

**Center Harbor Board of Selectmen
Meeting Minutes
Wednesday, September 2, 2009**

Chairman Charley Hanson called the meeting to order at 8:02 a.m. Present were Selectmen Richard Drenkhahn and Randy Mattson. Town of New Hampton Town Administrator Barbara Lucas, Police Chief Mark Chase, Road Agent Jeff Haines and Selectmen's Secretary Robin Woodaman were also in attendance.

APPROVAL OF MINUTES:

- Mr. Drenkhahn motioned to accept the minutes of August 26, 2009. Ms. Mattson seconded the motion and the vote was unanimous.
- Ms. Mattson motioned to accept the minutes of the August 29, 2009 public hearing regarding the MetroCast franchise agreement renewal. Mr. Hanson seconded the motion and the vote was unanimous.

NON-PUBLIC SESSION: At 8:12 a.m. Mr. Hanson motioned to go into a non-public session per RSA 91-A:3, II(a) to discuss a personnel matter. Mr. Drenkhahn seconded the motion and the vote was unanimous. Mr. Hanson, Mr. Drenkhahn, Ms. Mattson, Chief Chase and Ms. Woodaman were present. There was discussion regarding a Police Department personnel matter. At 8:21 a.m. Mr. Hanson motioned to end the non-public session. Ms. Mattson seconded the motion and the vote was unanimous.

RECONVENE: At 8:21 a.m. Mr. Hanson reconvened the Board of Selectmen's meeting.

APPOINTMENTS:

POLICE CHIEF MARK CHASE: The following items were discussed:

Town beach suspensions: There was discussion regarding suspending Town beach privileges to individuals who were involved in a fight. Mr. Hanson suggested the suspension should be for all of next year; Mr. Drenkhahn and Ms. Mattson agreed. The Selectmen will send letters of suspension.

Park properties: Mr. Hanson reported he and Chief Chase met with Attorney Terry Knowles, of the State of New Hampshire Attorney General's Office, and walked the bandstand property (TML 9-76) which is proposed to become a park area with land swapped from Morrill Park (TML 9-11). Mr. Hanson reported Ms. Knowles feels it is an appropriate swap and asked the Town to install a vegetative line of native species plants, such as lilacs, 25 feet from the cemetery which is required by State statute.

Zoning Board of Adjustment (ZBA) and Planning Board (PB): There was discussion regarding ZBA and PB requirements for the construction of the proposed Police Station due to the change of use of the property. Chief Chase suggested moving forward with the ZBA and PB requirements; the Selectmen agreed.

TOWN OF NEW HAMPTON TOWN ADMINISTRATOR BARBARA LUCUS: Mr. Hanson referred to RSA 51:2, Perambulation of Town Lines, which states "The lines between the towns in this state shall be perambulated, and the marks and bounds renewed, once in every 7 years forever, by the selectmen of the towns, or by such persons as they shall in writing appoint for that purpose." He also referred to RSA 51:3, Additional Perambulation, which states "If the selectmen of any town deem it necessary that the town lines be perambulated or any marks and bounds renewed at other times than at the regular perambulation provided for by RSA 51:2 they may give notice to the selectmen of the town adjoining and the procedure for said perambulation or renewing of

bounds shall be the same as that provided in RSA 51:2, 4-7.” There was discussion regarding perambulating the Center Harbor and New Hampton town line in 2010. Mr. Hanson asked if the Town of New Hampton would be willing to split the cost; Ms. Lucas will ask the New Hampton Board of Selectmen. Mr. Hanson reported the towns of Holderness and Moultonborough have expressed an interest in perambulating those town lines with Center Harbor in 2010. Ms. Mattson suggested bids be solicited to perambulate all of Center Harbor’s town line in 2010; Mr. Hanson and Mr. Drenkhahn agreed.

UNFINISHED BUSINESS:

SAND/SALT STORAGE SHED PROPOSALS: Mr. Hanson opened the following proposals for construction of the sand/salt storage shed:

Eckman Engineering LLC 1950 Lafayette Road, Suite 301 Portsmouth, NH 03802	Design: \$345,000 12 foot exposed reinforced concrete perimeter wall: \$10,000 ¾” pressure treated plywood to face perimeter wall: \$6,000 4 foot row of corrugated roofing panels: \$2,500 Plywood sheathing and underlayment on roof: \$10,000
Horne Construction 88 Airport Drive, Suite 200 Rochester, NH 03867-1702	\$210,000
Wild Horse Welding & Construction, LLC 218 Mt. Cardigan Road Alexandria, NH 03222	60’ x 82’ High Arch Gambrel: \$185,000
Park Lane Construction & Development Corp. 10269 Old Route 31W Clyde, NY 14433	60’ x 80’ Hi-Arch Gambrel: \$140,000 Site work: \$35,275 Electric: \$10,000
Morello Construction, Inc. PO Box 333 695 Old Mountain Road Peterborough, NH 03458	\$140,000
Dynamic Building Systems 15 Wolf Hill Way Gloucester, MA 01930	50’ x 60’ Cover-All building: \$116,450 Asphalt pad: Supplied by the Town
Stephens-Marquis 717 Daniel Webster highway Merrimack, NH 03054	60’ x 80’ Hi Arch Gambrel: \$199,717 Electric: \$6,936 Engineering: \$4,000

Road Agent Jeff Haines will review the proposals and his review will be discussed at a future meeting.

