

**Center Harbor Board of Selectmen
Meeting Minutes
Wednesday, September 23, 2009**

Chairman Charley Hanson called the meeting to order at 8:00 a.m. Present were Selectmen Richard Drenkhahn and Randy Mattson. Code Enforcement Officer Ken Ballance, Fire Chief John Schlemmer, Town of Moultonborough Town Administrator Carter Terenzini, Police Chief Mark Chase, Building Committee member Steve Condojani, Building Committee member Bob Chance, Building Committee Chairman Pete Loudon, Goudreau & Associates Architect Gary Goudreau, Bonnette, Page and Stone Construction Manager Keith McBey, Cartographic Associates President Don Butson, Cartographic Associates Vice President Tim Fountain, Kevin Campbell, Diane Campbell, Road Agent Jeff Haines and Selectmen's Secretary Robin Woodaman were also in attendance.

APPROVAL OF MINUTES: Ms. Mattson motioned to accept the minutes of September 16, 2009. Mr. Hanson seconded the motion and the vote was unanimous.

APPOINTMENTS:

CODE ENFORCEMENT OFFICER KEN BALLANCE: Mr. Ballance reported being present at the Monday, September 21, 2009 meeting with State of New Hampshire Fire Marshall's Office (FMO) Inspector Tom Riley, Fire Chief John Schlemmer, Paul Maggi and a code consultant for Mr. Maggi to discuss the FMO's report of violations at Hearthstone Bed & Breakfast (RML 6-24). Mr. Ballance reported the FMO is willing to waive some issues if a residential sprinkler system is installed; a residential sprinkler system will cost much less than a commercial system. Mr. Ballance reported Mr. Maggi requested a timeframe of January 2011 until the sprinkler system has to be installed. He reported the FMO and Mr. Maggi did not reach an agreement and explained any certificates of occupancy he (Mr. Ballance) issues will be tied directly to the FMO agreement. Ms. Mattson asked if Mr. Ballance would issue a temporary certificate of occupancy if Mr. Maggi installed a fire alarm radio box until the sprinkler system is installed. Mr. Ballance reported he would not; the FMO wants the sprinkler system installed soon and any temporary certificates of occupancy will be tied with the FMO. He explained the residential sprinkler system would cost approximately \$10,000; the radio box would cost approximately \$5,000. Mr. Drenkhahn explained Chief Schlemmer had previously reported that if a sprinkler system was installed, he would not need the radio box. Mr. Hanson reported speaking with Chief Schlemmer yesterday and Chief Schlemmer wants the radio box installed. Mr. Ballance reported being contacted by the individual contracted by Mr. Maggi to install a fire alarm in March 2009; the contractor asked Mr. Ballance what the building was classified as. Mr. Ballance reported the building was classified as a residential structure and the contractor installed a residential alarm system. He reported Mr. Maggi has to have a compliant alarm system. Chief Schlemmer reported the FMO will recommend the Town not issue a temporary certificate of occupancy until the sprinkler system is up and running. Chief Schlemmer submitted a copy of a September 16, 2009 letter from Mr. Riley to Mr. & Mrs. Maggi.

TOWN OF MOULTONBOROUGH TOWN ADMINISTRATOR CARTER TEREZINI: There was discussion regarding perambulating the Center Harbor and Moultonborough town lines; it was performed in 2003 and is due to be perambulated in 2010. Mr. Hanson reported it is the Selectmen's responsibility to perform the perambulation. Mr. Terenzini reported he feels it looks straight forward. Mr. Hanson reported a previous issue with the boundary and explained a former Center Harbor Selectmen has offered to report that history to the current Board. Mr. Hanson reported the Selectmen would be meeting with Cartographics Associates later in the

morning to discuss updating the Town's tax maps; he reported the perambulation may be done in conjunction with the re-mapping. Mr. Terenzini reported he would ask the Town of Moultonborough's Board of Selectmen to consider offsetting the cost of the Center Harbor/Moultonborough perambulation.

