

**Center Harbor Board of Selectmen
Meeting Minutes
Wednesday, June 16, 2010**

CALL TO ORDER: Pro-tem Chairman Randy Mattson called the meeting to order at 7:00 p.m. Selectman Charley Hanson was present. Chairman Richard Drenkhahn was absent with notice. Selectmen's Secretary Robin Woodaman was also in attendance.

APPROVAL OF MINUTES: Mr. Hanson motioned to accept the minutes of June 9, 2010. Ms. Mattson seconded the motion; the motion passed.

APPOINTMENTS:

UNFINISHED BUSINESS:

PRO-RATED BENEFITS FOR PART-TIME EMPLOYEES: Mr. Hanson had inquired to the Local Government Center's (LGC) legal department regarding offering benefits to certain permanent part-time employees and not to others. LGC reported that nothing in New Hampshire law requires a town to offer each employee exactly the same compensation or benefits. In addition, there is no requirement to offer benefits such as vacation pay to any employee. Therefore, if the town wishes to provide benefits for some positions, but not others, that should be allowed.

INVASIVE SPECIES: The Selectmen reviewed information submitted by David Schimke regarding Japanese Knotweed plants.

HIGH HAITH BRIDGE PROJECT: Ms. Mattson reported visiting the High Haith Bridge on Tuesday, June 15, 2010 and reported a sheet metal truck was just leaving; she reported metal cross pieces on the guardrails are in place.

PROPOSED POLICE STATION: The Selectmen discussed holding a public hearing regarding the proposed Police Station; this will be discussed further next week. Road Agent Jeff Haines will be asked to remove the stakes and tape outlining the proposed building and property lines in anticipation of the July 4th activities.

NEW BUSINESS:

OVERTIME COMPENSATION FOR AN EMPLOYEE WORKING AT TWO RATES:

The Selectmen received information from the State of New Hampshire Department of Labor (NH DOL) explaining that an employee who works at two (2) or more different pay rates receives overtime calculated using the weighted average of such rates. The employees total earnings are computed to include his/her compensation during the workweek from all such rates and are then divided by the total number of hours worked at all jobs.

LOADING OF FIREWORKS: Fire Chief John Schlemmer had reported to the Joint Loss Management Committee (JLMC) that there will be more stringent rules in place when the

fireworks are loaded onto the barge; there will be a 250' to 300' buffer. Chief Schlemmer reported the beach and boat launch will be closed during this activity, which will begin at 6:00 a.m. and take a couple of hours. The Selectmen would like signs posted as soon as possible informing people of these closures.

ERGONOMICS WORKSHOP AND ASSESSMENT OF WORKSTATIONS: Local Government Center (LGC) Representative Kristen Caisse proposed conducting an ergonomics workshop on July 19, 2010 from 9:00 a.m. to 10:00 a.m. and then conduct an ergonomic assessment of workstations from 10:00 a.m. to 12:00 p.m. The Selectmen agreed to this proposal.

DEAD TREES: Ms. Mattson reported being approached by citizens regarding the following dead trees:

- **Elm tree by cemetery:** Ms. Mattson reported the elm tree by the cemetery across from the Center Harbor Congregational Church is dead; Road Agent Jeff Haines will be asked to remove the tree.
- **Tree on Kelsea Ave.:** Ms. Mattson reported Kelsea Ave. resident Eleanor Welch reported there is a dead tree on the Kelley Court side. There was discussion regarding the location of this tree; if it is in the Town's right-of way and if the residents asked for this tree not to be removed as part of the Kelsea Ave. construction project; Road Agent Jeff Haines will be asked these questions.

STATE OF NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION (NH DRA) INVENTORY FORMS: The Selectmen received a request from NH DRA asking if the Town will be utilizing the Form PA-28 "Taxpayer Inventory Blank"; the Town will not be using the form in 2011.

HEALTH INSURANCE RENEWAL: The Selectmen received an amended medical coverage agreement (no change in rates) from the Local Government Center (LGC). Ms. Woodaman explained the Town of Meredith is no longer part of the combination of entities; the amended agreements lists SAU #2, Town of Ashland, Town of Center Harbor and Town of Sandwich as the entities comprised in the agreement. Mr. Hanson motioned to sign the amended agreement. Ms. Mattson seconded the motion; the motion passed.

