

**Center Harbor Board of Selectmen
Meeting Minutes
Wednesday, July 21, 2010**

CALL TO ORDER: At 7:00 p.m. Chairman Richard Drenkhahn called the Board of Selectmen's meeting to order. Selectmen Randy Mattson and Charley Hanson were also present. Belknap County Commissioners Richard Long, Ed Philpot and Christopher Boothby, Belknap County Administrator Debra Shackett, Belknap County Human Resource Director Norm O'Neil, County Delegates Jim Pilliod and Alida Millham, Belknap County Commission candidates Steve Nedeau and Richard Grenier, Police Chief Mark Chase, Parks & Recreation Director Jody Dickerson, Emergency Management Director David Hughes, Meredith News Reporter Erin Plummer and Selectmen's Secretary Robin Woodaman were also in attendance.

APPROVAL OF MINUTES:

- Mr. Hanson motioned to accept the minutes of the July 14, 2010 Board of Selectmen's meeting. Mr. Drenkhahn seconded the motion; the motion passed.
- Ms. Mattson motioned to accept the minutes of the July 15, 2010 joint Board of Selectmen and Building Committee meeting with one correction: on page 4 in the Plan B discussion – the Selectmen will stay the course with the current proposal until after the August informational meeting, not the September judgment. Mr. Hanson seconded the motion and the vote was unanimous.

APPOINTMENTS:

BELKNAP COUNTY COMMISSIONERS: There was discussion regarding the following:

- **Strategic planning process:** The Commission is in a strategic planning process; looking at current and future programs.
- **Facilities study:** It was reported there is an on-going facilities study; this is a multi-layer process involving code and energy compliance and future expansion.
- **Regionalized police dispatch:** There was discussion regarding regionalizing police dispatch. It was reported the Police Chief's Association has discussed this possibility; a study would need to be done. Chief Chase reported he feels there is nothing wrong with the concept, but problems need to be fixed before expanding. He reported the current volume cannot be handled. Chief Chase explained the towns that have their own dispatchers evolved to that because of problems with the central dispatch.
- **Belknap County Nursing Home:** It was reported the Belknap County Nursing Home used to be the most expensive in the State; now it is one of the most expensive. It was reported it loses 3.5 million dollars per year. It was reported there had been discussion regarding the possibility of selling the nursing home; this would save over 10% in the County's budget. It was reported the cost per day/per bed has been reduced without affecting services.
- **Cooperation between towns:** There was discussion regarding towns pooling together for purchases of common goods such as plow blades to save money.

- **Juvenile Prosecutor:** There was discussion regarding exploring having a regionalized juvenile prosecutor. It was reported the County has a juvenile diversion program.
- **Community corrections programs:** There was discussion regarding creating/expanding programs for drug & alcohol abuse and mental health problems. It was reported the State hospital has reduced the number of patients it can accept.
- **Wildlife corridor:** There was discussion regarding developing a wildlife corridor between towns by looking at property that currently have a conservation easement and tying it with other land. It was reported New Hampton and Meredith have a wildlife corridor between the two towns. Mr. Hanson reported Center Harbor acquired a conservation easement on a 250 acre parcel. He reported this parcel connects to property owned by the Lakes Region Conservation Trust and Audubon Society which goes into Moultonborough; there is a total of almost 400 acres.
- **Selectmen meeting with other Selectmen:** There was discussion regarding the Selectmen from neighboring towns talking with each other. Mr. Hanson reported the Center Harbor and Moultonborough Selectmen meet yearly, Center Harbor, Moultonborough, Meredith and Sandwich are currently meeting regarding the ambulance contract and Center Harbor, Meredith and Sandwich Selectmen will be meeting with the Inter-Lakes School Board.
- **County budget:** Ms. Mattson asked if the budget could be anticipated. Mr. Boothby reported it will be lower than last year. Mr. Philpot explained the fund balance has been used and reported the County is not saving as much as it should.
- **Drug Use and Developmentally Disabled waiting list:** Dr. Pilliod reported 45% of inmates are there because of drug problems; he reported there is very little drug treatment available both in prison and outside prison. He reported there was a one (1) year waiting list for disabled individuals to receive treatment; this has been done away with.
- **Home based care:** Dr. Pilliod reported the nursing home institution can be supplemented by home and community based care. He reported family members can now receive payment for home based care.

