

**Center Harbor Board of Selectmen
Board of Selectmen's Meeting
Wednesday, May 30, 2018**

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. David Reilly, Road Agent Jeff Haines and Selectmen's Administrative Assistant Robin Woodaman were also present.

AGENDA REVIEW: No changes were made to the agenda.

MEETING MINUTES:

- **May 23, 2018 Board of Selectmen's meeting minutes:** Mr. Hanson motioned to approve the minutes of the May 23, 2018 Board of Selectmen's meeting as presented electronically. Mr. Drenkhahn seconded the motion and the vote was unanimous.

APPOINTMENTS:

ROAD AGENT JEFF HAINES:

- **Municipal Building parking lot:** Mr. Haines reported plans to work with Quantum Construction Consultants, LLC (QCC) Senior Project Manager Jim Bouchard on a Request for Proposal (RFP) for the parking lot which will include addressing the important issues. Mr. Drenkhahn reported the previous estimate the Selectmen received was twice the amount he would be willing to spend on the project. Mr. Viens requested Mr. Haines obtain the fee for Mr. Bouchard's assistance with the RFP. Mr. Haines reported he will discuss this with Mr. Bouchard and reported, with a lesser construction management role from QCC, the cost will be a lot less than the \$17,000 previously estimated.
- **Pressure vehicle inspections:** Mr. Haines submitted a letter from Travelers Boiler Senior Regional Risk Control Consultant Steve Sawyer reporting on his April 26, 2018 boiler inspections. Mr. Sawyer recommended
 - Inserting a vibration damper material when anchoring the new Fire Department's air tank,
 - Prior to anchoring the new air tank to the floor, ensure there is enough distance between the tank and the wall to allow viewing of the manufacturer's nameplate with an inspection mirror.
 - Determine the source of runoff from the boilers exhaust stacks and correct this issue.
- **State of New Hampshire Department of Safety (NH DOS) Division of Homeland Security and Emergency Management Federal Emergency Management Agency (FEMA) Major Disaster Funds:** Mr. Haines submitted correspondence from the NH DOS reporting the Town will receive \$11,766.14 in FEMA Major Disaster funds representing the federal share of the Town's costs associated with the March 14, 2017 winter storm.
- **College Road survey and deed research:** Mr. Haines reported he has prepared a Request for Proposals (RFP) for survey and deed research pertaining to the proper

bounds for a property on College Road at which the owner would like to construct a stone wall between the house (which is close to the road) and the road. He reported this would cost between \$12,000 and \$16,000 and would like to speak with the property owner regarding his commitment to the construction of a stone wall before proceeding. Mr. Haines asked if the Town should also request a legal opinion before proceeding further. M. Hanson reported he feels the burden should be put on the property owner; Mr. Drenkhahn agreed. Mr. Viens referenced the best fit strategy and asked where the stone wall could be; Mr. Haines reported it would be very close to the road and there would be an issue with snow storage. Mr. Haines will report back to the Selectmen after his meeting with the property owner.

- **Road projects:**

- **McCrillis Hill Road culvert replacement:** Mr. Haines reported the water level is low where the culvert needs to be replaced on McCrillis Hill Road; he is waiting to hear from Ambrose Brothers for a start date on this project.
- **Follett Road:** Mr. Haines reported Quantum Construction Consultants, LLC (QCC) Senior Project Manager Jim Bouchard is still dealing with the State of New Hampshire Department of Environmental Services (NH DES) for permits. He reported due to this delay, sections of Follett Road will be looked at for re-grading to keep the dust down until this project can be completed.

- **Morse Cemetery gravestones:** Mr. Haines reported one company emailed a proposal for the repairs to the Morse Cemetery gravestones; this was not accepted because the company did not follow instructions – the Request for Proposals (RFP) specified “sealed bids”. He reported he followed up on Karen Ponton’s previous recommendations of agencies who may have referrals; he was informed of one additional company. Mr. Haines reported the RFP will be re-advertised.

- **High Haith Beach:**

- **Vandalism:** The Selectmen were notified that the High Haith Bridge was vandalized with graffiti on both sides of the concrete supports and on top of one railing. Mr. Haines will research options to remove the graffiti.
- **Beach:** Mr. Haines reported he will request Cindy Folsom’s opinion regarding the possibility of adding sand to the beach area; Ms. Folsom previously was employed at the State of New Hampshire Department of Environmental Services (NH DES) and Mr. Haines worked with her on the Town’s recent NH DES permit for dock maintenance. He reported another option would be to apply for a permit to construct a perched beach. Mr. Drenkhahn reported he is happy to accommodate people for swimming.
- **Fence:** Mr. Haines reported the fence has been repaired.

