

**Center Harbor Board of Selectmen
Meeting Minutes
Wednesday, January 6, 2021**

CALL TO ORDER: At 7:00 p.m. Chairman Richard Drenkhahn called the Board of Selectmen's meeting to order. Selectmen Harry Viens (via speakerphone) and Richard Hanson were present. Karen Ponton and Selectmen's Administrative Assistant Robin Woodaman were also in attendance.

AGENDA REVIEW: No changes were made to the agenda.

MEETING MINUTES:

- **December 16, 2020 Board of Selectmen's meeting minutes:** Mr. Viens motioned to approve the minutes of the December 16, 2020 Board of Selectmen's meeting as presented electronically. Mr. Hanson seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.

APPOINTMENTS: None

PUBLIC INPUT: None

SELECTMEN'S REPORTS:

MR. VIENS:

- **Mosquito Bridge repairs:** Mr. Viens referred to the State of New Hampshire Department of Environmental Services (NH DES) permit by notification for the Mosquito Bridge repairs. He reported he, and members of an Ad Hoc committee, Janan Hayes, Maureen Criasia and Neil Irvine, would like to meet with representatives from NH DES, State of New Hampshire Department of Transportation (NH DOT) and the contractor after NH DOT has awarded the bid. Mr. Hanson referenced a meeting the Selectmen had regarding the bridge repairs approximately four to five years ago; the meeting was held in the Fire Station.

UNFINISHED BUSINESS:

PROPOSED 2021 BUDGET:

- **Emergency Management:** Emergency Management Director (EMD) Tyler Driscoll reporting the updated Hazardous Mitigation Plan is almost complete. He requested the \$2,500 in the approved 2020 budget for the Local Emergency Operations Plan (LEOP) implementation. Mr. Driscoll reported the possibility that Homeland Security may help with some funding of this plan.
- **Highway Department backhoe/loader replacement:** Road Agent Jeff Haines reported the cost to replace the ten-year old Case backhoe/loader is approximately \$124,000; there is \$70,825 in the Public Works Truck or Equipment Capital Reserve Fund. Mr. Drenkhahn would like to know the trade-in value of the current backhoe. Mr. Viens requested a spreadsheet with the cost, trade-in value and lease/purchase information.

- **Transfer Station:** Mr. Drenkhahn reported \$190,000 was used as an estimate for the budget worksheet the Selectmen were using this evening; the actual figure of \$195,020 was received. \$195,020 will be proposed for 2021, \$187,257 was appropriated in 2020.
- **Legal:** The Selectmen previously proposed \$20,000 for 2021; they discussed the possibility of increasing the proposal to \$25,000. The Selectmen will monitor expenditures from the legal line item; if necessary, a motion to increase this budget figure could be made at Town Meeting.
- **Wages:** The Selectmen discussed Department Head's proposals for wages; some proposals increased wages by 2% and some by 3%. The Selectmen requested calculations on 2% increases for all employees and 3% increases for all employees.

MEREDITH WEDDING VENUE: Mr. Viens reported on the Town of Meredith's Planning Board's December 22nd meeting regarding the proposed wedding accessed from Smith Farm Road in Center Harbor. He reported there were discussions regarding road improvements and a State of New Hampshire Department of Transportation (NH DOT) curb cut permit. Whereas the road is located in Center Harbor, Mr. Viens requested Road Agent Jeff Haines speak with the Town of Meredith's Road Agent regarding the specifications. Mr. Drenkhahn reported this would also involve the Town's Compliance Officer, David Driscoll.

PROPERTY ON WAUKEWAN ROAD; 2 LOTS OR ONE LOT: Mr. Drenkhahn reported the Selectmen were waiting any possible new information regarding this property; he will contact Attorney Chris Boldt regarding the status of this.

NEW BUSINESS:

LOBBYIST FOR NH EDUCATION FUNDING: Mr. Viens reported there are leftover funds from the last time there was a coalition for education funding; in order to transfer these funds to a new coalition, the Selectmen have to adopt specific language to authorize the transfer. He reported if Selectmen do not adopt the language, the money stays in the other fund; it would be lost money. Mr. Viens reported on the possibility of Center Harbor having to raise over \$5,000,000 for state and local education funding. Mr. Hanson reported he is sympathetic to the coalition in one sense, but questioned if a donor model was not used, what model would be used. Mr. Viens reported the City of Manchester could possibly see \$245,000,000 in funding; the city is currently examining whether to close some schools. He reported Representative Bob Guida is opposed to taking money from one town and giving it to another. Mr. Drenkhahn motioned that any funds previously contributed to the Claremont Coalition Fund a/k/a the Statewide Property Tax Coalition Fund may be used in accordance with any new agreement between the newly formed Coalition Communities 2.0 to educate and advocate against any education funding formula that would use the property tax to create a donor torn funding model. Mr. Viens seconded the motion. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – abstained. The motioned passed.

