

**Center Harbor Board of Selectmen
Meeting Minutes
Wednesday, August 11, 2010**

CALL TO ORDER: At 7:01 p.m. Chairman Richard Drenkhahn called the Board of Selectmen's meeting to order. Selectmen Randy Mattson and Charley Hanson were also present. Police Chief Mark Chase and Selectmen's Secretary Robin Woodaman were also in attendance.

APPROVAL OF MINUTES:

- **August 4, 2010 Board of Tax & Land Appeals hearing:** Ms. Mattson motioned to accept the minutes of the August 4, 2010 Board of Tax and Land Appeals hearing. Mr. Hanson seconded the motion; the motion passed. Mr. Drenkhahn abstained from voting due to his absence from the meeting.
- **August 4, 2010 Board of Selectmen's meeting:** Mr. Hanson motioned to accept the minutes of the August 4, 2010 Board of Selectmen's meeting. Ms. Mattson seconded the motion and the vote was unanimous.
- **August 6, 2010 Board of Selectmen's meeting:** Ms. Mattson motioned to accept the minutes of the August 6, 2010 Board of Selectmen's meeting. Mr. Hanson seconded the motion and the vote was unanimous.

APPOINTMENTS:

POLICE CHIEF MARK CHASE:

- **Non-public sessions:** At 7:04 p.m. Ms. Mattson motioned to go into non-public sessions per RSA 91-A:3, II(a) to discuss a personnel matter and RSA 91-A:3, II(e) to discuss pending litigation. Mr. Drenkhahn, Ms. Mattson, Mr. Hanson, Chief Chase and Ms. Woodaman were present. There was discussion regarding a Police Department personnel matter and pending litigation. At 8:15 p.m. Mr. Hanson motioned to end the non-public sessions. Mr. Drenkhahn seconded the motion and the vote was unanimous.

RECONVENE: At 8:15 p.m. Mr. Drenkhahn reconvened the Board of Selectmen's meeting.

MARK CHASE: The following items were discussed:

- **Jennifer Schillinger:** Chief Chase reported Police Department Secretary/Administrative Assistant Jennifer Schillinger has submitted her resignation; Ms. Schillinger has offered to assist with the transition of the new employee.
- **Police Department Part-time Secretary/Administrative Assistant:** There was discussion regarding the position of the Police Department's part-time Secretary/Administrative Assistant. Chief Chase reported applicants should be proficient in Police Department administrative operations, including the specialized software programs (IMC software). He reported the candidate will be subject to a thorough background check, including psychological and polygraph testing. Chief Chase will provide a description of qualifications to Ms. Woodaman for advertising; he explained working weekends and evenings will be required.

- **Proposed Police Station informational meeting:** There was discussion regarding the informational meeting for the proposed Police Station scheduled for August 19, 2010. Mr. Hanson and Chief Chase will outline the proposed building's footprint over the weekend.
- **High Haith Bridge speed:** There was discussion regarding the speed at which vehicles are traveling over the High Haith Bridge. Chief Chase suggested placing a removable speed bump on the bridge. Mr. Drenkhahn reported he would not be in favor of a speed bump that has to be attached to the bridge; he explained he feels this may compromise the bridge over time. The Selectmen will pursue this suggestion and asked for Road Agent Jeff Haines' thoughts on this possibility.

UNFINISHED BUSINESS:

BANDSTAND PROPERTY: The Selectmen reviewed the following two (2) 1997 warrant articles:

- **Article 26:** "It was moved by Seth Stearns and seconded by John Kimball to permit the use of Tax Property #9-76 to be developed as a Town Park and site for a community bandstand, property being the land across from the Municipal Building between Main Street and Route 25. Seth Stearns explained that this is the first of three Articles concerning the Bicentennial. The Bicentennial Committee has been working for the year on upcoming events. The vote was unanimously in favor."
- **Article 28:** "It was moved by John Kimball and seconded by Helen Heiner to raise and appropriate the sum of \$60,000 for funding of a Center harbor community bandstand and park area. This sum to be offset by donations to the extent possible with a maximum of \$20,000 to be raised by taxes. The vote was unanimously in favor."

The Selectmen discussed the voter's intentions in 1997 of developing the band stand property into a park.

