

**Center Harbor Board of Selectmen
Board of Selectmen's Meeting
Wednesday, July 20, 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. Road Agent Jeff Haines, Quantum Consultants, LLC Representative Jim Bouchard, Center Harbor Historical Society President Roland Garland, Karen Ponton, Jonathan Smolin, State Representative Valerie Fraser, Belknap County Delegates Brian Gallagher and George Hurt and Selectmen's Administrative Assistant Robin Woodaman were present.

AGENDA REVIEW: No changes were made to the agenda.

PUBLIC INPUT: None

MEETING MINUTES:

- **June 29, 2016 Board of Selectmen's meeting minutes:** The Selectmen received an email from Kim Baker advising them that the June 29, 2016 meeting minutes were incorrect. Ms. Baker reported she did speak to Fire Chief Leon Manville prior to approaching the Select Board about her restroom concerns. She reported Chief Manville was not responsive to her request to have a lock installed on the bathroom door; she reported she did attempt to resolve the issue directly within the chain of command – she did not go out of the chain of command. Ms. Baker reported Chief Manville was very clear on not wanting to address her concern; given the nature of the request and his initial denial, it was necessary to bring this forward to the Selectmen.

Mr. Viens reported Ms. Baker first requested a meeting with the Selectmen, then met with Chief Manville and then met with the Selectmen. He reported the request to meet with the Selectmen was prior to meeting with Chief Manville; this was a break in the chain of command. The minutes will remain as approved by the Board of Selectmen.

- **July 6, 2016 Board of Selectmen's meeting minutes:** Mr. Hanson motioned to accept the July 6, 2016 Board of Selectmen's meeting minutes as presented. Mr. Viens seconded the motion and the vote was unanimous.

APPOINTMENTS:

ROAD AGENT JEFF HAINES AND QUANTUM CONSULTANTS, LLC REPRESENTATIVE JIM BOUCHARD:

- **Town roads maintenance program:** Mr. Bouchard presented information he and Mr. Haines have compiled in preparation for the Town roads maintenance program. Mr. Bouchard reported it costs approximately \$1,000,000 per mile to reconstruct a road. There was discussion regarding developing a program which includes routine and preventive maintenance; Mr. Bouchard reported roads should be rebuilt after two preventive repairs such as crack sealing and surface coating. Mr. Bouchard will meet with the Selectmen on August 17, 2016 at 7:00 p.m. to further review and discuss the proposed program. The Selectmen will hold a public hearing on August 31, 2016 at 7:00 p.m. to receive public input on the proposed roads maintenance program and funding options for the program.

- **Dock and ice cluster repairs:** Mr. Haines reported receiving the following two proposals for repairs to the dock and ice clusters:

Ambrose Marine	\$10,715
Island Services	\$ 7,100

Mr. Haines recommended contracting with Island Services, the low bidder. Mr. Viens motioned to contract with Island Services, in the amount of \$7,100 for dock and ice cluster repairs. Mr. Drenkhahn seconded the motion and the vote was unanimous.

- **Old dump water samples:** Mr. Haines reported water samples have been taken from the old dump.
- **Irving gas cards:** Mr. Haines reported receiving Irving gas cards, which will be distributed to the Highway, Police and Fire Departments. He reported these cards can only be used to purchase gas at Irving stations. Mr. Haines has filed the necessary certificate with Irving; this will need to be filed annually.

CENTER HARBOR HISTORICAL SOCIETY PRESIDENT ROLAND GARLAND:

- **School house building lease:** Mr. Garland reported the Center Harbor Historical Society would like section 3, “Keep in Repair” removed from the lease. Mr. Drenkhahn motioned to sign the “First Amendment to Lease”, which deletes section 3, “Keep in Repair”. Mr. Viens seconded the motion and the vote was unanimous. Mr. Garland reported the Historical Society will continue to take care of the interior of the building.
- **Building rent:** Mr. Garland submitted a Center Harbor Historical Society check in the amount of \$10 for rental of the building. Per the lease, the Historical Society rents the building for the sum of \$1 per year.
- **Thank you to Selectmen:** Mr. Garland thanked the Selectmen for their assistance in making the public more aware of the Historical Society and its programs.
- **Canoe House:** Mr. Garland reported conducting research on the Canoe House, which is in need of work. He will report on needed work in the future.

JONATHAN SMOLIN: Mr. Smolin, a Belknap County Commissioner candidate, reported on his background and qualifications.

