

**Center Harbor Board of Selectmen  
Board of Selectmen's Meeting  
Wednesday, June 27, 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. Karen Ponton, David Reilly, Roland Garland, Police Chief Mark Chase and Selectmen's Administrative Assistant Robin Woodaman were also present.

**AGENDA REVIEW:** No changes were made to the agenda.

**MEETING MINUTES:**

- **June 13, 2018 Board of Selectmen's meeting** minutes: Mr. Drenkhahn motioned to approve the minutes of the June 13, 2018 Board of Selectmen's meeting as presented electronically with the following corrections:

- **Mr. HANSON:**
- **Heritage Commission (HC):**
  - **HC meeting:** Mr. Hanson reported the HC will meet Thursday, June 21, 2018.
  - **"Do Good" cards:** Mr. Hanson reported the Common Man has donated "Do Good" cards as a fundraiser for the HC. He reported every \$10 "Do Good" card is worth \$10 at a Common Man Restaurant; the Commissioners may sell the cards outside Heath's Supermarket (if may card) **if any cards** are left.
- **24 DEW POINT LANE:** The Selectmen received a copy of the Zoning Board of Adjustment's June 5, 2018 decision on the "Motion for Rehearing on Application 2018-0409" submitted by Mark Sudbey regarding 24 Dew Point Lane; the ZBA denied the motion for the following reasons:
  - **The request submitted to the Board to rehear the case presents no facts that the Board has overlooked, nor does it present any errors of law. Moreover, the motion makes two important and related misstatements. Prior to 2016, no structures were permitted within 75 feet of the shoreland. Therefore 1) the original patio, for which no permits were obtained prior to construction, was not (grandfathers) grandfathered; it was illegal; and 2) requiring a variance from the 2016 ordinance is more generous (less restrictive) than requiring a variance from the pre-2016 ordinance.**

Mr. Hanson seconded the motion and the vote was unanimous.

**APPOINTMENTS:**

**POLICE CHIEF MARK CHASE:**

- **Police Department update:**

- **Cruiser damage:** Chief Chase reported a cruiser sustained damage on June 17, 2018. He reported Irwin Motors estimated approximately \$3,500 in damage and to replace the decals will cost \$250. Chief Chase reported an insurance adjuster examined the cruiser today. He reported there is a \$1,000 deductible and asked if those funds would come from the Town Vehicles Repairs & Maintenance Expendable Trust Fund (ETF) or the Police operating budget. Mr. Drenkhahn motioned to have the \$1,000 deductible come from the Town Vehicles Repairs & Maintenance ETF. Mr. Viens seconded the motion and the vote was unanimous.
  - **Lakes Region Planning Commission (LRPC) traffic count:** Chief Chase reported LRPC conducted a traffic count in the vicinity of the Library and Dewey's Ice Cream; he has not received the results.
  - **"No Parking" sign replacement:** Chief Chase reported the State of New Hampshire Department of Transportation (NH DOT) has not replaced the "No Parking" sign on Plymouth Street; they have been asked to do so numerous times. He requested the Selectmen contact NH DOT regarding the replacement sign.
  - **COPS grant:** Chief Chase reported the current COPS grant is not applicable to the Police Department; it would fund a full-time civilian position, not a full-time officer. He reported the information gathered for this grant will be used when the grant for a full-time officer opens up.
  - **Drug "Take Back" box:** Chief Chase reported the Police Department is ready to install the drug "take back" box; Code Enforcement Officer Ken Ballance will mount it.
- **Non-public session:** At 7:09 p.m. Mr. Viens motioned to go into a non-public session per RSA 91-A:3, II(a) to discuss a personnel matter. Mr. Drenkhahn seconded the motion. The members were polled: Mr. Viens – yes, Mr. Hanson – yes, Mr. Drenkhahn – yes. Mr. Viens, Mr. Hanson, Mr. Drenkhahn and Chief Chase were present for a discussion regarding a Police Department personnel matter. At 7:35 p.m. Mr. Hanson motioned to end the non-public session. Mr. Drenkhahn seconded the motion and the vote was unanimous.