NON-PUBLIC SESSION: At 8:13 p.m. Ms. Mattson motioned to go into a non-public session per RSA 91-A:3, II(c) to discuss matters that would affect someone's reputation if made public and RSA 91-A:3, II(a) to discuss a personnel matter. Mr. Hanson seconded the motion and the vote was unanimous. Mr. Drenkhahn, Ms. Mattson, Mr. Hanson, Chief Chase, Mr. Dickerson and Ms. Woodaman were present. There were discussions regarding an incident at the Town Beach, which resulted in individuals being suspended from the beach, and a personnel matter. At 8:39 p.m. Ms. Mattson motioned to end the non-public session. Mr. Hanson seconded the motion and the vote was unanimous.

RECONVENE: At 8:30 p.m. Mr. Drenkhahn reconvened the Board of Selectmen's meeting.

PARKS & RECREATION EMPLOYEE JARED MCGRATH: Mr. Hanson reported it was brought to the Board of Selectmen's attention that Jared McGrath handled a difficult situation in a professional manner; the Board appreciates his conduct and good judgement.

UNFINISHED BUSINESS:

PROPOSED POLICE STATION: The following items were discussed:

- **Joint Board of Selectmen & Building Committee (BC) meeting:** Mr. Drenkhahn reported the Board of Selectmen and BC met on Thursday, July 15, 2010. Mr. Hanson reported the Selectmen and BC are looking to move forward with the existing plan. He explained a couple of people have issues with the plan and reported this will go to court in September 2010.
- **Informational meeting:** The Selectmen and Building Committee will hold an informational meeting regarding the proposed Police Station. The footprint of the proposed Police Station will be outlined on the Brooks and Morrill Park properties to provide a better understanding of the scope of the project. All Center Harbor taxpayers and residents are urged to come. The informational meeting is scheduled for Thursday, August 19, 2010 at 6:30 p.m. (rain date is Tuesday, August 24, 2010 at 6:30 p.m.). Notice of the information meeting will be posted as follows:
 - Town's web site:** July 19, 2010
 - Meredith News:** July 29, 2010, August 5, 2010 and August 12, 2010
 - Laconia Citizen:** August 9, 2010, August 16, 2010 and August 18, 2010
 - Town Office:** July 19, 2010
 - Post Office:** July 20, 2010
 - Town reader board:** August 1, 2010
 - Post card mailing:** As soon as possible

CY-PRES UPDATE: The Selectmen reviewed the following items regarding the Cy-Pres doctrine:

- **Order on Motion for Reconsideration:** On July 14, 2010 State of New Hampshire Belknap County Probate Court Judge Christina M. O'Neill determined, given the view, and information provided by the parties, that John O. Walsh does not have a direct and apparent interest that is significantly different than that of members of the public.
- **Intervenor Schofield's Statement of Interest:** On July 14, 2010, Attorney Paul T. Fitzgerald filed Dennis Schofield's "Intervenor Schofield's Statement of Interest" with the State of New Hampshire Belknap County Probate Court.

SAND/SALT STORAGE SHED: The Selectmen discussed the following:

- **Contractor's Application for Payment:** Ms. Mattson motioned to sign Wild Horse Welding & Construction, LLC's "Contractor's Application for Payment No. 7" in the amount of \$3,750. Mr. Hanson seconded the motion and the vote was unanimous.

HIGH HAITH BRIDGE: The Selectmen reviewed the following:

- **Larry Garrick letter:** The Selectmen received correspondence from Larry Garrick (an abutter to the High Haith Bridge) reporting he appreciates the nice, neat job that has been done on replacing the High Haith Bridge. He reported his family does not feel that the evergreen plantings specified in their easement agreement with the Town

will be necessary. Mr. Hanson requested Quantum Construction Consultants, LLC Representative Jennifer Reczek be informed of Mr. Garrick's letter as soon as possible.

- **Speed limit:** Ms. Mattson reported speaking with three (3) men working on the guard rail to confirm that the two (2) trucks parked in the area were theirs; they were. She reported the men mentioned to her that people are driving very fast on the bridge; one (1) referred to the road as "I-93". Ms. Mattson questioned the speed limit and suggested a speed limit sign be posted.

HIGH HAITH BEACH USAGE: Ms. Mattson suggested it may be helpful if the Selectmen gathered information on the usage of the High Haith Beach as part of their process to determine if a dock should be constructed there. She suggested the following be compiled on a spreadsheet:

- **Date**
- **Time**
- **Weather**
- **Activity**
- **Parking**
- **Boat trailers**

Mr. Hanson suggested a "note" section be included.

