

**Center Harbor Board of Selectmen  
Meeting Minutes  
Wednesday, February 10, 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:**

- **February 3, 2021 Board of Selectmen's meeting and 2021 budget hearing minutes:** Mr. Viens motioned to approve the minutes of the February 3, 2021 Board of Selectmen's meeting and 2021 budget hearing as presented electronically. Mr. Hanson seconded the motion. Mr. Hanson, who was absent from the meeting abstained from voting. The motion passed. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – abstained.

**APPOINTMENTS:** None

**PUBLIC INPUT:**

**KAREN PONTON:**

- **Senior survey results:** Ms. Ponton asked if the senior survey results are available online? Mr. Viens reported he has a draft of the survey results and will provide a copy to Ms. Ponton.

**SELECTMEN'S REPORTS:**

**MR. HANSON:**

- **Heritage Commission:** Mr. Hanson reported the Heritage Commission will meet Thursday, February 11<sup>th</sup>.

**MR. VIENS:**

- **Code Compliance Officer job description:** Mr. Viens reported he obtained a sample Code Compliance Officer job description and requested Charley Hanson review, and edit, it.

**UNFINISHED BUSINESS:**

**WAUKEWAN GOLF CLUB OUTSIDE WEDDINGS:** The Selectmen previously received an email from Timothy Noe, owner of Waukewan Golf Club, reporting with the current COVID situation, 2021 wedding bookings are asking to have their event (including DJ's or bands) held outside, under tents, rather than inside their banquet facility; this would facilitate a safer environment for these types of gatherings. The Selectmen requested input from the Planning Board (PB) prior to making a decision on Mr. Noe's request. PB Chairman Charley Hanson emailed the Selectmen reporting he contacted the New Hampshire Municipal Association

(NHMA) regarding this matter. Mr. C. Hanson reported this is technically an enforcement issue; one of the conditions of approval for the Golf Club to have events is that large events had to be inside, not outside. If this condition is violated, the Select Board would have to choose to take action (typically by retaining counsel and petitioning the Superior Court for an injunction), therefore the Select Board could decide that they will not enforce this particular condition this summer. Mr. C. Hanson reported if the PB were to get involved, it would need to be initiated by action of the Select Board such as denying their request and sending them to the PB for an amended site plan review. Mr. Drenkhahn motioned to allow Waukegan Golf Club to hold outside wedding events only for the 2021 season due to the COVID-19 pandemic; if neighbors complain about the noise, the Selectmen can rescind this approval. Mr. Hanson seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.

**MEREDITH WEDDING VENUE:** The Selectmen received a copy of the Meredith Planning Board’s January 26, 2021 meeting minutes approving Carol & Ralph Bickford’s site plan for a seasonal wedding venue. One of the conditions is “The applicant shall obtain all necessary approvals from Center Harbor and shall be cross referenced on the final plan.”

**COALITION COMMUNITIES 2.0:** The Selectmen received information regarding an invitation for the Town to join the Coalition Communities 2.0, a group of towns that will be opposing the return of a donor town education funding model this legislative session. Mr. Viens motioned to authorize the Town of Center Harbor to participate in the newly formed Coalition Communities 2.0 and to authorize Chairman Richard Drenkhahn to execute a Memorandum of Understanding with the Coalition Communities 2.0 on behalf of the Town of Center Harbor and to further authorize until rescinded Selectman Harry Viens will represent the Town of Center Harbor regarding all matters related to membership in the coalition Communities 2.0. Mr. Drenkhahn seconded the motion. Mr. Hanson abstained from this discussion and voting. The motion passes. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – abstained.

## **NEW BUSINESS:**

**2021 TOWN WARRANT:** The Selectmen reviewed the 2021 Town Warrant. Mr. Viens motioned to recommend the following Special Warrant Articles. Mr. Hanson seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.