**RECONVENE:** At 7:35 p.m. Mr. Viens reconvened the Board of Selectmen's meeting.

**NON-PUBLIC SESSION:** Mr. Viens reported the non-public session with Chief Chase will not require any action.

### **PUBLIC INPUT:**

### **KAREN PONTON:**

- **Community Planning Survey:** The Selectmen reviewed the Community Planning Survey. Ms. Ponton reported the first part of the survey was completed by Mae Williams and the second part is the historical resources section.
- **Land & Community Heritage Investment Program (LCHIP) plaque:** Ms. Ponton showed the Selectmen the LCHIP plaque, which will be mounted on the Town House.

- **“Do Good” fundraiser:** Ms. Ponton reported there are six Common Man “Do Good” fundraising cards left; they are \$10 each and each \$10 card is worth a \$10 credit at Common Man restaurants.

### **ROLAND GARLAND:**

- **Belknap College:** Mr. Garland reported interest in Belknap College holding a reunion as they did a few years ago. He reported the Center Harbor Historical Society received a donation from the last reunion, which he plans to use to fix the alcove for a special place to highlight Belknap College.
- **School House building repairs:** Mr. Garland reported he needs help in repairing the walls and painting; he asked if this could be completed before the fall. He also reported the members of the Society thought it would be a good idea to leave the water on between meetings; however the water tank sweats and there is water on the floor. Mr. Garland reported there may be issues with either the water pump or check valve. Mr. Viens reported Code Compliance Officer Ken Ballance had been asked to oversee repairs to the School House building; he will be asked the status, and estimated costs of the repairs so that the Selectmen can prioritize the work.
- **School House whiskey barrels:** Mr. Garland asked if the whiskey barrels at the School House would be planted; Mr. Viens explained they would not be planted by the Town this year. Mr. Garland reported the Historical Society will take care of the plantings.

### **SELECTMEN’S REPORTS:**

#### **MR. VIENS:**

- **July 4<sup>th</sup> vendors:** The Selectmen previously received correspondence from the Town of Moultonborough Select Board reporting it had been brought to their attention that organizations from Moultonborough are not allowed to participate as vendors for fundraising activities during the fireworks. Mr. Viens reported meeting with Moultonborough Select Board members Jean Beadle and Russ Wakefield who reported the Board had been approached by a Moultonborough High School group wanting to fundraise for a trip. Mr. Viens reported the Town has not received a request from this group; he explained to Ms. Beetle and Mr. Wakefield the group should submit information for the Selectmen’s review.
- **Lakes Region Planning Commission (LRPC) oil and propane group purchase:** Mr. Viens reported LRPC submitted the results for their group oil and propane purchase Request for Proposals. The lowest oil proposal is from Pemi River Fuel for \$2.449 per gallon. The lowest propane proposal is also from Pemi River Fuel for \$1.499 per gallon. Mr. Viens reported an issue would be with the propane tank; the ownership of the tank would have to change. Mr. Viens reported he doesn’t feel the Town needs to participate in the group purchase; Mr. Hanson and Mr. Drenkhahn agreed. The Selectmen received an email from Dead River Fuel Representative Bill Karheck reporting the current fixed prices for Dead River are \$1.479 for propane and \$2.489 for heating fuel. Mr. Viens reported the Town has had a good working relationship with Dead River and they also service our boilers in the Fire Station. The Selectmen requested Dead River be asked, if the Town enters into an agreement soon, and the rates go down, will the Town’s rate go down.

## **UNFINISHED BUSINESS:**

**FLOWER PLANTINGS:** Stephens Landscaping previously submitted a revised proposal, in the amount of \$1,200, for soil replacement in the lake front barrels and annual plantings in the lake front barrels and fountain. Mr. Viens will call Stephens in the morning to make sure the plantings are done by July 4<sup>th</sup>. Mr. Hanson asked if the proposal included the whiskey barrels along Main Street; he reported he feels those barrels should be removed if flowers are not going to be planted in them. Mr. Viens explained the barrels are also there to prevent vehicles parking on the corner. The Selectmen requested Road Agent Jeff Haines plant the whiskey barrels on Main Street. Mr. Hanson will contact local merchants regarding watering and maintain the barrels this summer.

