

**Center Harbor Board of Selectmen
Meeting Minutes
Wednesday, April 8, 2020**

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. Administrative Assistant Robin Woodaman was also in attendance. Bernie Volz, Maureen Criasia, Karen Ponton and Annette attended via WebEx. The recommended social distancing was observed out of an abundance of caution due to COVID-19 protocols. The meeting was available to the public via WebEx.

Mr. Drenkhahn opened the meeting by reading the Emergency Decree language suggested by the State of NH which provided guidance for public notification and inclusion.

AGENDA REVIEW: Mr. Viens reported he would like to discuss a Planning Board request under "New Business".

MEETING MINUTES:

April 1, 2020 Board of Selectmen's meeting minutes: Mr. Hanson motioned to approve the minutes of the April 1, 2020 Board of Selectmen's meeting minutes as presented electronically. Mr. Viens seconded the motion and the vote was unanimous. (Mr. Drenkhahn - Aye, Mr. Viens - Aye, Mr. Hanson - Aye)

APPOINTMENTS: None

PUBLIC INPUT: None

SELECTMEN'S REPORTS: None

UNFINISHED BUSINESS:

COVID-19 UPDATE: Emergency Management Director (EMD) Tyler Driscoll reported he, Fire Chief Leon Manville and Police Chief Mark Chase communicate daily to make sure they are staying on top of everything. Mr. Driscoll reported a challenge was finding Clorox wipes to keep all the equipment clean; after several phone calls, they were able to locate some for purchase and the Lakes Region Dispatch Center was able to provide some. He reported wipes have also been donated by residents and a small business close by.

NEW BUSINESS:

FOGG HILL TRAIL DAMAGE: Mr. Viens reported damage to a Fogg Hill trail; a chain barrier was cut and the barrier rocks were moved to get one or more ATV's in there (the area is posted "No motorized vehicles"). He reported speaking with Police Chief Mark Chase, who went to the damaged area with a Fish & Game officer; the Fish & Game officer reported no long-term damage to the trail and would take over the investigation. Ms. Criasia asked why Fish & Game is involved. Mr. Drenkhahn reported Chief Chase requested their involvement; Fish & Game has the authority to investigate and issue penalties. Mr. Volz questioned this on private property; Mr. Viens

explained it is conservation property. Ms. Criasia referenced the stewardship on the property. Mr. Drenkhahn reported he will further research this matter.

PLANNING BOARD (PB):

- **Kline site plan review:** Mr. Viens reported PB Chairman Charley Hanson asked if Town Attorney Chris Boldt could attend the May PB meeting when the Kline's site plan review will be discussed. Mr. Hanson motioned to approve Attorney Boldt's presence at the PB meeting regarding the Kline site plan review. Mr. Drenkhahn seconded the motion and the vote was unanimous. (Mr. Drenkhahn - Aye, Mr. Viens - Aye, Mr. Hanson - Aye)

TAX ANTICIPATION NOTE (TAN): Mr. Drenkhahn motioned to draw \$500,000 on the Meredith Village Savings Bank TAN. Mr. Viens seconded the motion and the vote was unanimous. (Mr. Drenkhahn - Aye, Mr. Viens - Aye, Mr. Hanson - Aye)

ZONING BOARD OF ADJUSTMENT (ZBA) MEMBER APPOINTMENT:

- **ZBA member appointment:** Mr. Hanson motioned to appoint Anthony Avrutine for a term of three (3) years. Mr. Viens seconded the motion and the vote was unanimous. (Mr. Drenkhahn - Aye, Mr. Viens - Aye, Mr. Hanson - Aye)

ALTERNATE LIBRARY TRUSTEE APPOINTMENTS: Mr. Hanson motioned to appoint Karen Ponton for a term of one (1) year and Susan Gurney for a term of one (1) year as Alternate Library Trustees. Mr. Viens seconded the motion and the vote was unanimous. (Mr. Drenkhahn - Aye, Mr. Viens - Aye, Mr. Hanson - Aye)

HEALTH INSURANCE: The Selectmen received notification from HealthTrust regarding the continuation of HealthTrust health insurance coverage in response to the COVID-19 Declared State of Emergency.

- Employees temporarily laid off or who take a leave of absence may remain covered for as long as the Member Group (the Town) considers them to be an eligible employee and contributions continue to be made.
- If employment is permanently terminated the coverage would end as of the end of the month in which employment was terminated and COBRA continuation coverage would be offered.
- If employees are working fewer hours, they may remain covered when the reduction in hours is due to the COVID-19 declared State of Emergency as long as the Town considers them to be an eligible employee and contributions continue to be paid.

