

**Center Harbor Board of Selectmen  
Meeting Minutes  
Wednesday, June 17 2009**

Chairman Charley Hanson called the meeting to order at 7:00 p.m. Selectmen Richard Drenkhahn and Randy Mattson were also present. Belknap County Commissioners Christopher Boothby and Richard Long, Belknap County Administrator Debra Shackett, State of New Hampshire Representatives Alida Millham, Fran Wendleboe, Elizabeth Merry, Kate Miller, Laurie Boyce and James Pilliod, Belknap County Conservation District Coordinator Lisa Morin, Alan Robichaud, Meredith News reported Danielle Delisle, Fire Chief John Schlemmer, Parks & Recreation Director Jody Dickerson and Selectmen's Secretary Robin Woodaman were also in attendance.

**APPROVAL OF MINUTES:** Ms. Mattson motioned to accept the minutes of June 10, 2009. Mr. Drenkhahn seconded the motion and the vote was unanimous.

**APPOINTMENTS:**

**BELKNAP COUNTY COMMISSIONERS:** The Commissioners presented a power point presentation reporting the following:

**County Government:** The elected officials are three (3) County Commissioners, who are the Executive Branch and 18 State Representatives from Belknap County that make up the County Delegation.

**Relationships:** There was discussion regarding the direct relationship taxpayers, Selectmen, Commissioners and the Delegation have to the State of New Hampshire.

**Property Tax Bill:** There was discussion regarding the three (3) components of property tax bills: County (nursing home, county jail and sheriff), Education (local schools and state funding) and Town/City (public safety, public works and welfare).

**County Budget Process:** There was discussion regarding the three (3) phases of the budget process:

1. Late August – September: Department heads make recommendations; these are assembled and reviewed by the County Administrator.
2. October – November: The Commissioners conduct a line by line detailed review, meet with each department head/agency and prepare a recommended budget by December 1<sup>st</sup>.
3. December – March: The Delegation reviews the Commissioner's recommendation, subcommittees meet with each department head/agency and the County Delegation holds public hearings and adopts the budget.

**County Cash Flow:** It was reported the new budget is adopted March 1<sup>st</sup>, the County has to borrow Tax Anticipation Notes (TAN's), which are payable by December 31<sup>st</sup>.

**Amount to be Raised by Taxes:** There was discussion regarding various revenue sources, which are subtracted from the County's expenses to determine the amount to be raised by taxes.

**Apportionment:** There was discussion regarding the factors used to determine each town's apportionment; the total amount to be raised by taxes, the County-wide valuation and the Town valuation. There was discussion regarding Center Harbor's per capita basis, which is more than any other town due to the waterfront properties.

**County Responsibilities:** There was discussion regarding the following County's constitutional and community responsibilities:

**Constitutional**  
Nursing Home  
Jail

**Community**  
UNH Cooperative Extension  
Conservation District

Sheriff  
County Attorney  
Registry of Deeds

Citizen's Council  
Restorative Justice  
Outside Agencies

**County Departments:** The following budgets were reported for the County Departments:

Public Safety	\$3,258,684 (2009 budget)
Sheriff's Department	\$1,927,124 (2009 budget)
County Attorney's Office	\$ 568,020 (2009 budget)
Registry of Deeds	\$ 515,222 (2009 budget)
Maintenance	\$ 578,120 (2009 budget)
Administration & Finance	\$1, 129,082 (2009 budget)

**Community Services:** The following budgets were reported for Community Services:

Citizen's Council	\$ 228,760 (2009 budget)
Juvenile Restorative Justice	\$ 130,055 (2009 budget)
Other Outside Agencies	\$ 895,318 (2009 budget)

**Nursing Home:** The 2009 Nursing Home budget is \$11,209,403 less revenues of \$8,049,954; \$3,159,449 has to be raised in taxes. It was reported that in addition to the County nursing home costs, the County is responsible for Intermediate Nursing Care for Belknap County residents living in any nursing home, as well as Home Community Based Care. This amounts to a budget of \$5,304,229.

**HB2:** There was discussion regarding the State's and County's financial responsibilities prior to HB2 and the current responsibilities. Ms. Mattson asked if the County maintained all their services and the cap was maintained what the increase would be. Mr. Boothby explained everything is OK right now, and will be OK if the cap continues. He explained there would be significant changes in the tax base if the cap goes away.

There was discussion regarding the possibility of towns in the County sharing resources such as Master Plans, working together on contiguous parcels for conservation and joining in pools for items such as heating oil and health insurance.

