

**MINUTES
BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
Wednesday, October 17, 2007
6:30 PM**

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

Staff: Geoff Ruggles, Interim Town Administrator

1. CALL TO ORDER

Vice Chairman Fred Kline called the meeting to order at 6:35 P.M.

2. MEETINGS

Jim Boisvert, Public Works Director

Selectman Lewis questioned Mr. Boisvert regarding the maintenance of town owned cul-de-sacs and islands and how often it is being done. The concern is that a precedent will be set if the town maintains these cul-de-sacs. Mr. Boisvert stated that he is mowing these areas only twice per summer, similar to roadside mowing and continues to work on the issue of getting grass to grow at Rosedale as per the original agreement. Selectman Lewis agreed that mowing the areas in question only twice per summer is acceptable. Selectman Lewis also requested that Mr. Boisvert check on a vehicle being parked on Ashley Dr. that is leaking oil.

Haleighs court was discussed. Chairman Tufts suggests requesting the work to be done in a specific amount of time and if not completed, calling in the bond so that the town may complete the work. He also suggests that pricing first be obtained.

Action: Selectman Preston moved to obtain pricing on the outstanding work at Haleighs Court, to request that the responsible party complete the work in 7-10 days, and to call in the bond if the work is not completed. Selectman Lewis seconded. Motion passed 4-0. Selectman Kline abstained.

Mr. Boisvert stated that Public Works is running well overall. There are some issues pertaining to employees picking up trash. He has worked out a rotation schedule for trash pick up where an individual will not pick up trash every day but rather twice per week and not at all on the third week. Chairman Tufts made clear that management maintains control of a single department and that management assigns the workload as necessary. There is no basis of seniority in jobs. Mr. Boisvert is also training/re-training employees in different areas of responsibility.

Mr. Boisvert is meeting with Ray Korber and the Solid Waste Committee on October 23rd. The packer and recycling issues were discussed and continue to be on-going. All Public Works employees now have new phones/radios through Nextel with one price covering both. There was some concern over long distance calls and text messaging.

Mr. Boisvert will inquire with Nextel as to the ability to block these features and will monitor the bills. It was also discussed that the town create a cell phone usage policy.

Mr. Boisvert gave Mr. Ruggles a copy of a spreadsheet of all manpower and jobs being done. He asked that Mr. Ruggles copy and return it. He also presented copies of the Monthly Public Works Report.

The landfill closure will begin on November 5th. The bridge at North Pembroke Road is still closed to loaded trucks. State Engineers must inspect and sign off on the bridge before it can be opened to all vehicles and the E2 sign replaced. The two broken pieces of pipe at the fire station will be repaired on Thursday, October 18th. The Glass Street bridge will be paved next Tuesday and Wednesday with the lower deck being opened to traffic the following Monday. Church Road will be completed next week and repairs at Littlefield Condo's are in process. Mr. Boisvert informed the Board that he is in the process of cleaning out ditches and driveway culverts in several areas around town. A cost estimate of \$1,420.00 was received from Academy Roofing to repair the roof at the police/fire station. The company will pay for the membrane of the roof but not the labor on the old roof.

Mr. Boisvert also presented a letter written by Reno Nadeau to thank Mr. Anthony Ferdinand for his excellent craftsmanship and donation of the Town Hall Cupola.

Facilities maintenance was discussed along with the possibility of creating a formal building maintenance policy.

Selectman Lewis asked Mr. Boisvert what his role is at Memorial Field versus the Recreation Committee. He explained that he has installed certain items, requested by Rose, such as a gym set, lawn, basketball court and was picking up trash which is being brought to the landfill now by someone else. There was some concern about portions of the river, the boat ramp and that residents are presently launching their boats in Allentown. Mr. Boisvert will contact Fish and Game for their input. Selectman Lewis also asked Mr. Boisvert what the policy is for rope swings located on town property. Chairman Tufts stated that they are not allowed. Mr. Boisvert explained that he did see a rope swing and removed it, along with a ladder, approximately three weeks ago. Selectman Lewis also saw one at White Sands which needs to be removed. It was suggested that signs be posted in these areas to prohibit swings.

Mr. Boisvert discussed a new tree that will be purchased and planted to replace one that was removed in the downtown area. The cost of the tree will be \$289.00.

3. CITIZEN'S COMMENT

None

4. NEW BUSINESS

Winter Sand Bids/Street Sweeping Bids

Action: Selectman Preston moved to approve the lowest bids: Plourde Sand & Gravel Co., Inc. - \$6.15/ton and Immaculate Power Sweeping, LLC - \$4,100.00. Selectman Lewis seconded. Motion passed 5-0.

Tax Deeded Property

Mr. Ruggles now has the Townsend Property Deeds for the Selectman to individually sign.

Plourde Property

Mr. Ruggles received correspondence from the Assessors regarding the Plourde property. The correspondence outlines two options for the town to consider and are from Plourde, through their attorney. This issue is due to go before the Board of Tax and Land Appeal (BTLA) on Friday. Option One is to hire an independent appraiser and either purchase it or agree to assess and tax it at that level. Option Two is to stipulate the property value at \$138,150.00. The options were discussed at length by the Selectmen and the possibility of the Conservation Commission purchasing it. Also discussed was tax rebates pertaining to the property.

