

**Center Harbor Board of Selectmen
Meeting Minutes
Wednesday, July 28, 2010**

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

APPROVAL OF MINUTES: Mr. Hanson motioned to accept the minutes of July 21, 2010. Mr. Drenkhahn seconded the motion; the motion passed.

APPOINTMENTS: None

UNFINISHED BUSINESS:

HIGH HAITH BRIDGE PROJECT: The Selectmen reviewed the following:

- **Weekly Field Observation Reports:** The Selectmen reviewed the "Weekly Field Observation Reports" numbers 28 & 29 submitted by Quantum Construction Consultants, LLC.
- **North American Specialty Insurance Company:** The Selectmen received a status inquiry from the North American Specialty Insurance Company regarding M.E. Latulippe Construction, Inc.'s bond. Quantum Construction Consultants, LLC Representative Jennifer Reczek has been asked the percentage of completion of the project.

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

- **Preliminary Notice of Claim on Bond:** The Selectmen received a notice sent on behalf of NES Equipment Services Corporation dba NES Rentals in regards to construction equipment rentals to Wild Horse Welding. Ms. Woodaman reported receiving a telephone call from a representative of NES Rentals who explained they have no issues with Wild Horse Welding; Wild Horse Welding is a new client of theirs and they have no history with them – that is why the notice was sent.

CY PRES: The Selectmen received, and reviewed, copies of the following documents filed by Attorney Paul Fitzgerald at the State of New Hampshire Probate Court on behalf of Dennis Schofield:

- **Intervenor's First Request for Production of Documents**
- **Intervenor's First Request for Admissions**

NEW BUSINESS:

BEACH SUSPENSIONS: The Selectmen signed letters suspending beach privileges to four (4) individuals.

TAX ANTICIPATION NOTE (TAN): The Selectmen discussed the necessity of obtaining an additional TAN in the near future. Town Treasurer Jeannie DeGrace will be asked to contact Meredith Village Savings Bank (MVSBS), who offered the lowest interest rate when a TAN was solicited earlier in the year, to inquire if they will offer another TAN at the same interest rate. If they will not, a Request for Proposal (RFP) will be advertised. Mr. Hanson suggested, beginning in 2011, the Selectmen solicit one (1) RFP for TAN's for the whole year.

METROCAST SUMMARY REPORT: The Selectmen received a full summary report detailing the current status of the cable television system in Town. Mr. Drenkhahn suggested this report be put on the Town's web site.

PRIMARY & GENERAL ELECTIONS: Ms. Woodaman reported she and Town Clerk Sheila Mohan attended an ElectioNet workshop on Monday, July 24, 2010 (the Selectmen will attend the same workshop on August 24, 2010). She reported the primary election will be held on the latest date possible; September 14, 2010 and the general election will be one of the earliest dates possible; November 2, 2010. She explained the overseas absentee ballots are required, by law, to be mailed 45 days prior to the general election; Saturday, September 18, 2010. Ms. Woodaman reported the State has instituted a very tight schedule from Tuesday, September 14, 2010 to Saturday, September 18, 2010. Ms. Mohan will be required to data entry all new overseas voter registrations and overseas absentee ballot requests after the polls have closed Tuesday, September 14, 2010, but prior to 8:00 a.m. on Wednesday, September 15, 2010. Towns that do not have the data entry done by 8:00 a.m. will be subject to an investigation by the State of New Hampshire Attorney General's Office. Ms. Woodaman reported the State will conduct recounts around the clock on Thursday and Friday, September 16th & 17th; the Secretary of State's Office will be notified of the results by Saturday, September 18th, the overseas absentee ballots will be printed and mailed by 5:00 p.m. on Saturday, September 18, 2010.

MUNICIPAL AUDITS: The Selectmen received notification from the State of New Hampshire Department of Revenue Administration (NH DRA) that Governor Lynch signed House Bill 1448 (Chapter 262, Laws of 2010) which clarified that every municipality in the State of New Hampshire must conduct, at least annually, an audit of the accounts of any officer or agent handling funds of the municipality.

OPEB (OTHER POST EMPLOYMENT BENEFIT) ACTUARIAL VALUATION REQUIREMENT: The Selectmen received notification from Jim Roberge of Grzelak and Company, the Town's auditor, that as part of GASB 45 employers whose only OPEB consists of allowing their retirees and terminated employees to continue to participate in the same healthcare plan as its active employees are required to capture that cost and report it separately in the financial statements as an OPEB. Mr. Roberge reported the actuarial report will cost approximately \$1,500. He reported failure to comply may result in an "adverse" audit opinion.