BEACH DRILL: Mr. Hanson reported he went to the beach at 9:00 a.m. on Saturday, June 12, 2010 to observe the beach drill involving the lifeguards and Fire and Police Departments. He reported the Fire Department had been covering the Ashland Fire Station until 4:00 a.m. due to a mutual aid response for a fire in Bridgewater; therefore the drill began at 10:00 a.m. and he was unable to observe the drill. Mr. Hanson reported he met with Parks & Recreation Director Jody Dickerson who showed him the new lifeguard chairs and rain guards installed for the runoff from the pavilion's roof. He reported the Parks & Recreation personnel is in place for the summer and looks good. Mr. Hanson reported Mr. Dickerson informed him that all the Town departments were working well together.

CORRESPONDENCE:

LAKE WAUKEWAN WATER LEVEL: The Selectmen received, and reviewed, emails between State of New Hampshire Representative Fran Wendelboe and Jim Gallagher, Chief Engineer for the State of New Hampshire Department of Environmental Services (NH DES) Dam Bureau regarding NH DES's "Interim Operating Plan" for Lakes Waukewan and Lake Winona. Ms. Wendelboe and Mr. Gallagher will schedule a meeting to discuss areas of concern some of Ms. Wendelboe's constituents have with the plan.

COMMUNITY CAREGIVERS: The Selectmen received an email from Carol Gerkin, Executive Director of the Community Caregivers reporting they will relocate to Harbor Square (Century 21 building) as of July 9th. Ms. Gerkin expressed the Community Caregivers gratitude for the use of the Cary Mead Room for meetings.

CENSUS 2010: The Selectmen received a thank you letter from the U.S. Census Bureau thanking them for providing a site to conduct Census activities with members of the local community.

STATE OF NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES (NH DES) WETLANDS BUREAU: The Selectmen reviewed the following:

- **Permit by Notification form:**

Kosinski

TML 2-83.2

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

ADDITIONAL BUSINESS:

PLANNING BOARD (PB): Ms. Mattson reported the PB met Tuesday, June 15, 2010; Ms. Mattson substituted for Mr. Drenkhahn as the Board of Selectmen's Representative and reported the following:

- Construction permits were reviewed.
- Luke Royea met with the PB to discuss the possibility of his operating a sign business from the garage on his parent's property; a variance will be required and Mr. Royea will meet with Town Clerk Sheila Mohan regarding the variance process.
- Ms. Mattson reported PB activity has been quiet and suggested the PB meet monthly with other meetings scheduled as necessary; this will be discussed further next week.

JOINT LOSS MANAGEMENT COMMITTEE (JLMC): Ms. Woodaman reported the JLMC met Tuesday, June 15, 2010; a safety inspection of Town-owned buildings was conducted by Local Government Center (LGC) Representatives Ron O'Keefe and Kristen Caisse. The Selectmen will discuss LGC's observations next week.

CONSERVATION COMMISSION (CC): Ms. Mattson reported the CC, Lakes Region Conservation Trust Executive Director Don Berry and two (2) members of the Waukewan Watershed Committee walked up to Tuttle Pond on Wednesday, June 16, 2010; she reported it is

an absolutely gorgeous, pristine area with unusual water plants. Ms. Mattson reported Rick Van der Poll has suggested the Town consider designating this area as prime wetlands; he recommended the CC see this area. She reported there are two (2) outlets from the pond, which is very unusual.

STATE OF NEW HAMPSHIRE CHARITABLE ORGANIZATION FINANCIAL STATEMENT (FORM A-12): The Selectmen received, and reviewed, the following State of New Hampshire Charitable Organization Financial Statement:

Center Harbor Congregational Church TML 9-29

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

Mohan TML 6-78

ADJOURNMENT: At 7:45 p.m. Ms. Mattson motioned to adjourn the Board of Selectmen's meeting. Ms. Hanson seconded the motion; the motion passed.

Respectfully submitted,

Robin Woodaman
Selectmen's Secretary