

**Center Harbor Board of Selectmen  
Board of Selectmen's Meeting  
Wednesday, May 11, 2016**

**CALL TO ORDER:** At 7:00 p.m. Chairman Harry Viens called the Board of Selectmen's meeting to order. Selectmen Richard Hanson and Richard Drenkhahn were present. Heritage Commissioner Karen Ponton, Fire Chief Leon Manville Selectmen's Administrative Assistant Robin Woodaman were present.

**AGENDA REVIEW:** There was discussion regarding including appointments and discussion items on the agendas; this will allow people to see what is planned and they would be able to decide if they wished to attend the Selectmen's meeting. Mr. Hanson explained public input is always welcome and does not need to be noticed on the agenda, but items of substance should be noticed; Mr. Viens and Mr. Drenkhahn agreed. The Selectmen requested, when possible, appointments and items of substance be submitted to their office by 3:00 p.m. on Monday's for their Wednesday meetings; emergency matters would be an exception. The Selectmen stressed that public input is always welcome.

Mr. Viens requested the following items be noticed on the May 18, 2016 meeting:

- Social media policy
- Sexual harassment education/training
- Policy on anonymous complaints
- Rocks on green where drains are washing out the grass

**PUBLIC INPUT:**

**HERITAGE COMMISSIONER KAREN PONTON:**

- **Land and Community Heritage Investment Program (LCHIP) grant:** Ms. Ponton reported the Heritage Commission (HC) intended to submit a LCHIP grant application this year; at this time, the Commissioners are not sure this will happen. She reported the grant application is due June 24<sup>th</sup> and one of the application requirements is that applicants are required to attend LCHIP training. Ms. Ponton reported she attended the May 10<sup>th</sup> LCHIP training and may be able to complete, and submit, the grant application this year. She submitted information on another LCHIP requirement; all applicants are required to adopt the applicable sections of the Land Trust Standards and Practices. The Selectmen will review the information submitted and discuss this at their May 18<sup>th</sup> meeting.

Ms. Ponton reported, if the LCHIP grant is submitted this year, there will be a LCHIP site visit in the summer, the application will be reviewed in the fall and LCHIP awards the grants towards the end of the year. She reported 80% of the 2015 LCHIP grant applications were approved. Ms. Ponton reported, if the grant is denied, LCHIP will make recommendations for future grant applications.

Ms. Ponton reported the LCHIP grant would be to excavate under the Town House building and install a crawl space; it is estimated to cost between \$22,000 and \$25,000. She reported LCHIP grants require matching funds; the HC may apply for another moose plate grant in 2016. Ms. Ponton presented the scenario that if the excavation and crawl space project cost \$22,000, the LCHIP grant would be for \$11,000 and the Town's match would be \$11,000; the moose plate grant would be \$10,000, leaving \$1,000 to come from the Town or fundraising.

Ms. Ponton reported all LCHIP approved projects are subject to stewardship agreements; a report will be submitted every year. The Selectmen discussed other areas in Town which also require the Town's stewardship and will consider requesting Town Meeting to create a Capital Reserve or Expendable Trust Fund for stewardship.

**APPROVAL OF MINUTES:**

- **May 4, 2016 Board of Selectmen's meeting minutes:** Mr. Drenkhahn motioned to accept the minutes of the May 4, 2016 Board of Selectmen's meeting. Mr. Hanson seconded the motion and the vote was unanimous.

**APPOINTMENTS:** None

**FIRE CHIEF LEON MANVILLE:**

- **Firefighting student housing:** Chief Manville recommended two males and one female for the 2016/2017 school year student housing. He reported a separate room, with an inside lock, can be created for the female student. Mr. Hanson reported he feels there could be potential problems with male and female housing. Mr. Viens stressed the importance of employee sexual harassment training prior to the students moving in. Mr. Drenkhahn motioned to extend the firefighting student housing to males and females. Mr. Viens seconded the motion. Mr. Hanson abstained from voting. The motion passed.
- **New firefighting student:** Chief Manville recommended the Selectmen hire a female firefighting student. Mr. Drenkhahn motioned to hire a female firefighting student based on Chief Manville's recommendation. Mr. Viens seconded the motion. Mr. Viens requested the room renovations be complete and sexual harassment training be taken before the female student moves in. Mr. Hanson abstained from voting. The motion passed.

**SELECTMEN'S REPORTS:**

**ENERGY COMMITTEE (EC):** Mr. Drenkhahn reported attending the EC's May 5, 2016 meeting. He reported the EC is working on the Library lighting project.

