

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
February 1, 2021 at 6:30 PM**

Present: Selectman Richard Bean, Selectman Michael Crockwell, Selectman Karen Yeaton,
Chairman Ann Bond

Staff: Town Administrator David Jodoin

Excused: sandy Goulet

I. Call to Order:

Chairman Ann Bond called the meeting to order at 6:33pm.

II. Citizens Comment:

None

III. Scheduled Meetings

Discussion of Church Parking on Union Street

Dave Boucher, David Shim and Barbara Cameron join the meeting remotely. Pastor Dave Shim explained the Town was willing to take care of the parking spots, pave paint them and then ownership was to be transferred over. That did not happen so they are here to follow up with those plans. Dwayne Gilman, Pembroke Police Chief, and VJ Ranfos, Public Works Director, and Dana Carlucci all expressed support for the Town taking this over those spots. It would then be like all the other municipal lots. Residents would need to be a sticker to park overnight and the cars would need to move every 24 hours. There are concerns that church parishioners would not have spots for Sunday worship. David Jodoin explained there currently is an easement for the sidewalk in front of the church and there would be some costs associated with finalizing the contracts. Pastor Dave asked if the out-of-Town parishioners would need a sticker to park there. David Jodoin explained the stickers are for overnight parking which is required in municipal lots. Pastor Dave asked if they would have to cover the costs of the transfer. David Jodoin stated the Town took over the expense when the process was started back in 1999. The Selectman will need to decide if they want to absorb the costs to finalize the contract. The Town Attorney is suggesting the Church grant an easement to the Town rather than the Town taking complete ownership. Dave Boucher asked if the church could be issued some temporary parking passes in the event that a non-resident needs to be there at night. Chief Gilman has concerns for issuing temporary passes. Selectman Bond stated they could use their parking lot in the back of the church for overnight parking. Pastor Dave thinks it would be rare that they would need an additional spot.

They do have the lot behind the church but sometimes those spots are taken by residents because there are no other open spots. Selectman Yeaton clarified that in 1999 there was a move to transfer ownership of the spots from the church to the town. David Jodoin explained that part of the economic development of the Village was recognizing the need for additional parking. Dana Carlucci and others approached the church for the additional space. The church had the space and made an agreement for the Town to put in a parking lot on the church property. The spaces were supposed to be transferred to the Town but that did not come to fruition. The only thing transferred was the easement for the sidewalk.

Selectman Yeaton asked why the church is motivated to transfer the property to the Town. David Jodoin explained the church can choose to keep the lot or the Town could choose to reject the proposal but there is an issue with the Town continuing to do the clean-up. Pastor Dave explained their motivation is to follow through on agreements made in years past that fell through as leadership changed. There is an increasing need in the Town for parking. Outside of Sunday Worship, the church does not regularly need to have ownership over those spaces and would be happy to grant them to the town. They have been having issues with getting residents to move in times of plowing or other needed times where they needed their spaces. They would rather give the spaces over to the Town for the residents to use. David Jodoin explained the Town has enforcement issues because they do not own the lot. Dave Boucher explained 95% usage is for residents rather than for church uses.

Selectman Yeaton asked if there will be a cost to transferring the property to the Town. David Jodoin stated there is. There will be legal and recording fees and a possibility of engineering fees. Selectman Yeaton asked what the benefit is for the Town in obtaining the property. Chief Gilman explained there is no place to park down in the Village. This will give the Town 8-10 spaces. It will also give the Town enforcement and control abilities. Selectman Crockwell asked if the engineering was done years ago, what are the additional engineering costs. David Jodoin explained that the preliminary plans were drawn up but the meets and bounds were not and you need those in the drafted deed and I'm not sure what those would be.

Selectman Bond asked how many businesses and residents park there now. Pastor Dave explained that during the day there is a few but overnight it is a free for all. Chief Gilman stated the lot is full every night. It is private property so they do not enforce who is parking there. David Jodoin explained these diagonal spots would be subject to municipal code. David Jodoin asked when they normally have church supper. Pastor Dave stated the first Saturday of the month, AA meetings on Mondays, and another meeting on Thursdays. David Jodoin sent the easement on the sidewalk to the attorney and David will get further information on the costs associated with taking over this lot.

IV. Old Business:

Town Meeting Discussion

David Jodoin explained the School District deliberative session has been moved to May 1st. The Budget Committee public hearing will be virtual on February 4th. Tom Serafin, Town Moderator, sent a letter recommending town voting to be held on the regularly scheduled day using the same guidelines as the November elections. Tom stated concerns for an in person deliberative session on the scheduled date of March 13th as limited capacity in any available venue to ensure social distancing, a needed back-up plan should the number of residents attend reach capacity, technical difficulties, residents who do not want to be delegated to a remote location, senior and vulnerable residents would likely not be able to attend and participate, the inability to shield residents from each other, inability to enforce mask mandates and the shared air exchange in the gymnasium. All concerns are mitigated if the election is changed to date that it can be held outside. Changing the date sends the message that the Town wants everyone to participate who wants to participate in an accessible safe and comfortable manner. Not changing sends the message that the Town values tradition over the health, safety, and wellness of our citizens.

