

**Center Harbor Board of Selectmen
Board of Selectmen's Meeting
Wednesday, May 9, 2018**

CALL TO ORDER: At 7:00 p.m. Chairman Harry Viens called the Board of Selectmen's meeting to order. Selectman Richard Hanson was present. Selectman Richard Drenkhahn was absent with notification. Karen Ponton, David Reilly and Selectmen's Administrative Assistant Robin Woodaman were also present.

AGENDA REVIEW: No changes were made to the agenda.

MEETING MINUTES:

- **May 2, 2018 Board of Selectmen's meeting minutes:** Due to Mr. Hanson not being present at the May 2, 2018 Board of Selectmen's meeting and Mr. Drenkhahn not being present at this evening's meeting, the minutes cannot be approved; they will be on the Selectmen's May 16, 2018 agenda for approval.

APPOINTMENTS: None

PUBLIC INPUT:

KAREN PONTON:

- **Town's "welcome" signs on Route 25:** Ms. Ponton reported the Town's "welcome" signs on Route 25 need attention. Mr. Viens reported the Center Harbor Women's Club purchased the signs and used to take care of them; he doesn't think the Club has the finances to take care of them now. There was discussion regarding the sign at the entrance to the Municipal Building also needing attention. Mr. Viens requested Paquette Signs be asked to submit an estimate for this work.
- **Corner of Route 25 and Bean Road:** Ms. Ponton asked if the Bean Road sign could be moved. Mr. Viens explained the Town owns from the swale back to the yarn shop; the rest of that area is State-owned. Ms. Ponton reported learning, while looking through deeds, that the area was donated for a park.
- **Bathhouse repairs/renovation:** Ms. Ponton suggested the Selectmen consider putting information about the Bathhouse repairs on the Town's website. Mr. Viens reported the project will include new fixtures and new tile floors, but there is no date scheduled as of now. Code Enforcement Officer Ken Ballance will be asked the status of this project. There was discussion regarding vandalism at the bathhouse. Ms. Ponton suggested limiting access to the bathhouse; it was explained access is limited, but vandalism still occurs.
- **Public restroom facilities:** Mr. Viens reported Luke Dupuis had considered constructing a public restroom on the Home Comfort property; however after being informed of the issues that may arise – vandalism and drug use – he decided not to pursue this project. Mr. Viens reported the Center Harbor Community Development Association (CHCDA) will update the village business map indicating public restrooms.

- **Food truck at Town Docks:** There was discussion regarding the unused vending cart/food truck location at the Town Docks. Ms. Ponton reported speaking to the owner of Lucky Dog, who reported an issue he would have is that the food truck would not be allowed to stay in the spot overnight. There was discussion regarding no overnight parking being allowed at the Town Beach, Docks and Municipal parking areas.
- **Posters:** Ms. Ponton reported she feels the posters taped to windows in the Municipal Building looks tacky and cluttered and asked if another bulletin board is needed.
- **Website:** Ms. Ponton reported there is dated material on the Town's website. Mr. Viens requested Department Heads and Committees be asked to check their sites and remove dated information.

SELECTMEN'S REPORTS:

MR. VIENS:

- **State of New Hampshire Department of Transportation (NH DOT) Mosquito Bridge project:** Mr. Viens reported a NH DOT representative will give a brief update on the Mosquito Bridge project at the Selectmen's May 16th meeting.

MR. HANSON:

- **Kona Fountain:** Mr. Hanson asked when the Kona Fountain will be opened for the summer; Road Agent Jeff Haines will be asked when the fountain will be opened.

UNFINISHED BUSINESS:

MUNICIPAL BUILDING PARKING LOT: Road Agent Jeff Haines requested the Selectmen discuss Quantum Construction Consultants, LLC cost projection estimate for the Municipal Building parking lot. Mr. Viens suggested scheduling this discussion when all three Selectmen are in attendance; Mr. Hanson agreed.

FIRE DEPARTMENT PICK UP TRUCK:

- **Tax Exempt Leasing Corporation:**
 - **Resolution:** Mr. Hanson motioned the following resolution:

At a duly called meeting of the Governing Body of the Lessee (as defined in the Agreement) held on the following resolution was introduced and adopted:

BE IT RESOLVED by the Governing Body of Lessee as follows:

1. **Determination of Need.** The Governing Body of Lessee has determined that a true and very real need exists for the acquisition of the Equipment described on Exhibit A of Schedule No. 02 dated as of May 8, 2018 to the Master Lease Purchase Agreement dated as of April 1, 2016, between **Town of Center Harbor** (Lessee) and **Tax-Exempt Leasing Corp.** (Lessor).
2. **Approval and Authorization.** The Governing Body of Lessee has determined that the Agreement and Schedule, substantially in the form presented to this meeting, are in the best interests of the Lessee for the acquisition of such Equipment, and the Governing Body hereby approves the entering into of the

Agreement and Schedule by the Lessee and hereby designates and authorizes the following person to execute and deliver the Agreement and Schedule on Lessee's behalf with such changes thereto as such person deem appropriate, and any related documents, including any Escrow Agreement, necessary to the consummation of the transaction contemplated by the Agreement and Schedule.

Authorized Individual:

Harry Viens, Chairman of the Board of Selectmen is authorized to execute the Agreement.

In addition to the Authorized Individual above, the Governing Body of Lessee further authorizes the following individual to sign any Payment Request and Partial Acceptance Certificate form and/or Final Acceptance Certificate:

Authorized Individual:

Fire Chief Leon Manville is authorized to execute any Payment Request and Partial Acceptance Certificate and/or Final Acceptance Certificate.