- **Gas pump replacement:** Mr. Haines reported the new gas pump arrived damaged; a new one will be sent at no additional cost.

- **Town House:** Mr. Haines reported working on cleaning up the ground excavation materials from the foundation project.

PUBLIC INPUT: None

SELECTMEN'S REPORTS:

MR. DRENKHAHN:

- **Energy Committee (EC) workshop:** Mr. Drenkhahn reported the Button Up workshop was very informative. He reported residents could spend \$100 for an energy audit, then the \$100 would be applied towards energy saving work they have done in their home. There was discussion regarding the New Hampshire Electric Cooperative energy savings rebates that are available

UNFINISHED BUSINESS:

AUTOMATED EXTERNAL DEFIBRILLATORS (AED): Fire Chief Leon Manville previously submitted on the cost of AED's (\$1,200 to \$1,700) and recommended AED's be placed in the Town Hall, Library and Highway Garage. He reported training on AED's could be included when CPR re-certifications are held. Chief Manville reported they are fairly easy to use and early use of an AED on a cardiac arrest patient has proven to save lives. The Selectmen would like the purchase of AED's be a 2019 warrant article. Chief Manville will be asked to further research, and recommend, which AED's to purchase.

SALE OF FORD EXPEDITION: The Selectmen were notified that the 2007 Ford Expedition was sold at the State auction for \$600; there was a 10% yard fee – the Town received a check for \$540.00

NEW BUSINESS:

FIRST HALF 2018 PROPERTY TAX WARRANT: Mr. Viens motioned to sign the first half of the 2018 property tax warrant in the amount of \$2,974,811. Mr. Drenkhahn seconded the motion and the vote was unanimous.

HIGH HAITH BRIDGE VANDALISM: The Selectmen were notified that the High Haith Bridge was vandalized with graffiti on both sides of the concrete supports and on top of one railing.

JULY 4TH:

- **Boy Scout Troop 142 request to sell popcorn:** Mr. Hanson motioned to approve Boy Scout Troop 142's request to sell popcorn during the July 4th fireworks as they have in the past. Mr. Drenkhahn seconded the motion and the vote was unanimous.
- **State of New Hampshire Department of Transportation (NH DOT) permits:** Mr. Viens motioned to sign the NH DOT permits for the July 4th footrace and parade. Mr. Hanson seconded the motion and the vote was unanimous.

LOBSTERFEST:

- **Suspending the no alcohol on Town property ordinance during LobsterFest:** Mr. Drenkhahn motioned to suspend the enforcement of the no alcohol on Town property

ordinance during the LobsterFest, August 2, 2018 as they did for LobsterFest 2017. Mr. Viens seconded the motion and the vote was unanimous.

INTER-LAKES SCHOOL DISTRICT ASSESSMENT: The Selectmen received the Inter-Lakes School District's apportioned estimated assessment for the 2018/2019 school year of \$3,255,566. The actual apportioned assessment for the 2017/2018 school year was \$2,967,950. Mr. Viens reported the Town's assessment has increased by approximately 50% over the last few years. He reported a few years ago, the cost per student was approximately \$21,000 per year; with the new assessment and 107 Center Harbor students, it will cost over \$30,000 per year per student. Mr. Viens reported something needs to be done and the Selectmen should make their displeasure be known. He reported the assessment formula is fundamentally unfair. Mr. Viens requested the Town's assessment and number of students for the past few years be researched.

OLD EMERGENCY MANAGEMENT LAPTOP COMPUTER: Mr. Drenkhahn asked the Selectmen about selling the old (2007) Emergency Management laptop computer. The Selectmen requested a memo be sent to all Town employees asking if anyone would be interested in purchasing this laptop; it would be non-functioning and have no operating system. Mr. Drenkhahn expressed interest in purchasing the laptop.

ADDITIONAL BUSINESS:

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:

DAVID REILLY:

- **College Road survey and deed research:** Mr. Reilly commented on possible problems when working on, or near, a 200 – 250 year old building.
- **Town House material clean-up:** Mr. Reilly suggested the Selectmen ask Mr. Haines who was pushing the ground material around at the Town House.

ADJOURN: At 7:50 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