

**MINUTES
BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
January 19, 2016 at 6:30 PM**

Present: Chairman Justine Courtemanche; Vice Chairman Fred Kline; Selectman Vincent Greco; Selectman Michael Crockwell;

Staff: David Jodoin, Town Administrator

Excused: Selectman David Sheldon

1. CALL TO ORDER

Chairman Courtemanche called the meeting to order at 6:30 PM.

2. CITIZENS COMMENT

None

3. SCHEDULED MEETINGS

Sewer Bond Public Hearing – Bow Lane Pump Station replacement

Chairman Courtemanche asked the Board if they had any questions. There being none the Chairman opened the meeting at 6:31.

Paulette Malo explained the project and the need to replace the pump station.

Selectmen Greco asked Paulette how old the building was. She responded that it was built in 1982 and it is the last confined space station.

He also asked if we would be able to use any of the existing generators or pumps. Paulette explained that they would not be able to be used as the systems would be upgraded.

Paulette commented that the generator may be available for Emergency Management.

Selectmen Crockwell asked what the expected life of this station would be. Paulette answered between 30-50 years.

Selectmen Kline asked about the barbed wire. Paulette explained that the insurance company was ok with the wire and that the area needed to have signs.

The Chairman asked for public comment, there being none the meeting was closed at 6:41 PM.

Sewer Lease

Action: Selectman Kline moved to execute the rental agreement between the Town and the Sewer Commission for the rental of the basement at 4 Union Street. Selectman Greco seconded. Motion passed 4-0.

Public Hearing Proposed Changes to Town Code

The Chief explained that he received a complaint from a Priscilla Wester who lives close to Renard Ave apartments. She has seen a drastic increase in traffic in her neighborhood and is requesting a stop sign be installed. The Chief visited the site and agrees.

The next item that the Chief discussed was a parking issue on Riverwood Drive. He received a complaint from Granite Clover storage that there were numerous cars parking on both sides of the road from the school and it is making it difficult and dangerous for people coming in and leaving his facility. He has spoken with the school and they are in agreement that it is an issue. The Chief suggested posting a no parking sign on one side of the street.

Chairman Courtemanche opened the Public Hearing at 6:50 and asked for public comment.

Dana Carlucci, 8 Prospect Street, commented that he didn't have any specific items on this subject but did talk about people still parking on the sidewalks and wondered if that would be addressed?

Chief Gilman explained that the matter had been reviewed by both the Town Attorney and the County Attorney and we can only issue tickets for people actually parking on the sidewalk. If they are parking in their driveway and their car extends over the walking path for the sidewalk, then we cannot issue tickets.

Chairman Courtemanche closed the public hearing at 7PM

Action: Selectman Kline moved to approve the Town Code amendments as presented. Selectman Greco seconded. Motion passed 4-0.

Chief Gilman brought to the Board's attention and issues at 3-5 Broadway. Currently there is no off street parking for the tenant downstairs. The parking space currently is right where their stairs come down. In the winter they cannot get down the stairs because cars are parking in the space which is legally marked. He advised the Board that he will look at the matter more closely and come back with a recommendation.

D. Jodoin presented the Board with an email from a resident asking that the moving of the vehicles in the municipal lot be changed from every 24 hours to every 3 days. He also stated that Gerald Haney of 10 Central Street was upset that he received a ticket in the municipal lot because he could not move his car in time. The Board was in agreement that there was no need to change the time limit.

Peter Grote – Northern Pass

Mr. Grote did not show up.

Ammy Heiser 604 Buck Street and Carol Bertsimas 618 Cross Country Road were here on behalf of the Conservation Commission to discuss Northern pass. Ammy explained that they had received

a 2000 page wetland application from Northern pass and the Commission wrote to the SEC and Wetlands that they needed more time review the document.

The Board asked Ammy if she would be willing to write a letter on behalf of the Conservation Commission and Board of Selectmen to the SEC to Intervene.