HIGH HAITH BRIDGE: The Selectmen received, and reviewed, an email regarding the following:

- **Compliment on bridge:** The Selectmen received an email from Tony Scotto, who owns property past the new bridge. Mr. Scotto complimented the new bridge – reported the end product is well done and the workers throughout the project were very accommodating.
- **No parking signs:** Mr. Scotto asked if "No Parking" signs would be put up after the bridge (coming onto the island), which is a private road. He reported both the left and right sides of the road are prime parking areas for boat trailers. He referenced feedback the Selectmen received at the public hearing regarding boat trailers if the proposed dock at High Haith Beach were to be constructed. The Selectmen reviewed an email from Road Agent Jeff Haines reporting Town funds are not utilized to erect regulatory signs on private roads. He recommended careful placement be made by whomever might erect "No Parking" signs to allow for snow removal; the same can be said for the rocks that are placed along the road to discourage parking. Mr. Haines recommended Chief Chase be asked about the Police Department's ability to enforce signs posted on private roads. He suggested the Town could erect "No Parking This

Side” signs at the end of the new pavement on both sides of the road in an attempt to discourage parking along the island road.

EMERGENCY OPERATIONS PLAN (EOP): The Selectmen are continuing to review the draft EOP.

BELKNAP COLLEGE MEMORIAL BENCH AND PLAQUE: The Selectmen received an email from Virginia Irwin reporting the bench is currently in construction and should be delivered the end of September. She reported the bench weights approximately 1,200 pounds, is five feet long and will need to sit on a cement slab so it won’t tip or sink. Ms. Irwin reported the Belknap College Alumni Association will pay the cost for the ground preparation, but would prefer that the Library Trustees select a local vendor to prepare the ground for the bench. Ms. Irwin reported she thought Ted Adriance might be able to do the preparation work; his late wife was a graduate of Belknap College. The Selectmen would like Ms. Irwin to meet with the Library Trustees and Road Agent Jeff Haines regarding the location of the bench. Mr. Hanson suggested the Alumni Association should contract with a contractor for the ground preparation; the contractor will verify the location with Mr. Haines prior to beginning work; Mr. Drenkhahn and Ms. Mattson agreed.

Ms. Irwin reported the historical marker is also under construction; the marker will be dedicated after the dedication of the memorial bench. Mr. Drenkhahn suggested the marker be placed to the left side of the bandstand, approximately ten (10) feet from the electrical box; Ms. Mattson and Mr. Hanson agreed.

SAFETY INSPECTION RECOMMENDATIONS FROM THE LOCAL GOVERNMENT CENTER (LGC): The Selectmen received, and reviewed, an update of the areas of concern which were recognized during the Joint Loss Management Committee (JLMC) and LGC safety inspection conducted on June 15, 2010 and actions that have been taken to address the concerns.

INTER-LAKES SCHOOL BOARD & SELECTMEN’S ROUNDTABLE MEETING: The Selectmen reviewed an agenda received from Phillip Warren, Jr., Town Manager for the Town of Meredith for the August 18, 2010 meeting with the Inter-Lakes School Board and the Selectmen from Center Harbor, Meredith and Sandwich.

USE OF OFFICE: The Selectmen reviewed an email received from Band Director Carlos Martinez taking responsibility for the way the Receptionist/Parks & Recreation/Code Enforcement and Assessing office was left the weekend of July 30th – August 1st. He reported that he had asked his son to make copies of a couple of pieces of music; his son also made additional copies of the program because there was a large crowd and were short about 30 programs. Mr. Martinez reported the copier was out of paper and his son used the paper that was closest to the copier to restock it. He apologized for any problems this caused.

Mr. Martinez reported it will not be necessary to make space for an extra table; in the future, he will make sure the office is left in an orderly fashion. The Selectmen reviewed a potential small table or student desk that could be utilized in that area. Ms. Woodaman explained the desks have to be purchased in a minimum of two (2), and reported the typewriter in the Town Clerk’s Office

could be placed on a student desk. Mr. Hanson motioned to purchase two (2) student desks. Ms. Mattson seconded the motion and the vote was unanimous.

