

**MINUTES
BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
Wednesday, November 29, 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; Linda A. Williams, Administrative Secretary.

1. CALL TO ORDER

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

2. MEETINGS

Greg Colby of the accounting firm of Plodzick and Sanderson reviewed the audited financial statements for 2005. He explained that the only reason the audit statement is considered adverse is due to the town not adopting GASB 34. Mr. Colby explained that complying with GASB 34 is time consuming for the staff but he stated it could be phased in over a few years to lessen the workload. It was asked what the approximate cost would be for the town to do the conversion to GASB 34 and Mr. Colby felt that it would be approximately \$25,000 to \$40,000.

3rd Quarter Financial Review

Mr. Ruggles explained that although there were areas of income shortfalls primarily in planning fees, engineering fees and timber tax, those losses were more than made up for in the excess motor vehicle registration fees and interest received on deposits. Things are tight in expenditures and will go over on NH Retirement but things should even out with savings in salaries due to vacancies during the year.

Workers Compensation

Mr. Ruggles has been notified by the Workers Compensation Insurance provider, Local Government Center, that due to the increase in claims over the past three years the rate has been increased. There was concern regarding the increase in claims and that safety training should be increased so that a safe work environment is provided in the town. Mr. Brown explained that the Safety Committee has LGC staff attend their meetings and safety programs are held at the various town departments.

Solid Waste Committee Report - Sally Hyland and Gerry Fleury

Sally Hyland reviewed the recommendations presented in the report prepared by the Solid Waste Committee. Ms. Hyland explained that over the past year the committee has evaluated all aspects of solid waste disposal and made several site visits to solid waste and recycling plants and investigated costs with several private haulers. The committee felt that some of the issues to be addressed are inadequate staffing at the Highway Department, assignment of three to the trash truck and volume of future solid waste taken to the incinerator. An RPF was sent out and two proposals were received. Neither of the proposals was from the private haulers consulted with. One of the private haulers who did not submit a proposal did submit a letter regarding costs. The bids that were received were higher than the current costs. It was explained that the committee was looking toward the current and future needs of the town for solid waste disposal as it is anticipated that in 2009 disposal costs at the incinerator will increase more than 50%. In order to deal with such a high increase in disposal costs it is imperative to decrease the volume of waste

by recycling. The committee recommended that a dual purpose truck be purchased which could be used for regular trash and also for recyclables. It was felt that curbside pickup is the most productive way to encourage residents to recycle. Ms. Hyland explained that the future of recycling is "single stream" recycling which mixes all the materials to be recycled into one disposal system. Selectman Crean asked why there were no short term recommendations for increased recycling at the transfer station. It was explained that there were recommendations for recycling in the report but the problem is with the room available at the transfer station. Also the cost of removal of the recyclables is high. Selectman Crean felt that it is important to increase recycling within the town to begin reducing the volume of solid waste. Ms. Hyland agreed that it is important to increase recycling but explained that that would not answer all the problems with the disposal of solid waste. The committee will meet to develop short term goals to present to the Board of Selectmen.

3. CITIZEN'S COMMENT

Bruce Kudrick, resident and Vice-Chair of the Zoning Board, thanked the Board of Selectmen for allowing Laura Scott, Town Planner, assist them with their last several meetings. Mr. Kudrick explained that Ms. Scott was a great help to the Zoning Board and helped to get them on the right track with their meetings.

Mr. Kudrick was in attendance tonight to present a petition warrant article to the Board of Selectmen. The petition was for a change to the zoning ordinance regarding accessory dwelling units such as "In-Law Apartments". The reason for this change was the increase in requests Mr. Kudrick has seen come to the Zoning Board on this issue. The petition will be given to the Town Clerk for verification of signatures.

4. OLD BUSINESS

Old Home Day and Christmas in the Village Fees and Grants

Pat and Steve Fowler and Bruce Kudrick were in attendance as members of the Old Home Day Committee. Mr. Brown explained that during the budget process there were discussions as to what would be donated to these events. It was felt at that time that providing town services to the event and waiving the cost would be the donation from the town. After review of the actual expenses for the events it was noted that the events would actually lose funding. Steve and Pat Fowler thanked the Board for their generosity to Old Home Day and hoped that the donation and services to the event would continue. Selectman Young felt that this is a great community event and should continue to be supported.

