

**Center Harbor Board of Selectmen
Board of Selectmen's Meeting
Wednesday, May 25, 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. Fire Chief Leon Manville and Selectmen's Administrative Assistant Robin Woodaman were present.

AGENDA REVIEW: No changes were made

PUBLIC INPUT: None

APPROVAL OF MINUTES:

- **May 18, 2016 Board of Selectmen's meeting minutes:** Mr. Drenkhahn motioned to accept the minutes of the May 18, 2016 Board of Selectmen's meeting. Mr. Hanson seconded the motion and the vote was unanimous.

APPOINTMENTS:

FIRE CHIEF LEON MANVILLE:

- **Non-public session:** At 7:02 p.m. Mr. Drenkhahn motioned to go into a non-public session per RSA 91-A:3, II(b) for the purposes of hiring a public employee. Mr. Hanson seconded the motion and the vote was unanimous. The Selectmen were polled and all were in favor of the non-public session. Mr. Viens, Mr. Hanson, Mr. Drenkhahn, Chief Manville and Ms. Woodaman were present for a discussion regarding a potential member of the Fire Department. Mr. Drenkhahn motioned to hire Justin Conway as a member of the Fire Department. Mr. Hanson seconded the motion and the vote was unanimous. At 7:05 p.m. Mr. Viens motioned to send the non-public session. Mr. Drenkhahn seconded the motion and the vote was unanimous.

RECONVENE: At 7:05 p.m. Mr. Viens reconvened the Board of Selectmen's meeting.

PERSONNEL: Mr. Viens announced Justin Conway has been hired as a member of the Fire Department.

SELECTMEN'S REPORTS:

- **Local Officials Workshop:** Mr. Viens and Mr. Hanson attended the Local Officials Workshop and reported the following:
 - **Meeting minutes:** Mr. Viens reported being informed that meeting minutes should be as brief as possible. He and Mr. Hanson reported meeting minute edits should be brought to a Selectmen's meeting for review; both the draft minutes and approved minutes have to be saved.
 - **Right-to-Know information:** Mr. Viens submitted information on the Right-to-Know law. There was discussion regarding presenting a Right-to-Know workshop for Town employees and officials.

- **Hawker's (peddler's) license:** Mr. Drenkhahn reported being informed that the Police Chief used to issue a hawker's license. There was discussion regarding this past practice making sense so that the Police Department knew when there were door-to-door salesmen in Town.

UNFINISHED BUSINESS

SOCIAL MEDIA POLICY: Mr. Viens submitted a copy of the Town of Newton's nine-page social media policy. There was discussion regarding if the Town needs this policy and if it could be a simpler policy. Mr. Hanson suggested Town Attorney Chris Bold be asked for advice; Mr. Viens and Mr. Drenkhahn agreed.

MUNICIPAL BUILDING COMPRESSOR: The Selectmen received notification from Barry Salta, of Bonnette, Page and Stone, that the Daikin representatives are reviewing all of the information gathered on the compressor. Mr. Viens requested the review be completed as soon as possible before the air conditioning season begins.

FACILITY USE APPLICATION: The Selectmen had previously reviewed a request for 35 people to use the basketball court on June 4, 2016; Parks & Recreation Director Sandy Frost had expressed her concern about not being able to supervise the group and having the basketball court reserved on a Saturday morning. Ms. Frost reported, via email, that she discussed the request with Police Chief Mark Chase and had agreed to allow the private party to use the basketball court with the provisions that there be no alcohol, loud music and they would have to be off the court by 11:30 a.m.

Ms. Frost reported contacting Vermont Tennis to inquire when the resurfacing of the basketball would begin. She reported the resurfacing of the basketball and tennis courts will begin Tuesday, May 31st; it is recommended that the courts cure/dry over the weekend. Ms. Frost reported due to the timing of the resurfacing she has denied the application. Ms. Frost will contact the applicant to explain the denial.

HARASSMENT TRAININGS: Primex has scheduled harassment trainings for July 7, 2016 at 7:00 p.m. and Tuesday, July 26, 2016 at 10:00 a.m. Employees will also be able to take the training online.

