

**Center Harbor Board of Selectmen  
Meeting Minutes  
Wednesday, June 2, 2021**

**CALL TO ORDER:** At 6:00 p.m. Chairman Harry Viens called the Board of Selectmen's meeting to order. Selectmen Richard Hanson and Richard Drenkhahn were present. Karen Ponton, Dianne Amand, Wayne Forrest, Luke Dupuis, Code Compliance Officer Bill Doucette and Selectmen's Administrative Assistant Robin Woodaman were also in attendance.

**FACE MASKS:** Mr. Viens asked the Board and attendees if they felt comfortable not wearing face masks during the meeting; if one individual felt uncomfortable, masks would be worn. All those in attendance felt comfortable without masks; the mask requirement for the Municipal Building was waived during this meeting.

**AGENDA REVIEW:**

- **Conservation Commissioner:** Mr. Viens reported he will ask the Board to vote on an appointment to the Conservation Commission.

**MEETING MINUTES:**

- **May 19, 2021 Board of Selectmen's meeting:** Mr. Drenkhahn motioned to approve the minutes of the May 19, 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:** None

**SELECTMEN'S REPORTS:**

**MR. VIENS:**

- **Conservation Commission:**
  - **Meeting:** Mr. Viens reported there will be an organizational Conservation Commission meeting either Tuesday, June 8<sup>th</sup> or Wednesday, June 9<sup>th</sup>.
  - **Commissioner:** Mr. Viens motioned to appoint Barbara Piccard as a full Conservation Commissioner for a three-year term. Mr. Hanson seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

**UNFINISHED BUSINESS:**

**SALE OF TWO (2) TOWN-OWNED PROPERTIES**

- **Land on Camp Road (TML 105-19):**
  - **Purchase and Sale Agreement:** Mr. Drenkhahn motioned to sign the Purchase and Sale Agreement with Dianne Amand and Wayne Forrest, in the amount of \$2,250, for the purchase of land on Camp Road (TML 105-19). Mr. Viens seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.
  - **Selectmen's Release Deed:** Mr. Drenkhahn motioned to sign the Selectmen's Release Deed to Dianne Amand and Wayne Forrest, in the amount of \$2,250, for the purchase of land on Camp Road (TML 105-19). Mr. Hanson seconded the
- **11 Camp Road (TML 105-18):**

- **Purchase and Sale Agreement:** Mr. Viens motioned to sign the Purchase and Sale Agreement with Luke Dupuis, modifying Condition #1 replacing “Buyer” with “Seller”, in the amount of \$110,123, for the purchase of 11 Camp Road (TML 105-18). Mr. Drenkhahn seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.
- **Selectmen’s Release Deed:** Mr. Drenkhahn motioned for the Selectmen to sign the Selectmen’s Release Deed to Luke Dupuis, in the amount of \$110,123, for the purchase of 11 Camp Road (TML 105-18) when payment is rendered. Mr. Viens seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

**SCHOOLHOUSE REPAIRS:** Mr. Doucette reported speaking with Center Harbor Historical Society President regarding opening the Schoolhouse. He suggested addressing the Fire Department’s recommendations, housecleaning issues and placing a portable restroom facility outside (not using the inside restroom) to open for the summer. Mr. Doucette recommended not addressing the chimney for now. Mr. Viens motioned for Mr. Doucette to oversee the fire safety repairs and the placement of a portable restroom facility at the Schoolhouse. Mr. Hanson seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

#### **BANDSTAND:**

- **Granite steps:** The Selectmen received, and reviewed, information received from Windy Ridge Corporation regarding four (4) granite steps for the Bandstand. Mr. Viens motioned to approve the purchase and installation of four (4) granite steps with a 7” thickness and 18” from front to back at a cost of \$277.50 each. Mr. Drenkhahn seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye. Mr. Doucette will coordinate the installation.

#### **JULY 4<sup>TH</sup> FIREWORKS:**

- **Atlas Pyrovision contract:** The Selectmen reviewed Primex’s recommended amendments to the fireworks contract. Mr. Viens reported the contract is being reviewed by Town Attorney Chris Boldt.
- **Winnepesaukee Flagship Corporation indemnification:** Mr. Viens motioned to sign the indemnification letter to the Winnepesaukee Flagship Corporation as in previous years. Mr. Drenkhahn seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye. Mr. Doucette will coordinate the installation.

