

MINUTES
BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
Wednesday, September 19, 2007
6:30 PM

Present: Vice Chairman Fred Kline; Selectman Larry Preston; Selectman Cindy Lewis

Excused: Chairman Brian Tufts; Selectman David Sheldon

Staff: Geoff Ruggles, Interim Town Administrator

1. CALL TO ORDER

Vice Chairman Fred Kline called the meeting to order at 6:30 P.M.

2. MEETINGS

John Graziano, Inspiration Investments, LLC

Mr. Graziano, Inspiration Investments, LLC, was present to discuss the issues surrounding his current Demand For Rent/Notice To Quit notices that were served. Selectman Preston stated for the record that he has had two recent conversations with Mr. Graziano pertaining to this issue and that his comments and ideas were based on his position as an individual board member only. Mr. Graziano's position is that he should not be liable for the rent owed due to fact that there has been no heat in a portion of the building since signing the lease agreement in November, 2006 and that there has been unscheduled appearances in the building by representatives of the Town. He stated that he would be willing to pay rent owed for the summer months (June/July/August) considering he would not have needed heat during those months. He emphasized that there has been some cold days this month and that the problem will only persist if something is not done about the heating problem soon. After much discussion between the Selectmen and Mr. Graziano, an agreement was reached.

Action: Selectman Preston moved that the Town enter into an agreement with Mr. Graziano in an effort to resolve the situation that was partly brought on by the Town. In lieu of the rent owed from February through September totaling \$8,800.00, the Town will accept \$4,400.00. This amount will be paid to the Town over a period of six months upon the completion of repairing or supplying heat to the portion of the building in question. All future rent will be paid in full by the lessee as agreed to in the lease agreement. Selectman Lewis seconded. Motion passed 3-0.

The Selectmen discussed the possibility of supplying electric heat to the above mentioned building and reviewed some prior quotes. It was also discussed giving Vice Chairman Kline and Selectman Preston the authority to move forward on this issue as soon as possible.

Action: Selectman Lewis moved to authorize Vice Chairman Kline and Selectman Preston to move forward on repairing or supplying heat to the Perry Eaton Building not to exceed a budget of \$2,500. Selectman Preston seconded. Motion passed 3-0.

Ann Bond, Citizen - Route 3 and Donna Drive Crosswalk

Ms. Bond, resident, was present to discuss a proposed pedestrian crosswalk (light signal) from Donna Drive to the opposite side of Route 3. She stated that there are 165 homes in that area with the average child per home being three. She informed the Selectmen that there have been numerous accidents involving children in that area. She feels that a crosswalk is necessary because Pembroke does not provide bus service for high school students which means a large amount of students are walking or riding their bikes to school. Ms. Bond asked that the Selectmen and Chief Lane write to the State of NH asking for a review and recommendation as it pertains to a signal crosswalk. It was decided by the Board that Ms. Bond will provide Mr. Ruggles with the name of the person to address the correspondence to and Mr. Ruggles will then draft a letter to that person. Ms. Bond confirmed that she will attend the public hearing on 9/26/07 for further discussion regarding the crosswalk and the round-about.

Chief Scott Lane

I. New Hire

Chief Lane was present to request authorization to hire Mr. Gary Gaskell as a Police Officer.

Action: Selectman Preston moved to approve hiring Mr. Gary Gaskell as a Police Officer, starting at labor grade 13, as recommended by Chief Lane. Selectman Lewis seconded. Motion passed 3-0.

II. Stop Signs

Chief Lane and the Selectmen discussed the request from the Roads Committee to review the need for the placement of stop signs for Church Road at Fourth Range Road and Fourth and Fifth Range Roads at Dudley Hill Road. Chief Lane reviewed the two intersections and suggests that a stop sign is not appropriate at Church Road and Fourth Range Road however an arrow sign depicting "sharp right turn" would be acceptable. Chief Lane does recommend placement of stop signs at the intersection of Fourth Range Road (North), Fifth Range Road (South) and Dudley Hill Road (North). Signs will be purchased and erected by the Highway Department as their budget allows and Chief Lane asks that in accordance with Town Code, the Board of Selectmen schedule a public hearing on this change at their earliest convenience.

