

**MINUTES
BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
Wednesday, January 31, 2007**

Present: Selectman Larry Preston; Selectman Brian Tufts; Selectman Dan Crean:
and Selectman Fred Kline.

Excused: Selectman Larry Young, Sr.

Staff: Troy R. Brown, Town Administrator; Linda A. Williams, Administrative
Secretary.

1. CALL TO ORDER

Chairman Preston called the meeting to order at 6:30 P.M.

2. MEETINGS

Pembroke Hill Bridge Repairs

Emile Lacerte, Public Works Director and Floyd Smith, Roads Committee member discussed the status of the bridge. Mr. Brown explained that Concord said it would be willing to split the repair costs 50/50. There were several options investigated a couple of years ago for replacement of the bridge with costs ranging from \$650,000 to \$1.3 million for various levels of upgrade. Concord is interested in the least expensive. Mr. Brown recommended that the Board look to the future of that area and what type of bridge would best serve the future needs for that area. Selectman Crean felt that without sewer and water to that area commercial growth would be limited but that it is important to assess the impact to other roads in the vicinity if the bridge is weight limited and trucks are not allowed to go over it. Selectman Kline asked what level the bridge would be at the \$650,000 repair cost. Mr. Lacerte said it will be the same which is an H25. Mr. Brown explained that a decision for long-term repair of the bridge does not have to be made tonight but it is important to plan for the future. Concord and Pembroke will need to file a joint application for state funding to get on the 2013 State Bridge Aid Program. The State is assuming this joint application will be timely filed to get on the list and a decision will need to be made as to the level of repair. There was discussion as to the split of repair costs with Concord. Per state law Concord is responsible for 87% and Pembroke is 13%. It is anticipated that necessary repairs to the bridge to be completed this summer will be approximately \$25,000. Concord contends they have done maintenance to their portion over the years and that is why they are offering 50/50. Mr. Lacerte stated that with the repairs to be made to the bridge this summer it will be back to the E2 rating it previously had. It is anticipated that the bridge will soon be posted for 15,000 ton weight limit by the City of Concord. A public hearing will need to be held before Pembroke can post the bridge. Mr. Frank Merrill of Pembroke Sand and Gravel said the use of the bridge by his trucks is very important for his business. Mr. Merrill has given much thought to various options and recommended looking into the use of a "Bailey Bridge". Mr. Brown will approach the State on the Bailey Bridge idea. Mr. Brown also explained that Selectmen have the authority to post weight limits on roadways and also can grant exceptions in certain circumstances and could also require a performance bond for use of the posted roads. Mr. Merrill stated he would not want to post a performance bond which would hold him liable for everything that happens to the roadway. He also explained that his business and the flower farm pay approximately \$160,000 in taxes between them and the bridge is the only item they use from town services. Henry Huntington, of New England Flower Farm, said that he supports what Mr. Merrill has said and also asked how the 15,000 ton weight restriction was decided. He said that if it could be 20,000 ton it would be less of a restriction to his trucks and much more workable for both businesses. Selectman Tufts recommended that Mr. Brown gather the additional information discussed tonight and that this be scheduled for the next meeting on 2/7/07 meeting.

Recreation Commission

Commission members attending tonight were Rose Galligan, Chair; Dave Seavey and Sue Seidner. Selectman Preston asked if the Commission had any concerns regarding the proposed changes. Ms. Galligan said the main concern they have is with the required background checks on volunteers. Selectman Crean explained it could be a huge liability to the Town if someone working with children is not adequately checked out. Ms. Seidner agreed but had questions on how a group of five volunteers would be able to get it done. Selectman Crean said it is something that has to be done and is not impossible to accomplish. Mr. Seavey has researched how other groups, such as 4-H, check on their volunteers and has received a template with screening guidelines and other forms that could be used. Selectman Tufts explained that an extensive background investigation is not necessary, just need to do due diligence. Ms. Galligan also asked what was meant by master plan development. Selectman Preston explained that it is just for giving thought to long range goals for recreation. The members of the Recreation Commission stated that they are in agreement with the changes and will support them.

Action: Selectman Crean moved to go forward with the recommended changes to Recreation as recommended by Town Counsel. Selectman Tufts seconded. Motion passed 4-0.