TOWN BEACH: The Selectmen received an email from Parks & Recreation Director Jody Dickerson reporting that at 5:00 p.m. on the last day lifeguards were assigned (August 15, 2009) two (2) 3’ x 3’ signs were erected and fastened to the lifeguard stands; the signs read: *_WARNING NO LIFEGUARD ON DUTY SWIM AT YOUR OWN RISK_*. Mr. Dickerson reported that a lifeguard would go out to the raft when there were large numbers of people on it. He reported the lifeguards have a “5 Point” (15 to 20 minutes) rotation to a different location on the beach and in the water; this is so a lifeguard has a “new” location with a fresh look at the beach and water; the raft is part of the rotation.

Ms. Mattson questioned the beach rules being in effect when the beach is closed; she explained the Town does not have 24 hour enforcement. The Selectmen reported the beach rules are in effect when the beach is closed. Mr. Drenkhahn reported it is not an individual's responsibility to monitor the beach. Mr. Hanson suggested the Selectmen ask Mr. Dickerson to have coverage through Labor Day next year since that tends to be the end of the summer season. There was discussion regarding most lifeguards, since they are college students, not being able to work through Labor Day due to college commitments. Mr. Haines suggested having the boat launch attendant audit behavior on the beach until they are done duties on Labor Day.

HEARTHSTONE BED & BREAKFAST (TML 6-24): The Selectmen reviewed a copy of a letter from Jan & Paul Maggi to the State of New Hampshire Division of Fire Safety requesting a variance or exception to the five (5) areas of the building the Fire Marshall's Office has issues. Mr. & Mrs. Maggi identified each area and offered solutions to serve as the basis for their variance or exception request.

PRIME WETLANDS AND NATURAL RESOURCE INVENTORY MAPS: The Selectmen reviewed the Prime Wetlands and Natural Resource Inventory maps prepared by Ecosystem Management Consultants (Rick Van de Poll).

PERSONNEL POLICIES: The Selectmen reviewed an email received from Local Government Center (LGC) representative Barry Cox who had reviewed the draft personnel policies. Mr. Cox recommended including a reference to the Uniformed Services Employment and Reemployment Rights Act (USERRA) in the Military Leave Policy and reference to the Witness Leave in the policy on Jury Duty. He questioned if the Town has the requisite number of employees to be eligible for leave under the Family and Medical Leave Act. Ms. Mattson reported Mr. Cox stated that he thought it looks very good. Mr. Hanson suggested the Selectmen schedule employee reviews during the month of November and adopt the personnel policies as of January 1, 2010.

DIGITAL MAPPING: The Selectmen discussed a telephone call Ms. Woodaman received from Don Butson, of Cartographics Associates, regarding the State of New Hampshire Department of Transportation's plans for high-resolution aerial photography. Mr. Butson reported this would be a huge benefit to the Town; the digital photography is approximately 1/3 the cost of the total cost of re-mapping the Town. The Selectmen would like Mr. Butson asked the cost of re-mapping the Town digitally.

METROCAST CABLE FRANCHISE RENEWAL: Mr. Hanson reported the Selectmen will research the Public Utilities Commission's regulations; he explained there has to be just cause to terminate an agreement per Section 626. He reported the length of the contract and phone service may be part of the negotiations. Mr. Drenkhahn reported he feels the 3% franchise fee charged to subscribers, and paid to the Town, may not be necessary now, but asked if the agreement could be amended in the future if the Town decided to purchase video equipment. He explained the residents who could access the public channel would be the ones paying for the equipment. MetroCast will be asked about the fee charged for the static i.p. address at the Library and request for free phone service for Town buildings.

DANE FOREST: Ms. Mattson reported attending a meeting with the Lakes Region Conservation Trust (LRCT) and Squam Lakes Conservation Society (SLCS) regarding the Dane forest property. She reported the LRCT and SLCS will make a presentation at a Town of Center Harbor Conservation Commission public hearing tentatively scheduled for September 22, 2009. Ms. Mattson explained the property would be deeded from the Dane Trust to LRCT; SLCS would purchase a conservation easement and the Town would expend \$100,000 from the

conservation fund to be an executorial easement holder. She reported this is an exciting 200 acre property which would have three (3) entry points for public access.

PROPOSED POLICE STATION BOND: Mr. Hanson would like estimated loan information gathered for the proposed Police Station construction.

NEW BUSINESS:

TAX ANTICIPATION NOTE (TAN): Mr. Hanson recused himself from the vote to sign the TAN because he is a Trustee of Meredith Village Savings Bank (MVSAB). He reported being asked by Trustee of the Trust Funds Trustee Joe Hulkow why TAN's are not solicited as part of the bidding process. The Selectmen would like TAN's solicited in 2010. Ms. Mattson motioned to sign TAN #2 for 2009 in the amount of \$1,000,000. Mr. Drenkhahn seconded the motion; the motion passed.