SELECTMEN’S REPORTS:

MOSQUITO BRIDGE: Mr. Viens reported attending the July 18, 2016 State of New Hampshire Department of Transportation (NH DOT) work session regarding the Mosquito Bridge plans. He reported the NH DOT is proposing repairs to the bridge with very little changes to the current bridge; the road width and S-curves will remain as is, stronger guard rails will be installed and the existing abutments will stay with the installation of reinforcement rods, the granite will be re-pointed. He reported the NH DOT, New Hampton and Center Harbor representatives attending the work session were pleased with the revised plans. Mr. Viens reported the proposed plans should be available in early August and a public hearing will be held in September.

SOCIAL MEDIA POLICY: The Selectmen reviewed a draft social media policy submitted by Attorney Justin Pasay. Mr. Hanson expressed his concern for guideline #3, which does not allow employees to defame the Town and may violate their constitutional rights for freedom of speech. He reported being unsure if a social media policy is needed; sometimes having a policy creates issues. Mr. Drenkhahn reported his concern would be if inappropriate photos were posted on social media sites. The Selectmen asked that guideline #3 be deleted and they will review the draft policy at their next meeting.

FAIRWAY HEIGHTS ROAD DEED: Town Attorney Chris Boldt suggested the Town require Allan Hale to provide the Town with a title policy with a value of \$100,000 to cover any outstanding claims of title against the road; Mr. Hale will be asked to submit a title policy for Fairway Heights Road.

TOWN BEACH VENDING SPOT: The Selectmen previously granted permission to Simon Campbell to operate a vending cart at the Town approved vending cart location at the Town Beach/Docks area for the 2016 season; as of this date, Mr. Campbell has not established the vending cart. Mr. Drenkhahn motioned to suspend Mr. Campbell's vending cart permit for his failure to perform. Mr. Hanson seconded the motion and the vote was unanimous. A letter will be sent to Mr. Campbell reporting on the suspension of the permit.

Mr. Drenkhahn reported, in the past, the Town charged a \$100 vending cart permit fee and suggested the Selectmen implement this policy again which may ensure that only individuals serious about operating the cart would apply; Mr. Viens and Mr. Hanson agreed. Mr. Drenkhahn motioned to charge a \$100 permit fee, require proof of ownership of the vending cart and submit a certificate of insurance for the Town Beach/Dock area vending cart spot. Mr. Hanson seconded the motion and the vote was unanimous.

NEW BUSINESS:

TREE CUTTING COMPLAINT: Police Chief Mark Chase informed the Selectmen that David Cutter reported students at the Immaculate Conception School were cutting down trees with a hand saw in the buffer zone between the school and Chase Circle; a violation of the agreement. A letter will be sent to the Immaculate Conception School reporting on this incident.

ADDITIONAL BUSINESS

PARKS & RECREATION DEPARTMENT:

- **Flotation devices:** The Selectmen received an email from Chris Johnson asking why flotation devices are not allowed at the Town Beach. Parks & Recreation Director Sandy Frost submitted information she received from Robert Barry, Risk Management Consultant for Primex, reporting personal flotation devices, whether recreational or Coast Guard approved, are not recommended for use in public swimming facilities unless necessary for persons who are seizure prone or eligible under the Americans With Disabilities Act. It was reported that personal flotation devices can give parents a sense of false security in that the flotation device will prevent them, or their child, from drowning; a weak swimmer

may move into deeper water areas and lose the flotation device causing them to panic. Mr. Barry reported the use of rafts, floating rings and other similar recreation devices is not recommended because they could impair a lifeguard's ability to successfully scan their observation zone; a person in distress could be located at the bottom or beneath a floating device.

● **Playground:**

- **Accident:** Ms. Frost reported on an accident involving a young child at the playground area. She reported the Parks & Recreation Department staff responded immediately and responsibly to the incident and did a great job.
- **Inspection:** Ms. Frost reported Mr. Barry conducted a playground inspection and the area passed with flying colors.

- **Employee resignation:** Ms. Frost reported she accepted the resignation of Boat Launch Attendant Kyrsten Brunt effective July 29, 2016.

- **Boat launch incident:** The Selectmen were informed about incidents with a non-resident infuriated that there is a \$15 boat launch fee and has been disrespectful to Town employees. A letter will be sent to the individual informing him that any future inappropriate behavior will result in the suspension of use of Town facilities.

POLICE DEPARTMENT:

- **Letter of appreciation:** The Selectmen received a copy of a letter of appreciation thanking Police Chief Mark Chase for his assistance with a mother and small children.

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

Center Harbor Associates, LLC	TML 102-72
Dog Cove Corporation	TML 215-27
DeGrace	TML 222-11
Wood	TML 206-12

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.

PUBLIC INPUT:

ADJOURNMENT: At 9:00 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