Action: Vice Chairman Kline moved to approve the placement of stop signs at Fourth Range Road (North), Fifth Range Road (South) and Dudley Hill Road (North) and an arrow sign depicting "sharp right turn" for the intersection of Church and Fourth Range Roads as recommended by Chief Lane and that a public hearing be scheduled for October 17, 2007. Selectman Preston seconded. Motion passed 3-0.

III. Hooksett Banner Article

Chief Lane and the Selectmen discussed the article that appeared in the Hooksett Banner relating to the Right to Know Law. Chief Lane clarified that although the article claimed that the Department refused to make records available, the Department was within the allowable response period provided by the statute. He had left three messages with the appropriate people at the Banner and recently received a response. He was assured that all errors would be corrected in the next issue.

3. CITIZEN'S COMMENT

None

4. OLD BUSINESS

None

5. NEW BUSINESS

Polling Place Traffic/Parking

It had previously been decided that the polling place for elections will remain at Village School. Chief Lane discussed some ideas/changes that may alleviate the majority of traffic/parking problems including; soliciting PA students to act as parking attendants (they would receive community service credit), erecting portable lighting for use after dark and designating Pine and Maple Streets as one-way for entering and exiting the area. Selectman Lewis suggested chalk lines on the concrete to designate temporary parking spaces.

It was decided by the Selectmen to go forward with the above with the exception of changing Pine and Maple Streets to one-way as school is not in session during polling therefore, entering and exiting should not be a problem. If traffic continues to be a problem after the first polls, temporarily changing Pine and Maple Streets to one-way will be reconsidered.

Flood Mitigation Funding Source

Mr. Ruggles distributed a questionnaire that was sent to him by the office of Representative Paul Hodes. Mr. Ruggles completed the questionnaire requesting \$1,605,950 for the purchase of properties and removal of buildings prone to flooding, along the Suncook River, in an effort to return the land to its natural state.

Alternative Energy Suppliers

Mr. Ruggles received correspondence from Ms. Judy Kelley, UMG, Inc., Energy Savings Agent, describing their services such as energy auditing, brokering and consulting services. Mr. Ruggles will follow up with her and update the Selectman at a future date.

Amoskeag Rowing Club Regatta

The Amoskeag Rowing Club is holding their annual Regatta on October 13, 2007. Mr. Ruggles met with Palmer Jones, Amoskeag Rowing Club, Chief Scott Lane, Erik Paulsen, Fire Department Rep., and Jim Boisvert, Public Works Director, last Thursday regarding their use of Memorial Field. Mr. Ruggles gave Mr. Jones a copy of the Large Gathering Ordinance. The Rowing Club is not within the 60 day lead time however after a few minor adjustments, all attendees were satisfied with the Club's request. The Club submitted their request for a permit along with the \$100 application fee. Mr. Ruggles asked the Selectmen if they wanted to approve the request.

Action: Selectman Preston moved to approve the permit for the Amoskeag Rowing Club Regatta to be held October 13, 2007. Selectman Lewis seconded. Motion passed 3-0.

Tax Rate Estimate

Mr. Ruggles and the Selectmen discussed the 2007 Tax Rate Estimate. Selectman Preston would like to see a minimal decrease in the tax rate.

Action: Selectman Lewis moved to approve the 2007 Tax Rate Estimate as presented. Vice Chairman Kline seconded. Motion passed 2-1. Selectman Preston was opposed.

Perry Eaton Building

It was brought to Mr. Ruggles attention that there are some maintenance issues that need addressing at the building. There was some discussion about the issues, where they are and who is responsible for repair as any interior maintenance belongs with the tenant. Mr. Ruggles will get more information on the needed repairs and update the Board at a future date.