METROCAST CABLEVISION FRANCHISE AGREEMENT: The Selectmen discussed the following:

- **Status of draft franchise agreement:** It was reported the amended draft franchise agreement is being reviewed by Metrocast's legal department and should be submitted to the Selectmen in a couple of weeks.
- **Current franchise agreement extension:** The Selectmen reviewed a "Consent Resolution Extending the Term of the Cable Television Franchise held by Metrocast Cablevision of New Hampshire, LLC". The current agreement is scheduled to expire at midnight on August 14, 2010. This extension will extend the term of the franchise agreement until a new franchise is adopted by the Town. Mr. Hanson motioned to sign the "Consent Resolution Extending the Term of the Cable Television Franchise held by Metrocast Cablevision of New Hampshire, LLC." Ms. Mattson seconded the motion and the vote was unanimous.

DIGITAL MAPPING PROJECT: Cartographic Associates Representative Tim Fountain had previously reported they have the capability of putting common names (the names that you want to see) on Town-owned property on the Town's tax maps as part of the digital mapping project. The Selectmen reviewed, and approved, a draft of common names for Town-owned properties; this will be forwarded to Mr. Fountain.

ERGONOMICS WORKSHOP: Ms. Woodaman reported Local Government Center (LGC) representatives Kristen Caisse and Cindy Dickinson presented a "Back Care & Workplace Ergonomics" workshop on Monday, July 19, 2010; eleven (11) employees were present. After the workshop, Ms. Caisse and Ms. Dickinson conducted ergonomic assessments on workstations

in the Municipal Building's administrative offices and the Library's workstations. Ms. Dickerson will submit a written report with her suggestions in a couple of weeks.

ICE CREAM VENDOR AT HEATH'S PARKING LOT: The Selectmen received an email from Police Chief Mark Chase reporting he spoke with the manager at Heath's hardware Store who reported the ice cream vendor that was selling ice cream over the July 4th weekend will not be allowed to sell ice cream from that property.

EMERGENCY OPERATIONS PLAN (EOP): The Selectmen received an email from Receptionist Janet Kimball reporting Road Agent Jeff Haines has submitted revisions, but she has not heard from Emergency Management Director David Hughes, Police Chief Mark Chase, Fire Chief John Schlemmer or Code Enforcement Officer Ken Ballance. Ms. Kimball reported, as of July 19, 2010, she has five (5) working days left in this month to work on the EOP in order to meet the August 1, 2010 deadline for the Selectmen's review. The Selectmen would like a reminder email sent to the department heads who have yet to submit their revisions.

TRAILER: Police Chief Mark Chase reported the trailer offered by Susan Laverack, Associated Director of Lakes Region Partnership for Public Health will be delivered next week. Emergency Management Director David Hughes reported he knew nothing of this trailer. Chief Chase explained Ms. Laverack contacted him directly.

CENTRE HARBOR HISTORICAL SOCIETY BUILDING: The Selectmen reviewed a proposal solicited by Fire Chief John Schlemmer from Brian Blackadar Electrical Contracting to install three (3) exit lights with emergency back-up lights over three (3) doors, a breaker to remain on at all times for the supply to the new lights, Emt, wire lights, etc. as needed and the work will comply with current NEC; the price is \$485.00. This information has been forwarded to the Centre Harbor Historical Society by Chief Schlemmer.

Mr. Hanson reported there should be a written "memorandum of understanding" between the Town and the Centre Harbor Historical Society regarding the maintenance of the property.

NEW BUSINESS:

2009 PROPERTY TAX ABATEMENT: The Selectmen received a memo from Tax Collector Ellen Burns reporting a 2009 property tax bill mailed to James A. Swan was returned due to an incorrect mailing address. Ms. Burns reported Mr. Swan contacted her around December 23, 2009 to correct his address and discuss the two (2) percent discount. Ms. Burns reported she could not accept the two (2) percent discount as the discount date had passed, but could possibly ask for an abatement of the interest. She reported Mr. Swan paid his balance, but she forgot to abate the interest. Ms. Burns reported Mr. Swan's mortgage company paid \$61.45 without his knowledge. She requested the Selectmen approve and issue an abatement in the amount of \$61.45, which would be applied as a credit on this account towards his 2010 property taxes. Ms. Mattson motioned to grant the abatement request in the amount of \$61.45. Mr. Hanson seconded the motion and the vote was unanimous.