Action: Selectman Kline moved to donate town services and an annual donation of \$2,000 to Old Home Day and to add a separate line in the budget for Old Home Day. Selectman Young seconded. Motion passed 5-0.

Christmas in the Village

There was discussion of increasing the current amount donated of \$250.00 to \$500.00 as requested by the Woman's Club who sponsors the event.

Action: Selectman Kline moved to waive the fees for town services and give a donation of \$500.00 to the Woman's Club for Christmas in The Village. The motion died for lack of a second.

Action: Selectman Kline moved to waive the fees for town services and give a donation of \$250.00 to the Woman's Club for Christmas in the Village. Selectman Tufts seconded. Motion passed 5-0.

2006 Salary and Benefits Survey Domestic Partner Coverage for Health/Dental Benefits

Due to time constraints at tonight's meeting it was recommended to defer the above two items to the next meeting so that there would be enough time for a thorough discussion of relative issues. There was some discussion of the adequacy of the Salary and Benefits Survey as it does not address staffing levels and benefits. Selectman Kline felt that due to the importance of the decisions to be made from information in the report it is very important to have the complete information for review.

5. NEW BUSINESS

Request to Reduce Building Permit Fee

Mr. Brown explained that this request came from a builder who was putting in a modular home. Since the modular home has most of the necessary inspections done at the construction facility there is much less for the Building Inspector to do. Michael Pelsor, CEO, is reviewing fees in other towns in order to draft modifications to the building permit fee schedule to address this situation.

Action: Selectman Tufts moved to allow the permit fee to be cut to \$500.00 for this one modular home and to authorize the Building Inspector to work on recommendations for revision to the fee schedule. Selectman Young seconded. Motion passed 5-0.

NHDES Form 486-4

Action: Selectman Crean moved to authorize the Town Administrator to sign NHDES Form 486-4. Selectman Young seconded. Motion passed 4-0. Selectman Kline was absent for this vote.

Highway Safety Project Grant Application

This grant is for sobriety checkpoints.

Action: Selectman Young moved to approve submittal of the Highway Safety Project Grant Application. Selectman Tufts seconded. Motion passed 5-0.

Concord Solid Waste Resource / Resource Recovery Cooperative

Action: Selectman Tufts moved to appoint Troy Brown as the representative and Emile Lacerte as the alternate representative to the Concord Regional Solid Waste / Resource Recovery Cooperative. Selectman Young seconded. Motion passed 5-0.

Forest Warden

Action: Selectman Crean moved to appoint John Theurner as Forest Warden. Selectman Tufts seconded. Motion passed 5-0.

Minutes

November 8, 2006 Public Minutes

Action: Selectman Young moved to approve the public minutes of 11/8/06 as amended. Selectman Kline seconded. Motion passed 4-0. Selectman Tufts abstained.

November 15, 2006 Public Minutes

Action: Selectman Young moved to approve the public minutes of 11/15/06 as amended. Selectman Kline seconded. Motion passed 5-0.

November 15, 2006 Non-Public Minutes

Action: Selectman Crean moved to approve the non-public minutes of 11/15/06 as presented. Selectman Young seconded. Motion passed 5-0.

Manifest

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

TA Report

Fire Truck arrived yesterday and will be the cover photo on the 2006 Town Report.

A two week notice of resignation was received from Carl Barker truck driver for the DPW.

A meeting was held at Town Hall this week with representatives from Allenstown and Tri-Town Ambulance.

Committee Reports

Conservation Commission – Selectman Tufts recommended that the memo regarding current use tax allocation process should be signed by the committee chair and submitted when approved by the Conservation Committee.

6. NON-PUBLIC SESSION

RSA 91-A:3, II (a)– Employee Review

Action: Selectman Tufts moved to go into non-public session under the provisions of RSA 91-A:3 (a). Selectman Young seconded. Sel. Preston -yes; Sel. Young-yes; Sel. Tufts-yes; Sel. Crean-yes; Sel. Kline-yes. Motion passed 5-0 and the Board went into non-public session at 9:50 p.m.

Action: Selectman Crean moved to come out of non-public session and hold the minutes confidential. Selectman Kline seconded. Motion passed 5-0 and the Board came out of non-public session at 10:10 p.m.

7. ADJOURNMENT

Action: Selectman Crean moved to adjourn. Selectman Tufts seconded. Motion passed 5-0 and the meeting adjourned at 10:11 p.m.

Accepted by the Board of Selectmen

Larry J. Preston, Chair