Mr. Viens seconded the motion and the votes was unanimous.

CONSTRUCTION PERMITS: Bernie Volz had recommended, via email, replacing two documents currently on the Town's website pertaining to construction permit information with one document highlighting the core ordinance sections, consolidating information, presenting information more concisely and indicating that for State of New Hampshire Department of Environmental Services (NH DES) related permits, Town ordinances may be more strict and need to be followed. The Selectmen requested Code Enforcement Officer Ken Ballance's input on Mr. Volz's recommendation. Mr. Ballance reported he feels the information on the website is fine as it is. Mr. Viens suggested leaving the information as is and adding Mr. Volz's information as an "at a glance" or "quick summary" document; Mr. Hanson agreed.

HIGH HAITH BEACH:

- **Split rail fence:** Ms. Ponton previously reported the split rail fence has fallen down. She reported there had been a discussion in the past about moving the fence closer to the road and suggested now might be a good time to do that. The Selectmen requested Road Agent Jeff Haines move the fence. Mr. Haines reported he will clean up the beach and repair the fence which is located so that the drainage swale in front of it can function to prevent the launch from washing out. He reported moving the fence will put the swale on an unmanageable side of the fence and decrease the area used for snow storage and parking. Mr. Haines recommended not moving the fence.
- **Additional sand:** There had been a discussion regarding the necessity of a State of New Hampshire Department of Environmental Services (NH DES) permit to add sand to the beach area. The Selectmen requested Mr. Haines apply for a NH DES maintenance permit similar to the permit for the Town Beach and Dock area on Lake Winnepesaukee. Mr. Haines reported he will look into what is necessary to get additional sand on the beach.

- **Deed:** Ms. Ponton reported, while researching deeds for the historical resources inventory, seeing the deed for this property. She reported the property was donated to the Town to be used as a boat launch area.

TOWN HOUSE:

- **Interior:** Ms. Ponton had reported the interior of the Town House was left clean before winter; now there are two areas where there are signs of possible critter damage. The Selectmen requested Mr. Haines look at this matter. Mr. Haines reported it appears there are mice in the Town House and recommended calling a pest control company.
- **Behind the building:** Ms. Ponton had reported the workers who worked on the foundation came across weasels living in the stone foundation. She reported there is an area of humped-up dirt near where the workers found the weasels; they may have gone back in. The Selectmen requested Mr. Haines look at this matter. Mr. Haines reported he did not see any signs of weasels, but did notice that there are now several holes through which small critters might gain access. He reported the building is not, and was not ever, perfectly sealed to bar entry and suggested a mason look at the holes in the foundation stones. Ms. Ponton reported most of the inside foundation was mortared; there is an area near the bathroom that was not done.

NEW BUSINESS:

COPIER SERVICE CONTRACTS: Mr. Viens motioned to contract with Twin Rivers Office Machines, in the amount of \$2,160, for service contracts for the two copies in the administrative area. Mr. Hanson seconded the motion and the vote was unanimous.

LIGHTING SWITCH IN CARY MEAD ROOM: Mr. Viens requested an on/off switch be installed in the Cary Mead Meeting Room replacing the automatic switch, which continually shuts the lights off during meetings.

ADDITIONAL BUSINESS:

FIRE DEPARTMENT:

- **Response to fire:** The Selectmen received a copy of Moultonborough Fire Rescue's Facebook page reporting the Center Harbor Fire Department was the first to respond to a working structure fire on High Haith Road. The reported Center Harbor Fire Chief Leon Manville requested a first alarm, then the Center Harbor Fire Department made an outstanding stop, holding the fire in check until additional manpower arrived.

STATE OF NEW HAMPSHIRE:

- **State of New Hampshire Department of Revenue Administration (NH DRA):**
 - **Report of Intent to Cut Wood or Timber:** Mr. Hanson motioned to sign the following NH DRA "Report of Intent to Cut Wood or Timber":

Thompson

TML 214-14

Mr. Viens seconded the motion and the motion passed.

- **Abatement of timber taxes:** Mr. Hanson motioned to abate the following timber taxes; this was a salvage harvest of blown-down timber:

Thompson

TML 214-14

Mr. Viens seconded the motion and the motion passed.

- **State of New Hampshire Liquor Commission:** Mr. Viens motioned to send a letter to the State of New Hampshire Liquor Commission approving the issuance of a beer/wine/liquor license to Papa Doc LLC, Kevin Halligan Member Manager, DBA Osteria Poggio. Mr. Hanson seconded the motion and the vote was unanimous.
- **State of New Hampshire Department of Environmental Services (NH DES):**
 - **NH DES Town Dock/Beach permit:** Mr. Viens motioned to authorize Folsom Design & Construction Management to prepare a NH DES application to repair the existing concrete launch and docking facility “in-kind”, in the amount of \$1,725, with funding from the Parks & Recreation Revolving Fund. Mr. Hanson seconded the motion and the vote was unanimous.

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

St. Clair	TML 103-25
Langevin	TML 101-2
Adams	TML 215-19.1
Holtzman	TML 212-2
Marino	TML 226-23
Johnson	TML 222-15
Blake	TML 224-2
Copsey	TML 221-20
Ricciardi	TML 103-21

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

PUBLIC INPUT: None

ADJOURNMENT: At 7:47 p.m. Mr. Hanson motioned to adjourn the Board of Selectmen’s meeting. Mr. Viens seconded the motion and the motion passed.

Respectfully submitted,

Robin Woodaman
Selectmen’s Administrative Assistant