

**TOWN OF CENTER HARBOR
BOARD OF SELECTMEN'S MEETING
Wednesday, May 18, 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, Police Chief Mark Chase, Historical Society President Roland Garland, and Secretary Pro Tem Sheila Mohan were also present.

PUBLIC INPUT:

ROLAND GARLAND, PRESIDENT OF THE CENTRE HARBOR HISTORICAL SOCIETY: Mr. Garland wanted to discuss the re-draft of the lease for the building that houses the Centre Harbor Historical Society. Mr. Viens explained that the town will be responsible for the maintenance and upkeep of the building, but the Historical Society will be responsible for the liability insurance. Mr. Viens asked that the Historical Society review the existing lease and make a list of any changes they feel are needed, the Selectmen will then prepare a draft of the new lease for the Historical Society Board to review. Mr. Garland asked about the tree behind the building. Mr. Viens said that Road Agent Jeff Haines assures the Selectmen that the tree is healthy and the problem limbs have been removed.

APPROVAL OF MINUTES:

- **MAY 11, 2016 BOARD OF SELECTMEN'S MEETING MINUTES:** Mr. Hanson motioned to accept the minutes of the May 11, 2016 Board of Selectmen's meeting with one addition to the last sentence on page 1. The phrase, "or fund raising", was added to the last sentence. Mr. Drenkhahn seconded the motion and the vote was unanimously in favor.

APPOINTMENTS:

HERITAGE COMMISSIONER KAREN PONTON – HERITAGE COMMISSION UPDATE: Ms. Ponton reported that the Land and Community Heritage Investment Program (LCHIP) looks for a Stewardship Plan that covers all of the historic properties that are owned by the applicants and prefers that there be a dedicated fund for the stewardship. The LCHIP asks for the name and telephone number of the person writing the grant. Ms. Ponton said that she is willing to give her telephone number and act as the Town's agent with regard to this project.

SELECTMEN'S REPORTS:

BACK HALL LIGHTING: Mr. Viens reported that he has met with Jack Kozlowski regarding the problem with the lighting in the hallway by the interior fire department entrance. Mr. Kozlowski will submit a cost for the new lighting.

UNFINISHED BUSINESS:

USE OF LAKES REGION CONSERVATION TRUST DONATION: At the May 11, 2016 Selectmen's meeting Mr. Viens requested that Donald Thibeault, President of the Lake Winona Improvement Association (LWIA), submit a proposal for the use of the Lakes Region Conservation Trust donation. In an email to Mr. Viens, Mr. Thibeault explained that all of the funds that LWIA raises are used primarily as payroll matches with the NH Lakes for the paid lake hosts. New lake hosts are required to attend a training session, and LWIA pays for the mileage for that purpose. Mr. Thibeault explained that the LWIA is committed to a \$3,800.00 match this summer, and they propose to use the Center Harbor donation to help meet that match.

NEW BUSINESS:

- **ADOPT SECTIONS OF THE LAND TRUST STANDARDS AND PRACTICES:** Karen Ponton, on behalf of the Heritage Commission, is applying for a Land and Community Heritage Investment Program (LCHIP) grant. The LCHIP requires that all applicants adopt applicable sections of the Land Trust Standards and Practices. Mr. Viens motioned that the Board of Selectmen of the Town of Center Harbor adopt the applicable sections of the Land Trust Alliance's Land Trust Standards and Practices as ethical and technical guidelines for the preservation efforts and stewardship of its historic property. Mr. Drenkhahn seconded the motion. The vote was unanimously in favor.
- **SOCIAL MEDIA POLICY:** The Selectmen will review this policy at the May 25, 2016 Selectmen's meeting.
- **ANONYMOUS COMPLAINT POLICY:** The Selectmen discussed creating a complaint policy. Mr. Viens motioned that the Selectmen adopt an official policy stating that the Selectmen will not take action on an anonymous complaint; the complaint must be made in person or in writing. Mr. Drenkhahn seconded the motion. The vote was unanimously in favor.
- **HARASSMENT EDUCATION AND TRAINING:** The Selectmen require that all employees attend a harassment training every two years. This will include all of the firefighters, and student fire fighters housed here. Ms. Woodaman will schedule the training with Primex as soon after July 1st as possible.
- **GRASS BEING WASHED OUT:** Due to the heavy rains that we have been having an excessive amount of water has been coming through the culvert across the street from the Post Office and is washing out the grass. The Selectmen will ask Road Agent Jeff Haines to put river rock in this area to correct this problem.
- **THE MUG RESTAURANT – TEMPORARY GARDEN AREA DINING – MOTORCYCLE WEEK:** The Selectmen have received a letter from Amy Elfline and Paul Ursillo, owners of the Mug Restaurant asking for approval for a temporary "Garden Dining Area" in the front of their building located on Daniel Webster Highway. This outside area will also include the front porch and will be properly fenced off. This area would be used for Bike Week starting June 11 through June 19, 2016. The total capacity

would be for 53 people. They will also have outside music during that week. The Selectmen approved this request.