**KLINE ROAD:** The Selectmen received a copy of the “Notice of Decision” regarding the Nason/Hayes v. Kline et al request for a preliminary injunction. The preliminary injunction was granted; accordingly the status quo remains the same and no building permit for the road can be issued until the case is resolved.

**24 DEW POINT LANE:** Attorney Laura Spector-Morgan reported the new owners of 24 Dew Point Lane will be filing an appeal of the Zoning Board of Adjustment’s (ZBA) decision to preserve their right to do so. They are also going to file a new application to the ZBA for a patio that is either identical, or close to the original patio, which neither the old owner, nor the new owner knew was illegal; if this is approved, they will withdraw the appeal. The new owner requested the Selectmen agree to the stay of the appeal to the court; this would save the Town money in having to answer the petition and file a certified record. Mr. Viens motioned to agree to the request to stay the appeal. Mr. Drenkhahn seconded the motion and the vote was unanimous.

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

- **Oil and propane group purchase:** The Selectmen received LRPC’s results for their group oil and propane purchase Request for Proposals. The lowest oil proposal is from Pemi River Fuel for \$2.449 per gallon. The lowest propane proposal is also from Pemi River Fuel for \$1.499 per gallon. The Selectmen received an email from Dead River Fuel Representative Bill Karheck reporting the current fixed prices for Dead River are \$1.479 for propane and \$2.489 for heating fuel.

**COLLEGE ROAD:** Mr. Viens reported on correspondence with College Road property owner George Tall, who would like to construct a stone wall between his house and the road. He reported discussion regarding possible federal funds to address drainage issues from the road. Mr. Viens reported he wants to make sure this would not cost the Town any money.

## **NEW BUSINESS:**

### **PROPERTY TAX ABATEMENTS:**

- **Veteran’s credit was not applied:** Mr. Hanson motioned to abate \$250 for the following property tax because the Veteran’s credit was not applied:

Mr. Drenkhahn seconded the motion and the vote was unanimous.

- **2017 property tax abatement applications:** The Selectmen reviewed Commerford, Nieder, Perkins, LLC (CNP) Assessor Supervisor John Hatfield's recommendations pertaining to the 2017 property tax abatement applications. Mr. Drenkhahn motioned to recommend or deny property tax abatements, based on Mr. Hatfield's recommendations, to the following:

Markley	TML 103-18	Granted
Anderson	TML 205-4	Granted
McCleary	TML 213-10	Denied
Sturtevant Cove Association	TML 208-43	Denied
Tarica NH Realty, LLC	TML 203-5	Denied

Mr. Hanson seconded the motion and the vote was unanimous.

**MORSE CEMETERY GRAVESTONE REPAIRS:** The Selectmen opened, and reviewed, the following proposals received for the Morse Cemetery gravestone repairs:

Gravestone Services of NE	\$ 500
Fannin-Lehner Preservation Consultants	\$6,960

These proposals will be forwarded to Road Agent Jeff Haines for his review and recommendation.

**ZONING BOARD OF ADJUSTMENT (ZBA):** The Selectmen received notification that the ZBA granted the following two variance applications to add accessory dwelling units:

Olsheskie	TML 104-6
Bond	TML 104-14

**CENTER HARBOR INN:**

- **Seasonal dock rentals:** The Center Harbor Inn submitted the names, address and boat information for the three allowed seasonal dock rentals.
- **Restaurant beer and wine liquor license application:** The Selectmen received correspondence from the State of New Hampshire Liquor Commission that the Center Harbor Inn has applied for a restaurant beer and wine liquor license per RSA 178:20. Mr. Viens reported the Inn has decided not to pursue this license.

**FIRE DEPARTMENT BOAT:** Fire Chief Leon Manville reported, via email, that the Fire Department's boat is out of service; the motor started leaking oil and it was determined that the problem is terminal and the motor needs to be replaced. He reported the Moultonborough Fire Department will provide the July 4<sup>th</sup> fireworks detail and any water

rescues, boat fires or any other incidents on the Town's lakes and islands will be handled with mutual aid. Chief Manville will research fire boat options.