ACCEPTANCE OF UNANTICIPATED FUNDS (UNDER \$10,000) PER RSA 31:95-b II: Mr. Drenkhahn motioned to accept Mr. & Mrs. Smith's donation of \$100 to assist Center Harbor residents in need during the holiday season. Mr. Hanson seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.

HIGHWAY DEPARTMENT: Road Agent Jeff Haines submitted the following questions via email:

- **Unused 2020 vacation time:** Mr. Haines asked if unused 2020 vacation time could be carried over into 2021; he reported it's not much time and the Highway Department employees are good about not abusing the time. Mr. Drenkhahn motioned to allow the carry over of unused 2020 vacation time with the stipulation that it be used, or lost, by January 31, 2021. Mr. Hanson seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.
- **Employees out due to COVID-19 concerns:** Mr. Haines asked if employees who are out of work due to a COVID-19 concern have to use their sick time. He reported other municipalities are paying their employees and not putting the time off against their sick leave. Ms. Ponton reported the New Hampshire Municipal Association may have guidelines to follow. Mr. Hanson reported he is sympathetic to people; he doesn't want them to have go into their sick bank for COVID-19 quarantines; Mr. Drenkhahn and Mr. Viens agreed. Mr. Drenkhahn reported it may be possible for employees to do some work from home. Mr. Drenkhahn motioned to compensate, and not charge either sick or vacation time, employees who are quarantining due to COVID-19. Mr. Viens seconded the motion and the vote was unanimous.
- **Dock Road:** Mr. Haines reported several cars have been parked inside the right-of-way on Dock Road. He requested the Board communicate with the property owner informing them there is no parking allowed in the road, especially during snow removal. Mr. Drenkhahn requested contact information for the property owner and he will contact him.

REMOTE ACCESS: Mr. Drenkhahn reported contacting Tom Sawyer, of Lakes Region Computer, regarding the ability for the administrative staff to remotely access their computers if necessary. Mr. Sawyer reported the configuration for the sonic wall for remote access has been completed; the next step would be to arrange for the remote connection to the employee's home computers. Mr. Drenkhahn reported there was no cost for this; it is included in the monthly computer service fee the Town pays to Lakes Region Computer. The Selectmen were impressed with this service and requested employees contact Lakes Region Computer employee Isaac to arrange for the remote connection.

TOWN MEETING: The Selectmen reviewed a Laconia Daily Sun news article reporting a bipartisan Senate bill would allow the governing bodies of town and school districts to postpone their March elections to the second Tuesday of April, May, June or July if they are concerned about coronavirus. This information will be forwarded to Town Moderator Charley Hanson.

DEPARTMENT HEAD'S REPORTS: The Selectmen reviewed the Police, Fire, Highway and Parks & Recreation Departments December 2020 reports.

ADDITIONAL BUSINESS:

STATE OF NEW HAMPSHIRE:

- **State of New Hampshire Department of Revenue Administration (NH DRA):**
 - **Tax Collector's warrant:** Mr. Drenkhahn motioned to sign the June 2020 Tax Collector's warrant in the amount of \$3,296,486.50. Mr. Viens seconded the

motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.

PAYROLL AND CURRENT BILLS PAYABLE: Mr. Drenkhahn motioned to approve the payroll and accounts payable manifests as presented. Mr. Hanson seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye. Mr. Drenkhahn motioned to approve GMI Asphalt’s “Application for Payment Number 5” in the amount of \$34,676.24. Mr. Hanson seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.

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

Griffin TML 223-2

PUBLIC INPUT: None

ADJOURNMENT: At 8:04 p.m. Mr. Hanson motioned to adjourn the Board of Selectmen’s meeting. Mr. Drenkhahn seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.

Respectfully submitted,

Robin Woodaman
Selectmen’s Administrative Assistant