

**MINUTES
BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
February 21, 2017 at 6:30 PM**

Present: Chairman Tina Courtemanche, Selectman Michael Crockwell, Selectman Bob Samson, 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:

None

III. Scheduled Meetings:

A. Steven Haight-Emerson Mills Wall

Mr. Haight was present as Emerson Mills would like to get moving on the study to determine what is going on with the wall. Being the town has stated they were not assisting the cost of this study, Emerson Mills has requested permission to access the wall from town owned land. They have stated that this study would not disturb the road in anyway although there may be a disturbance to traffic. Mr. Haight reassured the Board of Selectman that they would work with Jim Boisvert to make sure that all disturbances would be to a minimum. The scope of work is estimated to take about 2 to 3 days.

Action: Selectman Greco made a motion that the Town give permission to Emerson Mills to access the Town Right of Way of Front Street to preform geo-technical work for the purpose of determining a cause of the wall deformation. In addition that the Town give permission to Emerson Mills to access the wall and preform work within the right of way as necessary to remediate the wall (as/if necessary). Motion seconded by Selectmen Crockwell. Motion passed 4-0.

B. Kellie Dyjak-Farmers Market

Ms. Dyjak was present to propose bringing a farmers market to the town. Her proposal would use the town hall back parking lot in conjunction with the library parking lot to host a small weekly farmers market. This potentially would be held on Wednesday nights from 4:30-7:30pm running from June-October. All participants would be required to have a certificate of insurance before selling any of their wares.

Action: Motion made by Selectman Samson to approve the Farmers Market as presented contingent upon providing insurance certificates to the Town. Motion seconded by Selectman

Crockwell. Motion passed 4-0.

IV. Old Business:

A. Allenstown Meeting:

The Board in conjunction with David Jodoin had concerns on the restrictions being put forth on who would participate on the committee. The Board would like to be able to appoint someone to the committee as well as having one Planning Board member participate. A request was given to David Jodoin to reach out to the Allenstown Board and request more flexibility.

B. Snow Policy Discussions:

Jim Boisvert from Public Works was present to request that the Snow ban be placed back into effect for next year. Although the last few storms were much better it is taking a lot of Police and Highway Department resources, time and money. This ban is being proposed for November 15-April 15.

Topic being tabled until a later date.

V. New Business:

A. Primex CAP Program

This program states that the insurance would be capped at an 8% increase. The last time the town entered into this the increase was much less than the capped amount. If the town does not enter into this deal there is no way to know what the cost would be.

Motion made by Selectman Greco to lock into an agreement with Primex CAP Program and to authorize David Jodoin to sign. Motion seconded by Selectman Samson. Motion passed 4-0.

B. Request for Permit Refund:

Selectman Samson made a motion to refund the permit fee in the amount of \$75.00. Motion seconded by Selectman Crockwell. Motion passed 4-0.

C. Manifest and Abatements

Selectman Samson made a motion to accept the Manifest and Abatements. Motion seconded by Selectman Greco. Motion passed 4-0.

D. Minutes:

The date needs to be changed to 2017

Selectman Greco made a motion to accept the minutes as amended. Motion seconded by Selectman Samson. Motion passed 4-0.

Non Public Meetings

Selectman Crockwell made a motion to accept and release the minutes of December 19, 2016

non-public session. Motion seconded by Selectman Samson. Motion passed 4-0

Selectman Crockwell made a motion to accept and release the minutes of February 6, 2017 non-public session. Motion seconded by Selectman Samson. Motion passed 4-0.

VI. Town Administrators Report:

- a. The quotes of the survey of Front St from the Highway Garage came in at an estimated cost of \$4500.

Motion: Selectman Samson moved to authorize up to \$5000 and authorize David Jodoin to sign any documentation needed. Motion seconded by Selectman Crockwell. Motion passed 4-0.

- b. Sign Damage- The sign on Route 3 was hit again, looking into getting permission to move back
- c. MS737 Warrant Articles were presented to Selectman for signatures.
- d. TIF District-The engineers from CLD are looking to have the permit fees waived from the Planning Board for a total of \$950.
Motion to waive the fees was made by Selectman Greco. Motion seconded by Selectman Crockwell. Motion passed 4-0
- e. Officer Boisvert will be present March 6 for a presentation for a potential Police K-9 Program
- f. March 14th are elections
- g. PD Salaries-Money was left in the budget so the board will have to decide soon. David Jodoin to come back next meeting with better numbers.

VII Committee Reports:

Selectman Samson-Planning Board had a short work session

Selectman Crockwell-Nothing

Selectman Courtemanche-Budget had their Public Hearing, it was well attended by teachers

Selectman Greco-Nothing

VIII. Other/Citizen Comments:

Nothing

IX. Adjourn

Motion to adjourn made by Selectman Samson. Motion seconded by Selectman Crockwell at 8:15pm

Justine M., Courtemanche, Chairman