

MINUTES
BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
Wednesday, November 1, 2006

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

Staff: Troy R. Brown, Town Administrator; Geoff Ruggles, Finance Director

1. CALL TO ORDER

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

2. PUBLIC HEARINGS

Acceptance of FEMA Grant \$71,014.40

Selectman Preston opened the public hearing at 6:31 p.m. Mr. Brown explained that receipt of these monies are a result of the hard work done by the Fire Chief, Police Chief and other Town staff, especially Amanda Mate of the Public Works Department, who handled the application to FEMA. Mr. Brown explained that he had discussed use of the grant monies with the Police Chief and Public Works Director and is recommending that these funds be used to establish an emergency capital reserve fund to have for future emergencies. It was explained that the funds received are approximately 75% of the amount applied for. Selectman Preston closed the public hearing at 6:34 p.m.

Action: Selectman Tufts moved to accept the FEMA Grant of \$71,014.40. Selectman Crean seconded. Motion passed 5-0.

Homeland Security Grant \$33,986.00

Selectman Preston opened the public hearing at 6:35 p.m. Fire Chief Harold Paulsen explained that the funds will be used for a thermal imaging camera, gear washer, two fragmentation stations and gas meters. Chief Paulsen explained that the matching funds from the Town are approximately \$1,789.00 of which some could be realized from the 2006 budget funds remaining and the rest would come from their 2007 budget. Selectman Crean explained the RSA stated that any matching funds need to have already been appropriated. Chief Paulsen explained that he would curtail all further spending in his department for the remainder of the year to make sure the matching funds are available this year so they would not have to pass on the grant monies. Selectman Tufts wanted to make sure nothing was cut that was needed this year. Selectman Preston closed the public hearing at 6:40 p.m.

Action: Selectman Tufts moved to accept the Homeland Security Grant of \$33,986.00 and to encumber the matching funds of \$1,789.00 in the current budget. Selectman Young seconded. Motion passed 5-0.

Amend Town Code 160-5 – Cemetery Fees

Selectman Preston opened the public hearing at 6:41 p.m. Mr. Brown explained that the Cemetery Commission and Public Works Director have reviewed the figures and recommend the changes. Selectman Crean recommended review of the prices charged by the providers of the cemetery services. Selectman Preston closed the public hearing at 6:44 p.m.

Action: Selectman Tufts moved to approve the amendment to Town Code 160-5 regarding Cemetery Fees. Selectman Kline seconded. Motion passed 5-0.

Amend Town Code 191-15 – Donna Drive Stop Intersections

Selectman Preston opened the public hearing at 6:45 p.m. Selectman Young explained that originally the Planning Board had recommended these stop signs and they were not recommended by the then Police Chief. Scott Lane, Chief of Police, did not know why that was the recommendation at that time but felt that it is the correct thing to do now. Mr. Basil Mafranowitz, of 418 Terrie Drive, explained that there are many young children in the neighborhood and he presented a petition signed by other concerned citizens that want these stop intersections for the safety of all children. Mr. Ben Dion, area resident, explained that he had initiated this action due to safety issues he had seen on the roads. Selectman Preston closed the public hearing at 6:52 p.m.

Action: Selectman Crean moved to approve the amendment to Town Code 191-15 regarding Donna Drive Stop Intersections. Selectman Tufts seconded. Motion passed 5-0.

3. CITIZENS COMMENTS

None

4. OLD BUSINESS

Expenditure from Fire Department Small Equipment Capital Reserve Fund

Chief Paulsen explained that the Fire Department is looking to purchase 4 knox boxes. Mr. Brown explained the wording of the Capital Reserve Fund is to repair and replace. That is why it is being brought to the Board for approval.

Action: Selectman Crean moved to approve the expenditure from the Capital Reserve Fund for the purchase of 4 (four) replacement knox boxes. Selectman Tufts seconded. Motion passed 5-0.

5. NEW BUSINESS

Disposal of Dare Truck

Action: Selectman Crean moved to donate it. Selectman Young seconded. Motion passed 5-0.

Disposal of surplus fire engine and other surplus fire equipment

Chief Paulsen explained that the new fire truck should be completed soon and he is looking for the authority to advertise the surplus fire truck.

