

**Center Harbor Board of Selectmen  
Meeting Minutes  
Wednesday, January 20, 2021**

**CALL TO ORDER:** At 7:00 p.m. Chairman Richard Drenkhahn called the Board of Selectmen's meeting to order. Selectmen Harry Viens 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:**

- **January 13, 2021 Board of Selectmen's meeting minutes:** Mr. Drenkhahn motioned to approve the minutes of the January 13, 2021 Board of Selectmen's meeting as presented electronically. Mr. Viens 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:**

- **Meredith wedding venue:** Mr. Viens reported the Select Board should send a letter to Ralph and Carol Bickford (the applicants for the wedding venue), the owner(s) of Smith Farm Road and the Meredith Planning Board reporting, per RSA 674:53, II, that the Meredith Planning Board is obligated by statute to inquire in writing to Center Harbor of any facts or regulations that would preclude such a development and that RSA 674:53, IV also applies – “No plat or plan showing land or streets in more than one municipality shall be deemed approved...unless it has been approved the by Planning Boards of all included municipalities....” Mr. Viens reported the applicant must get site plan approval from not only the Meredith Planning Board, but the Center Harbor Planning Board, with the understanding that the scope of review of the Center Harbor Planning Board shall be the “adequacy of such street access, and the impact of the proposal upon it.” Mr. Viens reported the next Meredith Planning Board meeting is scheduled for January 26<sup>th</sup>. Mr. Viens motioned for the Selectmen to send notification of the requirements of RSA 674:53, II and RSA 674:53, IV to the applicant, owner(s) of Smith Farm Road, the Meredith Planning Board and the Center Harbor Planning Board. Mr. Drenkhahn seconded the motion and the vote was unanimous.
- **State Wide Education Property Tax (SWEPT):** Mr. Viens reported on a bill filed at the House of Representatives; the bill would require towns to pass along to the State funds that towns have retained in the past. He explained that if this bill passes, Center Harbor would lose revenue that has been previously retained.

**MR. DRENKHAHN:**

- **Energy Committee:** Mr. Drenkhahn reported the Energy Committee will meet Thursday, January 21, 2021 at 7:00 p.m. via Zoom; access information is on the Town's website.

**MR. HANSON:**

- **Heritage Commission:** Mr. Hanson reported the Heritage Commission will meet Thursday, January 21, 2021 at 4:30 p.m. in the Cary Mead Meeting Room; masks will be required and social distancing will be observed.
- **Inter Lakes-School District (ILSD) proposed 2021 budget:** Mr. Hanson reported the ILSD held a 2021 budget hearing on Tuesday, January 19<sup>th</sup>; this preliminary budget reflects a .62% total increase over the 2020 budget. There was discussion regarding the impact of the New Hampshire Retirement System's increase in the employer contributions. Mr. Drenkhahn asked about unused appropriations; Mr. Hanson explained, in the past any unused funds would ultimately go back to the taxpayers. He reported school districts are now allowed to carryover unused funds for one year to reduce the operating budget.

**UNFINISHED BUSINESS:**

**PROPOSED 2021 BUDGET:**

- **Highway Department backhoe:** Road Agent Jeff Haines submitted the following information for a lease/purchase of a backhoe:

<b>Vendor</b>	<b>Price</b>	<b>Trade-in</b>	<b>Net Price</b>	<b>Lease/Purchase</b>
Milton Cat	\$163,000	\$40,000	\$123,000	\$26,156 – 5 years \$19,225 – 7 years
John Deere	\$152,662	\$30,000	\$122,661	\$32,357 – 5 years \$23,738 – 7 years
Beauregard	\$152,859	\$30,000	\$122,859	\$25,743 – 5 years

The Selectmen discussed the final costs for the five- and seven-years lease/purchase. Mr. Drenkhahn suggested reducing funding to the Public Works Truck or Equipment Capital Reserve Funds to \$1 in 2021; Mr. Viens and Mr. Hanson agreed. Mr. Drenkhahn motioned to propose a warrant article for the lease/purchase of a backhoe over a seven-year period with yearly lease/purchase payments in the amount of \$19,225. Mr. Viens seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.

- **Wages:** The Selectmen had requested Police Chief Mark Chase and Fire Chief Leon Manville to submit information on 2% and 3% increases for their departments.
  - **Police Department:** Chief Chase reported, via email, that the Police Department uses a performance-based score system which he submits to the Selectmen annually. Each employee receives a score, and if they do not make the grade, he does not recommend they receive and increase, which he has done in the past. He believes they all deserve the same increase this year. He reported on the need to remain competitive with neighboring communities; Center Harbor has never led the region in pay, nor has that been Chief Chase's recommendation. Chief Chase

reported when neighboring communities provide between 2.5 – 6 percent increases, it does not take long to fall behind. Chief Chase reported the Police Department had a busier year, handled more felony level cases and has been placed in harms way more this year than in years past while being in the middle of a pandemic. He reported his belief that the increase should have been more, however that is not his recommendation because he believes in reasonable and consistent increases based on performance.

Chief Chase reported he is not surprised that there are different recommendations for each department. With the elimination of the standardized step program, department heads are asked to recommend increases for their individual departments which takes into consideration a variety of factors, most importantly job performance. He reported this year, it happens that he is recommending the same increase for all employees, however in past years this has not been the case. Chief Chase feels this year each of his employees has earned a 3 percent increase.

- **Fire Department:** Chief Manville reported, via email, that the Fire Department’s proposed wage increase was not based on percentages, but was based on Meredith and Moultonborough’s firefighter pay. He reported not everyone will get a raise, only those that are active in the department for calls and training will receive a raise.

Mr. Hanson suggested, in the future, there should be a system in place for parameters for wage increases. There was discussion regarding a wage step scale that was previously in place. Mr. Drenkhahn asked Mr. Hanson if he would like to leave the proposed wages as they are; he would.

**TOWN REPORT COVER:** The Selectmen reviewed a draft of the 2020 Town Report cover which was a collage of pictures of the Town House Building before and after rehabilitation to date. The Selectmen requested color pictures be used and “Photographs courtesy of Karen Ponton” be added.

## **NEW BUSINESS:**

**2021 LANDSCAPING SERVICES:** The Selectmen opened, and reviewed, the following proposal received for 2021 landscaping services:

Turnkey Construction	\$23,145
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Mr. Drenkhahn motioned to contract with Turnkey Construction, in the amount of \$23,145, for 2021 landscaping services. Mr. Viens seconded the motion and the vote was unanimous.

**CHRISTMAS LIGHTS:** Parks & Recreation Director Sandy Frost requested, via email, that the Christmas lights be turned off. She reported in previous years, the lights were kept on until after Skatefest; there will not be a Skatefest this year. The Selectmen agreed to turn the Christmas lights off.

**ADDITIONAL BUSINESS:**

**PAYROLL AND CURRENT BILLS PAYABLE:** Mr. Drenkhahn motioned to approve the payroll and accounts payable manifests as presented. Mr. Viens seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.

**GENERAL JOURNAL ENTRIES:** Mr. Drenkhahn motioned to approve the general journal entries as presented. Mr. Viens seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.

**PUBLIC INPUT:** None

**ADJOURNMENT:** At 8:16 p.m. Mr. Hanson motioned to adjourn the Board of Selectmen's meeting. Mr. Viens 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