3. CITIZENS COMMENT

None

4. OLD BUSINESS

Church Road Warrant Article

Selectman Kline stepped down. Selectman Preston explained that the warrant article has been drafted and what is needed is a dollar amount as decided by the property owners. It was explained that the Board of Selectmen are preparing this warrant article as a courtesy to the property owners. Fred Kline, Church Road resident, wanted to correct the statement made at the previous meeting. Mr. Kline explained that the history of this s-curve realignment is documented in 2003 minutes. The Roads Committee and the then Board of Selectmen were in favor of the project but could not get funding. In the 2003 minutes it also was stated that Mr. Martel, a selectman at that time, said that the Church Road realignment would be going forward. The minutes also detail a meeting with Mr. Kline on the status of the Church Road project and it was explained to Mr. Kline at that time how the budget cuts had pushed back the road projects due to lack of funding. Mr. Kline explained minutes from March 11th 2003 meeting on the Road Budget projects to be taken care of and Church Road is one of the three. Mr. Kline then asked for an increase in funding to the Road Budget to make sure the Church Road project would be covered. It was funded at \$165,000 for Church Road which was substantially more than the projected costs. Regarding the amount for the warrant article, Mr. Kline spoke for himself and Mr. and Mrs. Michaels and they will pay \$500 for the property transfer. Mr. Plante concurs with the amount of \$500.00. The amount of no more than \$500.00 will be inserted in the warrant article.

Action: Selectman Crean moved to place the article on the warrant regarding the property transfer costs for Church Road to be no more than \$500.00. Selectman Tufts seconded. Motion passed 3-0. Selectman Kline abstained.

Town Organization Chart

Mr. Brown presented a draft of the organizational chart prepared by the Wage and Benefit Committee. The Board reviewed the draft and discussed changes. Some of the items discussed were set up of a Finance Department, Planner and Code Enforcement Officer being independent, set up of an Administrative Services Department, correct job descriptions, future need for a Human Resources and a Parks and Recreation staff person, and need for divisions within a department. Mr. Brown explained that the Committee tried to capture the format that is in use today.

5. NEW BUSINESS

Appointment

Selectman Tufts felt there may be a conflict with this appointment as Mr. Burnham's spouse serves on the Zoning Board. Selectman Kline asked if this is a recommendation from the Planning Board. Mr. Brown said that it is.

Action: Selectman Crean moved that due to the concern with a conflict of interest between the Planning Board and Zoning Board, the Planning Board be asked to reconsider their recommendation regarding the appointment of Jay Burnham. Selectman Kline seconded. Motion passed 4-0.

TA Report

Safety Center had several issues with building operations over the past week. The most serious is a blockage of the sewer line that has been ongoing since completion of the building. The Sewer Department looked into the line with their camera and found that the line is actually broken in two places which is causing the blockage. Selectman Crean asked that the contractor be contacted as soon as possible to correct this situation. Also in the Fire Station the heating/air unit is broken and will cost \$1,800 to repair, and the boiler is broken. Due to the boiler being down there was no heat at the fire station last night.

Union Meeting – Mr. Brown met with the Public Works Department today regarding the benefits of not unionizing. The meeting ran about two hours and there was good feedback. The union election is scheduled for 2/7/07 from 11:00 am -12:00 pm

Pembroke 600 Planning Services – there has been an increase in calls for this project and Mr. Brown spoke to the Town Planner and she recommended Mike Vignale of KV Partners be contacted to assist with this developer. Selectman Crean recommended the planning services the developer is asking be defined and they could be submitted to the Planning Board.

NIMS Training will probably be scheduled in the beginning of March. It was recommended that it be scheduled at the end of March so that those elected at Town Meeting can attend.

Committee Reports

CTAP – Selectman Kline will be attending a meeting tomorrow.

EDC will be starting the Prosper In Pembroke Awards which will be going to Pembroke businesses to stimulate business in Town.

Solid Waste Committee will be giving a presentation to the Board of Selectmen in February.

CATV will meet next Tuesday to try to get a clean copy of the proposed agreement.

Verizon Pole License

Action: Selectman Tufts moved to approve the license on the Church Road pole. Selectman Kline seconded. Motion passed 4-0.

6. NON-PUBLIC SESSION

RSA 91-A:3 II, (a)– Employee Review

Action: Selectman Crean moved to go into non-public session under the provisions of RSA 91-A:3 II (a). Selectman Tufts seconded. Sel. Preston -yes; Sel. Tufts-yes; Sel. Kline-yes. Motion passed 4-0 and the Board went into non-public session at 9:23 p.m.

Action: Selectman Crean moved to come out of non-public session and seal the minutes confidential as they deal with a personnel matter that could adversely effect an employee's reputation. Selectman Tufts seconded. Motion passed 4-0 and the Board came out of non-public session at 9:51 p.m.

7. ADJOURNMENT

Action: Selectman Kline moved to adjourn. Selectman Tufts seconded. Motion passed 4-0 and the meeting adjourned at 9:51 p.m.

Accepted by the Board of Selectmen

Larry J. Preston, Chair