

**Town of Center Harbor  
Board of Selectmen's Meeting Minutes  
Wednesday, August 26, 2009**

**CALL TO ORDER:** At 7:00 p.m. Chairman Charley Hanson called the meeting to order. Selectmen Richard Drenkhahn and Randy Mattson were also present. Steve Condojani, Bob Chance, Roger Kelley, Nancy Kelley, Lisa Herrick, Mark Ledger, Gail Ledger, Police Chief Mark Chase, Meredith News Reporter Erin Plummer and Selectmen's Secretary Robin Woodaman were also in attendance.

**APPROVAL OF MINUTES:**

1. Ms. Mattson motioned to accept the minutes of August 19, 2009. Mr. Drenkhahn seconded the motion and the vote was unanimous.
2. Mr. Drenkhahn motioned to accept the minutes of the morning meeting on August 20, 2009. Mr. Hanson seconded the motion, Ms. Mattson abstained due to her absence from the meeting; the motion passed.
3. Mr. Hanson motioned to accept the minutes of the evening meeting on August 20, 2009. Ms. Mattson seconded the motion, Mr. Drenkhahn abstained due to his absence from the meeting; the motion passed.

**APPOINTMENTS:**

**GAIL LEDGER:** Ms. Ledger reported she had questions and concerns regarding the Town Beach, which officially closed for the season on August 22, 2009. She reported there is a lack of respect for the beach rules and explained she observed every rule being broken while she was at the beach today. Ms. Ledger explained she asked people if they were aware of the rules and was told by the people it was none of her business. She reported the people told her they could do whatever they wanted to do when the lifeguards were not on duty. Ms. Mattson explained the Board did not suggest that Ms. Ledger speak with the people on the beach. Ms. Ledger explained she asked the people because, in the past, when she reported issues with the Historical Society or the Town's Highway Department, the Selectmen asked if she had addressed these issues with the Historical Society or the Town's Highway Department.

Police Chief Mark Chase reported he went to the beach, which was very crowded. He reported rules were broken today; there were a lot of children on rafts. Chief Chase reported he recognized most of the parents on the beach as residents of Center Harbor or Moultonborough. He reported speaking with a parent, who informed him that one of the lifeguards said flotation devices can be used when the lifeguards leave. Chief Chase reported he spoke to the children who were jumping off the docks.

Ms. Ledger asked who made the rules and who enforces the rules; she reported the towns of Meredith and Moultonborough fine people \$50 for being on their town beaches if they do not belong there. Mr. Hanson reported the Center Harbor Selectmen met with the Town of Moultonborough's Board of Selectmen and discussed the use of beach stickers. He explained the Selectmen will discuss this matter with Parks & Recreation Director Jody Dickerson and reported instituting changes to monitor the use of the beach would be a budget item. There was discussion regarding the beach being closed when lifeguards are not on duty. Ms. Mattson explained people swim at their own risk when the beach is closed. The Selectmen would like the

Town's insurance carrier asked if there is a liability issue for the Town if people use the beach when it is officially closed.

**PUBLIC HEARING: THE CREATION OF THE TOWN'S BANDSTAND PROPERTY INTO A PARK:** Mr. Hanson called the public hearing to order at 7:30 p.m. Mr. Hanson referenced three (3) parcels of property: the so-called Brooks property, the Morrill Park and the Nichols Memorial Library. He explained the location of the proposed Police Station will encompass part of Morrill Park and per the State of New Hampshire Attorney General's Office that park space needs to be replaced. Mr. Hanson explained the Board of Selectmen would like to formally designate the bandstand property as a park and place additional covenants to make the area less developable; the park would remain the way it is. Mr. Kelley reported every quaint New England town has a town common; he suggested this area be called the Center Harbor Common.

There was discussion regarding Kevin Campbell's lease of a portion of the parcel which extends to within fourteen to sixteen feet of the bandstand.

There was discussion regarding formally designating the Town beach and playground area as a park. The Selectmen will hold a public hearing to receive input on this issue on Wednesday, September 16, 2009 at 7:15 p.m.

At 7:44 p.m. Mr. Hanson closed the public hearing.

