

**Town of Center Harbor
36 Main Street
Center Harbor, NH 03226**

**Board of Selectmen
Meeting Minutes
Wednesday, April 17, 2024**

MEETING NOTIFICATION: Notification of this meeting was posted on the Town's website and the Municipal Building and Post Office bulletin boards.

CALL TO ORDER: At 6:00pm Chairman Harry Viens called the Board of Selectmen's meeting to order. Selectmen William Ricciardi and Richard Drenkhahn were present. Lake Winnepesaukee Association President Pat Tarpey, Planning/Zoning Administrative Assistant Helen Altavesta, Data Clerk/Receptionist Gary Mellinger, and Code Enforcement Officer Bill Doucette were also in attendance.

AGENDA REVIEW: Mr. Mellinger would like to review a spreadsheet he created to track businesses and compliance with the Town's sign ordinance.

MEETING MINUTES:

- **April 10, 2024 Board of Selectmen's meeting:** Mr. Ricciardi motioned to approve the April 10, 2024 Board of Selectmen's meeting minutes as presented electronically. Mr. Drenkhahn seconded the motion and the vote was unanimous.

APPOINTMENTS:

PAT TARPEY, LAKE WINNIPESAUKEE ASSOCIATION (LWA) PRESIDENT:

- **Center Harbor Bay watershed:** Pat Tarpey came in to discuss the Lake Winnepesaukee Association (LWA). She stated that there were 10 watersheds identified and that new funding of \$500,000 provides for the watershed and water quality analysis of the 3 remaining bays of Center Harbor, The Broads, and Alton Bay. The LAW was looking for 6-10 individuals from Meredith, Center Harbor and Moultonborough to serve on the Center Harbor WMP Steering Committee. A tentative kickoff meeting is scheduled for 5/13/24. In the meantime, if the public is interested to learn more, they can go to winnepesaukee.org and contact Patricia Tarpey at ptarpey@winnepesaukee.org. Code Enforcement Officer, Bill Doucette, asked Pat if she had reached out to Code Enforcement Officers in the area to get a different perspective on construction impacts on the watersheds.

BILL DOUCETTE, CODE ENFORCEMENT OFFICER:

- **Property cleanup followup:** Bill brought up the fact that the letter that was sent to several property owners regarding unregistered vehicles was not being acted on. Mr. Drenkhahn suggested pulling up the letters to review and discuss possible fines. Another letter will go to those individuals who have not complied to set up an appointment with the Code Enforcement Officer to ensure compliance and establish a final deadline before penalties are

enforced. Mr. Viens motioned to approve Mr. Drenkhahn seconded the motion and the vote was unanimous.

- Mr. Doucette was contacted by a lawyer to be notified via a call if a construction permit was submitted for a property that resides next to a property of one of their clients and for Mr. Doucette to call him when/if one is submitted. Mr. Doucette was concerned that this would set a bad precedent. The selectmen agreed that under the right-to-know law that the information that is being inquired about is available to the public and can be accessed at the town hall. The interested parties can request the information, but the town is not required to initiate that communication. Mr. Drenkhahn motioned for Bill Doucette to work with the town counsel on how to address this inquiry Mr. Ricciardi seconded the motion and the vote was unanimous.

GARY MELLINGER:

- **Business sign compliance:** The Selectmen reviewed a spreadsheet created by Mr. Mellinger to track businesses and compliance with the Town's sign ordinance. Spreadsheet was created using the property owners listed on the labels created for a mailing sent in May 2019. The owners and business names were updated on the spreadsheet based on the current documentation on the property tax cards. The majority of the businesses with signs on the spreadsheet do not have documentation on file with the town. Mr. Viens suggested the addition of a status column as well as incorporating a "DBA" into the spreadsheet. The Code Enforcement Officer should identify what form of permit is required.

SELECTMEN'S REPORTS:

MR. VIENS:

MR. RICCIARDI: Iron fence and concrete posts are ready for the cemetery. Mr. Ricciardi will meet with Jeff on 4/29/24 to discuss plan. Mr. Ricciardi also inquired to the Code Enforcement Officer, Bill Doucette, about the granite steps. Mr. Doucette stated that the weather had been causing some delays, but they are back on track.

MR. DRENKHAHN: Mr. Drenkhahn stated that the estimate for the mold remediation at the school was revisited since there were further bids submitted and the estimate at \$13,000 was accepted. The Code Enforcement Officer, Bill Doucette, mentioned that the mold issue is a product of being on a dirt floor. Mr. Ricciardi also mentioned that in talking to Center Harbor Historical Society President Roland Garland that the pavement went over the front sill plate and that the sill plate is now rotten and water is now getting into the building. Mr. Doucette will work with the contractor to address the issue with a vapor barrier being an option.

PUBLIC INPUT: None.

UNFINISHED BUSINESS:

CANOE HOUSE:

- **Window replacement:** Mr. Ricciardi will call tomorrow.

