

**Center Harbor Board of Selectmen
Board of Selectmen's Meeting
Wednesday, May 4, 2016**

CALL TO ORDER: At 7:00 p.m. Chairman Harry Viens called the Board of Selectmen's meeting to order. Selectmen Richard Hanson (via speaker phone) and Richard Drenkhahn were present. Selectmen's Administrative Assistant Robin Woodaman were present.

AGENDA REVIEW: No changes were made

APPROVAL OF MINUTES:

- **April 27, 2016 Board of Selectmen's meeting minutes:** Mr. Hanson motioned to accept the minutes of the April 27, 2016 Board of Selectmen's meeting. Mr. Drenkhahn seconded the motion and the vote was unanimous.

APPOINTMENTS: None

SELECTMEN'S REPORTS:

- **Energy Committee:** Mr. Drenkhahn reported the Energy Committee will meet Thursday, May 05, 2016.
- **Historical Society:** Mr. Viens reported attending Rebecca Rule's great presentation on Town Meetings sponsored by the Historical Society.

UNFINISHED BUSINESS

CENTER HARBOR VOLUNTEER FIREMEN'S ASSOCIATION: Mr. Viens reported leaving a message for Terry Knowles, Assistant Director of the State of New Hampshire Charitable Trusts Unit, reporting a check was turned into the Town (the check was turned over to the Trustees of the Trust Funds for the creation of a fire suppression trust fund). Mr. Viens reported to Ms. Knowles that no Association files, records or tangible property was turned in and requested her assistance in this matter. Ms. Knowles reported the books of a non-profit organization are retained by that organization for a period of at least seven years in case the IRS makes the decision to audit the non-profit organization. She reported her office has no record of any tangible property owned by the Association; if the Selectmen have documentation of items which should be turned over to the Town by the Association, she would like to know. Mr. Viens reported informing Ms. Knowles of the boat that was donated to the Association after the Board of Selectmen voted not to accept the boat as a donation to the Town. He also informed Ms. Knowles that the Selectmen would like to see the Association's purchasing records because equipment may have been purchased by the Association and donated to the Fire Department.

BARTLETT HILL ROAD DITCH FILLING: Road Agent Jeff Haines had previously notified the Selectmen that the property owner at 132 Bartlett Hill Road had been filling in the ditch line and culver inlet. Town Attorney Chris Boldt sent a letter to the property owner informing them that New Hampshire State law prohibits impeding the road drainage; neither the Selectmen nor Mr. Haines had granted permission to infill the ditch line or culvert inlet. Attorney Boldt requested the property owner restore the ditch line and culvert inlet to a

condition that was equal to that which was present before the placement of fill. Mr. Haines reported, via email, that the ditch line and culvert inlet has been restored to his satisfaction. The Selectmen will send a letter thanking the property owners for their quick attention to this matter.

NEW BUSINESS:

HIGHWAY DEPARTMENT:

- **Maintenance and repair of Town Docks and Boat Ramp:** Road Agent Jeff Haines reported no proposals were received for the Request for Proposals for the maintenance and repair of the Town docks and boat ramp. He recommended proceeding along the guidelines defined by Section 7, Emergency Procurements, in the Town's Purchasing Policies and Procedures to locate a vendor who will work with the Town to remedy a potential safety hazard to the public. Mr. Haines stressed the importance of repairing the docks and boat ramp with the summer boating season approaching. The Selectmen requested Mr. Haines contact local vendors for the repairs.
- **Surplus equipment for sale:** Mr. Haines reported no bids were received for the sale of the surplus generator. He recommended exploring the possibility of selling the generator through the State's surplus auction which is held at the White Farm. The Selectmen agreed with Mr. Haines' request to sell the generator at the White Farm.
- **Seasonal employment:** Mr. Haines reported there is one applicant for the seasonal Highway Department position. He will interview the candidate and verify references; he anticipates making a recommendation to the Selectmen next week.