**RECONVENE:** At 7:44 p.m. Mr. Hanson reconvened the Board of Selectmen's meeting.

**BANDSTAND PROPERTY LEASE:** Mr. Hanson reported meeting with Kevin Campbell to discuss Mr. Campbell's lease of a portion of the parcel which extends to within fourteen to sixteen feet of the bandstand; Mr. Campbell pays \$1,500 per year for this lease. Ms. Mattson explained the lease has a clarification agreement, which is written so the Town can't change it. She suggested the Town consider a boundary line adjust with Mr. Campbell with the stipulation that only parking would be allowed on that section of land. Mr. Hanson suggested the Selectmen meet with Mr. Campbell to discuss the lease.

**UNFINISHED BUSINESS:**

**HIGH HAITH BRIDGE REPLACEMENT:** Mr. Hanson reported speaking with Quantum Construction Consultants, LLC engineer Lisa Martin who reported the project cannot go to bid until the State of New Hampshire Department of Environmental Services (NH DES) wetlands permit has been received. Ms. Martin reported the possibility of the project going to bid on September 1, 2009. Mr. Hanson reported there are more variables for completing the project this year.

**SAND/SALT STORAGE SHED:** The Selectmen reviewed the following addendum to the sand/salt storage shed Request for Proposals, which was sent to all contractors who attended the August 20, 2009 pre-bid meeting:

Addendum to Sand/Salt Storage Building  
August 25, 2009  
August 20, 2009 pre-bid meeting input

Based on the input from vendors at the pre-bid meeting held last week, the Town of Center Harbor (Town) offers the following additional information to bidders:

- Assume a density of 110#/cubic foot for sand when calculating storage capacity.
- Provide calculation of storage for sand/salt mix and salt, each separated, with the bid.
- Work will not be bonded. The Town will expect to be provided a contract with acceptable payment terms to address performance.
- Assume three (3) weeks from signature of contract to order materials, and five (5) weeks to complete the construction (total of eight (8) weeks from signing contract).
- Structure is to be three (3) sided with an open front.
- A mixing area is not required. Sand and salt will be stockpiled using a loader/backhoe with an approximate reach of 14 feet. Calculations for storage area should use these operational assumptions.
- Storage must be provided for two different materials, sand/salt and salt. Storage areas for each shall be delineated on the plans.
- The structure shall have a minimum of thirty two (32) feet of clearance in order to facilitate the unloading of dump trailers.
- There is no prevailing wage.
- Town will provide the building permit.
- Town will provide a site clear of sand and debris (a level building site) to construct the new structure.
- Wood or concrete, either prefabricated or poured/built in-place may be used for the walls.
- Walls shall be 10 feet high at a minimum.
- Siding shall be a standard commercial siding and roof shall be metal.
- A paved floor shall be installed based on the soil bearing pressure. An engineered calculation shall be included to prove the proposed specification. A twenty (20) foot apron shall also be installed in the front of the structure with the same specification, extending from each corner of the building out twenty (20) feet from the structure.
- All structures shall be engineered plans, stamped by a professional engineer qualified to do business in the state of New Hampshire.
- Contactors shall provide references that include at least one (1) salt or sand shed project.

**PLAYGROUND INSPECTION:** The Selectmen reviewed the Local Government Center's report of their inspection of the playground. Mr. Hanson reported the few issues referenced in the report have been addressed.

**HEARTHSTONE BED & BREAKFAST (TML 6-24):** The Selectmen reviewed an email from Code Enforcement Officer Ken Ballance reporting that Mr. & Mrs. Maggi will submit their waiver request to the State of New Hampshire Fire Marshall's Office today. Mr. Ballance reported Mr. Maggi informed him that the fire pump was operating and he (Mr. Maggi) was waiting for Fire Chief John Schlemmer to inspect it. Mr. Ballance reported explaining to Mr. Maggi that there needs to be an agreement with the Fire Department detailing the parameters and time table prior to Mr. Ballance's issuing a temporary certificate of occupancy.

