

**Center Harbor Board of Selectmen  
Board of Selectmen's Meeting  
Wednesday, December 14, 2016**

**CALL TO ORDER:** At 6:00 p.m. Chairman Harry Viens called the Board of Selectmen's meeting to order. Selectmen Richard Hanson and Richard Drenkhahn were present. Parks & Recreation Director Sandy Frost, Road Agent Jeff Haines and Selectmen's Administrative Assistant Robin Woodaman were present.

**NON PUBLIC SESSION:** At 6:00 p.m. Mr. Viens motioned to go into a non-public session per RSA 91-A:3, II(a) for the purpose of employee reviews. Mr. Hanson seconded the motion. The members were polled and voted: Mr. Viens – yes, Mr. Hanson – yes and Mr. Drenkhahn – yes. The Selectmen met with Parks & Recreation Director Sandy Frost and Road Agent Jeff Haines individually for the purpose of conducting Department Head evaluations. At 7:15 p.m. Mr. Viens motioned to end the non-public session. Mr. Hanson seconded the motion and the vote was unanimous.

**RECONVENE:** At 7:15 p.m. Mr. Viens reconvened the Board of Selectmen's meeting.

**AGENDA REVIEW:** No changes were made.

**MEETING MINUTES:**

- **December 7, 2016 Board of Selectmen's meetings minutes:** Mr. Hanson motioned to accept the minutes of the December 7, 2016 Board of Selectmen's meeting as presented. Mr. Drenkhahn seconded the motion and the vote was unanimous.

**PUBLIC INPUT:** None

**SELECTMEN'S REPORTS:**

**HERITAGE COMMISSION (HC):** Mr. Hanson reported the following:

- **Mooseplate grant:** The NH Division of Historic Resources has received the administrative documentation and the final payment of \$5,000 has been authorized for release; the funds are expected the first week in January.
- **Town House paint:** The HC reached out to Code Enforcement Officer Ken Ballance several days prior to the release of the final payment, but did not have contact back regarding the Town House painting project. The HC was satisfied that all RSA requirements were met and approved the release of the final payment.
- **Window lights:** Battery powered lights are in each window of the Town House and looks beautifully quaint.
- **Meredith Village Savings Bank (MVSb) grant:** MVSb did not approve grant funding this year.
- **Volunteer preservation work:** Kimberly Baker, Chair of the HC, and Heritage Commissioner Karen Ponton met with graduate Student Rick Kipphut regarding volunteer preservation work for the Town. Mr. Kipphut will research the Center Harbor Boathouse and Barn Survey; he will contact the Selectmen regarding the

availability of tax cards for the purpose of locating historic barns in the region. There was discussion regarding the tax cards being public documents; however the public does not have access to the file cabinets where the property files are stored. The Selectmen are agreeable to allowing Mr. Kipphut access to the property files in the cabinet.

- **Raffle:** The HC requested direction from the Selectmen regarding the possibility of running a raffle in the summer of 2017 to help fund further rehabilitation efforts on the Town House. Mr. Viens reported the HC should submit a letter to the Selectmen explaining the details of the raffle and requesting permission.
- **LCHIP grant:** On December 8, 2016, Commissioner Ponton graciously accepted a \$21,000 LCHIP grant award for the HC; at the award ceremony Commissioner Ponton gave a speech regarding the birth of the Town House project. Chair Baker reported her speech was well written and beautifully received; Commissioner Ponton's enthusiasm and dedication were a shining embodiment of the commitment that the HC has to preserving these cultural and historic resources in our community. Mr. Viens and Mr. Hanson, who also attended the ceremony, reported only a couple of individuals were asked to speak, Commissioner Ponton was one, and they complimented her speech.

**APPOINTMENTS:** None

### **UNFINISHED BUSINESS**

#### **PROPOSED 2017 BUDGET:**

- **Winnepesaukee Wellness Center:** \$6,000 requested for 2017, \$6,000 appropriated in 2016.

**2016 TOWN REPORT COVER:** Fire Chief Leon Manville submitted various photographs of the Fire Department for consideration on the 2016 Town Report cover; the Fire Department will be recognized on the cover for its centennial celebration year. The Selectmen requested the pictures be formatted into a collage for their further review.

**ONLINE FILLABLE FORMS:** Mr. Viens and Ms. Woodaman will have a conference call with a representative from SeamlessDocs regarding adding online fillable forms to the Town's website.

### **NEW BUSINESS**

**PARKS & RECREATION:** Parks & Recreation Director Sandy Frost submitted the following 2016 revenue information:

- **Boat launch revenue:** \$11,550 generated in 2016, \$13,940 generated in 2015.
- **Footrace revenue:** \$13,475 generated in 2016, \$14,760 generated in 2015.

#### **LAKES REGION PLANNING COMMISSION (LRPC):**

- **Town Commissioner:** David Hughes, the Town's Commissioner to the LRPC, submitted his resignation to the LRPC effective immediately. Mr. Viens motioned to accept Mr. Hughes' resignation with regret. Mr. Hanson seconded the motion and the

vote was unanimous. The Selectmen would like Karen Ponton and David Reilly asked if they would like to represent the Town.

**PUBLIC INPUT:** None

**ADDITIONAL BUSINESS**

**CONSTRUCTION PERMIT APPLICATION:** The Selectmen reviewed the following approved construction permit application:

Gaufberg

TML 215-23

**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 7:43 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