Newsletter

Mr. Ruggles distributed the newsletter for the Selectmen to review.

Minutes

September 5, 2007 public

Action: Selectman Preston moved to approve the public minutes of 9/5/07 as amended. Selectman Lewis seconded. Motion passed 3-0.

September 5, 2007 non-public

Action: Selectman Preston moved to approve the non-public minutes of 9/5/07 as amended. Selectman Lewis seconded. Motion passed 3-0.

Town Administrators Report

Bid documents on Phase 1 of the landfill closure were finalized. Bids are due November 2nd. Selectman Lewis got a call and fax requesting more information regarding some matters pertaining to the bid process, Stantec and KV Partners. She would like Mr. Ruggles to stay updated on all issues regarding the landfill closure.

The North Pembroke Road Bridge repair is underway and going well. Selectman Lewis would like to obtain a maintenance requirement for the bridge including what the town is responsible for.

Mr. Ruggles spoke with Town Counsel regarding the Townsend property. According to Counsel, the best way to sell the property back to the previous owner is to complete two deeds. If the Board approves, Mr. Ruggles will have the attorney draw up both Deeds which would be ready in early October. The property will then be signed back over to Mr. Townsend who will pay all back taxes owed to the Town.

Selectman Lewis asked Mr. Ruggles for information regarding the North Pembroke Road subdivision. She stated that Kevin Krebbs had sent information to Troy Brown around the time he had resigned. Mr. Brown informed Mr. Krebbs that he was leaving and that the Interim Town Administrator would take over the matter. Mr. Ruggles will look into it and update the Selectmen.

Vice Chairman Kline discussed the Recreation Committee and the need to get the Committee active.

Mr. Ruggles discussed the Temporary Bookkeeper that was hired. The cost for the Bookkeeper is \$21.04 per hour, including taxes, paid to the Temp Agency. The bookkeeper may be interested in staying on permanently. There was also some discussion regarding the Town Planner position.

Selectman Preston discussed the “fact finding” responsibility that was assigned to Mr. Ruggles regarding the allegations from Mr. Dever. Selectman Preston feels that this assignment is fruitless and puts Mr. Ruggles in an awkward situation. He feels that what Mr. Ruggles is doing is the very thing that is being investigated and that the Board will have no authority to take action if something were ultimately proven. It is his belief that time and money are being wasted for something that will quite possibly never be solved. Vice Chairman Kline clarified that the Board can take action in some cases and that the “fact finding” is merely a way of trying to get to the truth of the matter. He stated that Mr. Ruggles would not be coming to the Board with recommendations or judgments but only the facts as they are. Vice Chairman Kline feels that it necessary to arrive at the truth and would like to discuss this issue again when there is a full Board in attendance. Mr. Ruggles feels that he can follow through with this issue being open- minded, fair and neutral. There were no motions made.

See attached list for other Town Administrator updates.

Manifest

Action: Selectman Preston moved to approve the manifest as presented. Selectman Lewis seconded. Motion passed 3-0.

Tax abatements, exemptions & credits

Action: Selectman Preston moved to accept as recommended by the assessor. Selectman Lewis seconded. Motion passed 3-0.

Committee Reports

Vice Chairman Kline reported that there was no quorum at the previous EDC meeting therefore no vote was taken on the Business Directory. He anticipates a quorum at the meeting on 9/20/07 and a vote will be taken. He will attend a meeting at the end of the month regarding Old Home Day and will discuss the 250th anniversary celebration at that time.

6. OTHER / CITIZENS COMMENT

Mr. Ruggles asked the Selectmen if they had any comments or questions on the budget. There were none.

7. ADJOURNMENT

Action: Vice Chairman Kline moved to adjourn the meeting at 9:45 P.M. Selectmen Preston seconded. Motion passed 3-0.

Accepted by the Board of Selectmen

Fred Kline, Vice Chairman