

**Center Harbor Board of Selectmen
Meeting Minutes
Wednesday, July 28, 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. Ann Xavier, Karen Ponton, Peter Benoit, Karen Benoit, Ginny Fisher, Road Agent Jeff Haines, Code Enforcement Officer Bill Doucette, and Selectmen's Administrative Assistant Robin Woodaman were also in attendance.

AGENDA REVIEW: No changes were made to the agenda.

MEETING MINUTES:

- **July 14, 2021 Board of Selectmen's meeting:** Mr. Hanson motioned to approve the minutes of the July 14, 2021 Board of Selectmen's meeting as presented electronically. Mr. Drenkhahn seconded the motion and the motion passed.

APPOINTMENTS:

PETER AND KAREN BENOIT:

- **Morse Cemetery:** There was discussion regarding the Morse Cemetery, which is on Mr. & Mrs. Benoit's property. During the 2017 blizzard, trees were lost and 2 - 3 headstones were damaged; Mr. Haines reported FEMA funds covered the removal of the trees and repaired the headstones. Ms. Benoit reported there are more dead trees (not caused by the blizzard), the stumps and roots from the blizzard trees are still there and additional headstones need repair. Mr. Benoit reported one of the headstones repaired after the 2017 blizzard is broken and fallen over; he asked if the person who repaired the headstone is liable to repair it – Mr. Haines will look into this. Mr. Haines reported the Town has started to budget for cemetery repairs – there are three major candidates for repairs: Lakeview Cemetery, Morse Cemetery and Coe Cemetery. Mr. Viens reported Center Harbor resident Bob Heath has offered a donation for repairs to Lakeview Cemetery. He reported the Town's plan is to get all cemeteries repaired; in addition to Town funding, there are plans for a fundraising drive and grant applications prepared by Ms. Ponton. Ms. Woodaman reported to the Town's Trustee of the Trust Funds report which references cemetery trust funds. Ms. Benoit asked if the stumps and roots left from the blizzard cleanup could be removed. Mr. Benoit suggested an air chisel may be used; Mr. Haines reported previously the tree removal company, Chippers, recommended not doing that. Mr. Viens asked if the stump and roots could be ground down; Mr. Haines reported that is a possibility that he will research. Mr. Benoit asked if FEMA funds are still available; they are not. There was discussion regarding who is responsible for maintenance in the cemetery; Ms. Benoit reported her late mother-in-law, Barbara, used to maintain it and she (Karen) has done some maintenance. Mr. Haines reported the Highway crew had previously done some clean-up, but has not been in there this year. Ms. Benoit asked if she and Mr. Haines could meet and walk through the cemetery; Mr. Haines said yes. Ms. Ponton reported the Heritage Commission is very supportive of the Town's maintenance of cemeteries. There was discussion regarding the cemetery mapping layer on the Town's GIS files; Ms. Ponton reported the Historic Resource Information Forms, attached to the property GIS files, indicate which cemeteries are public and which are private. Mr. Benoit reported the Morse Cemetery is the Town's first and oldest cemetery. Ms. Xavier reported knowing a volunteer who could clean the headstones; she gave Mr. Haines the volunteer's contact information.

PUBLIC INPUT:

GINNY FISHER:

- **Hedge:** Ms. Fisher reported visibility issues when exiting Kelly Court onto Kelsea Ave. because of a large hedge; she asked the property owner to trim the hedge, the top of the hedge was trimmed, but there are still visibility issues. Mr. Viens reported, if the hedge is on private property, the Town has no jurisdiction. Ms. Fisher will speak to the property owner again.

SELECTMEN'S REPORTS: None

UNFINISHED BUSINESS:

PARKING BY THE TOWN DOCKS: Parks & Recreation Director Sandy Frost previously proposed the four parking spaces in front of the Town Docks be limited to a 3-hour parking limit which would be consistent with the 3-hour limit for boats docked at the Town Docks. She explained parking is restricted in all the area towns and these are premium parking spaces. Police Chief Mark Chase was asked for his input. Chief Chase reported he has no objection, but asked the Selectmen to consider 2-hour parking which would be consistent with parking on Main Street. The Selectmen discussed having the boat and vehicle parking hours consistent. Mr. Viens motioned to adopt a 3-hour parking limit on the parking spaces in front of the Town Docks, consistent with the Town Docks. Mr. Drenkhahn seconded the motion and the vote was unanimous.

LAKEVIEW CEMETERY REPAIRS:

- **Grant opportunities:** Ms. Ponton reported, via email, researching grant opportunities for Lakeview Cemetery; the best option may be the Moose Plate or LCHIP funds, however in order to apply, the cemetery would need to be listed on the NH Register of Historic Places which it is not. She reported on the application process; previously the Selectmen hired Mae Williams to do the research and submit the applications for the Town House and the Village School and suggested the Selectmen consider funds as part of the 2022 budget. Ms. Ponton reported if the Selectmen pursued the NH Register of Historic Places in 2022, the Town would apply for the Moose Plate or LCHIP funds in 2023. Ms. Williams will be asked if she could assist with the application to the NH Register of Historic Places.

Ms. Ponton reported, once listed, the Town would then have to prioritize which project(s) are most important in in most need of outside funding. She presented an example: is the Lakeview Cemetery project of higher priority than repairing the Village School foundation? The Town can only apply for one Moose Plate grant and one LCHIP grant each year; a Moose Plate grant can be used for the required match of LCHIP funds (50% of the award) or a Moose Plate grant could be used for one project and an LCHIP grant for a different project.

