

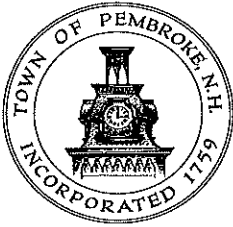
AGENDA
BOARD OF SELECTMEN
May 18, 2022 AT 6:30 PM
Pembroke Town Hall, Paulsen Room

- I. CALL TO ORDER
- II. CITIZEN COMMENT
- III. SCHEDULED MEETINGS:
 - a. Matt Petersons – LL request to waive fees
 - b. Craig Betchart – Range Road discussion
 - c. Trail Dawgs – Update on range road clean up
- IV. OLD BUSINESS:
 - a. 2019 Tax Deeds Update
- V. NEW BUSINESS:
 - a. Approval of Eversource Pole License's
 - b. Restructure Committee assignments
 - c. Manifest/Abatements
 - d. Minutes 5/4/22
- VI. TOWN ADMINISTRATOR REPORT
- VII. COMMITTEE REPORTS
- VIII. Non Public Session – RSA 91-A:3 II (b) Hiring

RSA 91-A:3 II (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the public body or any subdivision thereof, or against any member thereof because of his or her membership in such public body, until the claim of litigation has been fully adjudicated or otherwise settled.
- IX. OTHER/CITIZEN COMMENT
- X. ADJOURN

<u>NAME</u>	<u>PROPERTY ADDRESS</u>	<u>MAILING ADDRESS</u>	<u>AMOUNT DUE THROUGH 5/6/2022</u>	<u>MAP/LOT</u>
<u>Tax Deed date is May 6, 2022</u>				
American Legion (Did not file IRS/Town or State Forms)	43 Church Street Pembroke, NH 03275	43 Church Street Pembroke, NH 03275	12,058.04	VE-158-1
George and Jilleen Charlton (Bankruptcy)	465 Sixth Range Road Pembroke, NH 03275	465 Sixth Range Road Pembroke, NH 03275	2,040.60	260-6
Zachary Eastland (Mortgage Notified)	12-14 Church Street Pembroke, NH 03275	12 Church Street Pembroke, NH 03275	3798.81	VE-135
Owners Unknown (Deed issues)	Broadway Pembroke, NH 03275	311 Pembroke Street Pembroke, NH 03275	204.03	VE-15-1
Owners Unknown (Deed Issues)	Main Street Pembroke, NH 03275	311 Pembroke Street Pembroke, NH 03275	158.22	VW-114-1
Owners Unknown (Deed Issues)	Pembroke Street	311 Pembroke Street Pembroke, NH 03275	251.51	266-27-2
George and Lorette Richard (PROBATE ISSUE)	313 Buck Street Pembroke, NH 03275	313 Buck Street Pembroke, NH 03275	7952.04	941-1
THC Realty Trust Elliot Konner Trustee (Contaminated Property)	Main Street Pembroke, NH 03275	PO Box 10545 Bedford, NH 03110-0545	2,113.92	VE-179-2
Webster Falls Inc (Deed Issues)	Mills Fall Off Pembroke, NH 03275	116 So River Road Bldg A Bedford, NH 03110	236.62	VE-179-1

5/12/2022



**TOWN OF PEMBROKE
TAX COLLECTORS OFFICE**
311 Pembroke Street, Pembroke, NH 03275
Tel: 603-485-4747 Fax: 603-485-3967

DEED WAIVER

The property located at tax map VE-15-1 (Broadway/Unknown) is due to be tax deeded to the Town of Pembroke, NH for non payment of 2019 taxes.

The Town of Pembroke, Board of Selectmen hereby notifies the Tax Collector that they will not accept the Tax Collectors deed because "in its judgement acceptance and ownership of the real estate would subject the municipality to undesirable obligations or liability risks" per RSA 80:38 II-a.

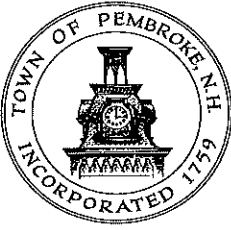
Board of Selectmen

Karen Yeaton, Chairman

Sandy Goulet, Vice Chairman

Richard Bean

Peter Gagyi



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DEED WAIVER

The property located at tax map VW-114-1 (Main Street/Unknown) is due to be tax deeded to the Town of Pembroke, NH for non payment of 2019 taxes.