The Selectmen reviewed an additional email from Mr. Roberge reporting it has come to his attention that many small towns may be exempt from the GASB 45 reporting since their retirees are already being billed at an "age adjusted" rate since they are over 65 and included in the Medicare plan by the health insurance providers. Mr. Roberge requested data from the Town to assist him in determining if the Town may be exempt from the reporting requirement; this has

been completed and submitted to Mr. Roberge. The Selectmen have not heard from Mr. Roberge regarding the determination on if the town is required to participate; discussion regarding this matter was tabled until the Selectmen receive further information.

DEPARTMENT OF PUBLIC WORKS 2010 PROJECTS: Mr. Hanson had previously requested Road Agent Jeff Haines submit a list of planned DPW projects for 2010. Mr. Haines submitted the following:

2010 Public Works Improvement Projects & Maintenance

- High Haith Bridge Project
- Sand/Salt Storage facility
- Master Plan Update with LRPC
 - RSMS with LRPC (Road Surface Management Survey)
 - Software glitch holding up results
 - Road Maintenance Plan Priorities
 - Implementation of RSMS (\$60,000 Road Fund)
- Spec and Bid for possible backhoe replacement
- Air Vac Project
 - Plan for installation
- JLMC Meetings (Joint Loss Management Committee)
 - Insurance inspection “punch-list “
 - Painting above ground fuel storage tanks
- TAC Meetings (Transportation Advisory Committee)
 - Scenic Byways?
- BCCD Rain Garden Installation at Town Beach
- **General Annual Maintenance Items:**
 - Equipment Maintenance
 - Painting of plows, wings, frames and dump bodies
 - Roadside Ditching
 - Sweeping
 - Dead Tree Removal
 - Catch Basin Reconstruction
 - At least two planned
 - Culvert Replacement
 - At least seven planned
 - Park Maintenance
 - Mowing, etc...
 - Cemetery Maintenance
 - Mowing
 - Burials

Mr. Hanson reported he will ask Mr. Haines which catch basins and culverts are scheduled to be worked on this year.

LAKES REGION TOUR SCENIC BYWAY: The Selectmen received correspondence from Michael Izard, Principal Planner for the Lakes Region Planning Commission (LRPC) requesting community participation in an exploratory committee to assess interest in re-establishing a Lakes Region Tour Scenic Byway committee and discuss the long-term benefits of maintaining a corridor management plan. Mr. Izard reported ideal candidates for this committee are Planning Board members, planning staff, Town Administrators, TAC or Conservation Commission members. He requested the Selectmen provide the names of up to three (3) candidates. Mr. Drenkhahn and Mr. Hanson will discuss this next week with Ms. Mattson.

LAKE WINNIPESAUKEE WATERSHED MANAGEMENT PLAN – PHASE II: The Selectmen received an email from Patricia Tarpey, Project Planner for the Lakes Region Planning Commission (LRPC) reporting the LRPC submitted an unsuccessful grant application last year due to still being in the beginning stages of the current Phase I subwatershed management plan. She reported LRPC is wrapping up the first plan this fall and would like to continue working with communities around the lake. Ms. Tarpey reported the Town of Center Harbor was very interested in participating last year and hoped that the Town is interested again this year. She reported pre-proposals are due September 3rd; she would appreciate hearing back from the communities as soon as possible. She reported any specific information that the Town can provide as to existing water quality data, current actions/activities the Town is involved in and specific issues of concern would be helpful to LRPC in putting a grant application together. Mr. Hanson reported he thought Road Agent Jeff Haines participated in this plan previously; he will speak with Mr. Haines regarding his involvement in Phase II.

PERMIT TO OPERATE A PLACE OF ASSEMBLY: The Selectmen received a copy of the “Permit to Operate a Place of Assembly” for the Centre Harbor Historical Society building issued by Fire Chief John Schlemmer. The permit restrictions are:

- 70 seated in chairs, or
- 36 seated at tables
- Until emergency lights and lighted exit signs are installed, meeting and events must be during daylight hours.

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

ADJOURNMENT: At 7:15 p.m. Mr. Hanson motioned to adjourn the Board of Selectmen’s meeting. Mr. Drenkhahn seconded the motion; the motion passed.

Respectfully submitted,

Robin Woodaman
Selectmen’s Secretary