Article 6. Special Warrant Article. To see if the Town will vote to raise and appropriate the sum of \$145,001 to be placed in the following existing Capital Reserve Funds. (\$148,000 appropriated in 2020). (Majority vote required).

<b>Capital Reserve Funds</b>	<b>2021 Proposal</b>	<b>2020 Appropriation</b>
FD Self Contained Breathing Apparatus	\$5,000	\$5,000
FD Engine or Rescue Vehicle	\$75,000	\$75,000
Safety Building	\$10,000	\$5,000
PD Cruiser	\$25,000	\$25,000
PW Truck or Equipment	\$1	\$10,000

Computer Equipment	\$10,000	\$8,000
Revaluation of Property	\$20,000	\$20,000
<b>Total Capital Reserve Funds</b>	<b>\$145,001</b>	<b>\$148,000</b>

Article 7. Special Warrant Article. To see if the Town will vote to raise and appropriate the sum of \$364,301 to be placed in the following existing Expendable Trust Funds. (\$377,860 appropriated in 2020). (Majority vote required).

<b>Expendable Trust Funds</b>	<b>2021 Proposal</b>	<b>2020 Appropriation</b>
Buildings Repairs & Maintenance	\$35,000	\$35,000
Energy Conservation & Improvements	\$1	\$10,000
Town Roads Repairs & Maintenance	\$300,000	\$300,000
Town Vehicle Repairs	\$15,000	\$18,520
Town Beautification	\$3,500	\$1,500
Town Properties Stewardship	\$800	\$800
Town Winter Maintenance	\$10,000	\$10,000
Town Heating Assistance	\$0	\$2,040
<b>Total Expendable Trust Funds</b>	<b>\$364,301</b>	<b>\$377,860</b>

Article 14. Special Warrant Article. To see if the Town will vote to raise and appropriate the sum of \$2,500 to be placed in the existing Heritage Fund. (\$5,000 appropriated in 2020). (Majority vote required).

Mr. Viens motioned to sign the 2021 Town Warrant. Mr. Hanson seconded the motion and the vote was unanimous.

**PLOWING PRIVATE ROADS:** The Selectmen received a copy of a November 16, 2018 Laconia Daily Sun article reporting the City of Laconia agreed to plow and salt two private roads designating them as emergency lanes, stipulating that the city needs to provide winter road-clearing services for emergency purposes. The Selectmen reviewed correspondence from the Town's insurance carrier reporting private roads is not an area of insurance coverage. They also reviewed a New Hampshire Municipal Association (NHMA) article reporting that declaring a road an "emergency lane" only allows the municipality to keep it "passable by firefighting equipment and rescue or emergency vehicles. The Selectmen discussed how closely Center Harbor's Highway Department works with the Police and Fire Departments; if there is an emergency on a private road, and emergency vehicles need the road to be plowed to access the emergency, the Highway Department plows it. The Selectmen reported they would not be able to approve plowing private roads.

**INTERWARE SOFTWARE AGREEMENT:** Mr. Drenkhahn motioned to sign the agreement with Interware Development Company (IDC) for support of the ClerkWorks software program; yearly support services are \$350. Mr. Hanson seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.

**BELKNAP COUNTY'S 2020 STATEMENT OF FINANCIAL POSITION:** The Selectmen received Belknap County's unaudited 2020 Statement of Financial Position:

Operating cash account balance as of 12/32/2020	\$ 5,854,127
Total 2020 operating revenues	\$30,582,884
Total 2020 operating expenditures	\$32,279,266

**ADDITIONAL BUSINESS:**

**PARKS & RECREATION:**

- **Band concert:** Mr. Drenkhahn motioned to approve the re-scheduled (from August 20, 2021 to August 27, 2021) Michelle Canning Band concert. Mr. Hanson seconded the motion and the vote was unanimous.

**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.

**PUBLIC INPUT:** None

**ADJOURNMENT:** At 7:21 p.m. Mr. Viens motioned to adjourn the Board of Selectmen's meeting. Mr. Hanson 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