

**MINUTES
BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
Monday, September 15, 2008 at 6:30 PM**

Present: Chairman Fred Kline; Selectman Larry Preston; Selectman Cindy Lewis; Selectman David Sheldon; Selectman Tina Courtemanche

Staff: Carol Murray, Interim Town Administrator

1. CALL TO ORDER

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

2. MEETINGS

Pembroke Women's Club - Flags Along Route 3

Jeannie Wolfe, President of the Pembroke Women's Club and Lorette Girard were present to discuss issues pertaining to the American Flags which fly along Route 3. Ms. Girard informed the Selectmen that PSNH has agreed to allow the brackets to remain, however the metal flag poles must be replaced with a non-conductive material. There are 35 poles which need to be replaced and will cost approximately \$700. Ms. Girard further explained that the Women's Club would like to continue the "Proudly Our Colors Fly" program, however they currently have only \$200 budgeted for flags. She inquired as to whether a Patriotic line item could be added to the budget for this program even though it has been denied in the past. If this is denied by the Selectmen or the Budget Committee, the Women's Club would then bring it to Town Meeting for vote. The Selectmen agreed and suggested that a petition warrant article be prepared to present at town meeting which would require 25 signatures and information on past operating costs for the program. Flag etiquette was briefly discussed. Ms. Girard will obtain the most recent version.

Selectman Lewis left the meeting at 6:47 PM.

Jocelyn Carlucci - Lease Agreement - 4 Union Street

Ms. Carlucci presented a lease agreement between the Town of Pembroke and Logan Mechanical, LLC for the rental of office space located at 4 Union Street. This lease will commence on September 15, 2008 and end September 14, 2009 for an amount of \$225 per month plus a security deposit. Selectman Preston noted one change to be made on page two, paragraph one - remove the word "not". Ms. Carlucci had also noted a change on page one. She will amend and replace pages one and two.

Action: Selectman Preston moved to enter into the lease agreement with Logan Mechanical with the revisions. Selectman Sheldon seconded. Motion passed 4-0.

3. CITIZEN COMMENTS

None

4. Old Business

2008 Paving Update / Consideration of Roads and Public Works Recommendations

Mr. Boisvert reported that there is a request from the Roads Committee that some adjustments be made to the 2008 paving schedule. Mr. Boisvert requested that Plasawa Hill Road and Borough Road be included on the 2008 schedule. Finishing Glass Street will not be completed due to the sewer grant that did not go through. North Pembroke has been delayed until 2009 due to the FEMA grant. Lane's End will not be completed. Four hundred tons of asphalt will not be put down at the landfill this year. Nixon Road had previously been removed from the list. The 2009 paving budget was briefly discussed as well as a bid from Brox Industries.

Action: Selectman Sheldon moved to approve the top coat on Dona Drive (600 tons). Selectman Courtemanche seconded. Motion passed 4-0.

Action: Selectman Sheldon moved to approve the top coat on Nadine Road (220 tons). Selectman Courtemanche seconded. Motion passed 4-0.

Action: Selectman Sheldon moved to approve 600 tons of pavement to Borough Road (2 ½" compacted base). Selectman Courtemanche seconded. Motion passed 4-0.

Action: Selectman Courtemanche moved to approve 450 tons of pavement to Plasawa Hill Road (2 ½" compacted base). Selectman Sheldon seconded. Motion passed 3-1. Selectman Preston voted no.

Action: Selectman Sheldon moved to exclude Lane's End from the 2008 paving list. Selectman Preston seconded. Motion passed 4-0.

Action: Selectman Sheldon moved to authorize Mr. Boisvert to request information from Brox Industries on supplying 1,043 tons of asphalt for Cross Country Road at approximately \$60,000 (scheduled for 2009). Selectman Preston seconded. Motion passed 4-0.

Mr. Boisvert will follow up with Ms. Murray regarding information he obtains from Brox Industries.

Mr. Boisvert stated that September 30, 2008 is the deadline for the North Pembroke grant. Chairman Kline suggested that a special meeting be called before the deadline to authorize and sign off on the grant.

Update of Committee Activities

Chairman Kline reported that CIP will be attending the next Board of Selectmen meeting on October 6th. He will attend this portion of the meeting as Chairman of CIP.

Chairman Kline opened a discussion regarding the Tax Revitalization project. Selectman Preston gave a brief overview on the program stating that when he brought this to the Board last year, it did not receive a favorable response. The information was turned over to the Economic Development Committee for review and it is unclear what action, if any, was taken. Chairman Kline will forward the information to Selectmen Courtemanche who will forward to Kevin Foss, Chairman of the Economic Development Committee for review and consideration.

Selectman Preston reported that Sally Hyland, Solid Waste Committee, gave a concise and accurate presentation to CIP describing the solid waste proposal to move to a single stream truck. Her presentation also included costs associated with the project. Due to the amount of work involved i.e., education and publicity in the community, Selectman Preston suggested that the Solid Waste Committee move forward with the project even though CIP has not made their recommendation and it has not gone before the Budget Committee.

Chairman Kline reported that it appears authorization for CTAP grants are moving forward.

5. NEW BUSINESS

Interim Town Administrator's Report

Floyd Smith, and possibly other members of the Roads Committee, will be attending the October 6th Board of Selectmen meeting to discuss the Broadway Reconstruction project.

There was a discussion in a recent CIP meeting with the Sewer Department regarding the next department that should be considered for a police cruiser that is replaced. Code Enforcement was indicated, however Sewer may be in need of the next available vehicle. Selectman Sheldon reminded the Board that replaced police cruisers typically go to other town departments and the Sewer Department is not considered a town department. Additionally, Selectman Sheldon stated that the vehicles should go out for public bid. Selectman Preston and Chairman Kline stated that they agree with Selectman Sheldon. Chairman Kline asked Ms. Murray to follow up.

See attached Town Administrator's report for additional information.

Minutes - August 18, 2008, September 2, 2008, September 8, 2008

Action: Selectman Preston moved to approve the minutes of September 8, 2008 as amended and to add "seal the minutes confidential as they pertain to personnel matters". Selectman Courtemanche seconded. Motion passed 3-0. Selectman Sheldon abstained as he was not present at the meeting.

The minutes for August 18th were not available and the minutes for September 2nd are being revised. Both will be scheduled to be approved at the Board of Selectmen meeting scheduled for October 6, 2008.

Tax Abatements, Exemptions & Credits

Action: Selectman Preston moved to accept as recommended by the assessor. Selectman Courtemanche seconded. Motion passed 4-0.

Manifest

Action: Selectman Preston moved to approve the manifest as presented. Selectman Courtemanche seconded. Motion passed 4-0.

6. NON-PUBLIC SESSION RSA 91-A:3 II (a) - Personnel

Action: Selectman Preston moved and seconded by Chairman Kline to enter into non-public session in accordance with RSA 91-A:3 II (a) - Personnel at 8:43 PM.

Roll Call Vote:

Selectman Fred Kline (yes)

Selectman Larry Preston (yes)

Selectman David Sheldon (yes)

Selectman Tina Courtemanche (yes)

Vote: Unanimous

Action: Selectman Courtemanche moved to come out of non-public session at 9:50 PM and seal the minutes confidential as they deal with personnel matters. Chairman Kline seconded. Motion passed 4-0.

7. OTHER/CITIZEN COMMENTS

None

8. ADJOURNMENT

Action: Chairman Kline moved to adjourn the meeting at 9:55 PM. Selectman Preston seconded. Motion passed 4-0.

Accepted by the Board of Selectmen

Fred Kline, Chairman