

**Center Harbor Board of Selectmen  
Board of Selectmen's Meeting  
Wednesday, April 6, 2016**

**CALL TO ORDER:** At 7:00 p.m. Chairman Harry Viens called the Board of Selectmen's meeting to order. Selectmen Richard Hanson (left at 8:00 p.m. with prior notification) and Richard Drenkhahn were present. State of New Hampshire Representatives Brian Gallagher and Valerie Fraser, Emergency Management Director David Hughes, Police Chief Mark Chase, Heritage Commissioners Karen Ponton and Kim Baker, Lakes Region Conservation Trust President Don Berry and Selectmen's Administrative Assistant Robin Woodaman were present.

**AGENDA REVIEW:** Mr. Viens reported Lakes Region Conservation Trust President Don Berry, Emergency Management Director David Hughes and Police Chief Mark Chase would like to meet with the Selectmen.

**APPROVAL OF MINUTES:**

- **March 30, 2016 Board of Selectmen's meeting:** Mr. Drenkhahn motioned to accept the minutes of the March 30, 2016 Board of Selectmen's meeting. Mr. Hanson seconded the motion and the vote was unanimous.

**APPOINTMENTS**

**STATE OF NEW HAMPSHIRE REPRESENTATIVE BRIAN GALLAGHER:** State of New Hampshire Representative Valery Fraser, who represents Center Harbor, introduced Mr. Gallagher, representing the State of New Hampshire District 4 (Tilton and Sanbornton). Mr. Gallagher reported he will be a candidate for State of New Hampshire Senator Jeanne Forrester's seat in the November 2016 election. Mr. Gallagher reported on his education, background and experience.

**EMERGENCY MANAGEMENT DIRECTOR (EMD) DAVID HUGHES:**

- **Community Emergency Response Team (CERT):** Mr. Hughes submitted information he received from CERT regarding financially supporting CERT programs. Mr. Hughes reported he does not recommend funding CERT's request.

**LAKES REGION CONSERVATION TRUST (LRCT) PRESIDENT DON BERRY:**

- **Fogg Hill conservation easement:** Mr. Berry submitted documents pertaining to the Town's conservation easement on LRCT's Fogg Hill conservation area, which were revised earlier today based on Town Attorney Chris Boldt's input. He reported the State of New Hampshire Department of Environmental Services Commissioner will sign the documents on Saturday and they will be recorded at the Registry of Deeds on Monday, April 11<sup>th</sup>. Mr. Drenkhahn motioned to sign the Fogg Hill conservation easement documents. Mr. Viens seconded the motion. There was discussion regarding asking Town Attorney Chris Boldt to review the documents one final time tomorrow. The motion to sign the documents passed with a unanimous vote. The check issued from the Town of Center Harbor's Conservation Fund to the LRCT, in the amount of \$40,000, will be released to the LRCT on Monday after the document has been recorded.

## **NEW BUSINESS:**

**TAX ANTICIPATION NOTE (TAN):** Mr. Drenkhahn motioned to draw \$500,000 on the Town's 2016 Tax Anticipation Note (TAN) with Meredith Village Savings Bank. Mr. Hanson seconded the motion and the vote was unanimous.

