

**Town of Center Harbor
Board of Selectmen's Meeting Minutes
December 30, 2009**

CALL TO ORDER: At 6:30 p.m. Chairman Charley Hanson called the meeting to order. Selectman Richard Drenkhahn was also present. Selectman Randy Mattson was absent with notice. Road Agent Jeff Haines, a candidate for the public Works Equipment Operator position, and Selectmen's Secretary Robin Woodaman were also in attendance.

NON-PUBLIC SESSION: At 6:30 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; the motion passed. Mr. Hanson, Mr. Drenkhahn and Mr. Haines were present. The Selectmen conducted an interview for the position of Public Works Equipment Operator. After the final interview, the Board and Road Agent discussed the qualifications of all the candidates who applied for the position and chose to offer the job to Richard Vappi. At 7:21 p.m. Mr. Hanson motioned to end the non-public session. Mr. Drenkhahn seconded the motion; the motion passed.

RECONVENE: At 7:21 p.m. Mr. Hanson reconvened the Board of Selectmen's meeting.

APPROVAL OF MINUTES: Mr. Drenkhahn motioned to accept the minutes of December 23, 2009. Mr. Hanson seconded the motion; the motion passed.

APPOINTMENTS:

ROAD AGENT JEFF HAINES: The following items were discussed:

- **Public Works Equipment Operator:** Road Agent Jeff Haines reported Richard Vappi was offered the position of Public Works Equipment Operator this evening. He accepted the position and he will begin effective January 4, 2010. Mr. Hanson reported his employment will be pending a satisfactory background check.
- **F-350 dump truck:** The Selectmen received a check, in the amount of \$4,495, from the Local Government Center (LGC) for payment for the replacement of the plow blade for the F-350 dump truck, which was involved in an accident on December 10, 2009.

Mr. Haines reported receiving a telephone call from the insurance company of the vehicle which hit the dump truck. Mr. Haines reported calling the Local Government Center (LGC), the Town's insurer, who advised Mr. Haines not to speak with the other insurance company directly; LGC will contact them. Mr. Haines reported LGC is looking to recoup the Town's expenses relating to the accident.

- **Vehicle insurance cards:** Mr. Haines reported LGC does not issue insurance identification cards for the Town's vehicles. He reported obtaining a template for the Town to create its own insurance identification cards; Mr. Hanson suggested Receptionist Janet Kimball could produce the identification cards.
- **Encumbrance of funds:** Mr. Haines reported soliciting bids to encumber funds in 2009 for the replacement of the dump truck body; it would cost approximately \$15,000. Mr. Hanson reported

the Town's purchasing policies requires a formal bid process for anything over \$10,000; 2009 funds will not be able to be encumbered for these repairs.

UNFINISHED BUSINESS:

HIGH HAITH BRIDGE REPLACEMENT PROJECT: Mr. Drenkhahn reported visiting the site while a large rock was being moved; he reported a dead tree fell over when the rock was removed. Mr. Hanson reported the Selectmen will have to submit a letter to the contractor giving him permission to remove the tree. There was discussion regarding a tree on an abutter's property, near the project, but not part of the project, which fell into the power lines and was cut by the power company; a letter will be sent to the property owner.

MORRILL PARK: Mr. Hanson reported contacting Attorney Doug Hill regarding the coordination of necessary information to move forward with the Morrill Park court process.

PERAMBULATION: Mr. Hanson reported there was an editorial in the Meredith News regarding the Town's proposal to hire a professional to perform the perambulation of the Town's boundaries; the editorial reported the Selectmen should walk the Town's lines. Mr. Hanson explained the editorial failed to point out that all boundaries and markers will be indicated with GPS coordinates as part of this project. He explained the Selectmen's intent is to have accurate GPS points; this was the specific purpose of contracting a professional.

The Selectmen reviewed an email received from Ryan MacDonald, the lowest bidder on the perambulation services, reporting the fee to perambulate all Center Harbor's boundaries which are common lines with Holderness, New Hampton, Meredith and Moultonborough is \$4,400. Mr. MacDonald also submitted a fee to perambulate each line individually by town (\$4,700). He explained there will be a savings of \$300 by having all the lines perambulated under the same contract.

PROFESSIONAL PLANNER: Mr. Hanson reported a couple of items need clarification prior to the Selectmen signing the agreements for Lakes Region Planning Commission's professional planner assistance.

ENERGY COMMITTEE (EC) ENERGY TIPS HANDOUTS: The Selectmen received an email from Code Enforcement Officer Ken Ballance reporting he reviewed the EC's energy tips handouts and reported many of the ideas are required in the current building codes and the rest are recommendations. Mr. Ballance reported he feels the handout is a fine idea, but explained code officers who issue permits have experienced that adding any document to the permit process will lead people to think it's a requirement. Mr. Hanson would like Mr. Ballance to indicate which items are requirements.

NEW BUSINESS:

MUNICIPAL BUILDING LOW HEAT ALARM: The Selectmen discussed issues with the Municipal Building's heating system and the low heat alarm in the attic. Mr. Hanson would like Phil Cowels, of Cowels Heating & Air, contacted regarding a solution for the immediate needs.

2010 ASSESSING SERVICES: The Selectmen reviewed Commerford, Nieder, Perkins, LLC contract for 2010 assessing services. Mr. Hanson suggested the Selectmen solicit formal bids for a three (3) year contract and Mr. Drenkhahn agreed.

E9-1-1 LIAISON: The Selectmen reviewed, and Mr. Hanson signed, the appointment form to appoint Janet Kimball as the Town’s primary E9-1-1 database liaison and Robin Woodaman as the Town’s secondary E9-1-1 database liaison.

BLOOD PRESSURE CLINIC: The Selectmen received, and approved, a request from the Meredith Public Health Nursing Association requesting they be permitted to hold the monthly blood pressure clinics on the first Monday of each month from 11:00 a.m. to 12:00 p.m.; this would be a change from the current blood pressure clinics held on the second Wednesday of each month.

DEPUTY TAX COLLECTOR OF TAXES FOR BOATS: The Selectmen signed a letter to the State of New Hampshire Department of Safety confirming that E. M. Heath, Inc. is authorized by the Town to be a Deputy Collector of Taxes for Boats.

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

ADDITIONAL BUSINESS:

CURRENT USE BOARD RULEMAKING HEARING: The Selectmen received notification from the State of New Hampshire Department of Revenue Administration (NH DRA) that the Current Use Board will hold a Rulemaking Hearing on Friday, January 22, 2010 at 1:30 p.m.

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

Bureau TML 1-19

MINIMUM IMPACT EXPEDITED APPLICATION: The Selectmen reviewed the following State of New Hampshire Department of Environmental Services Wetlands Bureau “Minimum Impact Expedited Application”:

Allen TML 3-96

CORRESPONDENCE:

ADJOURNMENT: At 7:54 p.m. Mr. Drenkhahn motioned to adjourn the Board of Selectmen’s meeting. Mr. Hanson seconded the motion; the motion passed.

Respectfully submitted,

Robin Woodaman
Selectmen’s Secretary