There was discussion regarding the potential loss of funding for the Lakes Region Mutual Fire Aid (LRMFA) dispatch. Chief Schlemmer reported the LRMFA was formed fifty years ago and 36 communities are affected. He explained he feels it will be a terrible loss if the funding is cut. Chief Schlemmer reported dispatching is a key element of LRMFA. Mr. Boothby reported funding LRMFA is a real priority and it is not going away. Chief Schlemmer asked if there would be an answer on LRMFA prior to the end of the year; there will be.

Dr. Pilliod stressed the importance of prevention services the County offers such as Genesis Behavioral Health.

**PARKS & RECREATION DIRECTOR JODY DICKERSON:** The following items were discussed:

- Twelve antique cars participated in this evenings "Cruise Night".
- Advertisements will be placed in the newspaper and on the web site requesting veterans participate in the July 4<sup>th</sup> parade.
- Easter Seals New Hampshire, Inc. requested using the Center Harbor Town docks as a checkpoint during the July 11<sup>th</sup> Poker Run; Mr. Dickerson will contact Easter Seals for more information and confer with Police Chief Mark Chase.
- The Town Beach opens Saturday, June 20, 2009. Mr. Dickerson reported he called a lifeguard in to duty this morning due to the large number of children at the beach.
- Inter-Lakes Junior High School's Ecology Day was Thursday, June 11<sup>th</sup>.

- Inter-Lakes Senior High School's Student Council was at the beach on Friday, June 12<sup>th</sup>.
- Pick-up basketball will be on Wednesday evenings.
- Pick-up volleyball will be on Monday's; Mr. Dickerson plans to install the volleyball net tomorrow.
- Road race entrants will not have Popsicle sticks this year. The entrants will have numbers which will be attached to their shirts with a detachable form that lists their names and race category.
- There was discussion regarding who would follow the last runner in the road race. The Selectmen would like Fire Department personnel to follow the last runner.
- The Town of Moultonborough donated \$5,000 towards the cost of the fireworks.
- It was reported Janet Kimball had suggested Bess Hanson be the parade's grand marshal; Mr. Dickerson will ask Mrs. Hanson.
- Mr. Dickerson reported the use of the ball field has been blocked in Fridays during the month of June.
- Mr. Dickerson reported receiving an estimate of between \$15,000 and \$20,000 to replace 75' by 5' of the boardwalk using trek material. There was discussion regarding the possibility of this project being used with funds from the 'Municipal Building Repairs & Maintenance Expendable Trust Fund'; the State of New Hampshire Department of Revenue Administration will be asked this question.

**Fire Chief John Schlemmer**: Chief Schlemmer submitted the following Fire Department updates:

**Maggi bed & breakfast**: Chief Schlemmer reported he and State Fire Marshall Tom Riley inspected Mr. Maggi's bed & breakfast. Chief Schlemmer reported the State Fire Marshall is conducting research and will contact him (Chief Schlemmer) on the exceptions Mr. Maggi would like.

**Fire Department activity**: Chief Schlemmer reported calls have increased by 10% over the same period in 2008. He reported there are 27 members: 19 certified firefighters, 12 Emergency Medical Technicians and 3 are explorers (Boy Scout Program). The following activity was reported:

- Ice rink was maintained with over 50,000 gallons of water.
- New rescue ambulance arrived and is put in service.
- Old trailer fixed up to carry Forestry and Haz Mat equipment.
- Entire Town was mapped for water resources in conjunction with N.C.R.C. & D.
- High Haith bridge hydrant design was completed.
- State inspection done on all equipment.
- All ladders tested and inspected.
- All pumps scheduled for pump testing.
- Additional turn out gear has been purchased as part of a five-year cycle.
- Hydraulic rescue tools were used to extricate a victim of a motor vehicle accident for the first time.
- Classes held in Center Harbor for both Forestry and Structural fire pumps.
- Live burn of a building with the Tuftonboro Fire Department.
- Regular training in Center Harbor and with the Mutual Aid towns.
- Have applied for four grants; exhaust extraction for both stations, air compressor-cascade system, medical cpac equipment and a fire-training prop.
- Multiple sets of plans for various projects in Town are being reviewed.
- Demos on several different thermal imagers, which the Center Harbor Women's Clue and The Center Harbor Volunteer Fireman's Association are working to raise money for.

- The Fireman’s Association donated the lettering on the Rescue Ambulance and purchased the cardiac monitor defiberator for it as well; the value of this donation is approximately \$15,000.
- There have been several fires in Town and several mutual aid fires.
- Our boats have been busy with water rescues, an island fire and a helicopter crash.
- The hydrant system which was started in April 1993 is complete across Route 25 to Main Street; it was completed on time and on budget. The system was tested to 1,700 gallons of water per minute in April 2009. Chief Schlemmer will request the Insurance Services Office (ISO) to look at the Town and reassess the fire insurance rates. This may mean better insurance rates for people in the village area.

