

**Center Harbor Board of Selectmen
Meeting Minutes
Wednesday, August 4, 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. Ruth Gulick and Selectmen's Secretary Robin Woodaman were also in attendance.

APPROVAL OF MINUTES: Mr. Hanson motioned to accept the minutes of July 28, 2010. Mr. Drenkhahn seconded the motion; the motion passed. Ms. Mattson abstained from voting due to her absence from the meeting.

APPOINTMENTS:

RUTH GULICK: There was discussion with Ms. Gulick, a candidate for the State of New Hampshire House of Representatives District 1, regarding her qualifications and plans if elected.

UNFINISHED BUSINESS:

HIGH HAITH BRIDGE: The Selectmen reviewed the following:

- **Substantial completion:** The Selectmen received an email from Quantum Construction Consultants, LLC's Project Engineer Jennifer Reczek that the guardrail installation is complete and M.E. Latulippe Construction will be requesting a 'Certificate of Substantial Completion' as of August 3, 2010. Mr. Drenkhahn confirmed that the guardrail is in place and reported the bridge looks really good. Ms. Reczek has scheduled a walk-through for Friday, August 6, 2010 at 7:30 a.m. to review the work and to develop a punch list of outstanding items (if any).

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

- **Contractor's Application for Payment No. 8:** The Selectmen reviewed Wild Horse Welding & Construction, LLC's "Contractor's Application for Payment No. 8" in the amount of \$25,850. Mr. Hanson motioned to approve Wild Horse Welding & Construction, LLC's "Contractor's Application for Payment No. 8" in the amount of \$25,850. Ms. Mattson seconded the motion and the vote was unanimous.
- **Picture of shed:** The Selectmen reviewed a photograph of the shed, showing work completed to date, submitted by Mr. Drenkhahn.

HIGH HAITH BEACH USAGE: Mr. Drenkhahn observed the following on Wednesday, August 4, 2010 at 2:15 p.m.:

- Weather: sunny, 88 degrees
- Activity: one (1) elderly couple on beach, two (2) little children playing, one (1) adult on raft in water.
- Parking: one (1) truck and one (1) van in parking lot
- Boat trailers: one (1) vehicle (VT registration) with kayak racks on roof, but no trailer, parked on roadside.

Mr. Hanson reported that the Selectmen have observed the beach activity approximately ten (10) times since the public hearing on the dock. He reported in none of the visits were there enough vehicles or people to call it a problem; it is working well as it is. Mr. Drenkhahn reported he uses the beach a lot to launch his boat and very rarely has had to ask swimmers to stay away from the launch area. He reported the water is too shallow for a 20' dock; a 40' dock should be installed. Ms. Mattson expressed her concern for safety if people dove off the dock.

Mr. Drenkhahn reported someone has been hand-digging the channel.

EMERGENCY OPERATIONS PLAN (EOP): The Selectmen thanked the Department Heads, most of whom had submitted their comments by August 1st as requested, for their work on the draft EOP. Ms. Mattson noted that Receptionist Janet Kimball put in a lot of time and effort into this project; the Selectmen thanked her as well. The Selectmen will review, and edit, the draft EOP. Mr. Hanson reported he would like to have the final EOP submitted to the State of New Hampshire Department of Homeland Security prior to September 15, 2010; Mr. Drenkhahn and Ms. Mattson agreed.

ERGONOMICS ASSESSMENT: The Selectmen received, and reviewed, the ergonomics assessments conducted by Cindy Dickinson, Health Management Representative for the Local Government Center. Mr. Drenkhahn noted two (2) items that should be replaced are the chair that Tax Collector Ellen Burns uses (it only has four (4) casters) and the hand-held barcode scanner in the Library. The Selectmen would like a new chair ordered for the Tax Collector and the Library Trustees asked about replacing the scanner.

LAKES REGION PARTNERSHIP FOR PUBLIC HEALTH TRAILER: The Selectmen received an email from Police Chief Mark Chase reporting the new trailer, owned by the Lakes Region Partnership for Public Health, was delivered today; the trailer's primary use is for deployment of supplies during a pandemic or related event in our region. Chief Chase reported it is the first and only trailer currently in the area served; when it is not deployed it will be stored and used in Center Harbor. He reported in the near future he will be coordinating what equipment may be stored in the trailer and its permissible uses. Chief Chase reported he will be working with Susan Laverack, of the Lakes Region Partnership for Public Health, to first place the supplies that the Partnership will need to store in it and then go from there. He reported the Town is very fortunate to have this asset.

LAKES REGION TOUR SCENIC BYWAY: The Selectmen discussed correspondence previously received 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.

The Selectmen received an email from Road Agent Jeff Haines reporting he attended the TAC meeting this morning to which the Scenic Byway Exploratory Committee was also invited. He reported that to allow for Center Harbor to be represented, he asked that the Selectmen appoint him to the Scenic Byway Exploratory Committee and forward this notice of appointment to the Lakes Region Planning Commission. Mr. Hanson motioned to appoint Mr. Haines to the Scenic Byway Exploratory Committee. Mr. Drenkhahn seconded the motion and the vote was unanimous. Mr. Hanson would like Mr. Haines asked if he has other residents in mind that would be willing to serve. Ms. Mattson will ask members of the Conservation Commission if they would also be willing to serve.

