

**MINUTES
BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
Wednesday, January 23, 2008 at 6:30 PM**

Present: Chairman Brian Tufts; Selectman Larry Preston; Selectman Fred Kline; Selectman David Sheldon;
Selectman Cindy Lewis

Staff: Geoff Ruggles, Town Administrator

Others: Jen, Hooksett Banner

1. CALL TO ORDER

Chairman Tufts called the meeting to order at 6:30 PM.

2. MEETINGS

None

3. CITIZENS COMMENT

None

4. OLD BUSINESS

Snow Removal Policy

The Selectmen agreed that a section be added which outlines that the policy is a guideline and revisions can be made as needed by the Public Works Director. The Selectman will approve the policy at the next meeting.

5. NEW BUSINESS

Resignations

It was announced that Roland Lemoine and Kevin Foss have resigned from the Planning Board due to scheduling conflicts. Mr. Lemoine and Mr. Foss both submitted letters of resignation.

Action: Selectman Preston moved to accept the resignations of Roland Lemoine and Kevin Foss and send them both letters of thank you for their service to the town. Selectman Lewis seconded. Motion passed 5-0.

The Selectmen discussed whether or not something more than letters should be done depending on length of service. It was agreed that letters were sufficient. Mr. Ruggles will draft the letters.

Selectman Lewis stated that the Planning Board voted for Bob Bourque to become Chairman and Alan Topliff as Vice Chairman. Additionally, a motion was made to accept Kevin Krebs and Kathy Cruson, who are presently alternates, to become active members. There would then be no alternate members. Alan Topliff will include an article in the newsletter advertising for alternate planning board members.

Citizen of the Year / Town Report Dedication

The Citizen of the Year for 2007 has been chosen and will be announced at a later date. Additionally, the Citizen of the Year will be included in the Town Report therefore; the Selectmen agreed that no dedication will be included.

Public Utilities Valuation Services

A proposal from George Sansoucy, PE, LLC, Engineers and Appraisers, for the tax assessment valuation updates of all public utility property in Pembroke was distributed and reviewed.

Action: Selectman Preston moved to accept Mr. Sansoucy's proposal. Selectman Kline seconded. Motion passed 5-0.

Community Revitalization Program

The Selectmen discussed the Community Revitalization Tax Relief Incentive Program. This program would need to be a warrant article before it can be adopted. The Selectmen agreed that the program should be pursued further however, some issues need to be clarified. It was agreed to give the information to EDC for their review and recommendations.

2007 Preliminary Financial Reports

The Selectmen reviewed the preliminary revenues and expenditures reports.

LGC Request for Contribution

A letter from LGC was received requesting a contribution of \$573.11 from the town to pay for litigation regarding the NH Retirement System. After discussing this at length, the Selectmen agreed to the contribution.

Action: Selectman Sheldon moved to contribute the requested funds of \$573.11 to LGC for litigation. Selectman Kline seconded. Motion passed 5-0.

Minutes

January 9, 2008 - Public

Action: Selectman Kline moved to approve the minutes of January 9, 2008 as amended. Selectman Sheldon seconded. Motion passed 5-0.

Manifest

Action: Selectman Kline moved to approve the manifest as presented. Selectman Sheldon seconded. Motion passed 5-0.

Tax abatements, exemptions & credits

Action: Selectman Preston moved to accept as recommended by the assessor. Selectman Kline seconded. Motion passed 5-0.

Town Administrator's Report

Mr. Ruggles reported that the landfill closure project is progressing well. He stated that once the digging began, it was determined that the material could not be re-used. The old fill must be disposed of and new fill brought in. The process of removing the old and bringing in the new will cost approximately \$15,000. There may also be some additional grading that will be required on the banking.

Mr. Ruggles informed the Board that he spoke to Ray Korber, KV Partners, asking him to look at a highway building that has structural damage. He stated that he plans to ask Mr. Korber to bring in a structural engineer to inspect the building. Selectman Lewis feels that this would be unnecessary as Steve Richard has already looked at the building and provided recommendations. The dollar amount that would be required to run tests and repair the building is unknown at this time, therefore can not be added to the budget. Mr. Ruggles will follow up and report back to the Board.

Mr. Ruggles asked Chairman Tufts if he would be willing to meet with the Union at their office at East Longmeadow. If not, it will be approximately two more weeks before a meeting can take place. Chairman Tufts declined, stating that the meeting should take place locally.

Committee Reports

Selectman Lewis asked for the budget amount for hiring planning consultants so that the Planning Board will know what is available. Mr. Ruggles will forward the information on to the Planning Board.

Selectmen Lewis opened a discussion regarding voting day coverage and whether Stephanie Alexander should be present all day or just during peak voting hours. It was agreed that she would only need to attend during peak voting times. Other planning board members will be present throughout the day.

Selectman Lewis was contacted by Jacques Despres regarding the post card EDC is planning on purchasing and mailing out. Mr. Despres asked Selectman Lewis if it would be possible to include the post card with the newsletter. Selectman Kline stated that the newsletter is pre-sorted and sent to the post office right after printing. Selectman Kline will ask Linda Williams to check with the printer who handles the newsletter if the post card can be inserted. There was also some discussion on including the business directory with the town website. Selectman Kline stated that he will join the Web Committee.

Selectman Kline reported that Kevin Foss will be joining the EDC Committee.

Chairman Tufts reported that the land purchase being considered by the Conservation Commission will not go through after all. The Conservation Commission talked about leaving the warrant article on in case another parcel comes up during the year. After discussing the warrant article, the Selectmen decided to pull it.

Action: Selectman Kline moved to pull the Conservation Commission's warrant article pertaining to the purchase of the land based on the lack of concrete information. Selectman Preston seconded. Motion passed 5-0.

Mr. Ruggles will inform the Conservation Commission about the warrant article.

Selectman Lewis has concerns about the lack of space for snow in the Broadway reconstruction design.

2008 Budget Review

The Selectmen reviewed the budget and identified areas of budget reductions and the potential impact of those reductions for presentation to the Budget Committee.

6. OTHER / CITIZENS COMMENT

None

7. ADJOURNMENT

Action: Selectman Kline moved to adjourn the meeting at 9:35 PM. Selectman Preston seconded. Motion passed 5-0.

Accepted by the Board of Selectmen

Brian Tufts, Chairman

