

**Center Harbor Board of Selectmen
Board of Selectmen's Meeting
Wednesday, October 12, 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, Ruth Gulick, Karen Ponton and Selectmen's Administrative Assistant Robin Woodaman were present.

AGENDA REVIEW: Mr. Viens suggested the Selectmen meet with Ms. Gulick prior to meeting with Chief Manville as the meeting with Chief Manville could take some time.

MEETING MINUTES:

● **October 5, 2016 Board of Selectmen's meeting minutes:** Mr. Drenkhahn motioned to accept the minutes of the October 5, 2016 Board of Selectmen's meeting. Mr. Hanson seconded the motion and the vote was unanimous.

PUBLIC INPUT: None

APPOINTMENTS:

RUTH GULICK:

- **Mosquito Bridge project:** There was discussion regarding the State of New Hampshire Department of Transportation's proposed plans for the Mosquito Bridge.
- **State House of Representatives:** Ms. Gulick, a candidate for the State House of Representatives, reported on her experience as a State Representative and candidacy.

FIRE CHIEF LEON MANVILLE:

- **Proposed 2017 Fire Department budget:**
 - **Fire Chief wages:** \$40,551 proposed for 2017, \$40,551 appropriated in 2016. The Selectmen will determine if an increase in this line item will be proposed.
 - **Firefighter wages:** \$45,600 proposed for 2017, \$44,500 appropriated in 2016. This line item covers all firefighters call pay, trainings and work.
 - **Part time shift wages:** \$27,360 proposed for 2017, \$25,100 appropriated in 2016. Chief Manville reported this will cover 228 shifts providing daytime coverage with two firefighters when the students are here.
 - **Fire inspections:** \$1 proposed for 2017, \$1 appropriated in 2016.
 - **Special detail wages:** \$1 proposed for 2017, \$1 appropriated in 2016.
 - **Telephone:** \$1,911 proposed for 2017, \$1,674 appropriated in 2016.
 - **Mileage:** \$200 proposed for 2017, \$200 appropriated in 2016.
 - **Forest fires:** \$1 proposed for 2017, \$200 appropriated in 2016. Chief Manville reported he has included any purchases for forest fire equipment in the new equipment line item.
 - **Equipment maintenance:** \$7,500 proposed for 2017, \$6,500 appropriated in 2016. Chief Manville reported he has included hydrant and Self-Contained Breathing Apparatus (S.C.B.A.) equipment in this line item.

- **Vehicle maintenance**: \$10,000 proposed for 2017, \$10,000 appropriated in 2016.
- **Dues & subscriptions**: \$1,750 proposed for 2017, \$1,750 appropriated in 2016.
- **Training**: \$4,500 proposed for 2017, \$4,500 appropriated in 2016.
- **Medical supplies**: \$2,000 proposed for 2017, \$2,000 appropriated in 2016.
- **Office supplies**: \$750 proposed for 2017, \$750 appropriated in 2016.
- **Postage**: \$50 proposed for 2017, \$50 appropriated in 2016.
- **Auxiliary supply fund**: \$1,000 proposed for 2017, \$1,000 appropriated in 2016.
- **Vehicle fuel – gas**: \$1,900 proposed for 2017, \$1,900 appropriated in 2016.
- **Vehicle fuel – diesel**: \$3,800 proposed for 2017, \$3,800 appropriated in 2016.
- **Hardware supplies**: \$1,500 proposed for 2017, \$1,500 appropriated in 2016.
- **Hydrant equipment and maintenance**: \$0 proposed for 2017, \$500 appropriated in 2016. Chief Manville reported this is now included with the equipment maintenance line item.
- **Protective equipment**: \$8,000 proposed for 2017, \$8,000 appropriated in 2016.
- **Radios**: \$3,000 proposed for 2017, \$3,000 appropriated in 2016.
- **Hose**: \$0 proposed for 2017, \$500 appropriated in 2016. Chief Manville reported this is now included with the equipment maintenance line item.
- **Computer**: \$1 proposed for 2017, \$1 appropriated in 2016.
- **Self-Contained Breathing Apparatus (S.C.B.A.)**: \$0 proposed for 2017, \$500 appropriated in 2016. Chief Manville reported this is now included with the equipment maintenance line item.
- **New equipment**: \$6,500 proposed for 2017, \$6,000 appropriated in 2016. Chief chase reported the purchase of hose and forestry equipment is now included in this line item.
- **Firefighter evaluations**: \$1,500 proposed for 2017, \$1,500 appropriated in 2016. Chief Chase reported this is for medical evaluations and exams.
- **Uniforms**: \$2,500 proposed for 2017, \$2,500 appropriated in 2016.
 - **Total proposed 2017 budget**: \$171,870 proposed for 2017, \$168,478 appropriated in 2016.
- **Capital Reserve Funds (CRF)**:
 - **Self-Contained Breathing Apparatus (S.C.B.A.) fund**: \$5,000 proposed for 2017, \$5,000 appropriated in 2016.
 - **Fire Department Rescue Vehicle or Engine**: \$50,000 proposed for 2017, \$50,000 appropriated in 2016.
- **Fire Department statistics**: Chief Manville reported the following:
 - **Membership**: Chief Manville reported there are 28 members of the Fire Department, of which 12 – 15 are active and two are in the Explorers program. He reported 19 are certified firefighters, three are attending firefighter classes now and one will attend a future class. Chief Manville reported there are twelve EMT's in the Department plus three are attending EMT training now.
 - **Calls for service**: Chief Manville reported 254 calls for service so far this year, which is 7 fewer than last year at the same time.