FIRE DEPARTMENT PAYROLL: There was discussion regarding issuing payroll checks to firefighters on a monthly basis rather than twice a year. Ms. Mattson suggested the Selectmen discuss this further with Fire Chief John Schlemmer; Mr. Hanson and Mr. Drenkhahn agreed.

FIRE DEPARTMENT TRAININGS: Mr. Hanson reported a section of Main Street was recently blocked while members of the Fire Department were testing the hydrant. The Selectmen would like notification from the Fire Department if the Fire Department is going to be closing areas of Town or leaving equipment on-site while training

FIRE STATION DRAIN: Ms. Mattson asked when the drain would be repaired in the floor of the Fire Station. Road Agent Jeff Haines will be asked if the Highway Department would be able to repair the drain, and if not, bids will be solicited.

MAIN STREET DRAINS: Mr. Hanson reported the Highway Department has been working on the drains on Main Street; the drain by the Post Office will be repaired after Labor Day.

2010 PROPOSED BUDGET: The Selectmen discussed the following budget items:

Budget hearings: The 2010 Budget Hearings will be tentatively held on Saturday, January 23, 2010 at 10:00 a.m. and Wednesday, February 2, 2010 at 7:15 p.m.

Department's proposed budgets: The Selectmen will meet at 8:00 a.m. on October 7, 2009, October 14, 2009 and October 21, 2009 to meet with the Town's department heads to review their proposed 2010 budgets.

Audit: The Selectmen would like to solicit bids for the 2010 audit.

INVASIVE SPECIES: The Selectmen reviewed an email received from Road Agent Jeff Haines reporting he met with State of New Hampshire Department of Agriculture representative Doug Cygan. Mr. Haines reported Mr. Cygan offered to meet with the Conservation Commission (CC), Public Works Department and Parks & Recreation Department regarding invasive species. Ms. Mattson will discuss this with the CC. Mr. Haines will contact Mr. Cygan regarding possible meeting dates for a meeting for all interested parties in Center Harbor.

CHARITABLE ORGANIZATIONS: Ms. Woodaman reported that State of New Hampshire Department of Revenue Administration (NH DRA) representative Gary Karp reported towns are examining public access to charitable organizations properties that have conservation easements. Ms. Mattson explained not all properties with conservation easements have public access; it would depend on how the deed was written. She explained if the organization was preserving land, there may not be public access. The Selectmen will take this under advisement.

FIRE PERMITS: Fire Chief John Schlemmer recommended the following people be authorized to issue fire permits for 2010:

Authorized to issue:

Title	Name	Permits	Notices	Reappoint – Yes or No
Warden	Schlemmer, John	Yes	Yes	Yes
Deputy Warden	Ledger, Mark	Yes	No	Yes
Deputy Warden	Manville, Leon	Yes	No	Yes
Deputy Warden	Hughes, David	Yes	No	Yes
Issuing Agent	Mohan, Shiela	Yes	No	Yes
Issuing Agent	Woodaman, Robin	Yes	No	Yes

Ms. Mattson motioned to appoint the above referenced people based on Chief Schlemmer’s recommendation. Mr. Hanson seconded the motion and the vote was unanimous.

ADDITIONAL BUSINESS:

PLANNING BOARD (PB): Mr. Hanson reported the PB had a work session on Tuesday, September 1, 2009 for the Master Plan. The Selectmen reviewed the first draft of a land use map submitted to the PB from Lakes Region Planning Commission Regional Planner David Jeffers.

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

East St. Associates TML 7-61

INTENT TO CUT: The Selectmen reviewed, and signed, the following Notice of Intent to Cut Wood or Timber:

Halsey TML 6-61

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

CORRESPONDENCE:

TONY SCOTTO: The Selectmen reviewed an email received from Mr. Scotto asking the status of the construction for the High Haith Bridge. Mr. Hanson reported he responded to Mr. Scotto that the project has had some setbacks in its timeline due to participation in the American Recovery and Reinvestment Act (ARRA) stimulus funding. He reported there would be a three (3) week bid period, which should begin September 8,

2009. Mr. Hanson reported Quantum Construction Consultant Engineer Lisa Martin feels there is enough time to build the temporary road and abutments this fall, but lead time will be needed to order the concrete planks.

COMMUNITY ACTION PROGRAM (CAP): The Selectmen received notification from CAP that National Senior Center Week is September 14 – September 18, 2009; CAP will have a celebration on September 18, 2009 at the Inter-Lakes Senior Center from 10:00 a.m. to 1:00 p.m.

STATE OF NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES (NH DES): The Selectmen reviewed the following NH DES permits and application:

- Shoreland Impact Permit: Harris TML 6-11
- Wetlands and Non-Site Specific Permit: Town of Center Harbor TML 7-48
- Shoreland Application: Dane TML 8-43

ADJOURNMENT: At 10:15 a.m. Ms. Mattson motioned to adjourn the meeting. Mr. Hanson seconded the motion and the vote was unanimous.

Respectfully submitted,

Robin Woodaman,
Selectmen's Secretary