**METROCAST FRANCHISE AGREEMENT:** The Selectmen received notification from Fire Chief John Schlemmer reporting he will not be able to attend the MetroCast franchise renewal public hearing on Saturday, August 29, 2009. He requested MetroCast be asked to supply free phone lines to the Town as part of the contract. Mr. Drenkhahn reported the Selectmen had previously asked MetroCast this question and were informed that MetroCast could not provide free phone lines, but he will ask MetroCast again.

**NEW BUSINESS:**

**CYANOBACTERIA WARNING:** The Selectmen received notification from the State of New Hampshire Department of Environmental Services (NH DES) that an elevated cyanobacteria cell concentration has been measured in Lake Waukewan in Meredith and New Hampton. People recreating on the lake should use caution.

**NEW HAMPSHIRE PUBLIC WORKS MUTUAL AID PROGRAM:** The Selectmen reviewed information submitted by Road Agent Jeff Haines regarding the New Hampshire Public Works Mutual Aid Program; the fee is \$25 annually. Mr. Hanson motioned to join the New Hampshire Public Works Mutual Aid Program. Mr. Drenkhahn seconded the motion and the vote was unanimous.

**H1N1 FLU:** The Selectmen received a recommendation from Fire Chief John Schlemmer that the Town purchase hand sanitizer and disinfectant to be used by all personnel in an effort to slow the spread of the H1N1 flu. He reported simple hand washing, sanitizing of counters, phones, computers and writing instruments will help slow the spread of the flu.

**MS-1:** The Selectmen reviewed, and signed, the State of New Hampshire Department of Revenue Administration MS-1 form.

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

**CORRESPONDENCE:**

**TOWN OF MOULTONBOROUGH:** The Selectmen reviewed correspondence received from the Town of Moultonborough's Board of Selectmen reporting that Center Harbor and Moultonborough last perambulated their common town line in 2003; next year, per RSA 51:2, it is time to do it again and Moultonborough would like to collaborate on this project.

**BELKNAP COLLEGE ALUMNI ASSOCIATION:** The Selectmen reviewed correspondence received from Eugene McCaffrey, who was asked by the Alumni and Friends of Belknap College to contact the Selectmen to get information on how they might be able to erect a plaque to commemorate Belknap College somewhere in Town. A letter will be sent requesting more information on the design of the plaque.

**STATE OF NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES**

**(NH DES)**: The Selectmen reviewed the following:

- Shoreland Permit Application                      Dane                      TML  
8-43
- Permit by Notification                      Town of Center Harbor                      TML  
7-49

**ADDITIONAL BUSINESS:**

**ENERGY COMMITTEE (EC)**: Ms. Mattson reported the EC met Monday, August 24, 2009 and discussed the following:

**Energy audit:** The EC reviewed the energy audit proposals. Ms. Mattson reported the EC recommends the Selectmen contract with The Jordan Institute in the amount of \$4,900; she explained the New Hampshire Electric Cooperative offers a funding grant of 50% of the total cost up to \$2,500. There was discussion regarding \$2,000 being budgeted for the energy audit and Ms. Mattson reported the EC will pursue other non-tax funding sources. Ms. Mattson motioned to accept the recommendation of the EC and sign an agreement with The Jordan Institute for a comprehensive level II energy analysis of three town-owned buildings. Mr. Drenkhahn seconded the motion and the vote was unanimous.

**Proposed Police Station heat:** Ms. Mattson reported the EC discussed heating the proposed Police Station with either propane, which is a cleaner fuel or oil, which is less expensive.

**September 3, 2009 meeting:** Ms. Mattson reported the EC meeting scheduled for September 3, 2009 has been cancelled.

**BUILDING COMMITTEE (BC)**: Mr. Drenkhahn reported the BC met Thursday, August 20, 2009 and discussed the following:

**Proposed Police Station heat:** Mr. Drenkhahn reported the BC decided to use propane because it burns cleaner, the Town may receive a good price because the Highway Department building is heated with propane and it would be expensive to bury an oil tank if oil heat was used.

**CONSTRUCTION PERMIT APPLICATION:** The Selectmen reviewed the following approved construction permit application:

Sullivan                      TML 2-86

**ADJOURNMENT:** At 8:02 p.m. Mr. Drenkhahn 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

