

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

Chairman Charley Hanson called the meeting to order at 6:00 p.m. Present were Selectmen Richard Drenkhahn and Randy Mattson. Candidates for the Public Works Equipment Operator position, Road Agent Jeff Haines and Selectmen's Secretary Robin Woodaman were also in attendance.

**NON-PUBLIC SESSION:** At 6:01 p.m. Mr. Hanson motioned to go into a non-public session per RSA 91-A:3, II(b) for the purpose of hiring a public employee. Mr. Drenkhahn seconded the motion and the vote was unanimous. Mr. Hanson, Mr. Drenkhahn, Ms. Mattson and Mr. Haines were present. The Selectmen conducted interviews for the position of Public Works Equipment Operator. At 8:20 p.m. Ms. Mattson motioned to end the non-public session. Mr. Drenkhahn seconded the motion and the vote was unanimous.

**RECONVENE:** At 8:20 p.m. Mr. Hanson reconvened the Board of Selectmen's meeting.

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

**UNFINISHED BUSINESS:**

**SNOW PLOWING COVERAGE:** Road Agent Jeff Haines reported retired Town employee Ron Shaw has agreed to fill in with snow plowing as needed; Mr. Shaw requested he not be asked to work during an ice storm. Mr. Drenkhahn suggested Mr. Shaw's compensation be the same hourly rate as when he retired; Mr. Hanson and Ms. Mattson agreed.

**HIGH HAITH BRIDGE PROJECT:** The following was discussed:

- **Contractor's Application for Payment #1:** The Selectmen reviewed M.E. Latulippe Construction, Inc.'s first application for payment. Mr. Hanson motioned to approved M. E. Latulippe Construction, Inc.'s first application for payment in the amount of \$41,245. Mr. Drenkhahn seconded the motion and the vote was unanimous.
- **Periodic Field Observation Reports:** The Selectmen reviewed seven (7) Periodic Field Observation Reports submitted by Quantum Construction Consultants, LLC.

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

- **NH Municipal Association dues:** \$1,464.07 proposed for 2010 (\$1,573.85 approved in 2009).

**F-350 DUMP TRUCK:** The Selectmen received a check, in the amount of \$782.25, from the Local Government Center (LGC), which is the payment less the Town's deductible for the damages to the F-350 dump truck, which was involved in an accident on December 10, 2009. LGC has requested an invoice for the replacement of the snow plow blade and a police report so that LGC can recoup the Town's deductible.

**AMBULANCE SERVICE:** The Selectmen received, and reviewed, information from Medstar EMS.

**GRANT PROGRAM:** The Selectmen reviewed the Fedconnect grant program information, which was established for the Town by Receptionist Janet Kimball.

**PERAMBULATION OF TOWN BOUNDARIES:** The Selectmen received Ryan MacDonald's contract for the perambulation of the Town's boundaries. Mr. Hanson reported the Selectmen will review the contract for signing at a future Selectmen's meeting. Mr. Hanson asked that the abutting towns be notified of the cost of perambulating their boundary.

**PROFESSIONAL PLANNER:** The Selectmen received Lakes Region Planning Commission's agreement for professional planner assistance; the Selectmen will review this agreement for signing at a future Selectmen's meeting.

**TREE CUTTING ON ROADS:** Mr. Hanson reported speaking with a representative of the Local Government Center (LGC) who informed him (Mr. Hanson) that written permission from the Board of Selectmen is required for cutting trees on any road. Mr. Hanson reported asking if the Selectmen's permission was reflected in the Selectmen's meeting minutes would suffice the requirement; it was explained that would not – there has to be a letter authorizing cutting of trees.

**NEW BUSINESS:**

**ROAD FILES:** Mr. Hanson suggested a file be created on every road in Town; Receptionist Janet Kimball will be asked to create these files.

**MUNICIPAL BUILDING'S WALKWAYS LIGHTS:** The Selectmen reviewed an email received from Road Agent Jeff Haines reporting one (1) light on the Municipal Building's walkway is rotted and in need of replacement. He explained the design of the lights is such that they allow moisture to get inside of the fixture, which over time has led to the decay of some of the metal. Mr. Haines suggested the Selectmen consider replacing the lights in the next few months. There was discussion regarding outdoor lighting being addressed in The Jordan Institute's energy audit. Ms. Mattson reported she doesn't believe outdoor lighting was referenced and suggested Mr. Haines contact someone to repair the light; Mr. Hanson and Mr. Drenkhahn agreed.