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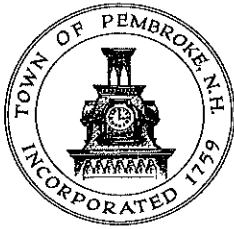
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DEED WAIVER

The property located at tax map VE-179-1 (Webster Falls Inc) is due to be tax deeded to the Town of Pembroke, NH for non payment of 2019 taxes.

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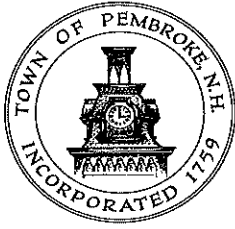
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DEED WAIVER

The property located at tax map VE-179-2 (THC Realty Trust) is due to be tax deeded to the Town of Pembroke, NH for non payment of 2019 taxes.

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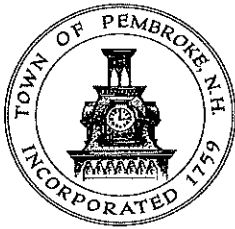
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DEED WAIVER

The property located at tax map 266-27-2 (Off Pembroke Street) is due to be tax deeded to the Town of Pembroke, NH for non payment of 2019 taxes. The Town of Pembroke, Board of Selectmen hereby notifies the Tax Collector that they will not accept the Tax Collectors deed because "in its judgement acceptance and ownership of the real estate would subject the municipality to undesirable obligations or liability risks" per RSA 80:38 II-a.

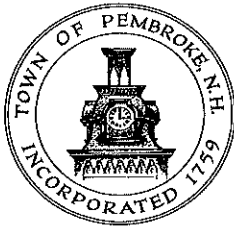
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DEED WAIVER

The property located at tax map 260-6 (Charlton Bankruptcy) is due to be tax deeded to the Town of Pembroke, NH for non payment of 2019 taxes.

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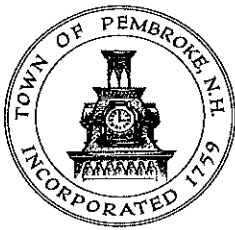
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DEED WAIVER

The property located at tax map 941-1 (Richard Probate) is due to be tax deeded to the Town of Pembroke, NH for non payment of 2019 taxes.

The Town of Pembroke, Board of Selectmen hereby notifies the Tax Collector that they will not accept the Tax Collectors deed because "in its judgement acceptance and ownership of the real estate would subject the municipality to undesirable obligations or liability risks" per RSA 80:38 II-a.

Board of Selectmen

Karen Yeaton, Chairman

Sandy Goulet, Vice Chairman

Richard Bean.

Peter Gagyí

2022 Selectman Committee Assignments

Required/Optional	Committee Name	Primary Rep	Backup Rep	Meet Day	Meeting Cadence
REQ	Budget Committee	Peter G.	Sandy G.	Thursday	Weekly starting in NOV-FEB
REQ	Capital Improvement Committee	Peter G.	Sandy G.	Thursday	Weekly starting mid July
OPTIONAL	Cemetery Commission				Varies - they meet at Public Works
REQ	Conservation Commission	Karen Y.	no	2nd Monday	Monthly
REQ	Economic Development	Sandy G.	Karen Y.		Shut down within COVID - TBD
REQ	Energy Committee	Karen Y.	Sandy G.	Monday	Monthly
OPTIONAL	Meet Me in Suncook			Varies	Varies
OPTIONAL	Old Home Day				Shut down within COVID - TBD
OPTIONAL	Pembroke Historical Society				Unknown
OPTIONAL	Pembroke Woman's Club	Karen Y.		Varies	Monthly
REQ	Planning Board	Peter G.	Karen Y.	2nd & 4th Tuesday	2x /Month
REQ	Recreation Committee	Richard B.	Sandy G.	3rd Monday	Monthly
		Richard B.	no	1st Tuesday	Monthly
OPTIONAL	Road Committee				
REQ	Solid Waste	Karen Y.	Sandy G.		Varies - based on town commitments
OPTIONAL	Supervisors of the Checklist	Karen Y.		Varies	Quarterly
OPTIONAL	Trustee of Trust Funds				meet as needed
REQ	Facilities and Building Committee	Sandy G.	Peter	Varies	Meets before CIP starts
OPTIONAL	Water Works			3rd Thursday	Monthly
OPTIONAL	Sewer Commission			3rd Monday	Monthly