Selectman Bond asked for the number of people who attended the last town meeting. Selectman Yeaton stated over the last three years the average was 100-120 residents. David Jodoin stated Josh Coughlin, Facilities Director for the School District, stated they can social distance a max of 175 residents. Selectman Yeaton stated that as leaders in the community they need to help guide the community back to normalcy in a safe and responsible way. The gym provides the space to do that with the recommended guidelines. Selectman Yeaton disagrees that driving towards that creates an unsafe environment. Looking at the budget, there is nothing controversial that would lead to large increase in residents attending. If they are in the gymnasium, they could set one side of the gym for extra social distancing.

Selectman Bond asked if the Committee and Board members would feel comfortable sitting closer than 6 feet apart if they were wearing masks. David Jodoin shared there are some plexiglass partitions they can use to put in between people.

Selectman Bean stated that people will likely be too fearful to attend and they will likely have less numbers. David Jodoin stated the majority of people who go are the individuals who are likely senior residents. Selectman Yeaton asked about audio concerns at the School Board meetings. David answered that they do have concerns with audio being outside. They are looking into other technology options for an indoor or outdoor meeting. Selectman Bean supports keeping the meeting as scheduled in March. Selectman Crockwell also supports keeping the meeting as scheduled in March.

Selectman Yeaton made a motion to set the date for the Town Deliberative Session for March 13th at the Pembroke Academy Gymnasium. Selectman Bond seconded the motion. Motion passed 4-0.

V. New Business

Letter from Target New England (Town Clock)

David explained the Selectmen encumbered the funds for the \$6,375 bid in December. At that time, the Board wanted to make a plan for on-going maintenance. The company submitted a response that in order to get onto a 5-year plan they would need to do a spring inspection and it will cost \$2,500. There is a \$1,000 in the Government Building budget line for maintenance of the town clock. The \$2,500 would be charged to that line.

VJ Ranfos explained that there are future costs coming down the line to bring the clock up to the 21st century so they do not have manually change the time every time there is a daylight savings time. Selectman Crockwell asked if the Town does that or do, they call a company every time. VJ explained it is a combination of both.

Selectman Bean made a motion to proceed with the \$6,375. Selectman Yeaton seconded the motion. Motion passed 4-0.

Selectman Yeaton made a motion to move forward with the site inspection with Target New England in the amount of \$2,500. Selectman Crockwell seconded the motion. Motion passed 4-0.

Resignation from Planning Board

Effective March 1st Holli Germain will be resigning from the Planning Board. Right now, there are 6 members with no alternates. There is also a need for a Recording Secretary for Planning, Zoning, and Library Boards.

Execute Cartographic Contract

Crockwell Motion to authorize the town administrator to sign the tax maintenance proposal with Cartographics. Selectman Yeaton seconded Motion passed 4-0

Manifests/Abatements

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

Minutes 1/11/21, 1/19/21; Non-Public 12/21/20, 1/11/21, 1/28/21

Selectman Bond made a motion to accept the minutes of 1/11/21 Selectman Yeaton seconded the motion. Motion passed 3-0. Selectman Crockwell abstained.

The minutes of 1/19/21 and the non-public minutes of 12/21/20 and 1/28/20 were tabled until the next meeting.

Selectman Bond made a motion to approve the non-public minutes of January 11, 2021, as presented. Selectman Yeaton seconded the motion. Motion passed 4-0.

VI. Town Administrator Report:

TD Bank sent a letter regarding their closure.

VII. Committee Reports:

Selectman Yeaton – Budget Committee finished the School Budget. The school came with a reduction \$334,000 out of operational budget and cuts to the amount warrant articles totally around \$600,000. The School budget and warrant articles were approved. The Town CBA was approved and the warrant articles were approved the week before. The Budget Committee remote public hearing will be held on WebEx and Andy Camidge will run the meeting.

Selectman Bean – Solid Waste has not met since the last Selectman's meeting and Economic Development Committee has not met since COVID began.

Selectman Bond – Planning Board approved the new club house at the Pembroke Pines Country Club. They are looking to put in a crosswalk because the new club house will be across the street and set back into the wooded area.

VIII. Other Citizens Comment:

None

IX. Non-Public Session:

Selectman Bond made a motion to enter into non-public session in accordance with RSA 91-A:3 II(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the requests shall be granted. seconded by Selectman Yeaton at 1:28pm

Roll Call Vote:

Selectman Yeaton	Yes
Selectman Bean	Yes

Selectman Crockwell	Yes
Selectman Bond	Yes

The Board came out of non-public session at 9:15 PM

X. Adjourn:

Selectman Bean made a motion to adjourn at PM. Selectman Yeaton seconded the motion and it was approved unanimously.

Ann Bond, 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.