Action: Selectman Tufts moved to authorize Chief Paulsen to dispose of the surplus fire engine and surplus fire equipment as he deems appropriate and obtaining the best price possible. Selectman Young seconded. Motion passed 5-0.

Appointment

Action: Selectman Crean moved to approve Thomas E. Petit as Deputy Emergency Management Director. Selectman Tufts seconded. Motion passed 5-0.

Minutes

September 13, 2006 – Public

Action: Selectman Tufts moved to approve the minutes of 9/13/06 as presented. Selectman Crean seconded. Motion passed 5-0.

September 27, 2006 – Public

Action: Selectman Tufts moved to approve the minutes of 9/27/06 as presented. Selectman Crean seconded. Motion passed 5-0.

October 11, 2006 – Public

Action: Selectman Tufts moved to approve the minutes of 10/11/06 as presented. Selectman Young seconded. Motion passed 5-0.

October 18, 2006 – Public

Action: Selectman Tufts moved to approve the minutes of 10/18/06 as presented. Selectman Young seconded. Motion passed 5-0.

October 24, 2006 – Non-Public

Action: Selectman Tufts moved to approve the non-public minutes of 10/24/06 as amended. Selectman Crean seconded. Motion passed 5-0.

Manifest

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

Tax Abatements, Exemptions and Credits

Action: Selectman Tufts moved to accept the tax abatements, exemptions and credits as recommended by the Assessor. Selectman Crean seconded. Motion passed 5-0.

2007 Budget Adoption

Selectman Preston recommended going through the budget page by page for any changes. Selectman Crean recommended decreasing the total amount appropriated for merit increases from 2% to 1 ½% or 1 ¾% of total wages in 2007. Selectman Preston asked if this was for cost savings. Selectman Crean explained that his recommendation is a motion and he was waiting for it to be seconded.

Action: Selectman Crean recommended decreasing the total merit increase from 2 percent to 1 ½ or 1 ¾ % for 2007.

Selectman Young said he would want to see the completed salary survey to make sure we are in line with other towns before making any decision. Selectman Crean felt that the current system was not based on merit because pay increases were not given based on above average performance. Selectman Tufts reviewed the problems in the past with this issue and he concurred with Selectman Young regarding review of the salary summary before making any decision. Selectman Crean explained that he would like to have a zero increase in the 2007 budget and this is one area that savings can be found to help to decrease the budget. Selectman Kline also felt that it is important that Pembroke wages are in line with other area towns. Selectman Crean agreed but felt that the merit system is not being administered correctly and needs to be adjusted to reflect true merit.

Action continued: The above motion died for lack of a second.

Other budget areas discussed were dental insurance, retirement, office equipment, public notices, office supplies, mileage reimbursement deadline, meetings and conferences, department supplies, Safety Center energy audit, DPW fuel system repairs, debit cards for fuel for town trucks to use gas stations, Town Hall security system, cemetery fees for grave openings, liability insurance deduction, workers compensation, tuition reimbursement, ambulance service, grant funds, road striping, sand and salt storage, lighting, wages, overtime, local event funding, Town services for local events and costs for road construction.

Action: Selectman Tufts moved to provide Town services such as Police and Public Works at no charge for Old Home Day and Holiday in the Village events in lieu of a monetary donation. Selectman Young seconded. Motion passed 5-0.

Selectman Crean asked that the TA notify Meet Me In Suncook that the donation they receive will be included in the 2007 budget and that they will be required to submit an agreement for use of the funds before dispersal.

TA Report

Tax Rate has been set by DRA at \$23.71 per thousand. That is a \$.08 cent increase from last year. Tax bills will be sent out next Monday.

The new Code Enforcement Officer should be starting on November 13, 2006.

North Pembroke Road paving has been done. Church Road work is also underway.

Household Hazardous Waste Day was held on October 28.

Public Works Department employee Carl Barker came in second in a Back Hoe competition at a recent event for area Public Works employees. The Public Works Department as a whole came in fourth overall in a field of 14 other departments.

Action: Selectman Crean moved that a certificate of commendation be awarded to the Public Works Department for their achievement at the competition. Selectman Tufts seconded. Motion passed 5-0.

6. ADJOURNMENT

Action: Selectman Crean moved to adjourn. Selectman Tufts seconded. Motion passed 5-0 and the meeting adjourned at 9:34 p.m.

Accepted by the Board of Selectmen

Larry J. Preston, Chair