

**Center Harbor Board of Selectmen
Meeting Minutes
Wednesday, November 7, 2007**

Chairman Davis called the meeting to order at 7:15 p.m. Present were Selectmen Randy Mattson and Charley Hanson. Gene Manville, Bill Hett, Beverly Hett, Terri Martin-Chance, Robert Chance, Fire Chief John Schlemmer, Kent Libby, Laconia Citizen Reporter Erin Plummer and Selectmen's Secretary Robin Woodaman were also in attendance.

APPROVAL OF MINUTES: It was noted the adjournment of the October 30, 2007 meeting was not referenced. Mr. Hanson motioned to accept the minutes of October 30, 2007 with the addition of the adjournment of the meeting: "at 9:19 p.m. Mr. Hanson motioned to adjourn the meeting. Mr. Davis seconded the motion and the vote was unanimous". Ms. Mattson seconded the motion and the vote was unanimous. The acceptance of the November 6, 2007 Selectmen's meeting with the State of New Hampshire Department of Environmental Services was tabled until next week.

APPOINTMENTS:

WILLIAM & BEVERY HETT: Mr. & Mrs. Hett signed a permanent easement granting the Town of Center Harbor the perpetual right to construct, operate, maintain and repair the drainage system components, and to enter onto the property with workers and machinery for that purpose. The easement area is shown on H. E. Bergeron Engineers, Inc. "Plan of Easement Areas on Properties of William F. & Beverly A. Hett, and Terri Martin-Chance and Robert Chance, for the Kelsea Avenue and Kelley Court Improvements prepared for the Town of Center Harbor".

TERRI MARTIN-CHANCE & ROBERT CHANCE: Mr. Hanson reported he and Ms. Mattson met with the New Hampshire Department of Environmental Services (NHDES) Wetland's Bureau regarding the Town's pending wetlands permit application. Mr. Hanson reported the NHDES's recommended change for the easement that would be located on their property would change it from a pipe underground to a stone lined swale. Mr. & Mrs. Chance were unhappy with this change and will not sign an easement unless it is for an underground structure.

Mr. Chance explained their property was originally flat, but now he can't access the back third of his property due to erosion.

FIRE CHIEF JOHN SCHLEMMER: Chief Schlemmer presented the following proposed 2008 budget:

- Fire Chief Wages: \$23,088 proposed for 2008 (Fire Chief Stipend budgeted in 2007 was \$7,800). Chief Schlemmer explained the budget is for 24 hours per week at \$18.50 per hour. Mr. Hanson explained the Selectmen had agreed the Fire Chief's position would be twenty hours per week. Chief Schlemmer reported he doesn't know if he can get everything done in twenty hours per week and explained he is also working on the generator and hydrant projects.
- Interim Chief Wages: \$0 proposed for 2008 (\$0 budgeted in 2007; \$17,685 was spent. This line item will be eliminated due to the hiring of Chief Schlemmer).
- Firefighter Hazmat Wages: \$500 proposed for 2008 (\$0 budgeted in 2007). Chief Schlemmer explained this will be a new line item. He reported some firefighters are members of the Central NH Hazmat team and when they are utilized the payment for their

services will be through payroll and the Town will be reimbursed by the State; this reimbursement is deposited into the Town's general fund.