Action: Selectman Kline moved to authorize Ammy to prepare the intervention documents and to include the Board of Selectmen also as interveners. Selectman Greco seconded. Motion passed 4-0.

The members of the Commission also wanted to discuss a resident at 445 Micol Road who has been encroaching on Conservation land. There has been a pattern with this resident where he continues to make his yard bigger and is now also storing items on the property. The Commission a few years ago had the property surveyed and he was in fact on the Conservation Land. They sent him a letter and he cleaned up the issues. However, it is getting back to the same stage.

The Board urged Conservation to send Mr. Fish a letter with his violations.

4. Manifest/Abatements

Action: Selectman Kline moved to approve the Manifest and Abatements as presented. Selectman Greco seconded. Motion passed 4-0.

Minutes 1/4/16 Tabled

5. TOWN ADMINISTRATOR REPORT

D. Jodoin brought up the drainage issue on Deerpath Lane. The Public Works Director has visited the site and the swale has been cleaned out but there are still some pending items that cannot be completed until spring. After conferring with legal, it was suggested that a letter be drafted to the homeowner explaining what is left that needs to be completed by the Spring and to receive some type of financial security from the homeowner so that if the house sells the Town will have the money to fix it.

He discussed the school warrant article for the land next to the safety center. We can hold off doing the lot adjustment until you see if the article passes. In your packet is a quote from the company that did the original surveying work. I have notified them that if the article passes, we will contact them.

The 2015 audit engagement letter came in after the packets were mailed so I need a motion authorizing the Chairman to sign.

Action: Selectman Kline moved to approve the 2015 audit engagement with Vachon and Clukay and to authorize the Chair to sign. Selectman Crockwell Motion passed 4-0.

The Board has two notices, one is from the Planning Board and the other is for Zoning for John's Wrecker service.

The Barrington letters will be going out in the mail this week. Last year the Board wanted all of them mailed except those under a dollar. The Board agreed to the same for this year.

D. Jodoin informed the Board that the website has been corrupted and we cannot update the home page. He has a call into the web designer and the IT company to see what can be done.

Since the website cannot be used to list new information, we have the scheduled cycled inspections that the assessor wants to go out. The Board decided against mailing but asked that it be posted in the paper.

The noise ordinance was briefly discussed. He informed the Board that in prior packets there had been the comments from the Attorney but the seemed mostly grammatical. He will place the document back in their next packet.

D. Jodoin read into record an email received from Sue Seidner on Deerpath Lane thanking the Town and the Public Works Director for their help on the drainage issue on Deerpath Lane.

The Board reviewed the tax maps to look at the former Epoch property and how it relates to the Town owned property. After thoroughly reviewing the maps, the Board agreed to hold off on this.

6. COMMITTEE REPORTS

Chairman Courtemanche commented that the Budget Committee has will be meeting Thursday to finish the school and then they will be starting with deliberations.

Selectmen Greco noted that the HAZMAT Committee met last Tuesday and we should be done in March.

7. OTHER/CITIZEN COMMENT

None

8. NON PUBLIC SESSION RSA 91-A: 3 II (E) LEGAL

Action: Selectman Kline moved, seconded by Selectman Greco, to enter into non-public session in accordance with RSA 91-A: 3 II (e) at 8:13 PM.

Roll Call Vote

Chairman Justine Courtemanche (yes)

Vice Chairman Fred Kline (yes)

Selectman Vincent Greco (yes)

Selectman Michael Crockwell (yes)

Vote: Unanimous

The Selectmen came out of non-public session at 8:10 PM.

Action: Selectman Kline moved to seal the non public minutes, seconded by Selectmen Greco, because it is determined that divulgence of this information likely would render a proposed action ineffective. Motion passed 4-0.

9. ADJOURNMENT

Action: Selectman Kline moved to adjourn the meeting at 8:11 PM. Selectman Greco

seconded. Motion passed 4-0.

Accepted by the Board of Selectmen

Justine Courtemanche, Chair