#### **NEW BUSINESS:**

#### **LAKES REGION PLANNING COMMISSION (LRPC):**

- **LRPC Transportation Advisory Committee Representative:** Mr. Viens motioned to appoint Jeffrey Haines as Center Harbor’s representative to the LRPC Transportation Advisory Committee for a two-year term. Mr. Drenkhahn seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

**PERAMBULATION:** Mr. Viens motioned to accept Lakes Region Survey Service d/b/a Granite State Aerial Topography, LLC’s perambulation report of the Center Harbor/Moultonborough town boundary. Mr. Drenkhahn seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

**TAX COLLECTOR WARRANT:** Mr. Viens motioned to sign the first half property tax warrant in the amount of \$3,368,956.02. Mr. Hanson seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

## **PERSONNEL:**

### **• Fire Department:**

- **Member:** Mr. Drenkhahn motioned to approve the hiring of Rudolph “Andy” Cartier as a member of the Center Harbor Fire Department per Fire Chief Leon Manville’s recommendation and requiring the background check which is required for all new employees. Mr. Viens seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.
- **Wage increases:** Mr. Viens motioned to approve wage increases per Chief Manville’s recommendation to Fire Department members who have achieved additional certifications. Mr. Drenkhahn seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

- **Parks & Recreation Department:** Mr. Hanson motioned to approve the 2021 wage for Boat Launch Attendant Greg Reid as recommended by Parks & Recreation Director Sandy Frost. Mr. Viens seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

**THE MUG RESTAURANT:** The Selectmen received a request from Amy Elfline, of The Mug Restaurant, requesting permission to have outside dining as was approved in 2020 due to social distancing requirements; the Canoe Restaurant has received approval for tent dining as in 2020 and Waukegan Golf Club has received approval to have outdoor receptions in 2020. Mr. Drenkhahn reported next year there will be no reason to give special approvals. Mr. Viens motioned to permit outside dining at The Mug Restaurant this year; however, if they want this change to be permanent, they will have to apply to the Planning Board for an amended site plan approval. Mr. Drenkhahn seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

**SANEL AUTO PARTS:** Mr. Viens motioned to sign the account application for Sanel Auto Parts. Mr. Hanson seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

**CENTER HARBOR NECK ROAD TIMBER CUT:** Mr. Drenkhahn reported another lot on Center Harbor Neck Road has a timber cut operation; he asked if a “Notice of Intent to Cut Wood or Timber” should be filed; this will be researched.

## **ADDITIONAL BUSINESS:**

### **PLANNING BOARD (PB):**

- **Notice of Decision:** The Selectmen received a copy of the PB’s “Notice of Decision” granting approval, with conditions, for the subdivision plan of land of Jilda B. Barker 2003 Trust, Tax Map 218, Lot 003, 132 Whittier Highway.

**MONTHLY DEPARTMENT HEADS REPORTS:** The Selectmen received, and reviewed the Fire Department, Police Department and Parks & Recreation Department monthly reports.

**KLINE ROAD:** The Selectmen received, and reviewed correspondence from Bruce Gilday, of BAG Land Consultants, to the Board of Selectmen and correspondence from Derek Kline to the Conservation Commission.

## **STATE OF NEW HAMPSHIRE:**

- **State of New Hampshire Department of Environmental Services (NH DES)**

- **NH DES “Wetlands Permit-By-Notification (PBN)”**: The Selectmen received, and reviewed, a copy of the following NH DES “Wetlands Permit-By-Notification”:

Center Harbor Associates      TML 102-71

Ms. Woodaman reported Conservation Commissioner Maureen Criasia requested, due to this property abutting Town-owned property, that a Town official keeps eyes on the project.

**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.

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

Stefano	TML 103-10
Mattson	TML 220-2
Martin	TML 209-6
Ronci	TML 103-29

**PUBLIC INPUT**:

**KAREN PONTON**: Ms. Ponton, a Heritage Commissioner, asked if the Board would share the Fire Department and Code Enforcement reports on the Schoolhouse with the Heritage Commission so that they may track the work with the building Conditions Assessment Report. Copies will be sent to Ms. Ponton.

**ADJOURNMENT**: At 6:59 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. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

Respectfully submitted,

Robin Woodaman  
Selectmen’s Administrative Assistant