DIGITAL MAPPING PROJECT: The Selectmen received notification from Cartographic Associates, Inc.'s president Donald Butson that they have continued to spend a considerable amount of effort on the mapping project during the past month. Although they didn't manage to compile all of the survey information as they had hoped, they have made significant strides to that end. Mr. Butson reported during the next month they will finish compiling all of the survey information and begin compiling property lines from the deed descriptions of all non-surveyed parcels. During this process, they will generate a list of questions that arise due to lack of information or conflicting information. Cartographics will attempt to resolve any questions by communicating with the landowners either by phone, mail or meeting with them.

2009 PROPERTY TAX ABATEMENT APPEAL: Mr. Hanson reported he and Ms. Mattson attended the State of New Hampshire Board of Tax and Land Appeals (BTLA) hearing regarding the Mitchell (TML 3-97.8) appeal of his 2009 property tax abatement application. He reported the BTLA should issue their decision in a couple of weeks.

JAPANESE KNOTWEED: The Selectmen received information from Lorraine Paul that Kent Warner has been spraying Round-Up to treat Japanese Knotweed along the road. Ms. Paul reported that Mr. Warner implied that he had the blessing of the Board of Selectmen to do this. Mr. Drenkhahn reported Mr. Warner had previously requested his permission to spray around his mailbox; Mr. Drenkhahn gave him permission for that. He reported the Knotweed started to die, then new growth appeared, which was cut by the Highway Department. Mr. Hanson placed a telephone call to Mr. Warner and explained that the Selectmen are not endorsing anyone to do any spraying on the Japanese Knotweed within the Town Right of Way. Mr. Hanson reported to Mr. Warner that the Town's Highway Department is trying a multi-cut approach to eradicate the Japanese Knotweed.

MUNICIPAL BUILDING BOILER: The Selectmen received an email from Fire Chief John Schlemmer reporting he received a third quote for the boiler replacement. The information collected on the boiler replacement will be discussed at the Energy Committee's August 5, 2010 meeting.

CY PRES: The Selectmen discussed the documents requested in the "Intervenor's First Request for Production of Documents" filed by Attorney Paul Fitzgerald at the State of New Hampshire Probate Court on behalf of Dennis Schofield.

Matt and Susan Weatherbie are leading a petition to establish a “No-Wake” zone in the lowest part of Dog Cove. Attorney Hill indicated in his letter that 46 petition forms were attached; under RSA 270:12, “25 or more residents or property owners” are required.

Attorney Hill reported the petitioners would be happy to schedule and arrange a location for a public hearing; he suggested the Cary Mead Room. He reported the Loon Preservation Committee and others in support of the application as environmentally appropriate will present information. Attorney Hill reported that the Squam Lakes Association and New England Forestry Foundation have joined with the petition.

TOWN BEACH WATER TESTS: The Selectmen received, and reviewed, the analytical results for water samples taken from the Town Beach submitted by the State of New Hampshire Department of Environmental Services (NH DES), which were within allowable limits.

BANDSTAND MAINTENANCE: Mr. Hanson reported presenting a gift card to Steve Brem prior to the July 30, 2010 concert to thank him for his recent repairs to the bandstand. He reported Mr. Brem will meet with the Selectmen during their next morning meeting (September 1, 2010) to discuss his ideas for a maintenance plan for the bandstand.

USE OF OFFICE: The Selectmen reviewed an email received from Receptionist Janet Kimball reporting someone had used the Receptionist/Parks & Recreation/Code Enforcement and Assessing office over the weekend to make copies; the copier was left on and supplies were used that were reserved for printing the Town’s Emergency Operations Plan (EOP). She reported there was a mess on her and Code Enforcement Officer Ken Ballance’s desk and the EOP that she has been working on was thrown aside on the floor along with the disks. Ms. Mattson reported Ms. Kimball showed her how the office was left and reported she (Ms. Mattson) feels an issue is that there is no place for anyone to work. Ms. Mattson suggested a small work table be placed to the right of the copier; cost estimates will be obtained.

FIRE STATION GUTTER: The Selectmen received an email from Fire Chief John Schlemmer reporting Quality Insulation checked, and adjusted, the gutter on Bay #1 as some water was getting behind the gutter.

ADDITIONAL BUSINESS:

STATE OF NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES (NH DES) “NOTIFICATION OF ROUTINE ROADWAY AND RAILWAY MAINTENANCE ACTIVITIES”: The Selectmen received, and reviewed, a copy of the “Notification of Routine Roadway and Railway Maintenance Activities” submitted to the NH DES by Road Agent Jeff Haines. Per the notification, eight (8) culverts will be replaced and the headers will be rebuilt.

PLANNING BOARD (PB): Mr. Drenkhahn reported the PB met on Tuesday, August 3, 2010 and reported the following:

- **Master Plan:** Mr. Drenkhahn reported Lakes Region Planning Commission representative Mike IZard presented the draft transportation section of the Master Plan.
- **Non-Residential Site Plan Review:** Mr. Drenkhahn reported there was discussion regarding a “dog resort” on Daniel Webster Highway (TML 3-102). He explained the applicants will submit a plan and meet with the PB in September.

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

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

Bennett	TML 4-44
Ohnemus	TML 7-22

ADJOURNMENT: At 8:45 p.m. Mr. Hanson motioned to adjourn the Board of Selectmen’s meeting. Ms. Mattson seconded the motion and the vote was unanimous.

Respectfully submitted,

Robin Woodaman
Selectmen’s Secretary