BUILDING COMMITTEE (BC) PRESENTATION: Architect Gary Goudreau presented the proposed site plan for the proposed Police Station for the Selectmen's review. He reported there is approximately 5,300 square feet, including the garage. Mr. Goudreau reported the floor plan represents the Police Department's absolute needs, not their "wants". He explained the Police Department currently uses approximately 4,700 square feet, of which approximately 350 square feet are administrative office space, 1,950 square feet is storage space located in various places throughout Town buildings and 2,400 square feet is used in the Meredith Police Department. Mr. Goudreau explained it costs more to build a police station than an office building due to requirements such as bullet proofing, sight and sound separations and compartmentalizing the functions. He explained the proposed building will have a colonial look with low maintenance and cost effective cement siding.

Construction Manager Keith McBey submitted an initial cost estimate and explained the number will be refined as the project progresses. Mr. McBey reported he and Mr. Goudreau will submit a cost estimate at the end of October which the voters will be able to vote on at Town Meeting. He reported the actual bid figures will be tighter than the estimate and explained the warrant article may be able to be amended at Town Meeting. Mr. Loudon reported the cost estimate is more than the BC wanted to spend, but the proposal includes the minimum requirements for the Police Department to be responsible; he reported the BC performed a reasonable job to be cost effective for the Town. Chief Chase reported the BC looked at areas to be cut; the only room not necessary would be the meeting room and the savings would be approximately \$50,000. He reported the proposed building will accommodate the Police Department for a long time and will still be functional when the bond is paid off. Chief Chase reported the proposed building will allow the Police Department to be completely independent from other towns and will meet the Department's needs for many years. He explained he hopes the residents understand that the Center Harbor Police Department has always had the luxury of using the Meredith Police Department. Mr. Hanson reported the proposal is a "no frills" design and the cost needs to be kept in perspective; a life/safety building would cost more than \$3,000,000 and the Town spent \$600,000 to pave the Town roads. He reported the Selectmen are researching different funding scenarios. The Selectmen will hold a public hearing regarding the proposed Police Station on Saturday, October 24, 2009 at 10:00 a.m.

CARTOGRAPHIC ASSOCIATES REPRESENTATIVES DON BUTSON & TIM FOUNTAIN: There was discussion regarding the possibility of re-mapping the Town. Mr. Butson reported the Town paid Cartographics \$5,500 to perform the preliminary work for re-mapping several years ago; this was required as part of the State of New Hampshire's Department of Revenue Administration certification program. He explained the next step would be to develop a base map; this would cost approximately \$20,000 to \$50,000, but the State's planned aerial project would save the Town a minimum of \$20,000. Mr. Hanson reported the State will provide 1' resolution at no cost, but there would be a cost for 6" resolution. Mr. Butson reported the State will charge between \$160 and \$240 per square mile for the 6" resolution. Mr. Fountain presented a power point demonstration of the finished project. Mr. Hanson reported the Town is in the process of updating the Master Plan and there was discussion incorporating re-mapping during this process. Mr. Hanson requested Mr. Butson submit a proposal to the Selectmen by November 1, 2009 for consideration in the 2010 budget.

KEVIN & DIANE CAMPBELL: Mr. Hanson explained the Board of Selectmen would like to pursue coming to an agreement with Mr. & Mrs. Campbell to remove the lease that encompasses a portion of the bandstand property. Mr. & Mrs. Campbell reported they need security for possible additional parking in the future. Mr.

Campbell explained the current parking spaces work with the businesses that are currently in the building, but explained that in the future more parking may be needed to accommodate different businesses. Mrs. Campbell reported employees have to park elsewhere during the summer season. Ms. Mattson suggested the Town and the Campbell's enter into a Boundary Line Adjustment (BLA) which would eliminate the yearly lease and allow for the Campbell's future parking needs. Mr. Drenkhahn reported the current lease allows parking to come within thirteen (13) feet of the bandstand. Mr. Campbell explained the square footage of his building collates to the number of parking spaces allowed. Mr. Campbell reported he had presented a parking plan to a previous Board of Selectmen; he will review these plans with the Selectmen on October 7, 2009 at 8:00 a.m.