Ms. Ponton reported she did not find many grant opportunities outside of the State grants that can be used for properties owned by municipalities. She also checked with some of the banks; the Town doesn't qualify for grants from Citizen Bank or Bank of New Hampshire, but suggested Meredith Village Savings Bank as a possibility.

NEW BUSINESS:

2021 ROAD PROJECTS: The Selectmen received an email this afternoon from Quantum Construction Consultants, LLC (QCC) Senior Project Manager Jim Bouchard regarding contracting with GMI Asphalt for an indefinite delivery contract with GMI Asphalt for this year, renewable for two additional years. Mr. Drenkhahn reported this needs to be notified as an agenda item. Mr. Viens asked Mr. Haines about the time sensitivity of this matter; Mr. Haines reported the sooner the Selectmen answer, the sooner the road projects can move forward. The Selectmen will meet on Wednesday, August 4, 2021 at 6:00 p.m. to address this matter.

HIGHWAY DEPARTMENT TRUCK DRIVE/EQUIPMENT OPERATOR: Mr. Haines submitted a draft help wanted ad and the Town’s “Public Works Equipment Operator” job description for the Selectmen’s review. Mr. Drenkhahn motioned to proceed with advertising the position. Mr. Hanson seconded the motion and the vote was unanimous.

ADDITIONAL BUSINESS:

LAKES REGION MUTUAL FIRE AID (LRMFA):

- **Interim Fire Chief:** Mr. Viens motioned to sign the letter to LRMFA informing them that the Selectmen have appointed Tyler Driscoll as Center Harbor’s Interim Fire Chief. Mr. Drenkhahn seconded the motion and the vote was unanimous.

NEW HAMPSHIRE ELECTRIC COOPERATIVE (NHEC):

- **NHEC Broadband:** The Selectmen received correspondence from NHEC reporting last year, the State awarded NHEC \$6.7 million in federal CARES Act funding to extend broadband services to their members. NHEC was able to build 100 miles of fiber to 1,000 homes and businesses in 100 days. NHEC reported, with additional significant funding which will be available to New Hampshire under the American Rescue Plan, there is an opportunity to work with municipalities and counties to achieve much more for rural New Hampshire. The Selectmen will table this matter until the Town has received its American Rescue Plan funds.

WINNIPESAUKEE WELLNESS CENTER (WWC):

- **Hold status:** The Selectmen received correspondence from the WWC reporting, due to situations beyond their control, the WWC is going into a “hold” status for the short-term due to their landlord not extending their lease. The WWC reported their Board is doing its due diligence to secure an alternate location and keep operations afloat. The WWC expressed its appreciation to the Town for its support; they are doing all that they can to both carefully manage the funding provided by the Town and provide a safe location for its membership.

ROLAND GARLAND:

- **Center Harbor Historical Society fundraising letter:** The Selectmen previously received a copy of a June 21, 2021 fundraising letter sent by the Center Harbor Historical Society to a Center Harbor Historical Society member; the member was upset with the different ways Covid-19 was referred to and the Selectmen agreed the reference to Covid-19 in the letter was not appropriate. The Selectmen received an email from Center Harbor Historical Society President Roland Garland reporting, for the record, he did help put the letter together, but DID NOT sign off to the final draft and DID NOT have any input in the paragraph that mentioned Covid-19 by different names. Mr. Garland reported his concern that his good name is not linked to the inappropriate letter that was sent.

PARKS & RECREATION DEPARTMENT:

- **Facility Use application:** Mr. Viens motioned to approve Kathy Blake’s Facility Use application to use the Beach Pavilion on August 18, 2021. Mr. Hanson seconded the motion and the vote was unanimous.

STATE OF NEW HAMPSHIRE:

- **NH Division of Public Health Services:**
 - **Lake Winnepesaukee water test results:** The Selectmen received, and reviewed, water test results from Lake Winnepesaukee, which were within acceptable limits.
- **State of New Hampshire Department of Environmental Services (NH DES):**

- **Hawkins Pond Dam:** The Selectmen received a copy of correspondence from the State of New Hampshire Dam Bureau, Dam Safety & Inspection Section to the State's Engineering & Construction Section reporting NH DES is responsible for ensuring the safety of dams in New Hampshire through its dam safety program. An inspection of Hawkins Pond Dam was conducted on November 5, 2020 and recommendations were made to improve the condition of the dam.

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.

GENERAL JOURNAL ENTRIES: Mr. Viens Motioned to approve the general journal entries as presented. Mr. Drenkhahn seconded the motion and the vote was unanimous.

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

Whaland	TML 221-44
Halsey	TML 212-52
Krampitz	TML 224-7
Collins	TML 230-12
White	TML 105-3 and 105-3.1
Stinson	TML 208-50

PUBLIC INPUT: None

NON-PUBLIC SESSION: At 6:30 p.m. Mr. Viens motioned to go into a non-public session per RSA 91-A:3, II(a) for the purpose of a personnel review and compensation. Mr. Drenkhahn seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye. Mr. Viens, Mr. Hanson, Mr. Drenkhahn and Mr. Doucette were present for Mr. Doucette's review as Code Compliance Officer. At 6:53 p.m. motioned to end the non-public session. Mr. ???seconded the motion and the vote was unanimous. Roll call: Mr. Viens – aye, Mr. Hanson – aye, Mr. Drenkhahn – aye.

RECONVENE: At 6:54 p.m. Mr. Viens reconvened the Board of Selectmen's meeting.

ADJOURNMENT: At 6:55 p.m. Mr. Drenkhahn motioned to adjourn the Board of Selectmen's meeting. Mr. Hanson seconded the motion and the vote was unanimous.

Respectfully submitted,

Robin Woodaman
Selectmen's Administrative Assistant