**HISTORICAL SOCIETY (SCHOOL HOUSE) BUILDING KEY DISTRIBUTION:**

On April 24, 2018, the Selectmen received an email from Historical Society President Roland Garland reporting, due to his lack of key control, he had lost track of where all the keys were to the School House Building and requested new keys be made, which would be distributed only by the Historical Society's Executive Board. At the Selectmen's April 25, 2018 meeting, they voted unanimously to re-key the School House Museum Building with one key issued to Mr. Garland, one to Code Enforcement Officer Ken Ballance, one to Road Agent Jeff Haines and a couple of keys kept in the Selectmen's Office, which individuals, upon approval from Mr. Garland, could sign out on a short term basis. No duplicates of the keys were to be made. Mr. Viens reported receiving a call from Connie Johnson, who was scheduled to be a Museum Host during July, requesting she be allowed to sign a key out for the month of July. Mr. Garland reported he does not want a key signed out for the month; he reported a key could be picked up on Friday and returned on Monday – no more than that timeframe. Mr. Garland was asked if he had made copies of his key; he made two copies for Historical Society Executive Board members. Mr. Garland will retrieve those two keys and turn them in to the Selectmen's office Friday, June 29, 2018.

**EASTER SEALS NEW HAMPSHIRE:**

- **HK Powersports Land & Lake Poker Run:** The Selectmen received a request from Christine Pederson, Senior Director of Events & Corporate Relations for Easter Seals New Hampshire, for permission to have a checkpoint at the Center Harbor Docks on July 14, 2018 as part of the HK Powersports Land & Lake Poker Run. Police Chief Mark Chase reported he has no concerns with this request. Mr. Viens motioned to allow the Town Docks to be a checkpoint on July 14, 2018 as part of the HK Powersports Land & Lake Poker Run. Mr. Hanson seconded the motion and the vote was unanimous.

**TOWN WEBSITE:** The Selectmen received notification that Virtual Towns & Schools (VTS) has been acquired by CivicPlus.

**ADDITIONAL BUSINESS:**

**PARKS & RECREATION DEPARTMENT:**

- **Facility Use application:** Mr. Viens motioned to sign the following Facility Use application, which has been approved by Parks & Recreation Director Sandy Frost:

Illsley

Mr. Hanson seconded the motion and the vote was unanimous.

**PARKING AT THE CENTER HARBOR CONGREGATIONAL CHURCH:**

The Selectmen were informed that the Center Harbor Congregational Church allows overflow parking from the Canoe Restaurant and boat trailer parking (no vehicles) from the Center

Harbor Inn. Mr. Viens reported the Center Harbor Inn issues identifying stickers for boat trailers parked in the Church's parking lot. The Selectmen reviewed the Town's Zoning Ordinances; Appendix B – Parking Guidelines, B-2 states "off-street parking facilities are normally to be provided on the same site as the use they are designed to serve. If off-site parking is allowed by the Planning Board (PB) the parking agreement must be an attested document and the continued operation of the subject occupation/business shall be contingent on the life of the agreement." There was discussion regarding this being a "housekeeping" matter, making sure this is included in the site plan approvals. Mr. Viens requested this be referred to the PB.

**STATE OF NEW HAMPSHIRE:**

- **State of New Hampshire Department of Revenue Administration (NH DRA):**
  - **NH DRA "PA-28 Inventory of Taxable Property" form for 2019:** Mr. Viens motioned to not utilize the NH DRA "PA-28 Inventory of Taxable Property" form for 2019. Mr. Drenkhahn seconded the motion and the vote was unanimous.

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

Hulkow	TML 225-6
O'Donnell	TML 105-22
Home Comfort	TML 102-58

**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 8:31 p.m. Mr. Hanson motioned to adjourn the Board of Selectmen's meeting. Mr. Drenkhahn seconded the motion and the vote was unanimous.

Respectfully submitted,

Robin Woodaman  
Selectmen's Administrative Assistant