- Firefighter Wages: \$27,600 proposed for 2008 (\$27,600 budgeted in 2007).
- Firefighter Wages Special Detail: \$500 proposed for 2008 (\$0 budgeted in 2007).
- Telephone: \$500 proposed for 2008 (\$500 budgeted in 2007).
- Forest Fires: \$1,000 proposed for 2008 (\$1,000 budgeted in 2007).
- Equipment Maintenance: \$4,500 proposed for 2008 (\$4,500 budgeted in 2007).
- Vehicle Maintenance: \$10,310 proposed for 2008 (\$10,310 budgeted in 2007).
- Dues & Subscriptions: \$500 proposed for 2008 (\$500 budgeted in 2007).
- Training: \$4,000 proposed for 2008 (\$2,700 budgeted in 2007). Chief Schlemmer reported this will allow the Fire Department to offer higher quality of training to its members; he reported Firefighter 1 and EMT programs cost approximately \$500 per student.
- Medical Supplies: \$1,000 proposed for 2008 (\$1,000 budgeted in 2007).
- Office Supplies: \$500 proposed for 2008 (\$500 budgeted in 2007).
- Postage: \$125 proposed for 2008 (\$125 budgeted in 2007).
- Auxiliary Supply Fund: \$500 proposed for 2008 (\$500 budgeted in 2007).
- Vehicle Fuel – Gas: \$750 proposed for 2008 (\$750 budgeted in 2007).
- Vehicle Fuel – Diesel: \$1,500 proposed for 2008 (\$1,500 budgeted in 2007).
- Hardware Supplies: \$800 proposed for 2008 (\$800 budgeted in 2007).
- Hydrant Equipment/Maintenance: \$5,000 proposed for 2008 (\$5,000 budgeted in 2007). Chief Schlemmer explained he would like the hydrant in front of the Fire Station to have water; Mr. Davis explained this will be a 'push line'. Chief Schlemmer reported he is working on the hydrant at the beach area. Mr. Davis reported the Planning Board had an informal discussion about the proposed Duymazlar hydrant and explained the Duymazlar's will have to go through some steps to remove this amenity from their subdivision so they can put the money towards the fire hydrant on Main Street.
- Protective Equipment: \$11,740 proposed for 2008 (\$11,740 budgeted in 2007).
- Radios: \$1,500 proposed for 2008 (\$1,500 budgeted in 2007).
- Hose: \$1,000 proposed for 2008 (\$1,000 budgeted in 2007).
- Computer Upgrade: \$500 proposed for 2008 (\$0 budgeted in 2007). Chief Schlemmer reported there is software available which would make the NIFIRS and Temsis reporting much better.
- SCBA: \$500 proposed for 2008 (\$500 budgeted in 2007).
- New Equipment: \$30,033 proposed for 2008 (\$6,682 budgeted in 2007). Chief Schlemmer reported the nine year old defibrillator cannot be upgraded to the American Heart Association's standards; the cost of a new one is \$9,322. He reported the Fire Department currently has a new defibrillator on loan until Town Meeting due to the poor operation of the old defibrillator. He also explained he would like to purchase a hydraulic powered portable rescue tool, with a 16,000 pound capability, which can be used for cutting, lifting and spreading while on the scene of motor vehicle accidents, industrial accidents and farm accidents. Chief Schlemmer reported he is working with Police Chief Mark Chase on a Highway Safety Grant which would cover \$4,500 of this tool. He explained he would like the Fire Association to match the grant. Mr. Davis explained the Association would have to be asked about this donation at a meeting. Chief Schlemmer reported there is a seven month old demo unit that could be purchased for \$3,000 less than the "new" price of \$14,029. Mr. Davis suggested the defibrillator and rescue tool be warrant articles for vote at Town Meeting. He explained the taxpayers would be more

informed of the items if they were warrant articles and the proposed budget would not be so inflated.

- Fire Truck Lease: \$26,475 proposed for 2008 (\$26,475 budgeted in 2007).
- Physical Exams: \$2,652 proposed for 2008 (\$2,652 budgeted in 2007).

Chief Schlemmer recommended a \$25,000 Capital Reserve Fund (CRF) warrant article for the purpose of replacing Fire Department equipment for 2008. He explained one engine is 29 years old and the other is 20 years old. He reported he would like the Fire Department to have only two good engines with a fifteen year spread between purchases.

Chief Schlemmer recommended disposing of the utility truck. Mr. Davis asked if it could be used for cold water rescues and Chief Schlemmer explained he would like to look long range and reported the utility truck is not appropriate to carry people.

Chief Schlemmer reported he would like to speak with the Space Needs Committee (SNC). Mr. Hanson explained the SNC is wrapping up. Chief Schlemmer explained he feels the Highway Garage is in a good location, the center of the Town, and he would like to see an expansion of the current Fire Department area in that building.

Chief Schlemmer reported he is researching generators and will be applying for another grant. He explained he is researching a generator that would be located at the corner of the Fire Station; this would be diesel-operated. Mr. Davis asked Chief Schlemmer to submit three estimates and explained a contract will have to be in place by the end of the year in order to encumber the funds.

UNFINISHED BUSINESS:

REVALUATION: The Selectmen reviewed the 2007 property assessments submitted by Commerford, Nieder and Perkins; \$6,425,604 of property value was adjusted as a result of the informal hearings. There is a 42% increase in the Town's values since 2006; this is \$142,994,748 more in property value since 2006. Mr. Davis motioned to accept the values as presented. Mr. Hanson seconded the motion and the vote was unanimous.

KELSEA AVE./KELLEY COURT DRAINAGE PROJECT: There was discussion regarding the pending wetland's permit application. Mr. Davis reported the project can be finished for the winter without working in the wetland's area. Mr. Hanson reported he will speak to the DES representative about Mr. & Mrs. Chance's issues. Mr. Manville voiced his concern about the size of the drainage pipe in front of his property, feeling it was not large enough. He also commented on the size of the pipes and number of catch basins on Kelsea Ave. down the road from his property feeling they were oversized. Ms. Mattson reported his comments will be shared with the engineer. Mr. Manville acknowledged that the Board had brought his concern regarding the road crossing near his home to the engineer, but the engineer informed the Board that the new pipe had a much higher flow rating.

NICHOLS MEMORIAL LIBRARY: The Selectmen reviewed correspondence received from Terry Knowles, the Assistant Director of the Charitable Trusts Unit of the Attorney General's (AG) Office in response to the Selectmen's letter of August 1, 2007 asking the AG's Office to determine if the proper procedures were followed when the Townspeople voted for the Town to take charge and management of the Library as provided in the deed of trust from Mr. Nichols. Ms. Knowles requested more information from the Library Trustees.