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
May 4, 2022 at 6:30 PM**

DRAFT,

Present: Selectman Richard Bean, Selectman Peter Gagyi, Selectman Karen Yeaton, Selectman Rick Frederickson

Absent: Selectman Sandy Goulet

Staff: Town Administrator David Jodoin, Recording Secretary Jillian McNeil

I. Call to Order:

Chairman Yeaton called the meeting to order at 6:32pm.

II. Citizens Comment:

None

III. Scheduled Meetings

Mike Vignale – Main Street Project

Mike Vignale, Town Engineer discussed the changes Primex (Town's insurance company) requested in the contracts with F.L. Merrill Construction Inc. for the Main Street project. The main change being a shift in the liability from the Town to F.L. Merrill which increased the costs of the project. Terry McCormack, F.L. Merrill Construction stated the increase for them is \$1,700 in liability coverage. Terry will provide a final clean document for the Town to execute and will submit a change order for the \$1,700.

Selectman Bean made a motion for the Town Administrator to sign the contract documents with F.L. Merrill Construction Inc. for the Main Street Project. Selectman Frederickson seconded the motion. Motion passed 4-0.

IV. Old Business

2019 Tax Deeds Final Decision on Deeding

Richard Dube, Commander, Bob Mckechnie, Vice-Commander, and Joe Mens Finance Officer for the American Legion were present to discuss the tax deed issues with the American Legion Posts at 43 Church Street and 3 Glass Street.

David explained for any non-profit entity to remain tax exempt, there is certain paperwork that needs to be filed with the Town and the IRS every year. The last

filing the Town received was in 2016 and at that time the Commander submitted a 2013 IRS-990 tax form with the paperwork. When an entity doesn't file the proper tax-exempt paperwork, that property is then assessed a tax bill. Letters and notices were sent to the Legion that went unanswered for three years. After being delinquent for three years, the property is now subject to tax deeding which means the Town can take ownership of the property. In March, the new Commander came to Town Hall to talk with David and explain their situation. Richard explained they have hired two accountants to straighten out their books. The previous Commander did not properly file paperwork or pay bills. David explained the IRS has revoked the Legion's non-profit tax-exempt status as of August 16, 2017. It takes 3-years of not properly filing the 990 form to lose that status. Someone will need to go back to 2014 and reconstruct the records and re-apply to the IRS to regain the non profit status. In all probability you will not get it back until you file all past documents. The tax deed date for the Town is Friday May 6th and the bank will likely call to get a payoff for the 2019 taxes and add that charge to your monthly bill.

Selectman Yeaton asked David what the options are for the Town and the Legion in order to resolve this issue. David stated the legal letters were set out that the deeding date is the 6th. David explained if they pay off the taxes for this year, they still have two more years of taxes to pay on their two properties. Richard stated the Glass Street property is currently under contract with a buyer and the buyer will pay a portion of the back taxes. The remaining proceeds will hopefully pay off other debts and allow them to hire the proper people to get them out of the situation they are in. Selectman Frederickson asked what the timing of the sale is. Richard stated they are ready to move forward at any time. The sale was put on hold when all the tax issues came to the front. The Commander will move forward with the sale and come back on May 18th with a status update for the Board.

Selectman Frederickson made a motion to continue the tax deeds until May 18, 2022. Selectman Gagy seconded the motion. Motion passed 4-0.

V. New Business

Trail Dawgs – Grant in Aid Form

Kevin Gagne, Trail Administrator, and Galen Riordan, President, discussed the grant in aid permission form. The Trail Dawgs maintain the snowmobile system from Bear Brook to Rt. 129 in Loudon for a total of 18 miles. Each year in the spring, they apply for and receive money from the NH Trail Bureaus Grant-In-Aid program. These funds are a portion of all snowmobile registrations in the state to be used for trail maintenance and grooming. The club is looking at doing some repairs on the range roads. They are coming into the meeting on the 18th to give more details but the application is due this Friday and each land owner needs to sign it and agree they can do the work on it.