**UNFINISHED BUSINESS:**

**PERSONNEL POLICIES:** Mr. Hanson suggested the Selectmen schedule a work session for the personnel policies; this will be Friday, June 26, 2009 from 10:00 a.m. to 12:00 p.m. The Selectmen will not take public input during this work session.

**REQUEST FOR PROPOSALS (RFP’S) – HEATING FUELS:** The Selectmen reviewed, and discussed, the RFP’s received; a decision was tabled until a future meeting.

**REQUEST FOR PROPOSALS (RFP’S) – BUILDING RENOVATIONS:** Mr. Drenkhahn reported contacting the two contractors who submitted proposals regarding the materials they plan to use to match the appearance of the Municipal Building. He reported Up-Country Builders proposed to use bricks to match the Fire Station and Bauen Construction proposed to use material called Panel 15, which is plywood covered in an aluminum skin. The Selectmen reviewed the following proposals:

	Up-Country Builders	Bauen Construction
Radio room:	\$11,148.46	\$10,207.00 plus \$3,874 for brick veneer
Wall replacement:	\$ 2,242.50	\$ 1,414.00
Window replacement:	<u>\$ 2,472.52</u>	<u>\$ 2,000.00</u>
Total	\$15,863.48	\$17,495.00

Mr. Hanson motioned to contract with Up-Country Builders pending verification of references and insurance coverage. Ms. Mattson seconded the motion and the vote was unanimous.

**HIGH HAITH BRIDGE PROJECT:** Mr. Hanson reported speaking with Joanna Dellenbaugh; her signed easement should be at the Town Office next week. Ms. Woodaman will contact Greg Garrick regarding the status of his easement.

**NEW BUSINESS:**

**ROCK-A-THON:** The Selectmen received a request from the Center Harbor Women’s Club to hold a fundraising “Rock-a-thon” on the bandstand during the Congregational Church’s flea market. Mr. Hanson motioned to grant permission for the ‘Rock-a-thon’. Mr. Drenkhahn seconded the motion and the vote was unanimous.

**INTER-LAKES SCHOOL BOARD (ILSB) APPOINTMENT:** The Selectmen reviewed the ILSB meeting agenda for Wednesday, June 24, 2009; an agenda item is the Center Harbor Board Member Appointment. Mr. Drenkhahn reported discussion on this matter will not have any meaning until after the

Court makes its decision. Mr. Hanson reported he was informed the ILSB attorney delivered her information to the Court on Monday.

**ADDITIONAL BUSINESS:**

**SELECTMEN’S OFFICE:** There was discussion regarding the Selectmen’s Office being left open if Ms. Woodaman leaves work early or has a day off. Mr. Drenkhahn reported the Space Needs Committee had reported the need for documents in the Selectmen’s Office to be secure. He explained the Selectmen’s Office should be locked when Ms. Woodaman or a Selectman are not in the office; Mr. Hanson and Ms. Mattson agreed.

**CHARITABLE ORGANIZATIONS:** The Board of Selectmen reviewed, and signed, letters to the following charitable organizations requesting they file Board of Tax and Land Appeals forms A-9 and A-12 as required by the State of New Hampshire Department of Revenue Administration:

Center Harbor Congregational Church  
Audubon Society of New Hampshire

**BUILDING COMMITTEE (BC):** Mr. Drenkhahn reported the BC met Thursday, June 11, 2009 and reviewed eleven Request for Proposals (RFP) for the Construction Manager. He explained three candidates will be interviewed. The Selectmen reviewed letters sent to eight applicants thanking them for responding to the RFP and reporting the BC has decided not to proceed with their application at this time.

**PLANNING BOARD (PB):** Mr. Hanson reported the following from the June 16, 2009 PB meeting:

**Circuit Rider Planner:** Mr. Hanson reported the Lakes Region Planning Commission is working on the contract for the circuit rider planner.

**Master Plan:** Mr. Hanson reported the PB will review the outline of the Master Plan at their next meeting.

**Maggi subdivision:** Mr. Hanson reported the PB signed Mr. Maggi’s subdivision plat.

**New Hampshire Music Festival (NHMF):** Mr. Hanson reported two changes on the NHMF agreement; this agreement should be signed soon.

**CORRESPONDENCE:**

**STATE OF NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES (NH DES):** The Selectmen reviewed the following “Permit by Notification” form for the installation of a 6’ x 40’ seasonal dock:

Burke TML 8-36.9

**ADJOURNMENT:** At 9:16 p.m. Ms. Mattson 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