NEW BUSINESS:

GLIDDEN TOUR: Mr. Viens reported being in contact with the organizers of the September 12, 2016 Glidden Tour to welcome them to Town and to offer assistance to make the event successful. Vehicles will be parked in the Mount Washington parking lot and participants will be taking a Mount Washington boat cruise. The Town's handicap portable toilet will be in place at the beach until Columbus Day weekend and the Selectmen would like the bathhouse open for the Glidden Tour participants.

SUMMER SELECTMEN'S MEETINGS: The Selectmen discussed holding bi-weekly meetings during the summer. Mr. Viens motioned to hold bi-weekly Selectmen's meeting

during this summer due to a low work load and to revisit this in the fall. Mr. Drenkhahn seconded the motion and the vote was unanimous. The Selectmen will plan on meeting on the following dates:

- June 1, 2016
- June 8, 2016 (the State of New Hampshire Department of Transportation public hearing regarding the Snake River Bridge).
- June 15, 2016
- June 29, 2016
- July 6, 2016
- July 20, 2016
- August 3, 2016
- August 17, 2016
- August 31, 2016

MEMORIAL DAY PARADE: The Selectmen reviewed the plans for the Memorial Day parade.

2016 PROPERTY TAXES:

- **First half property tax warrant:** Mr. Viens motioned to issue the first half of the 2016 property tax warrant, in the amount of \$2,757,589.52. Mr. Hanson seconded the motion and the vote was unanimous. Tax Collector Mary Richardson reported the first half of the 2016 property tax billings have been issued; the 2 percent discount day is June 22, 2016, otherwise the bill is due July 1, 2016.
- **Property tax abatements:** Ms. Richardson reported property tax bills were generated for some tax exempt properties and requested the Selectmen issue abatements. Mr. Viens motioned to abate the following:

<u>Map & Lot</u>	<u>Owner</u>	<u>Abatement</u>
105-19	Town of Center Harbor	\$33.80
211-30	Town of Center Harbor	\$6.47
224-4	Lakes Region Conservation Trust	\$53.08
211-19	Lakes Region Conservation Trust	\$914.05
225-12	Lakes Region Conservation Trust	\$628.79

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

CEMETERY PLOT: The Selectmen received a request from Cynthia and Burdett Adams for the Town to buy back their Center Harbor Memorial Park Cemetery plot; they paid \$250. Mr. Viens motioned to buy back the Adams' cemetery plot in the amount of \$250. Mr. Drenkhahn seconded the motion and the vote was unanimous.

LAND USE CHANGE TAX (LUCT): Mr. Viens motioned to sign the following LUCT:

Hayes/Nason

TML 212-30

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

ADDITIONAL BUSINESS

LIBRARY TREE LIGHTS: The Selectmen requested the Library tree lights be turned off and new, better quality lights should be purchased.

MUNICIPAL BUILDING LAWN: Mr. Hanson reported the Municipal Building and Library lawns need attention. Mr. Viens suggested a lawn services company be contacted.

ROUTE 25B GRASS: Mr. Hanson asked when the grass will be seeded along Route 25B; Road Agent Jeff Haines will be asked.

CROSSWALKS: Road Agent Jeff Haines will be asked the status of the crosswalk painting.

GAS PUMPS: The Selectmen received notification that the gas pump at the Highway Department is out of service. Chief Chase reported this is an example of why departments need credit cards. Mr. Viens requested Irving gas and diesel cards for municipalities be researched; these cards may eliminate the Town’s need to have a gas pump.

STATE OF NEW HAMPSHIRE:

• **State of New Hampshire Department of Environmental Services (NH DES):** The Selectmen received and reviewed, the following:

- **NH DES “Notice of Acceptance of Permit Application – Land Resources Management”:**

Beal, et al	TML 205-10
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- **NH DES “Wetlands and Non-Site Specific Permit”:**

Dog Cove Association	TML 215-27
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- **NH DES “Request for More Information Response”:**

Woof Woof Realty	TML 212-8
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Mr. Viens suggested a standard operating procedure should be to send correspondence to all NH DES applicants advising them a Town construction permit will be needed; Mr. Hanson and Mr. Drenkhahn agreed.

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

Luscher	TML 213-4
Wetmore	TML 226-7
Mount Washington Cruises	TML 102-65

Harris
Boivin

TML 221-38
TML 102-18

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 8:05 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