

**Center Harbor Board of Selectmen
Meeting Minutes
Tuesday, March 9, 2021
Town Election Day**

CALL TO ORDER: At 8:00 a.m. Chairman Richard Drenkhahn called the Board of Selectmen's meeting to order. Selectmen Harry Viens and Richard Hanson were present. Selectmen's Administrative Assistant Robin Woodaman was also in attendance.

MEETING MINUTES:

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

SELECTMEN'S REPORTS:

MR. HANSON:

- **Groundwater contamination:** The Selectmen previously received notification from NH DES of groundwater contamination in a location on Route 25B. Mr. Hanson reported contacted the State of New Hampshire Department of Environmental Services (NH DES) and was informed it is an area in the rear of the Senter's Market parking lot.

UNFINISHED BUSINESS:

CODE ENFORCEMENT OFFICER: The Selectmen received, and reviewed a letter of intent for the position of Code Enforcement Officer. The Selectmen would like to meet with the applicant in a non-public session on Wednesday, March 24th.

BANDSTAND REPAIRS: Parks & Recreation Director Sandy Frost submitted the following information previously discussed with Code Enforcement Officer Ken Ballance regarding the bandstand repairs:

- Strip and re-shingle the roof area - \$8,000.
- Remove the rakes and fascias, re-trim with PVC (\$2,500) or Azeck (\$3,200).
- Setup a general routine maintenance for repair and replacement of current wood-covered areas that need to be addressed now - \$5,000.
- Strip all wood areas and replace with PVC (\$12,500) or Azeck (\$15,200).
- Replace the rail system with composite components and anodized aluminum balusters; basic set-up starts at \$61 per running foot for material and approximately \$22 per foot in labor - \$7,400.
- A full-scale refit for the structure that would include replacing the current deck boards and re-building the stairs; this would completely remove all the finish of the bandstand and allow for a visual inspection of areas for repairs. Mr. Ballance recommends using a high quality composite. This segment of the repairs would cost approximately \$7,700 in material and \$3,000 in labor.
- Skirting the bandstand with composite would cost approximately \$3,300 in materials and \$2,200 in labor.
- Painting the structure would cost approximately \$8,000.

A letter will be sent to the Meredith Rotary Club requesting they consider assisting with this project.

SCHOOL HOUSE REPAIRS: The Selectmen received an email from Center Harbor Historical Society President Roland Garland requesting:

- The Town address mold issues and recommendations referenced in the Building Conditions Assessment Report.
- Improve air circulation by repairing pocket windows, including screens, so that they can be opened to provide circulation.
- Repairing, and painting, the ceiling in the elementary school room.

Mr. Drenkhahn reported these matters will be addressed when the Town has a new Code Compliance Officer in place.

NEW BUSINESS:

CITIZEN ENGAGEMENT AND COMMUNICATION:

- **TextMyGov:** The Selectmen received an email request from TextMyGov requesting the Selectmen consider them working with the Town to improve citizen engagement and communication. Mr. Drenkhahn reported he was not in favor of approving this request; Mr. Viens and Mr. Hanson agreed.

ADDITIONAL BUSINESS:

DEPARTMENT HEAD MONTHLY REPORTS: The Selectmen reviewed the Police, Fire and Highway Department's monthly reports for February 2021.

POLICE DEPARTMENT:

- **Municipal Prosecutor:** Mr. Drenkhahn motioned to sign the agreement for Municipal Prosecutor, in the amount of \$666.67 per month for the period April 1, 2021 to April 1, 2022. Mr. Hanson seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.

PARKS & RECREATION:

- **Facility Use application:** Mr. Drenkhahn motioned to approve Center Harbor Congregational Church's Facility Use application to hold an Easter sunrise service on April 4, 2021 for thirty people on the Center Harbor Town Beach. Mr. Viens seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.
- **Use of bandstand:** The Selectmen received an email from a resident inquiring about using the bandstand in October for a small wedding. The resident has been asked to complete a Facility Use application.

CEMETERY TRUSTEES: Mr. Drenkhahn motioned to appoint Charley Hanson and Kelli Kemery as Cemetery Trustees. Mr. Viens seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.

STATE OF NEW HAMPSHIRE:

• **State of New Hampshire Department of Transportation (NH DOT):**

- **NH DOT “Municipal Work Zone Agreement”:** Mr. Drenkhahn motioned to sign the NH DOT “Municipal Work Zone Agreement” for the NH DOT’s work on Mosquito Bridge. Mr. Viens seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.

• **State of New Hampshire Department of Revenue Administration (NH DRA):**

- **NH DRA “Notice of Intent to Excavate”:** Mr. Drenkhahn motioned to sign the following NH DRA “Notice of Intent to Excavate”:

Ambrose Brothers

TML 220-29

Mr. Hanson seconded the motion and the vote was unanimous.

- **NH DRA Form MS-60A “Auditor Option and Schedule”:** Mr. Drenkhahn motioned to sign the NH DRA Form MS-60A “Auditor Option and Schedule” reporting Roberge & Company will perform the 2020 audit. Mr. Viens seconded the motion and the vote was unanimous. Roll call: Mr. Drenkhahn – aye, Mr. Viens – aye, Mr. Hanson – aye.

• **State of New Hampshire Board of Tax and Land Appeals (BTLA):**

- **NH BTLA “Charitable Organization Financial Statement”:** The Selectmen reviewed the following NH BTLA “Charitable Organization Financial Statement:

Center Harbor Congregational Church

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

Dickinson

TML 221-40

Till

TML 214-36

Madigan

TML 220-38

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.

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.

ADJOURNMENT: At 7:31 p.m. Mr. Drenkhahn 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