Library Trustee Annette Nichols asked confirmation that if an employee was furloughed, the Town would continue to contribute to that employee's health insurance coverage. Mr. Hanson reported he feels that given the circumstances, we as a Town should pay the normal share with the employee also paying his/her normal portion during the COVID-19 time period for furloughed and/or employees who have had their hours reduced and would no longer be eligible for health insurance benefits under the Town's personnel policies – Mr. Viens and Mr. Drenkhahn agreed. Mr. Hanson motioned to continue health insurance contributions, with the employee continuing to contribute his/her share, for full-time employees who have been either furloughed or have had their hours reduced during the COVID-19 time period. Mr. Viens seconded the motion and the vote was unanimous. (Mr. Drenkhahn - Aye, Mr. Viens - Aye, Mr. Hanson - Aye)

PRIMEX – EMPLOYER OBLIGATIONS UNDER FAMILIES FIRST CORONAVIRUS RESPONSE ACT: The Selectmen received information from Primex regarding the Town’s obligation to provide employees with paid leave in situations arising from COVID-19 per the Families First Coronavirus Response Act; the act will be effective from April 1, 2020 to December 31, 2020. The Act provides relief through two modification to the Family and Medical Leave Act:

- Emergency Family and Medical Leave Expansion Act, and
- Emergency Paid Sick Leave Act.

COPIER MAINTENANCE: Mr. Drenkhahn motioned to sign the Fire Department and Library’s copier maintenance agreement, in the amount of \$420, with Twin Rivers Office Machines, Inc. Mr. Hanson seconded the motion and the vote was unanimous. (Mr. Drenkhahn - Aye, Mr. Viens - Aye, Mr. Hanson - Aye)

ADDITIONAL BUSINESS:

CENTRE HARBOR HISTORICAL SOCIETY:

- **Rent payment:** The Selectmen acknowledged the receipt of \$10 from the Centre Harbor Historical Society for rental of the School House building located at 94 Dane Road per the lease agreement.
- **2020 programs:** Centre Harbor Historical Society President Roland Garland reported, via email, that due to the COVID-19 pandemic, there will not be any 2020 programs at the School House Museum; the Museum will be open to the public on Saturdays in July and August from 10:00 a.m. to 2:00 p.m.

STATE OF NEW HAMPSHIRE:

- **State of New Hampshire Department of Transportation (NH DOT):**
 - **NH DOT “Inspection of Red List Bridges: Report”:** The Selectmen received NH DOT’s “Inspection of Red List Bridges: Report”. Mr. Volz asked if the Mosquito Bridge was listed; Mr. Viens reported it was not on the list.
- **State of New Hampshire Department of Revenue Administration (NH DRA):**
 - **Equalized ratio:** The Selectmen received NH DRA’s determination that the overall equalization assessment to sales ratio for the Tax Year 2019 is 84.7%.
 - **NH DRA “Application for Current Use”:** Mr. Hanson motioned to sign the following NH DRA “Application for Current Use”:

Willey

TML 223-16

Mr. Viens seconded the motion and the vote was unanimous. (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. Hanson seconded the motion and the vote was unanimous. (Mr. Drenkhahn - Aye, Mr. Viens - Aye, Mr. Hanson - Aye)

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

Nefores	TML 220-44
Roxaboxen Trust	TML 215-16
Asquam Trust	TML 205-15
Kemery	TML 214-25

PUBLIC INPUT:

BERNIE VOLZ:

- **Fogg Hill trail damage:** Mr. Volz reported the reason Fish & Game is involved is because ATV's are required to be registered through Fish & Game.
- **NH DOT red-listed bridges:** Mr. Volz reported there are two lists of red-listed bridges; state-owned and municipally-owned bridges. He reported Mosquito Bridge is #72 on the 2019 NH DOT state-owned report.

ADJOURNMENT: At 7:40 p.m. Mr. Hanson motioned to adjourn the Board of Selectmen's meeting. Mr. Drenkhahn seconded the motion and the vote was unanimous. (Mr. Drenkhahn - Aye, Mr. Viens - Aye, Mr. Hanson - Aye)

Respectfully submitted,

Robin Woodaman
Selectmen's Administrative Assistant