PRIMEX:

- **Membership agreement:** Mr. Drenkhahn motioned to sign the Primex Membership agreement for Workers' Compensation, Unemployment and Property & Liability programs effective July 1, 2016. Mr. Hanson seconded the motion and the vote was unanimous.
- **New member orientation:** Mr. Viens, Mr. Hanson and Ms. Woodaman will attend the July 6th new member orientation.

SHORELAND CONSTRUCTION AT 106 HAWKINS POND ROAD: Mr. Viens reported being contacted by a concerned citizen regarding shorefront construction at 106 Hawkins Pond Road. The Selectmen reviewed the State of New Hampshire Department of Environmental Services (NH DES) "Shoreland Impact Permit 2016-00386" which was approved March 9, 2016, prior to the Town's vote to adopt new ordinances; this NH DES permit is subject to the Town's original ordinances. Mr. Viens noted the property owners have not applied for a construction permit; Code Enforcement Officer Ken Ballance will be asked to inform the property owners a construction permit is required.

ACCESS OVER TOWN PROPERTY: Mr. Viens reported Center Harbor Associates, Inc., the new owners of the Center Harbor Inn, requested permission to cross Town property with equipment for demolition/construction purposes. He reported there are no underground pipes in the area which could be impacted by the equipment. Mr. Viens recommended asking them to restore any disturbed vegetation. A certificate of insurance will be required. Mr. Drenkhahn motioned to allow Center Harbor Associates, Inc.

equipment to cross over Town property for demolition/construction purposes. Mr. Hanson seconded the motion and the vote was unanimous.

JULY 4TH HOTDOG SALES: The Selectmen received a request from the President of Moultonborough's Class of 2018 to sell hot dogs during the July 4th fireworks. There was discussion regarding the one permit issued each year for a vending spot by the Town docks; the 2016 vending cart owner may wish to sell hot dogs during that time. Mr. Drenkhahn reported there are also other local restaurants and ice cream shops that sell food during that time; the Selectmen would like to see the local businesses supported. The Selectmen denied the request.

NEW HAMPSHIRE SENIOR LEADERSHIP PROGRAM: The Selectmen received a copy of a Laconia Daily Sun article reporting Harry Viens has been chosen for New Hampshire Senior Leadership Class of 2016, a collaboration among AARP New Hampshire, Center on Aging and Community Living at UNH and Dartmouth Centers for Health and Aging. The eight month training is designed to build a statewide corps of volunteers interested in advocating for people as they age in New Hampshire.

INTER-LAKES SCHOOL DISTRICT ESTIMATED ASSESSMENT SCHEDULE: The Selectmen received, and reviewed, the Inter-Lakes School District's apportioned estimated assessment schedule for the 2016/2017 school year in the amount of \$2,893,216.

PROPERTY TAX LIENS: The Selectmen received, and reviewed, the property tax lien listing in the amount of \$61,374.87.

BROOKSIDE LANE BOULDERS: The Selectmen received notification from Fire Chief Leon Manville that he had been asked to look at a possible problem on Brookside Lane involving boulders being placed alongside the road which could possibly interfere with firefighting and EMS apparatus. Chief Manville reported the apparatus will fit between the boulders; however they could create a possible problem with stretching hose lines which would slow down operations, but not significantly, if an event happened at the Kosinski property. He reported the boulders would not have an effect on any operations at the Sullivan property. Chief Manville reported none of the Fire Department's apparatus could turn around anywhere on Brookside Lane except at the first residence, which would not be easy.

ADDITIONAL BUSINESS

HERITAGE COMMISSION:

- **Public Hearing:** The Heritage Commission has scheduled a public hearing for Thursday, May 19, 2016 at 7:00 p.m. to solicit input from interested citizens on the proposed rehabilitation of the Town House building.

CONSTRUCTION PERMIT APPLICATION: The Selectmen reviewed the following approved construction permit application:

Center Harbor Associates, LLC

TML 102-72

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

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

ADJOURNMENT: At 7:31 p.m. Mr. Drenkhahn motioned to adjourn the Board of Selectmen's meeting. Mr. Hanson seconded the motion and the motion passed.

Respectfully submitted,

Robin Woodaman
Selectmen's Administrative Assistant