

**Center Harbor Board of Selectmen  
Board of Selectmen's Meeting  
Wednesday, January 14, 2015**

**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, Code Enforcement Officer Ken Ballance and Selectmen's Administrative Assistant Robin Woodaman were present.

**APPOINTMENTS:**

**CODE ENFORCEMENT OFFICER KEN BALLANCE:**

- **Star & Snake LLC business intentions:** The Selectmen received a letter of intent from Natan Alexander and K. Lenore Siner, of The Star & Snake LLC, reporting on their intent to host activities at 41 Kelsea Ave., under the business name of The Star & Snake LLC. Mr. Ballance reported speaking with Mr. Alexander regarding the processes necessary to obtain Town approval.
- **Fairway Heights Road:** Mr. Ballance reported he reviewed the proposed design for Fairway Heights Road, with a larger hammerhead instead of the cul-de-sac per the original Planning Board subdivision approval. Mr. Ballance reported Fire Chief Leon Manville can maneuver fire trucks in that location. He reported the Town had previously plowed the road, when the Town was plowing private road, and doesn't believe there were any issues.

Mr. Ballance reported the Planning Board's original subdivision approval was based on a cul-de-sac. He reported the cul-de-sac was modified to the current hammerhead at some time; he will research to see if the modification received Planning Board approval. Mr. Ballance reported he feels that if the Planning Board has not approved the hammerhead for Fairway Heights Road, Allan Hale, or his agent Carl Johnson, should be directed to seek Planning Board approval even though the Selectmen have the authority to override this matter. Mr. Drenkhahn reported the Selectmen have not, nor do they want to, set a precedence by overriding the Planning Board. The Selectmen agreed that the Fairway Heights Road proposal should be referred to the Planning Board.

Mr. Ballance reported he does not know why the hammerhead designs have been removed from the Town's road standards; the Selectmen explained they did not know (prior to last week) they were removed and would research the process during which the hammerhead design options were removed. There was discussion regarding the hammerhead designs giving road options to property owners.

- **Advertising of lots for sale:** Mr. Ballance reported being asked if a small kiosk with information on the lots could be installed on the lots which are for sale on Center Harbor Neck Road. He reported there is no criteria on real estate signs and there are other areas which have information kiosks such as the Belknap Woods. The Selectmen did not have any objections.

**APPROVAL OF MINUTES:**

- **January 7, 2015 Board of Selectmen's meeting:** Mr. Viens motioned to accept the minutes of the January 7, 2015 Board of Selectmen's meeting. Mr. Drenkhahn seconded the motion and the vote was unanimous.

**OLD BUSINESS:**

**PROPOSED 2015 BUDGET:**

- **Budget review:** The Selectmen reviewed the proposed 2015 budget and suggested revisions, which would bring the proposed 2015 budget to approximately 1.1% higher than the approved 2014 budget. Mr. Hanson suggested, in the future, the Selectmen suggest to the Department Heads that they cut their budgets by a certain percentage; Mr. Drenkhahn and Mr. Viens agreed.
- **Centre Harbor Historical Society:** \$1,000 requested for 2015, \$1,000 was appropriated in 2014. The Selectmen requested the Historical Society submit a financial statement.

**TOWN REPORT DEDICATION:** The Selectmen requested the 2014 Town Report be dedicated to Ellen Burns, who retired as Tax Collector in 2014.

- **Fire Department Length of Service Award Program (LOSAP):** The Selectmen received a memo from the Fire Department Advisory Committee (FDAC), which, at the October 15, 2014 Board of Selectmen's meeting, they presented its recommendation to adopt a LOSAP consisting of a monthly retirement annuity and a life insurance plan for active Center Harbor firefighters. In November, 2014 a representative of the annuity company met with the Selectmen to discuss the proposal. The FDAC recommends the LOSAP plan should be adopted by the Selectmen and forwarded for a vote at Town Meeting as a way of showing Center Harbor's commitment to the members of the Fire Department. Mr. Drenkhahn reported the Selectmen are trying to keep the proposed 2015 budget down and are not prepared to include the LOSAP funding this year. The Selectmen discussed their support for this program, but they are concerned about funding the program. Mr. Hanson suggested the FDAC submit a petitioned warrant article with twenty-five (25) registered voters; Mr. Drenkhahn and Mr. Viens agreed.

**NEW BUSINESS:**

**EXPENDABLE TRUST FUND (ETF) AND REVOLVING FUNDS WITHDRAWALS:**

The Selectmen reviewed the following requests to reimburse the Town's general fund from the following ETF and Revolving Funds:

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| ○ Town Buildings Repairs & Maintenance ETF         | \$4,179.80 |
| ○ Police Department Special Details Revolving Fund | \$3,555.61 |
| ○ Parks & Recreation Revolving Fund                | \$ 769.25  |

Mr. Hanson motioned to request the transfer of the above-referenced funds into the Town's general fund. Mr. Drenkhahn seconded the motion and the vote was unanimous.

**BAY SEWER DISTRICT:** Ms. Woodaman reported she is now the Treasurer for the Bay Sewer District and requested permission to work on the Sewer District's financials in the Selectmen's Office during her non-Town work time similar to the Tax Collector; the Selectmen approved her request.

### **ADDITIONAL BUSINESS**

#### **FIRE DEPARTMENT:**

- **Standard Operating Guidelines (SOG):** Fire Chief Leon Manville submitted proposed revisions to the Fire Department's Standard Operating Guidelines. The Selectmen requested Chief Manville indicate the proposed changes.

#### **PARKS & RECREATION DEPARTMENT:**

- **2014 revenue:** Parks & Recreation Director Sandy Frost reported the Parks & Recreation Department generated \$28,458.77 in revenue in 2014; \$3,604 more than in 2013. The revenue was generated through boat launch fees, swimming lessons, tennis lessons, the arts & crafts program, tee shirt and cup sales and the July 4<sup>th</sup> footrace.
- **Employee evaluations:** Ms. Frost submitted the 2014 employee evaluations.

#### **ECONOMIC DEVELOPMENT:**

- **Ice skating demonstration:** Mr. Viens reported the Town's Economic Development group is planning an ice skating demonstration the weekend of February 21<sup>st</sup> and 22<sup>nd</sup>. There was discussion regarding this being a Parks & Recreation event, with the local businesses volunteering; Mr. Viens will be discussing this proposal further with Parks & Recreation Director Sandy Frost.

#### **STATE OF NEW HAMPSHIRE:**

- **State of New Hampshire Department of Safety Division of Fire Safety:** The Selectmen received, and reviewed, information on RSA 160-C pertaining to the use of fireworks.

**CURRENT BILLS PAYABLE:** The Selectmen reviewed, and approved, the payroll and accounts payable manifests as presented.

**ADJOURNMENT:** At 8:35 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