WOOD RIDGE ROAD: The Selectmen received an inquiry from Wood Ridge Road resident Richard Erickson asking if everything that was required of Wood Ridge Road has been done. Mr. Drenkhahn reported the road encroaches on someone's property by a small amount; he explained he and Mr. Hanson had agreed to accept the road with that encroachment and Ms. Mattson did not want to accept the road with the encroachment. Mr. Drenkhahn reported the upper section of Wood Ridge Road still needs to be addressed.

COALITION COMMUNITIES: The Selectmen received an update on the education funding issue from Pat Remick of the Coalition Communities. Ms. Remick reported she will represent the Coalition at an invitation-only education funding meeting with Governor Lynch the week of August 16th to discuss the impending imposition of an education funding formula that will return donor towns as of July 1, 2011. She reported the Coalition is continuing to work on fallback positions should they be unable to stop the return of donor towns. Two (2) of the Coalition working groups – one (1) to allow “first-half billing” and the other to have the State of New Hampshire Department of Revenue Administration (NH DRA) collect the Statewide Education Property Tax (SWEPT) directly – will be meeting with the head of the NH DRA and three (3) other NH DRA representatives on August 16, 2010 to discuss these proposals.

SCENIC BYWAY COMMITTEE: The Selectmen received, and reviewed, an email from Road Agent Jeff Haines. Mr. Haines asked what the Board of Selectmen did years ago with regard to action designating two (2) sections of road (Route 25B from Route 25 to College Road and the north end of College Road) as scenic byways; this most likely occurred in 1998 or 1999. He reported Route 25 in Center Harbor is also part of the byway.

Mr. Haines reported the Scenic Byways Committee hopes to draft a letter of intent and submit it to the State of New Hampshire between October 15, 2010 and November 15, 2010 to request funding to collect historical information and rewrite the Lakes Region Tour Scenic Byway Corridor Management Plan. Mr. Haines reported interested individuals can go to www.bywaysonline.org and www.bywayresourcecenter.org for more information regarding scenic byways. He reported the next meeting is scheduled for August 24, 2010 at 2:00 p.m. in the Humiston Building in Meredith. Mr. Haines suggested a Conservation Commissioner may be interested in serving on the committee. Ms. Mattson reported the Conservation Commission's meeting scheduled for August 10, 2010 was cancelled; she had planned to ask for volunteers at that meeting. Ms. Mattson will email the Conservation Commissioners asking for a volunteer to the Scenic Byways committee.

NEW BUSINESS:

BEACH COMPLAINT: The Selectmen reviewed correspondence received from Jennifer McLellan reporting a couple of incidents that she observed while at the Town Beach. The Selectmen will discuss this with Parks & Recreation Director Jody Dickerson.

2010 BUDGET AND EXPENDITURES: Mr. Drenkhahn reported, in a perfect accounting world, at the end of July there should be 41.66% of the 2010 budget unexpended. He reported, for the most part, the 2010 budget and expenditures look good.

WEB SITE: The Selectmen received an email from resident Bernie Volz reporting the following:

- **Alarm form:** Mr. Volz reported he could not find the alarm form on either the Town or Fire Department's web site. Fire Chief John Schlemmer will be asked to forward a copy of the form for posting to the web site.
- **2010 Household Hazardous Waste information:** Mr. Volz reported the 2010 Household Hazardous Waste information was not updated on the resident page on the web site; the information was on the home page if one scrolls down.
- **Table of contents:** Mr. Volz suggested a table of contents be added to the home page; this would make it easy to see what information is available on that page.

LOCAL GOVERNMENT CENTER (LGC) BUDGET WORKSHOP: The Selectmen received notification that the LGC budget workshop is scheduled for September 23, 2010. There was discussion regarding this date being the second day, if necessary, for the Cy Pres hearing. The Selectmen will register for the budget workshop, and if necessary, cancel 48 hours in advance.

ADDITIONAL BUSINESS:

ENERGY COMMITTEE (EC): Mr. Hanson reported the EC met on Thursday, August 5, 2010; he was absent with notice. He reported the EC has made a recommendation on the boiler for the Municipal Building; Mr. Hanson will bring this information to next week's Selectmen's meeting.

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

CONSTRUCTION PERMITS: The Selectmen reviewed the following approved construction permit applications:

Chase	TML 3-15
Leighton	TML 4-4.1

ADJOURNMENT: At 8:52 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