Selectman Bean made a motion to authorize the Town Administrator to sign the Grant-In-Aid document. Selectman Gagyi seconded the motion 4-0.

Manifests/Abatements

Selectman Gagyi made a motion to accept the manifests and abatements as presented. Selectman Bean seconded the motion. Motion passed 4-0.

Minutes - 4/20/22

Selectman Gagyi made a motion to accept the minutes of April 20, 2022 as presented. Selectman Bean seconded the motion. Motion passed 3-0. Selectman Frederickson abstained.

VI. Town Administrator Report:

DPW will be sending a 2013 Ford Taurus vehicle, York Rake, Dump Body from the Ford F550, Coolant and Transmission flush machine to the White Farm Auction. Once the items are sold, the Town will receive the proceeds less a commission check for St. Jean Auctions. VJ Ranfos, DPW Director, explained they are having an issue with the Ford Taurus. The VIN number is correct, but the title has the car listed as Crown Victoria. They may have to apply for a new title in which case the car would go to auction in the fall.

VII. Non-Public Session:

Selectman Frederickson made a motion to enter into non-public session in accordance with RSA 91-A:3 II (b) The hiring of any person as a public employee, seconded by Selectman Gagyi at 7:31pm

Roll Call Vote:

Selectman Gagyi Yes
Selectman Fredrickson Yes
Selectman Yeaton Yes
Selectman Bean Yes

The Board came out of non-public session at 9:01 PM

VIII. Town Administrator Report (Continued)

Lt. Gaskell is here to discuss the 2022 cruiser purchase.

In December 2021, Chief Gilman put a new ford utility explorer package cruiser with Irwin Motors in Laconia on hold. They are still on the list to purchase the car but are waiting on a build and delivery date. Each year, the three quotes they receive

are all around the same amount of money because they are all state bid pricing. The Chief is asking the Board to waive the three-bid requirement and continuing with the purchase of a new cruiser with Irwin Motors. Chief Gilman stated the cost of the car is currently at \$33,873.

Selectman Bean made a motion to waive the bid requirements on the 2022 police cruiser purchase and to authorize Chief Gilman to move forward with the purchase with Irwin Motors of Laconia. Selectman Frederickson seconded the motion. Motion passed 4-0.

Selectman Frederickson made a motion to authorize the Chairman of the Board to sign the governance letter with Vachon and Clukay, PC. Selectman Gagyí seconded the motion. Motion passed 4-0.

Selectman Bean made a motion to authorize the Town Administrator and Chairman of the Board to sign the engagement letter with Vachon and Clukay, PC. Selectman Gagyí seconded the motion. Motion passed 4-0.

Selectman Frederickson made a motion to authorize the Chairman of the Board to sign the certificate of vote of authorization for the ARPA funds in the amount of \$100,000. Selectman Gagyí seconded the motion. Motion passed 4-0.

Selectman Frederickson made a motion to authorize the Chairman of the Board to sign the certificate of vote regarding authorization of bonds and approval of the loan agreement with the New Hampshire Municipal Bond Bank. Selectman Bean seconded the motion. Motion passed 4-0.

IX. Committee Reports:

Selectman Gagyí – Planning held a design review of 6 rental units on Kimball Street. There were questions about parking spaces and residents were upset that the plan is no longer to do condos.

Selectman Yeaton – Energy is working on the aggregation plan and doing outreach in the community. Selectman Gagyí stated CPCNH received funding support from NH Charitable Foundation in the amount of \$75,000 and wants to know what it will be used for. Selectman Gagyí would also like to find out who is paying for the various consulting firms listed.

Selectman Frederickson – None

Selectman Bean – Roads Committee discussed crack sealing issues. Recreation will hold Concerts in the Park again and will be getting sponsorships for those.

X. Other Citizen Comment:

None

XI. Adjourn:

Selectman Gagyi made a motion to adjourn at 9:31 PM. Selectman Bean seconded the motion and it was approved unanimously.

Karen Yeaton, Chairman

For more detailed information, the meetings are now taped and can be seen on www.townhallstreams.com click on Pembroke NH and look for the day of the meeting under the month.