Action: Selectman Preston moved to stipulate the Plourde property value at \$138,150.00 going back three years. Selectman Lewis seconded. Motion passed 4-1. Selectman Kline was opposed to not going back all the years.

Taylor Homes

The Taylor Homes trial is set to start on October 30, 2007. It will be combined with the Town of Sandwich and should run approximately 2-3 days.

Town Administrators Report

Mr. Ruggles informed the Selectmen that Laura Scott has requested copies of her incomplete evaluations. Chairman Tufts stated that since the evaluations in question were never completed or finalized, they should be destroyed and that no copies be given to Ms. Scott.

Mr. Ruggles had to reschedule the organizational meeting for the Recreational Needs Committee due to a scheduling conflict with the Regional Solid Waste meeting that he will be attending

The heat in the Perry Eaton building has been repaired. Selectman Preston suggests that due to the fact that Mr. Graziano has not returned a signed letter due by last Friday and that payment has not been made, the Town should move forward with the eviction. He also stated that if Mr. Graziano does follow the requirements set forth, the eviction process can be terminated. Selectman Sheldon feels that an agreement was reached in good faith and that more time should be allowed for Mr. Graziano to complete his requirements before the eviction process begins. Mr. Ruggles will contact Mr. Graziano to remind him that the town needs the signed letter and payment by next week.

Action: Selectman Preston moved that Mr. Ruggles informs Mr. Graziano that if the Town does not receive 1/6th of the total payment due, along with the signed memorandum by Wednesday, October 24th, the Board will agree to move forward with the eviction. Selectman Lewis seconded. Motion passed 3-1. Selectman Kline was opposed. Selectman Sheldon abstained.

The interior maintenance for the Perry Eaton building was discussed including a bulletin board that needs to be re-hung or removed. It is unsure who received the complaint about the board but it was decided that if the board in question was there when the property was rented, the Town will do what is required to fix or remove it. If however it belongs to the tenant, the tenant will be responsible for it. Geoff will follow up with Mr. Graziano. A vault located in the Perry Eaton building was also discussed. The Meet Me In Suncook Committee feels they are entitled to use the safe and would like to make repairs to it. Selectman Preston stated that this issue has caused some animosity between the tenant and this committee. Selectman Preston feels that the use of the safe should not be allowed for now as it is located in the tenants area of the building. Selectman Sheldon suggests contacting the tenant for his input regarding use of the safe.

The next Board of Selectmen meeting will be November 7, 2007.

See the attached Town Administrators Report for further updates.

Manifest

Action: Selectman Kline moved to approve the manifest as presented. Selectman Preston seconded. Motion passed 4-0. Chairman Tufts abstained.

Tax abatements, exemptions & credits

Action: Selectman Kline moved to accept as recommended by the assessor. Selectman Lewis seconded. Motion passed 4-0. Chairman Tufts abstained.

Committee Reports

Selectman Sheldon reported that the Recreation Committee disagrees with the contention that they are hard to work with pertaining to seeding, etc. One example is that the soccer group left loom at the field for weeks and the Recreation Committee ultimately ended up spreading it. They are displeased with the Selectmen for allowing this sort of thing to happen. They also feel that the soccer group should have been referred to the Recreation Committee regarding their improvements plans instead of having Mr. Ruggles intervene and set up a meeting with the Board of Selectmen. Chairman Tufts clarified that no decision was made regarding soccer's plans and no date was set for a meeting. Mr. Ruggles was asked only to gather information on what the soccer group was looking for and, based on what they came back with, there was nothing for them to discuss with the Selectmen until they first meet with the Recreation Committee. The Recreation Committee feels they have gone out of their way to work with the soccer group and vice versa. It was determined that these two groups are having difficulty working together therefore, it was suggested to bring both groups in to meet with the Selectmen who would make any final decisions. Chairman Tufts feels that due to the conflicts with the two groups, a solution cannot be reached unless the town takes control of the decision making for Memorial Field. Selectman Sheldon disagrees stating that the decisions should be left with the Recreation Committee and that the best thing to do would be to have Soccer meet with Recreation with an invitation extended to the Selectmen to attend. There was a brief discussion of hiring a full time Recreation Committee Director and how it would impact the budget. Irrigation for the field was also discussed.

Action: Selectman Preston moved to have Geoff talk to Soccer and have them come up with a comprehensive plan of how they want to implement their proposed improvements. The plan would be submitted to the Recreation Commission first for their recommendation, and considering it is town owned property under the domain of the Board of Selectmen, they would then approve, deny or make modifications to it as necessary. Selectman Kline seconded. Motion passed 5-0.

5. OLD BUSINESS

None

6. NON-PUBLIC SESSION – RSA 91-A:3, II (b) employee hiring

Selectman Preston moved and seconded by Chairman Tufts to enter non-public session in accordance with RSA 91-A: 3, II (b) - employee hiring at 9:41pm.

Roll Call Vote:

Selectman Cindy Lewis, (yes)
Selectman Fred Kline (yes)
Selectman Dave Sheldon (yes)
Selectman Brian Tufts (yes)
Vote: Unanimous

The Board of Selectmen came out of non-public session at 9:45 PM.

6. ADJOURNMENT

Action: Selectman Kline moved to adjourn the meeting at 9:46 PM Selectmen Preston seconded. Motion passed 5-0.

Accepted by the Board of Selectmen

Brian Tufts, Chairman