**WORKERS COMPENSATION PROGRAM:** The Selectmen received notification from the Local Government Center (LGC) that the LGC's Property-Liability Trust's Workers Compensation Program is being brought in-house.

The Selectmen reviewed LGC's invoice for the 2010 workers compensation coverage. Mr. Hanson motioned to sign the workers compensation notification. Ms. Mattson seconded the motion and the vote was unanimous.

**MUNICIPAL LAW SECTION OF THE NH BAR:** The Selectmen reviewed the following handouts submitted by Town Attorney Doug Hill:

- Time line for traditional town meeting, and
- Suggested warrant articles

**FOREST FIRE WARDEN'S REPORT:** The Selectmen received, and reviewed, the 2009 "Report of Forest Fire Warden and State Forest Ranger"; this will be inserted in the 2009 Town Report.

**SNOW REMOVAL AND ICE CONTROL PROCEDURES:** The Selectmen reviewed the Highway Department's Snow Removal and Ice Control Procedures revisions as of November 4, 2009. Included was a copy of the October 15, 2009 letter to Allan Hale Sr., regarding Beaverside and Meadow Drives, in which the Selectmen acknowledges Mr. Hale's efforts to resolve the wetlands issues on Beaverside and Meadow Drives; the Selectmen had decided to provide winter maintenance to those roads in order to give Mr. Hale additional time to resolve the wetlands issue as well as to comply with the conditions of the March 2009 Town's acceptance of these roads.

Mr. Hanson motioned to sign the procedures. Ms. Mattson seconded the motion and the vote was unanimous.

**COWELS HEATING & AIR:** The Selectmen thanked Phil Cowles, of Cowles Heating & Air, who repaired the furnace of a resident who has been experiencing difficulties at no charge to the Town.

**ENERGY COMMITTEE (EC) ENERGY TIPS HANDOUTS:** The Selectmen reviewed the EC's "Ideas and Resources for Saving Energy from the Center Harbor Energy Committee's" energy tips handout for building permits. Mr. Hanson motioned to include the handout with construction permit applications. Ms. Mattson seconded the motion and the vote was unanimous.

**ADDITIONAL BUSINESS:**

**BUILDING COMMITTEE (BC):** Mr. Drenkhahn reported the BC met on Thursday, December 17, 2009 and received the following "soft" cost estimates for the proposed Police Station:

<b>Construction Testing – Geo Tech follow up</b>	<b>\$5,000</b>
<b>Furnishings, Fixtures &amp; Equipment</b>	<b>\$45,000</b>
<b>Furnishings (no bids)</b>	<b>\$20,000</b>
<b>Computers</b>	<b>\$10,000</b>
<b>Antennas &amp; Radios</b>	<b>\$8,000</b>
<b>Unknown (estimates not received)</b>	<b>\$7,000</b>
<b>Hazardous testing for demo and removal of Brooks house</b>	<b>\$15,000</b>
<b>Owners Contingency Fund (based on 3.33%</b>	
<b>of total construction cost</b>	<b>\$40,000</b>
<b>Security Cost (Tel-Data)</b>	<b><u>\$55,000</u></b>
	<b>\$160,000</b>
<b>Total Project Cost</b>	<b>\$1,359,456.88</b>

Mr. Drenkhahn reported the BC is confident this figure will be reduced by Town Meeting when more accurate cost figures are available.

There was discussion regarding the warrant article; the Selectmen received information on wording for a similar warrant article at the Local Government Center's Budget Workshop.

**DANE FOREST**: Ms. Mattson reported the Lakes Region Conservation Trust (LRCT) and Squam Lakes Conservation Society (SLCS) have almost achieved 100% of the fundraising for the purchase of the Dane Forest. She reported the closing is scheduled for March 2010.

**HOLDERNESS ZONING BOARD OF ADJUSTMENT (ZBA)/LUSCHER**: The Selectmen received notification from the Holderness ZBA that Paul and Heidi Luscher had applied to continue operating their business, Ameriswiss Technologies, LLC at their residence. The ZBA hearing is scheduled for January 12, 2010.

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

**CORRESPONDENCE**:

**ADJOURNMENT**: At 8:47 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

