

**MINUTES
BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
October 17, 2016 at 6:30 PM**

Present: Chairman Tina Courtemanche, Selectman Michael Crockwell, Selectman Vincent Greco

Excused: Selectman David Sheldon

Staff: Town Administrator David Jodoin

I. Call to Order:

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

II. Citizens Comments:

No Citizen Comments

III. Scheduled Meetings:

A. Steven Whitley-Mitchell Group Northern Pass

Mr. Whitley was present to discuss the current status of the Northern Pass Project and to let the town know of current deadlines that are fast approaching. Ammy Heiser was also present who currently has been working on the town's portion of the project. Per Ms. Heiser there was much more information and paperwork than originally expected and due to some family emergencies help with this project would be grateful. The Selectman will discuss the details of this and let Mr. Whitley know the Town would like to obtain him as representation on the Northern Pass Project.

B. Chris Gamanche-2017 Ambulance Budget

Mr. Gamanche was present to discuss the proposed budget for the 2017 fiscal year.

C. Chief Paulsen-2017 Fire Department Budget

Chief Paulson and Paul Gagnon was present to discuss the proposed budget for the 2017 fiscal year.

FYI-Hazardous Material Training will be held on Sunday 10/23/16 at 8am.

IV. Old Business:

A. Village Lane Survey

David Jodoin spoke with the property owner and they are moving forward with the town's proposal. The town will hire Attorney Dunn to draw up the deeds when done. Final numbers on the cost will be available within the next couple weeks.

- B. Salary Survey-
Selectman will have to decide how to handle this within the next couple of weeks.

- C. Park Bench-

Recreation Department will be funding \$300.00 of the bench and \$61.00 per Selectman will be donated to pay the remainder of the cost.

V. New Business:

- A. Execute Utility assessment contract

Action: Selectman Crockwell moved to approve the contract with George Sansoucy for the 2017 updates. Motion seconded from Selectman Greco. Motion passed 3-0.

- B. Execute contract with CLD Engineering

Action: Selectman Greco moved to approve the contract with CLD Engineering for the construction monitoring for the Loop Road. Motion seconded by Selectman Crockwell. Motion passed 3-0.

- C. 2017 Assessing Contract

Action: Selectman Crockwell moved to approve the 2017 contract with Corcoran Consulting Services for the Town Assessing Services. Motion seconded by Selectman Greco. Motion passed 3-0.

- D. Christmas in the Village

Action: Selectman Greco moved to authorize the 2017 Christmas in the Village Parade Route. Motion seconded by Selectman Crockwell. Motion passed 3-0.

- E. Manifest/Abatements

Action: Selectman Crockwell moved to approve the manifest and abatements. Motion seconded by Selectman Greco. Motion passed 3-0.

- F. Appointments

Action: Selectman Crockwell moved to appoint Robert Sampson to the Board of Selectman to fill the vacant spot. This term will expire in March of 2017. Motion seconded by Selectman Greco. Motion passed 3-0.

VI. Town Administrator's Report

- A. Planning Board meeting scheduled to discuss John's Towing and DHB Homes on October 25, 2016 at 7pm at Three Rivers School Cafeteria.
- B. Letter from Xfinity was placed in packet
- C. Dan Crean requested a board representative present at the October 27, 2016 William Gardner

Library Speaker Program as he will not be present due to conflict in schedule.

D. Dianne Schuett submitted a recommendation for Citizen of the Year to be Fred Kline.

VII. Committee Reports:

Selectman Crockwell-None

Selectman Greco-None

Selectman Courtemanche-None

VIII. Other/Citizen Comments

- Selectman Sheldon sent in notes about the budget sheets, they are as follows
 - o Don't cut \$8,000 out of contracted services
 - o Cut \$300 from the Town Clerk Meeting Conference Budget
 - o Don't decrease the PD salary line by 8% in fact increasing by 8% may be better.
- Northern Pass Representation.

Action: Motion made by Selectman Greco to obtain Steven Whitley as council for the Northern pass project. Motion seconded by Selectman Crockwell. Motion passed 3-0.

IX. Adjourn

Motion made by Selectmen Greco, seconded by Selectmen Crockwell to adjourn the meeting at 7:51pm.

Motion passed 3-0.

Justine M Courtemanche-Chairperson