NEW BUSINESS:

ELDERLY EXEMPTIONS: The Selectmen reviewed the Town’s current elderly exemptions:

Age <u>65-74 Years</u>	Age <u>75-79 Years</u>	Age <u>80+ Years</u>	Income Limits <u>Single</u> <u>Married</u>	Asset Limit (excluding value of <u>residential real estate</u>)
5,000	10,000	15,000	13,400 20,400	35,000

Mr. Davis reported Center Harbor is lagging behind the exemption amounts in place in surrounding towns. Mr. Hanson recused himself from this discussion because he has an elderly family member. Mr. Davis suggested Center Harbor adopt the Town of Sandwich’s exemptions:

Age <u>65-74 Years</u>	Age <u>75-79 Years</u>	Age <u>80+ Years</u>	Income Limits <u>Single</u> <u>Married</u>	Asset Limit (excluding value of <u>residential real estate</u>)
15,000	25,000	45,000	20,000 30,000	50,000

The Department of Revenue Administration (DRA) will be asked if the Selectmen can increase the exemption amounts or if a Town Meeting warrant article is required.

INTER-LAKES SCHOOL DISTRICT: The Selectmen reviewed the apportioned actual assessment schedule for the Inter-Lakes School District 2007/2008 school year in the amount of \$2,188,555. Mr. Hanson reported there are 139 full time students and 27 part time students from Center Harbor for a total of 166 students; he reported the cost per student is \$13,184.07.

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

JEREMY HILTZ EXCAVATING: Mr. Hanson motioned to approve for payment Jeremy Hiltz Excavating’s Second Application for Payment for the period ending October 31, 2007 based on H. E. Bergeron’s (HEB) recommendation in the amount of \$157,001.40. Ms. Mattson seconded the motion and the motion passed. Mr. Hanson asked if this payment included the extra ledge removal and Mr. Davis said yes. It is approximately \$8,000 over the estimate.

CORRESPONDENCE:

SLAVA GAUFBERG: The Selectmen reviewed correspondence received from Mr. Gaufberg addressing the new assessment of his property. He reported he purchased the property in 2004 and the new assessment constitutes a 21% increase. Mr. Gaufberg asked the Selectmen to review and reconsider the new assessment; this letter had been forwarded to the assessors.

WHITMAN COMMUNICATIONS, INC. The Selectmen reviewed a proposal in the amount of \$1,990 for the printing of the 2007 Annual Reports; Mr. Davis reported the cost for the 2006 reports was \$1,930. Mr. Davis motioned to contract with Whitman Communications, Inc. for the printing of the 2007 Annual Reports. Mr. Hanson seconded the motion and the vote was unanimous.

COMMUNITY ACTION PROGRAM (CAP): The Selectmen reviewed CAP's appropriation request for \$8,400 for 2008; CAP was funded \$8,400 in 2007. CAP reported providing \$53,990.43 in services to Center Harbor residents. This request will be a warrant article.

NON-PUBLIC SESSION: At 9:25 p.m. Ms. Mattson motioned to go into a non-public session per RSA 91-A:3, II(3) to discuss pending litigation. Mr. Hanson seconded the motion and the vote was unanimous. There was discussion regarding Sheafe Harbor House. At 9:39 p.m. Mr. Hanson motioned to end the non-public session. Ms. Mattson seconded the motion and the vote was unanimous.

RECONVENE: At 9:39 p.m. Mr. Hanson motioned to reconvene the Selectmen's meeting. Mr. Davis seconded the motion and the vote was unanimous. Mr. Hanson motioned to seal the minutes of the non-public session until the pending litigation is resolved. Ms. Mattson seconded the motion and the vote was unanimous.

ADDITIONAL BUSINESS:

CAPITAL IMPROVEMENT PLAN (CIP): Mr. Davis reported speaking to the Planning Board (PB) about a CIP. He explained PB Chairman Lee Mattson will look into it.

MASTER PLAN UPDATE: Mr. Hanson asked the status of the master plan update. Mr. Davis explained the PB plan to publish a notice informing residents where they can pick up a survey.

FIRE DEPARTMENT UTILITY TRUCK: The Selectmen reviewed a memo from Fire Chief John Schlemmer requesting the sale, or utilization by another department, of the 1982 Ford Utility truck. He reported it is surplus equipment to the Fire Department. The Selectmen would like the Department heads asked if they could use this truck, if not it will be put out to bid.

CONSTRUCTION PERMITS: The Selectmen reviewed the following approved construction permits:

Johnson	TML 6-69.3
Waukewan Golf Club	TML 3-67
Hilltop Partnership	TML 7-16
Immaculate Conception School	TML 9-92

ADJOURNMENT: At 10:13 p.m. Mr. Davis motioned to adjourn the meeting. Mr. Hanson seconded the motion and the vote was unanimous.

Respectfully submitted,

Robin Woodaman,
Selectmen's Secretary