## **UNFINISHED BUSINESS:**

### **TOWN HOUSE:**

- **Survey:** Mr. Viens reported drafting a survey asking townspeople what they want for the Town House; he reported it may be ill-advised to include the survey in the upcoming property tax bill mailing. Heritage Commissioner (HC) Kim Baker reported she is adamantly opposed to sending a survey; she feels a survey should have been sent two years ago and by sending it now it sends a defeatist attitude. It was reported the HC is planning a public hearing to receive input on the Town House and hopes to have the HC's warrant article pass by 95% at next year's Town Meeting. Mr. Hanson reported he agrees with Ms. Baker – the survey should have been sent two years ago.
- **2016 warrant article:** There was discussion regarding the HC's 2016 warrant article, which was to raise and appropriate \$15,000, and HC Karen Ponton's amendment to increase the appropriation by \$10,000. Mr. Drenkhahn reported the original warrant article was recommended by the Selectmen and he did not know of the plan to amend the article. He explained he would have voiced his support for the original article, but would not support the amendment that he was not aware of. Ms. Baker reported there was discussion at a HC meeting to amend the article if the flow of the Town Meeting went well; she reported they have the right to amend an article and it was not done to upset the Selectmen. Mr. Hanson reported his recollection of the amendment being discussed at a HC meeting he and Mr. Viens attended and is reflected in the HC minutes of that meeting; Mr. Viens reported he has no recollection of this discussion. Ms. Baker reported the HC was concerned the \$15,000 request would be voted down. Ms. Ponton reported Architect Chris Williams, who prepared the architectural assessment of the Town House, had planned to attend Town Meeting, but became ill and could not attend. Ms. Ponton reported she became concerned, and sensed opposition to the warrant article after speaking to some voters prior to the start of Town Meeting; she explained she had hoped to stimulate a discussion by bringing forward the amendment and had hoped other Commissioners would speak.
- **Grants:**
  - **Mooseplate Grant:** Ms. Baker reported the HC is applying for a Mooseplate Grant; the grant funds will be used for the exterior stripping, repainting and replacement of rotted boards on the Town House. The Selectmen signed a letter supporting this application.
  - **Grant pictures:** Ms. Baker reported dust particles show in pictures of the interior of the Town House and will have to be taken again. She reported two cameras were used, but the dust particles appear in pictures taken with both cameras.
- **Exterior repairs to the Town House:** Ms. Baker reported the HC will move forward, per RSA's, requesting sealed proposals for the exterior stripping, repainting and replacement

of rotted boards on the Town House. She reported only rotted boards may be replaced; Uncle Hildes Lumber will be donating wood to replace the rotted boards.

- **Sign replacement:** Ms. Baker reported Royea Signs and Grafix has offered to donate a large, replacement sign for the top of the building.
- **Town House clean out:** Ms. Baker reported Road Agent Jeff Haines and the Highway Department did a phenomenal job cleaning out the Town House.

#### **POLICE CHIEF MARK CHASE:**

- **Highway safety grant:** Chief Chase submitted the State of New Hampshire Highway Safety STEP grant document; the grant is \$5,625, with a \$1,316.25 match. Mr. Drenkhahn motioned to sign the STEP grant document. Mr. Hanson seconded the motion and the vote was unanimous.
- **Grant wages:** Chief Chase reported having a discussion with the State of New Hampshire Highway Safety Department regarding the grant pay rate for part-time officers working the grant. He reported full time officers are compensated at 1 ½ times their hourly rate when working grants, which are above their 40-hour work week; however part-time officers do not work overtime and have been compensated at their part-time hourly rate. Chief Chase reported towns can establish a rate for part-time officers working grants and proposed compensating part-time officers \$26 per hour for grant work. Mr. Viens motioned to compensate part-time officers \$26 per hour while performing grant work. Mr. Drenkhahn seconded the motion and the motion passed.
- **Overdose death:** Chief Chase reported on a suspected heroin overdose death; he explained this is still an open investigation.
- **Non-public:** At 8:13 p.m. Mr. Drenkhahn motioned to go into a non-public session per FSA 91-A:3, II(c) to discuss matters that could affect someone's reputation if made public. Mr. Viens seconded the motion. Mr. Viens and Mr. Drenkhahn were polled and both were in favor of going into a non-public session. Mr. Viens, Mr. Drenkhahn and Chief Chase were present for Chief Chase's report on his investigation regarding a personnel matter. At 8:33 p.m. Mr. Viens motioned to end the non-public session. Mr. Drenkhahn seconded the motion and the motion passed.

