

**Center Harbor Board of Selectmen
Meeting Minutes
Wednesday, April 7, 2021**

CALL TO ORDER: At 6:00 p.m. Chairman Harry Viens called the Board of Selectmen's meeting to order. Selectmen Richard Hanson (via speakerphone) and Richard Drenkhahn 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:

- **March 24, 2021 Board of Selectmen's meeting:** Mr. Drenkhahn motioned to approve the minutes of the March 24, 2021 Board of Selectmen's meeting as presented electronically. Mr. Hanson seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

APPOINTMENTS: None

PUBLIC INPUT:

KAREN PONTON:

- **Repairs to historic buildings:** Ms. Ponton reported, as the Selectmen consider repairs to some of the Town-owned historic buildings, the repairs must abide by the Secretary of the Interior Standards for Rehabilitation of Historic Properties. If the standards are not followed, it could inhibit future grants.

SELECTMEN'S REPORTS:

MR. VIENS:

- **Donation for bandstand repairs:** Mr. Viens reported the Meredith Rotary Club has approved a donation of \$15,000 towards the bandstand repairs. He reported, after the Town has a signed contract with the contractor, a copy of the contract will be sent to the Rotary and they will issue a check.

UNFINISHED BUSINESS:

SCHOOL HOUSE REPAIRS:

Request for Proposals (RFP): Center Harbor Historical Society President Roland Garland requested, via email, a RFP be issued for repairs to the School House. A RFP, clearly stating that the contractor must abide by the Secretary of the Interior Standards for Rehabilitation of Historic Properties, will be issued for the repairs.

Mr. Garland reported he does not have permission to spend the Historical Society's funds for repairs to the School House.

SUMMER ACTIVITIES:

- **Town Band schedule:** The Selectmen reviewed a revised Town Band schedule; there will be two rehearsals – July 2nd and July 9th and concerts beginning Friday, July 16th, there is no concert currently scheduled for July 31st. Town Band Director Carlos Martinez suggested the band members be set up on the granite steps with audience seating in the band stand and on either side of the band stand. The Selectmen tabled further discussion pending clarification of the July 31st concert.

MEREDITH WEDDING VENUE:

- **Correspondence:** The Selectmen received, and reviewed, correspondence from Attorney Brendan O'Donnell representing Carol and Ralph Bickford and replying to the Town's letter of January 22, 2021. Mr. Viens reported Attorney O'Donnell does not believe the Town has jurisdiction other than the road. Mr. Viens reported the Town needs clarification on its jurisdiction, and if it is limited to the road, what road improvements will be required. He reported there are dozens of residences uphill of the venue and there could be noise concerns; Meredith has a 10:00 p.m. noise ordinance and complaints would be addressed to the Meredith Police Department.
- **Town legal representation:** Mr. Viens reported Attorney Laura Spector-Morgan will be the Town's legal representative on the Bickford's wedding venue matter. Mr. Drenkhahn motioned to authorize Planning Board Chairman Charley Hansen to work with Attorney Spector-Morgan. Mr. Viens seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

ZONING COMPLIANCE: The Selectmen were previously informed about two (2) possible zoning compliance matters:

- A property that has a house and a camper/RV with people living in both units; two (2) dwelling units is not allowed. The property owner emailed apologizing for the issue and reported the occupants of the camper will be away for a few weeks; the camper will be vacant and there are plans to relocate the camper after the occupants return.
- An expired construction permit for the construction of a temporary porch during construction on an existing building on the property; the temporary porch should be removed. There has been no response from the property owner at this time.

NEW BUSINESS:

HEALTHTRUST HEALTH INSURANCE: The Selectmen received notification from HealthTrust that the health insurance rates for July 1, 2021 through June 30, 2022 will increase by 1.6% (the Selectmen were previously notified that the increase would be 1.7%, a reduction of the 4.5% Guaranteed Maximum Rate which was issued in October 2020). Mr. Viens motioned to sign the HealthTrust agreement for health insurance from July 1, 2021 through June 30, 2022. Mr. Drenkhahn seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

TAX ANTICIPATION NOTE (TAN):

- **TAN agreement:** Mr. Hanson motioned to enter into a TAN agreement with Meredith Village Savings Bank (MVSBS), with a principal amount of \$2,000,000, interest rate of

2.39% and a due date of December 27, 2021. Mr. Drenkhahn seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

- **TAN draw:** Mr. Drenkhahn motioned to draw \$500,000 on the TAN. Mr. Hanson seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

ZONING BOARD OF ADJUSTMENT (ZBA):

- **ZBA appointments:** Mr. Viens motioned to appoint the following to the ZBA:

Gregory Hime	3-year term
George Lamprey	1-year term

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

ADDITIONAL BUSINESS:

DEPARTMENT HEAD’S MONTHLY REPORTS: The Selectmen received, and reviewed, the Parks & Recreation, Highway and Police Departments monthly reports.

PARKS & RECREATION:

- **Facility Use application:** Mr. Hanson motioned to approve the following Facility Use applications:

GoodSpirit Bassmasters use of the boat launch on September 26, 2021
Lakes Region Bass Chasers use of the boat launch on October 20, 2021

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

STATE OF NEW HAMPSHIRE:

- **State of New Hampshire Board of Tax and Land Appeals (BTLA):**
 - **NH BTLA property tax mailings:** The Selectmen received a copy of Tax Collector Mary Richardson’s notice to NH BTLA that the final 2020 property tax bill was mailed November 10, 2020.
 - **NH BTLA “Charitable Organization Financial Statement”:** The Selectmen reviewed the following NH BTLA “Charitable Organization Financial Statement:

New England Forestry Foundation TML 213-11

- **State of New Hampshire Department of Revenue Administration (NH DRA):**
 - **NH DRA timber cut reminder letters:** Mr. Viens motioned to send letters to the following property owners reminding them that they need to file reports on their April 1, 2020 to March 31, 2021 NH DRA “Notice of Intent to Cut Wood or Timber”:

Dupont
New England Forestry Foundation

TML 222-29
TML 213-11

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

- **NH DRA “Permanent Application for Property Tax Credit/Exemptions”**: Mr. Viens motioned to approve the following NH DRA “Permanent Application for Property Tax Credit/Exemptions”, a Veteran’s credit:

Ohnemus

TML 206-2

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

- **State of New Hampshire Department of Environmental Services (NHDES)**: Mr. Viens motioned to send letters to the following property owners reminding them of the possible need for a Town-issued construction permit along with their NH DES permits:

Clark (Shoreland Permit Application) TML 208-24
Currell (Wetlands Permit-By-Notification) TML 102-903-0B3
Kline (Standard Dredge & Fill Application) TML 212-32

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

- **State of New Hampshire Department of Transportation (NH DOT)**:
Paving and crosswalk maintenance: The Selectmen received notification from NH DOT that NH Route 25B is scheduled for paving in 2021. Mr. Viens motioned to accept the Crosswalk Maintenance Responsibilities as in the past. Mr. Hanson seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

CORRESPONDENCE:

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

Stefano
Xavier

TML 103-10
TML 221-46

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

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

PUBLIC INPUT: None

ADJOURNMENT: At 6:33 p.m. Mr. Viens motioned to adjourn the Board of Selectmen's meeting. Mr. Drenkhahn seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

Respectfully submitted,

Robin Woodaman
Selectmen's Administrative Assistant