

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
September 5, 2017 at 6:30 PM**

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

Excused: Selectman David Sheldon

Staff: Town Administrator David Jodoin

I. Call to Order:

Chairman Tina Courtemanche called the meeting to order at 6:00pm.

II. Citizen Comment:

None

III. Scheduled Meetings:

- a. Public Hearing acceptance of Highway Block Grant Aid in accordance with RSA 31:95-b III (a)
Open Public Hearing at 6:31pm

No Discussion

Close Public Hearing at 6:32pm

Selectman Crockwell moved to accept in accordance with RSA 31:95-bIII (a) the following \$141,062.92 from the State of NH Highway Grant for funding received from Senate Bill 38 which is to be used for highway construction, reconstruction or maintenance. Motion seconded by Selectman Goulet. Motion passed 4-0.

- b. Public Hearing in Accordance with RSA 31:95-b III (a) Acceptance of donations for Police Dog
Open Public Hearing at 6:33pm

No Discussion

Closed Public Hearing

Selectman Goulet moved to accept through donations and fundraisers the amount of \$35,462.82 for the purchase of a police dog and all necessary training and supplies. Motion seconded by Selectman Crockwell. Motion passed 4-0

- c. Public Hearing Town Code Chapter 133 Solid Waste Management Section 133-2.1; Section 133-4 Solid Waste Plant. Open Public Hearing at 6:35pm

No Discussion

Closed Public Hearing at 6:37pm

Selectman Crockwell moved to approve Chapter 133 Solid Waste Management as presented. Motion seconded by Selectman Greco. Motion passed 4-0

- d. Public Hearing Town Code Chapter 180 Snow Control Policy Section 180-6 Manpower; Section 180-9 Parking. Open Public Hearing at 6:39pm

A Winter Parking Ban is being implemented effective 1/1-3/31 each year.

John Saucier of Remington Ct requested to know the reason for the new implementation. Selectman Courtemanche states the reasoning is due to having trouble moving the parked vehicles during the snow storms.

Rose Galligan of North Browning Court expressed her concern with the parking in the circle at Littlefield Condos. Selectman Courtemanche reassured Ms. Galligan that the circle was included in the parking ban. Ms. Galligan had additional concerns about the Circle that the Selectman agreed to discuss at a future meeting as it did not pertain to the Public Hearing.

Dana Carlucci requested to know if there would still be an exception for the Downtown Area and also wondering if the DPW will be doing night snow removal this year. Per Jim Boisvert they are hoping to complete the snow removal at night again however this will be played by ear. In addition the parking in the downtown area will remain open during snow storms unless stated otherwise.

Sandy Valine of South Browning Court requested to know the hours of the parking ban. David Jodoin stated the hours of the ban is from 12pm-6am

Public Hearing closed at 6:54pm

Action” Selectman Goulet moved to approve Chapter 180 Snow and Ice Control Policy as amended. Motion seconded by Selectman Crockwell. Motion passed 4-0

- e. Public Hearing Town Code Chapter 186-18 Depositing leaves or placing debris on Town streets, sidewalks, or rights of way. Open Public Hearing 6:55pm

No Discussion

Closed Public Hearing at 6:57pm

Action: Selectman Crockwell moved to approve Chapter 186 Streets and Sidewalks Policy as presented. Selectman Goulet seconded the motion. Motion passed 4-0

- f. Public Hearing Town Code Chapter 187-3 Alcoholic beverages. Open Public Hearing at 6:58pm

Dana Carlucci stated that the Old Home Day Committee has been approached in the past about having a beer tent at the event. Would this policy make this not possible? Per Selectman Courtemanche yes this would make a beer tent at the event against town code.