**RECONVENE:** At 8:33 p.m. Mr. Viens reconvened the Board of Selectmen's meeting.

#### **UNFINISHED BUSINESS**

**CENTER HARBOR VOLUNTEER FIREMEN'S ASSOCIATION:** Mr. Viens reported the Center Harbor Volunteer Firemen's Association's assets have not been turned over to the Town. Per Terry Knowles, Assistant Director of the State of New Hampshire Charitable Trusts Unit correspondence to Lee Woodworth, the Association had until April 4, 2016 to either dissolve the organization and turn all remaining assets to the Town or reestablish its corporate charter. Mr. Viens reported speaking with Ms. Knowles and informing her that the assets have not been turned over to the Town and Mr. Woodworth is away. He reported Ms. Knowles requested the Selectmen contact Mr. Woodworth as soon as he returns to Town and request the assets be turned over to the Town immediately; if the assets are not immediately turned over to the Town, Mr. Viens is to contact Ms. Knowles and her office will get the assets from Mr. Woodworth.

**CENTER HARBOR HISTORICAL SOCIETY LEASE:** Mr. Viens reported speaking with Town Attorney Chris Boldt who reported the Town should have a lease with the Center Harbor Historical Society for the School House building. Attorney Boldt reported there could be an addendum to the lease waiving clause number 3, which requires the Historical Society to maintain the building. Mr. Drenkhahn reported the Historical Society should be responsible if they damage the building. Attorney Boldt will be asked to draft the addendum, including reference to the Historical Society being responsible for any damage to the building.

**LANDSCAPING SPECIFICATIONS:** The Selectmen reviewed, and approved, the specifications for plantings, weeding, mulching and maintenance of the following areas:

- Town dock area
- Town dock traffic island
- Bandstand property
- Route 25B whiskey barrels
- Kona Fountain

Per the Town's purchasing policies, three documented proposals are required for project between \$2,501 and \$10,000. Proposals will be reviewed at the Selectmen's April 20, 2016 meeting.

**MOSQUITO BRIDGE:** Mr. Viens reported the State of New Hampshire Department of Transportation (NH DOT) would like to hold a public hearing in the Center Harbor Fire Station on Wednesday, May 25<sup>th</sup> at 7:00 p.m. to update citizens on the status of the Mosquito Bridge. He suggested the Selectmen begin their meeting at 6:00 p.m. in the Cary Mead Room, recess their meeting at 7:00 p.m. to open the NH DOT public hearing in the Fire Station and then reconvene the Selectmen's meeting after the public hearing; Mr. Drenkhahn agreed.

## **NEW BUSINESS**

**OFFICE FURNITURE:** The Selectmen reviewed, and approved, a proposal for a new desk for the Planning/Zoning Clerk's office. There was discussion regarding the disposal of the desk and old, orange meeting room chairs. Mr. Drenkhahn motioned to authorize the disposal of the old desk and orange meeting room chairs. Mr. Viens seconded the motion and the motion passed.

## **LAKE WINONA IMPROVEMENT ASSOCIATION:**

- **Lake Host Program:** Mr. Viens motioned to support the Lake Winona Improvement Association's Lake Host Program with a contribution of \$125. Mr. Drenkhahn seconded the motion and the motion passed.

**TAX DEEDING AND LIEN RESEARCH:** Mr. Viens motioned to contract with Sanders Searches, LLC for property researches as part of the Tax Collector's tax deeding and lien

process at a rate of \$11.90 per search, not to exceed \$130.90. Mr. Drenkhahn seconded the motion and the motion passed.

**ADDITIONAL BUSINESS**

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

North	TML 223-24
Vaughn	TML 225-7

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

**GENERAL JOURNAL ENTRIES:** The Selectmen reviewed, and approved, the general journal entries as presented.

**ADJOURNMENT:** At 8:56 p.m. Mr. Drenkhahn motioned to adjourn the Board of Selectmen's meeting. Mr. Viens seconded the motion and the motion passed.

Respectfully submitted,

Robin Woodaman  
Selectmen's Administrative Assistant