ROAD AGENT JEFF HAINES: There was discussion regarding the following items:

High Haith Bridge project: The Selectmen reviewed the invitation to bid on the High Haith bridge replacement project; bids will be due on October 19, 2009.

Hawkins Pond Dam: Mr. Haines reported requesting information in 2007 from the State of New Hampshire Department of Environmental Services Dam Bureau about clarification on responsibility for the road crossing over the Hawkins Pond Dam; the Selectmen will formally request this information. Mr. Haines explained clarification would allow him to plan for maintenance matters.

Sand/Salt Shed Request for Proposals: The Selectmen plan to have the sand/salt shed RFP ready on Monday, September 28, 2009

BOB BEEM: Mr. Beem reported the history of a previous perambulation between Center Harbor and Moultonborough. He reported there was never conflict with the facts, but there was an issue of a property owner's placement of a mobile home on his property in Center Harbor, which was done without receiving a permit from Center Harbor. He explained this parcel of land had been ruled non-buildable by both towns. Mr. Beem reported there is a potential conflict at the other end of Town. He explained there is a conflict on a United States Geological Services map. Mr. Hanson explained the Selectmen are considering perambulating the town lines in conjunction with Cartographics Associates re-mapping the Town.

UNFINISHED BUSINESS:

WOOD RIDGE ROAD: The Selectmen received a draft quitclaim deed to convey the fee interest in Wood Ridge Road to the Town of Center Harbor prepared by Attorney Lee Mattson and submitted to Town Attorney Doug Hill for clarification on a few issues. Attorney Hill will be asked for clarification.

NEW BUSINESS:

PUBLIC HEARINGS: The Selectmen received information from the Local Government Center (LGC) that there is no legal requirement that a public hearing be kept open for any particular length of time.

HOT DOG CART REQUEST: The Selectmen received a request from Sherry Peters to operate a hot dog cart at the Town Beach area. Mr. Hanson asked that the Selectmen requirements to permit a hot dog cart vendor on a first come basis be researched. Mr. Drenkhahn referenced the current hot dog cart vendor and reported the Selectmen do not want to impact someone's livelihood.

ADDITIONAL BUSINESS:

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

Harris	TML 6-11
Meloney	TML 5-7.1
Heath	TML 9-51

INTENT TO EXCAVATE: The Selectmen reviewed, and signed, the following “Notice of Intent to Excavate”:

Paquette	TML 4-24
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CURRENT BILLS PAYABLE: The Selectmen reviewed, and approved the payroll and accounts payable manifests as presented.

CORRESPONDENCE:

RICHARD LELAND: The Selectmen received a letter from Mr. Leland expressing his concerns about the water level of Lake Waukegan; a copy of this letter will be forwarded to the State of New Hampshire Dam Bureau prior to the Dam Bureau’s September 28, 2009 public hearing.

IRA WEEKS III: The Selectmen reviewed correspondence submitted from Mr. Weeks to Code Enforcement Officer Ken Ballance outlining work he is performing at 311 Daniel Webster Highway (TML 3-89). Mr. Weeks intends to repair the building so it will be safe and insurable and rent it for the winter months.

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

- **Notice of Administratively Incomplete Minimum Impact Expedited Application:**
Powers TML 6-39
- **Shoreland Impact Permit:**
Bevilacqua TML 7-34

ADJOURNMENT: At 11:51 a.m. Ms. Mattson motioned to adjourn the Board of Selectmen’s meeting. Mr. Drenkhahn seconded the motion and the vote was unanimous.

Respectfully submitted,

Robin Woodaman,
Selectmen’s Secretary