- **Center Harbor Firefighter's Association:**
 - **Status:** Chief Manville reported the Center Harbor Firefighter's Association is up and running.
 - **Donation:** Chief Manville reported the Center Harbor Firefighter's Association will be receiving a \$10,000 donation. He reported the Center Harbor Fire Department was one of seven departments which responded to a large structure fire in Moultonborough; the property owner will donate \$10,000 to each Fire Department to show their appreciation for the efforts of the personnel. Chief Manville reported the donation is to be used expressly for fire suppression activity within the communities; the donation is not intended to go into the Town's general fund. Ms. Ponton asked for an example of a fire suppression activity; Chief Manville reported it could be the purchase of nozzles, portable pumps, protective gear, etc.
- **Generator grant:** There was discussion regarding the status of the generator grant application; the generator would assist the Town as part of its emergency management. Emergency Management Director David Hughes will be asked if he would be able to pursue this possible grant.
- **Kitchen:** Chief Manville reported on the progress of the Fire Department's kitchen installation; the cabinets should be here this week and the contractor is in the process of laying the design out in the room.

SELECTMEN'S REPORTS:

- **Energy Committee (EC):**
 - **Library lighting project:** Mr. Drenkhahn reported the Request for Proposals (RFP) for the Library's lighting installation has been issued. Mr. Viens reported the New Hampshire Electric Cooperative (NHEC) rebates applicable to this project will be available in 2016 and 2017.
 - **Highway Garage:** Mr. Drenkhahn reported members of the EC visited the Highway Garage for possible insulation upgrades. He reported thermal infrared cameras will be used as part of the process.

UNFINISHED BUSINESS

LIBRARY TREE LIGHTS: Mr. Hanson asked the status of the installation of new lights at the Library tree; Stephens Landscaping will be asked. Mr. Viens reported the Center Harbor Community Development Association is planning a tree lighting for November 26th at 4:30 p.m.

ROAD SIGNS:

- **Waukewan Road and Route 3 intersection:** Karen Ponton, via email, reported the sign heading south from Holderness to mark the Waukewan Road and Route 3 intersection is old. She asked if the Selectmen could ask the State of New Hampshire Department of Transportation (NH DOT) to install a sign better marking the College Road and Waukewan intersections on Route 3 and post a curve sign at a slower rate of speed. Ms. Ponton reported the old sign is misleading since the intersection does not go straight across like the arrow shows; the installation of a new sign would be less

expensive and less intrusive than a blinking yellow light. It was reported the NH DOT is considering signage; Ms. Ponton's email will be held for future reference.

NEW BUSINESS

BELKNAP COUNTY TAX WARRANT: The Selectmen received notification that the 2016 Belknap County tax, in the amount of \$471,955 is due on or before December 27, 2016 (the 2015 Belknap County tax was \$552,890)

ADDITIONAL BUSINESS

POLICE DEPARTMENT

- **Traffic Vests:** Police Chief Mark Chase requested the Selectmen authorize the purchase of four traffic vests, with a total cost of \$220, from the Police Department's Special Detail Revolving Fund. Mr. Drenkhahn motioned to authorize the purchase of four traffic vests, with a total cost of \$220, from the Police Department's Special Detail Revolving Fund. Mr. Hanson seconded the motion and the vote was unanimous.

STATE OF NEW HAMPSHIRE:

- **State of New Hampshire Department of Revenue Administration (NH DRA):** The Selectmen reviewed the NH DRA's "Average Stumpage Value List" for timber cut between October 1, 2016 and March 31, 2017.
- **State of New Hampshire Department of Environmental Services (NH DES):**
 - **NH DES "Shoreland Permit Application":**

Welles and Gertz

TML 101-13

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

ADJOURNMENT: At 8:08 p.m. Mr. Drenkhahn motioned to adjourn the Board of Selectmen's meeting. Mr. Hanson seconded the motion and the vote was unanimous.

Respectfully submitted,

Robin Woodaman
Selectmen's Administrative Assistant