- **HISTORICAL SOCIETY BUILDING REPAIRS:** The Selectmen have received an estimate for the repairs to the Historical Society building located at 90 Dane Road. The repairs would include the removal and replacement of the four rotted bottom corner posts, the removal and replacement of two rows of siding at the bottom front left side and two rows on the rear left side of the building, the removal and replacement of two door legs, the removal and replacement of four rows of siding on the far back inside corner that the grade is up against, and the replacement of sheathing under the siding. The cost for labor and material is \$1583.00. Mr. Viens motioned to accept this estimate. Mr. Drenkhahn seconded the motion. The vote was unanimously in favor.
- **COPIER MAINTENANCE AGREEMENTS:** The Selectmen reviewed the copier maintenance agreements. The cost for each copier will be \$1,080 for a total of \$2,160. This cost includes labor and parts. Mr. Drenkhahn motion to approve these contracts. Mr. Hanson seconded the motion and the vote was unanimously in favor.
- **BI-WEEKLY PAYROLL:** Mr. Hanson suggested that the Town go to bi-weekly payroll. Some of the employees were not supportive of this change. The Selectmen agreed to stay with the weekly pay period.

ADDITIONAL BUSINESS:

FACILITY REQUEST APPLICATIONS:

- **THE CIRCLE PROGRAM:** The Circle Program has requested the use of the Center Harbor Beach on Sunday, June 5, 2016, from 11:00 A.M until 3:00 P.M for picnicking, swimming and beach games. The estimate of people attending is 30-35. The Selectmen approved and signed this request form.
- **DIANE NYER AND JEFFREY RUBIN:** Diane Nyer and Jeffrey Rubin are requesting the use of the basketball court on Saturday, June 4, 2016 from 9:30 A.M. until 11:30 A.M. The estimated number of people attending is 35. This is a wedding group staying in Center Harbor. Our Parks and Recreation Director Sandy Frost is unable to supervise this group and is not comfortable with reserving the basketball court for a private party on a Saturday morning. Due to Ms. Frost's discomfort with this request the Selectmen will not approve this request unless Ms. Frost can work out an arrangement with the applicants that satisfies her concerns
- **DOGGIE WASTE STATIONS:** A request was made for the Town to consider doggie waste stations on the bandstand property and Morrill Park. The Selectmen asked Road Agent Jeff Haines to put a waste station on the bandstand property. Mr. Haines will be installing one near the electrical box or in another area that is his judgement is appropriate with a sign informing people that they will have to carry the used bags away.

- **PEST CONTROL PROBLEM:** Police Chief Mark Chase sent a memo to the Selectmen advising them that the pest control problem has returned and is now a greater problem. The Selectmen will have this situation taken care of.
- **FIRE CHIEF LEON MANVILLE:** Fire Chief Leon Manville has recommended that Justin Conway, a former fire fighter, be re-instated. The Selectmen will meet with Chief Manville for discussion.

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

CORRESPONDENCE:

- **HONORABLE ROBERT J. GUIDA:** The Selectmen received a letter from Honorable Robert J. Guida, who is a candidate for District 2, providing background on his experience and qualifications.
- **BRIAN GALLAGHER:** The Selectmen received a “Thank You” from Brian Gallagher for allowing him time to introduce himself as a candidate for the Senate seat for District 2.
- **HONORABLE VALERIE FRASER:** The Selectmen received a copy of a letter sent to Valerie Fraser from William Cass, Assistant DOT Commissioner regarding the rehabilitation of Mosquito Bridge.
- **VEGETATION CONTROL SERVICE, INC.:** The Selectmen received a letter from Vegetation Control Service, Inc. advising them that the New Hampshire Electric Co-op and its contractor consultant, Vegetation Control Services, Inc. intends to selectively apply herbicides to undesirable vegetation growing within the power line rights of way corridors in Center Harbor. Notice of this will be put up on the Town’s website.
- **CAROL ASHER, PASTOR OF THE CENTER HARBOR CONGRGATIONAL CHURCH:** The Selectmen have received an invitation from Carol Asher, Pastor of the Center Harbor Congregational Church, to attend the worship service at 10:00 A.M. on Sunday, May 22nd. This is, in part, to celebrate the 100th Anniversary of the Center Harbor Fire Department.
- **WINNIPESAUKEE WELLNESS CENTER:** The Selectmen received an invitation from the Winnepesaukee Wellness Center to attend their Open House on June 10th from 12:30 P.M. until 3:30 P.M.
- **DONAHUE, TUCKER & CIANDELLA, PLLC:** The Selectmen received a bill from Donahue, Tucker & Ciandella, PLLC for legal services. The Selectmen authorized payment of the bill.

NON-PUBLIC SESSION: At 7:40 P.M. Mr. Hanson motioned to go into a non-public session per RSA 91-A:3, II(a) for the discussion of the hiring of part-time personnel. Mr. Drenkhahn seconded the motion. Vote was unanimously in favor. At 8:20 P.M. Mr. Drenkhahn motion to come out of non-public session. Mr. Viens seconded the motion and the vote was unanimously in favor.

RECONVENE: At 8:20 P.M. Mr. Viens reconvened the Board of Selectmen's meeting.

It was moved by Richard Hanson and seconded by Harry Viens to authorize Police Chief Mark Chase to hire Patrick Curran as a part-time police officer.

ADJOURNMENT: At 8:25 P.M. Mr. Drenkhahn motioned to adjourn to Board of Selectmen's meeting. Mr. Hanson seconded the motion and the vote was unanimously in favor.

Respectfully submitted by,

Sheila Mohan
Secretary, Pro Tem