PROPOSED BEAN ROAD, MOULTONBOROUGH DEVELOPMENT – HARBOR LANDING DEVELOPMENT, LLC:

- **Regional Impact Notice of Public Hearing:** The Selectmen received notification that the Moultonborough Planning Board determined that the Harbor Landing Development, LLC proposed development has a potential regional impact. The Moultonborough Planning Board has scheduled a public hearing for Wednesday, May 8, 2024 beginning at 7:00 p.m. at the Moultonborough Town Hall. Mr. Viens and Mr. Ricciardi will attend that meeting. There will not be a Selectmen's meeting on 5/8/24.

BEACH SECURITY CAMERAS:

- **Electrical outlet box installation:** Parks & Recreation Director Sandy Frost requested, via email, that the Selectmen approve the installation of one extra electrical outlet box on the boat launch side of the docks when the security cameras are installed. This outlet is recommended for boat emergency reasons. The selectman would like Sandy Frost, Parks & Recreation Director, to attend a meeting to provide more details on the needs for Emergency, as well as, how to secure the additional outlet requested.

SELECTMEN'S OFFICE RENOVATION:

- **Receptionist window:** Mr. Viens motioned to approve the installation of a new receptionist window as part of the Selectmen's office renovations; this will be installed by Pemi Glass at a cost of \$593. Mr. Drenkhahn seconded the motion and the vote was unanimous.

NEW BUSINESS:

POLICE DEPARTMENT- RENOVATION: Chief Chase is requesting to have a Murphy bed installed in the department at a cost of \$1,500. Mr. Drenkhahn motioned to approve this expenditure. Mr. Ricciardi seconded the motion and the vote was unanimous.

BEACH SIGNAGE/BEACH PERMIT PARKING PASS: It was requested that Parks & Recreation Director Sandy Frost review signage and simply. It was also requested that the Beach permit parking pass incorporate the beach rules on the back—replacing the Town of Center Harbor logo. Mr. Viens motioned to have the signage reviewed. Mr. Drenkhahn seconded the motion and the vote was unanimous.

CAMP EAGLE'S CLIFF REAL ESTATE EXEMPTION: LC Center Harbor requested an extension on their A-9 form. The selectmen approved a 15-day extension with a copy to be provided to the BTLA along with a memo. Mr. Viens motioned to approve the extension. Mr. Ricciardi seconded the motion and the vote was unanimous.

READER BOARD REPAIRS: Road Agent Jeff Haines submitted, via email, Paquette Signs estimate of \$1,000 for repairs to the reader board; the wrap is coming off the sign and there is visible rot to some of the internal blocking of the structure. Mr. Drenkhahn motioned to approve \$1,000 for Paquette Signs repairs to the reader board. Mr. Ricciardi seconded the motion and the vote was unanimous.

EMPLOYEE RATES OF PAY: Mr. Viens motioned to authorize the 2024 Boat Launch attendants and a new Library Aide's rate of pay. Mr. Ricciardi seconded the motion and the vote was unanimous.

VACATION REQUESTS: Mr. Viens motioned to approve vacation requests. Mr. Ricciardi seconded the motion and the vote was unanimous.

ADDITIONAL BUSINESS:

STATE OF NEW HAMPSHIRE:

● **State of New Hampshire Department of Revenue Administration (NH DRA):**

- **State of NH DRA "Certification of Yield Taxes Assessed":** Mr. Viens motioned to sign the following NH DRA "Certification of Yield Taxes Assessed":

○

Pateuk

TML 209-5

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

- **State of NH DRA "Permanent Application for Property Tax Credits/Exemptions":** Mr. Viens motioned to sign the following NH DRA "Permanent Application for Property Tax Credits/Exemptions" Veteran's Exemption:

Edwards

TML 220-18

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

PAYROLL AND CURRENT BILLS PAYABLE: Mr. Viens motioned to approve the payroll and accounts payable manifests as presented. Mr. Ricciardi seconded the motion and the vote was unanimous.

GENERAL JOURNAL ENTRIES: Mr. Viens motioned to approve the general journal entries as presented. Mr. Ricciardi seconded the motion and the vote was unanimous.

CORRESPONDENCE: None.

PUBLIC INPUT: None.

NON-PUBLIC SESSION: At 7:02pm Mr. Drenkhahn motioned to go into a non-public session per RSA 91-A:3, II (c), to discuss matters that would adversely affect the reputation of any person. Mr. Viens seconded the motion and the vote was unanimous. At 7:08 Mr Viens motioned to come out of non-public session seconded by Mr. Ricciardi. The vote was unanimous.

ADJOURNMENT: At 7:09pm Mr. Viens motioned to adjourn the Board of Selectmen's meeting. Mr. Ricciardi seconded the motion and the vote was unanimous.

Respectfully submitted,

Gary N. Mellinger
Data Clerk/Receptionist