**UNFINISHED BUSINESS**

**HIGHWAY DEPARTMENT SEASONAL HELP:** Road Agent Jeff Haines reported, via email, the advertisement for Highway Department seasonal help will be run again with applications due by May 25, 2016.

**TOWN SURPLUS PROPERTY FOR SALE:** Road Agent Jeff Haines submitted information reporting the old generator, which was recently advertised for sale but had no interest, was transported to the State of New Hampshire's White Farm for their auction.

**LAKES REGION CONSERVATION TRUST (LRCT) DONATION:** The Selectmen previously voted to accept LRCT's \$300 donation, which they (LRCT) hoped would be used to assist in the Town's activities or programs relating to the conservation of the Town's natural resources. Mr. Viens had suggested the Selectmen consider using the donation to offset the cost of Lake Host monitoring at Lake Winona. Don Thibeault, President of the Lake Winona Improvement Association (LWIA) thanked the Selectmen for their awareness of their efforts and for their decision to apply the donation to their program. He reported the LWIA looks

forward to the \$300 disbursement as a major contribution to their efforts. Mr. Thibeault reported the LWIA greatly appreciates the Towns recent disbursement of \$125 for the lake host program. There was discussion regarding either using \$125 of the \$300 to offset the Town’s recent payment for Lake Host monitoring and donating the remaining \$175 to the LWIA or donating the \$300 in addition to the \$125 which was appropriated at Town Meeting. Mr. Viens reported he requested Mr. Thibeault submit a proposal for use of the funds; the Selectmen decided to fund the LWIA the additional \$300.

**NEW BUSINESS:**

**TOWN APPOINTMENTS:**

- **Planning Board (PB):** Mr. Drenkhahn motioned to appoint the following to the PB:

<u>Name</u>	<u>Term</u>
Charles Hanson	3 years
Peter Loudon	3 years
David Reilly	3 years
Bill Ricciardi	3 years
Bob Coppo	3 years
Jackie Baker	2 years

Mr. Hanson seconded the motion and the vote was unanimous.

- **Zoning Board of Adjustment (ZBA):** Mr. Drenkhahn motioned to appoint the following to the ZBA:

<u>Name</u>	<u>Term</u>
Chris Williams	3 years
Jean Meloney	3 years
Palmer Smith	3 years

Mr. Hanson seconded the motion and the vote was unanimous.

**ADDITIONAL BUSINESS**

**HERITAGE COMMISSION (HC):**

- **Town House:**
  - **Request for Proposals (RFP) – Exterior Painting of the Town House:** The Selectmen reviewed, the HC’s RFP for exterior painting of the Town House; proposals are due by June 15, 2016.
  - **HC meeting:** The HC is scheduled to meet on Thursday, May 19, 2016 at 4:30 p.m. in the Cary Mead Meeting Room. The Selectmen were informed that architect Chris Williams will be available during that meeting for any questions the Selectmen may have.
  - **Public Hearing:** The HC have scheduled a public hearing to receive input on the proposed rehabilitation of the Town House for Thursday, May 19, 2016 at 7:00 p.m. in the Cary Mead Meeting Room. The Selectmen were requested to attend the public hearing; Mr. Hanson, the Selectmen’s representative to the HC will attend, Mr. Viens and Mr. Drenkhahn may not be able to attend due to previous commitments.

**STATE OF NEW HAMPSHIRE:**

- **State of New Hampshire Department of Environmental Services (NH DES):** The Selectmen received and reviewed, the following:
  - **NH DES “Shoreland Permit Application”:**

Beal	TML 205-10
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- **State of New Hampshire Department of Revenue Administration (NH DRA):** The Selectmen received, and reviewed, the NH DRA’s “Total Equalized Valuation” for 2015. The base value for debt limits is \$377,542,731.
  
- **State of New Hampshire Department of Transportation (NH DOT):**
  - **Snake River Bridge:**
    - **Petitions:** The Selectmen received additional signed petitions from residents requesting the Selectmen strongly voice opposition to the NH DTO’s plan for replacement of the Snake River Bridge and reduce the scope of work to a maintenance project.
    - **Public Hearing:** The NH DOT will hold a public hearing on Wednesday, June 8, 2016 at 7:00 p.m. in the Center Harbor Fire Station to receive input on the proposed Snake River bridge project.

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

Wall	TML 227-26
Adams	TML 102-23
Black	TML 208-10
Henden	TML 223-31 – the Selectmen reviewed the attached plan depicting the proposal and the State of New Hampshire Department of Environmental Services permit. The construction permit application has been approved and issued.
Mulligan	TML 214-38

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

**ADJOURNMENT:** At 8:17 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