WOODHEATING ENERGY SYSTEMS EXEMPTION: The Selectmen reviewed a “Woodheating Energy Systems Exemption” application submitted by David Walker (TML 9-56). In 1980, the Town voted to adopt the provisions of RSA 72:70 allowing for property tax exemption on real property equipped with a wood heating energy system, which exemption shall be in an amount equal to the assessed value of such wood heating energy system. Ms. Mattson referred to RSA 72:69, the definition of woodheating energy system, which states: “In this subdivision “woodheating energy system” means a wood burning appliance designed to operate as a central heating system to heat the interior of a building. The appliance may burn wood solely or burn wood in combination with another fuel. A central heating system shall include a central appliance to distribute heat by a series of pipes, ducts or similar distribution system throughout a single building or group of buildings. A wood burning appliance shall not include a fireplace, meaning a hearth, fire chamber or similarly prepared place with a chimney intended to be usable in an open configuration whether or not it may also be closed and operated closed; or a wood stove meaning a wood burning appliance designed for space heating purposes which does not operate as a central heating system or as a sole source of heat.” A letter will be sent to Mr. Walker informing him he does not meet the requirements of RSA 72:69 with the information provided in his application.

HEATING FUEL USAGE: The Selectmen reviewed the following summary of fuel usage and cost in preparation for soliciting ‘Request for Proposals’ for the 2010 – 2011 heating season:

Type of Fuel	Supplier	Location	Gallons purchased	Cost
Propane	Dead River (contract from 09/01/2009 – 05/31/2010)	Highway Garage	3297.5 from 11/10/2009 – 05/19/2010 (contracted to purchase 3,420 gallons)	\$4,942.95 (\$1.499/gallon)
Oil	Fuller Oil (contract from 10/01/2009 – 09/30/2010)	Municipal Building	2930.1 from 10/27/1009 – 04/16/2010	\$6,431.57 (\$2.195/gallon)
Oil	Fuller Oil (contract from 10/01/2009 – 09/30/2010)	Library	888.2 from 11/17/2009 – 04/30/2010	\$1,949.60 (\$2.195/gallon)

The 2010 – 2011 heating season RFP will be prepared.

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

ADDITIONAL BUSINESS:

PLANNING BOARD (PB): Ms. Mattson reported speaking with Sam Brickley who would be happy to serve on the PB. Ms. Mattson motioned to appoint Sam Brickley to the PB. Mr. Hanson seconded the motion and the vote was unanimous.

CONSERVATION COMMISSION (CC): Ms. Mattson reported the CC met on Tuesday, July 20, 2010 and discussed the following:

- **Prime wetlands candidates:** Ms. Mattson reported Rick Van der Poll had previously identified seven (7) areas which he suggested the Town consider for prime wetlands designation. She reported the CC asked the feelings of the Board of Selectmen if the CC discussed pursuing this valuable project; she reported the cost is \$8,000, which could be expended from the conservation fund. Mr. Hanson suggested this be a 2011 general fund budget item and Mr. Drenkhahn agreed.
- **Tuttle Pond:** Ms. Mattson reported the CC conducted a site walk of Tuttle Pond and reported it is a pristine area. She reported the Lakes Region Conservation Trust (LRCT) has started a conversation with the owner of the property and explained the LRCT may want to partner with the Town in preserving this area. Ms. Mattson reported the CC asked if the Selectmen would be supportive of these (land conservation and prime wetland) projects. Mr. Hanson reported he feels that the CC should look and evaluate its priorities and, if a project warrants it, to move forward, but consider carefully how funds from the Conservation Fund are expended; Mr. Drenkhahn agreed.
- **NH Envirothon:** Ms. Mattson reported Jan Hooper presented information on NH Envirothon; she reported the Town did not have a warrant article to raise a donation for this program.
- **Irate people:** Ms. Mattson reported a Conservation Commissioner encountered an irate property owner when he contacted her requesting the CC walk on her property to view a bog. She reported the CC discussed how to deal with irate people as a public board.

AMBULANCE CONTRACT: Mr. Hanson reported attending an ambulance contract meeting on Thursday, July 15, 2010. He reported meeting one (1) of the owners of Stewart's Ambulance and reported he was open to discuss and resolve issues that were sent to him by the member towns in a letter. Mr. Hanson reported a final contract draft may be prepared in August with the final contract ready for execution by the member towns in September.

ADJOURNMENT: At 9:44 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