIOR HIGH SCHOOL ECOLOGY DAY: The Selectmen received a copy of an email from Road Agent Jeff Haines to Parks & Recreation Director Jody Dickerson reporting he (Mr. Haines) received a call from Norm Roux, science teacher at Inter-Lakes Junior High School, regarding the 7th grade Lake Ecology Day, which has been held at the Center Harbor Town Beach for the past 13 years; the event is planned for June 11, 2009 from 9:00 a.m. to 2:30 p.m.

PLAYGROUND INSPECTION: The Selectmen received an email from Mr. Haines reporting he, Mr. Dickerson, Ron O'Keefe (Risk Management Representative for the Local Government Center), Matt Cormai (a certified playground safety inspector of the LGC staff) and Kristen Caisse (the Town's LGC health representative) met for a safety inspection of the Town's playground equipment. Mr. Haines reported Mr. Cormai will forward a report to the Town to be used as a follow through for repairs and maintenance for this year and future budgeting. Mr. Hanson reported Mr. Haines and Mr. Dickerson will meet with the Selectmen on June 3, 2009 to discuss the inspection. He reported Mr. Dickerson will be asked to update the Selectmen on Parks & Recreation Department activities at that time.

HEATING OIL: The Selectmen will solicit bids with flexible specifications; oil supply verses repair/maintenance services for the 2009 – 2010 heating season.

ABATEMENT REQUEST: The Selectmen received a request from Tax Collector Ellen Burns to issue and abatement to Michael Mack (TML 6-78.1). Ms. Woodaman explained this was a mobile home that was sold and removed from the property in 2004. She reported this mobile home appeared in the Tax Collector's system during the 2007 property assessment revaluation and conversion from the State's CAMA assessing software to Vision software. The Selectmen will issue an abatement warrant to Ms. Burns.

ADDITIONAL BUSINESS:

FIRE DEPARTMENT: The Selectmen reviewed the following three (3) memos submitted by Fire Chief John Schlemmer:

Access to Fire Station: Chief Schlemmer submitted the names of two (2) outside agencies that have the access code for the Fire Stations. Ms. Mattson requested a copy of this memo be forwarded to Police Chief Mark Chase. Mr. Hanson suggested the Board of Selectmen adopt a policy for security issues; a request to provide the access code should be approved by the Board of Selectmen prior to it being given out.

Hydrant project: Chief Schlemmer reported the hydrant project is complete and tested. He reported water flows at over 1,000 gallons per minute on Main Street. Chief Schlemmer reported the project was begun in 1993 with \$7,000; one hydrant and the pipe under Route 25 were installed at that time; now there are three (3) working hydrants. He thanked the Selectmen for their support.

Brooks property: Chief Schlemmer requested permission for the Fire Department to use the Brooks house for training after it is vacated by the tenant. Ms. Mattson reported speaking with Chief Schlemmer, who explained he would like to use the building for smoke training. Mr. Hanson expressed his reservations about conducting smoke training in the downtown area. The Selectmen would like more information regarding this training.

ENERGY COMMITTEE (EC): Ms. Mattson reported the full EC met on Thursday, May 7, 2009 and reported the following:

Energy audit: Ms. Mattson reported the EC will prepare a "Request for Proposal" (RFP) for an energy audit; the RFP will be submitted to the Selectmen for approval.

EC web site: Ms. Mattson reported EC member Bernie Volz worked on the EC's web site and EC member Steve Caney updates the EC web site regularly. The EC encourages people to visit www.realitychec.org.

Recycling containers: Ms. Mattson reported the EC discussed placing recycling containers in the Municipal Building.

Master Plan: Ms. Mattson reported the EC would like energy ideas intergrated with the updated Town's Master Plan. She reported EC (and Conservation Commissioner) Harry Viens is willing to serve on the Planning Board (PB); the EC would like to have representation on the PB. Ms. Mattson reported there is a vacancy on the PB due to Harold Tate's resignation. Ms. Mattson motioned to appoint Harry Viens to the PB to fill the vacancy. Mr. Drenkhahn seconded the motion and the vote was unanimous.

CONSERVATION COMMISSION (CC): Ms. Mattson reported the CC met Tuesday, May 12, 2009 and reported the following:

Dane land: Ms. Mattson reported the CC and Squam Lakes Conservation Society Executive Director Roger Larochelle met and discussed the possibility of a collaborate effort on a large tract of land owned by the Danes; the Squam Lakes Conservation Society, the Lakes Region Conservation Trust and the Town of Center Harbor Conservation Commission would be involved.

Natural Resource Inventory (NRI): Ms. Mattson reported the CC is waiting for the contract for the NRI; this will be submitted to the Selectmen.

Waukewan Watershed Advisory Committee: Ms. Mattson submitted a letter to the Board of Selectmen from Bruce Bond, CC chairman and member of the Waukewan Watershed Advisory Committee, reporting the Town of Meredith, at the recommendation of the Waukewan Watershed Advisory Committee, has communicated with the State of New Hampshire Department of

Transportation to open discussions to restrict the size, weight and/or type of cargoes utilizing Waukegan Road, Winona Road and Route 25B at times of peak traffic loading on the Route 104, Route 3 and Route 25 corridor. Mr. Bond reported the NH DOT is requesting a brief letter from the towns of New Hampton and Center Harbor indicating that they support the Town of Meredith's effort to restrict or limit through truck transports on this unofficial by-pass roadway. This letter will be in the Selectmen's file for review by Mr. Hanson and Mr. Drenkhahn.

CONSTRUCTION PERMIT APPLICATIONS: The Selectmen reviewed the following approved construction permit applications:

| | |
|---------------------------------|------------|
| Weldon | TML 5-59 |
| Westview Center Properties, LLC | TML 7-59 |
| Miller | TML 5-33 |
| Hulse | TML 5-17 |
| Searle/Segal | TML 1-39 |
| J & C Management | TML 9-28 |
| Perkins | TML 6-78.2 |

CORRESPONDENCE:

CENTRE HARBOR HISTORICAL SOCIETY: The Selectmen reviewed a note from Jan Stearns, of the Centre Harbor Historical Society, to Road Agent Jeff Haines and Highway Department employee Kevin Thomas thanking them for their help resolving a water problem at the old school house.

STATE OF NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES (NH DES): The Selectmen reviewed a "Notification of Routine Roadway and Railway Maintenance Activities" submitted by the State of New Hampshire Department of Transportation for roadside ditch maintenance at the junction of Route 25 and Main Street.

CHARLES HARRIS: The Selectmen received notification that Mr. Harris has applied to the State of New Hampshire Department of Environmental Services (NH DES) for a waiver to the Shoreland Permit Application process (TML 6-11).

ADJOURNMENT: At 9:00 p.m. Mr. Drenkhahn motioned to adjourn the Board of Selectmen's meeting. Mr. Hanson seconded the motion and the vote was unanimous.

Respectfully submitted,

Robin Woodaman
Selectmen's Secretary