Public Hearing closed at 6:59pm

Action: Selectman Goulet moved approve Chapter 187 Town Building and Grounds as presented. Motion seconded by Selectman Greco. Motion passed 4-0

- g. Public Hearing Town Code Chapter 191 Schedule VII Vehicles and Traffic Section 191-1 definitions: Section 191-9 A prohibited stopping, standing or parking; Schedule 191-19 Schedule V: Time limit parking. Open Public Hearing at 7:02pm

Jim Boisvert wanted to confirm that at 4 Union St there would be no parking during the day unless an occupant of the building tenant/patron. This was confirmed that this is what is proposed.

Dana Carlucci expressed his concern that there are frequently many spaces that are not used. He is concerned with the downtown community losing these parking spaces. In addition Mr. Carlucci stated he reached out to the owner of Mei's and Famous Pizza where the 15min parking currently is to get their reaction. The owners of Mei's likes the 15 minute spots for takeout orders, the new owners of Famous pizza did not return his call.

David Jodoin states a concern with the Union Street parking as there are a lot of outside organizations that use the conference room there for meetings. It will be requested that these be called into Linda at the Town Hall so that she can let the Police Department know extra cars may be there. In addition signs will be posted in two spots to ensure all people will be able to see.

Public Hearing closed at 7:22pm

Action: Selectman Goulet moved to approve Chapter 191 Vehicles and Traffic as presented. Motion seconded by Selectman Greco. Motion passed 3-1.

IV. Old Business:

None

V. New Business:

- a. CLD Change Order #7

Overall decrease of \$82,000 changing the overall amount from 3.2 million to 3.1 million.

Action: Selectman Crockwell moved to authorize the Town Administrator to sign change Order #7. Motion seconded by Selectman Greco. Motion passed 4-0

- b. Manifest and Abatements

Action: Selectman Crockwell moved to approve the manifest and abatements as presented. Motion seconded by Selectman Goulet. Motion passed 4-0

- c. Minutes of 8/21/17

Action: Selectman Greco moved to approve the minutes from 8/21/17. Motion seconded by Selectman Crockwell. Motion passed 4-0.

VI. Town Administrators Report

- a. Letter of Retirement from Everett Hodge effective 3/30/18

Action: Selectman Crockwell moved to accept the letter of retirement from Everett Hodge.
Motion seconded by Selectman Goulet. Motion passed 4-0.

- b. The Board agreed to continue with the Front Office Space Conversion.
- c. Request was received from the Fire Department to replace 4 Mobile Radios now and this portion of the money would be removed from CIP. This amount would not exceed \$15,000 from the FD Small Equipment Fund.

Action: Selectman Greco moved to approve as presented. Motion seconded by Selectman Goulet.
Motion passed 3-0-1 (Selectman Courtemanche abstained)

- d. Email from residents on Meadowlark Lane with concerns. David Jodoin to follow up with Jim Boisvert to see if there is anything that can be done on the town side.
- e. DOT Letter was received stating the engineering part of the North Pembroke Rd Bridge was approved.
- f. Design Contract Change though CLD was presented.

Increase in cost will be covered through the savings in other areas of the projects.

Action: Selectman Goulet moved to allow the Town Administrator to Sign the Design Contract Change. Motion seconded by Selectman Greco. Motion passed 4-0

VII. Committee Reports:

Selectman Goulet: Additional discussion was had at the Planning Board in relation to the sidewalks. No definite decision was made.

Selectman Crockwell: Meeting Next Week

Selectman Greco: Roads Meeting was tonight, Recreation Committee; New approach for Concert Series next year. Purchased a New/Used Lawn Mower for \$850 John Deere Brand

Selectman Courtemanche: CIP finished, ratings are done however the school will be interesting as they are proposing a \$10,000,000 cost for renovations on the Hill School, Recreation didn't fare well with the bathrooms again as they are still only to be opened very limitedly.

VIII. Other/Citizen Comment:

None

IX. Non Public:

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 request shall be granted.

Motion By selectmen Greco, seconded by Selectmen Goulet to enter non public session in accordance with RSA 91-A:3 II (a).

Roll Call Vote:

Chairman Courtemanche	Yes
Selectmen Greco	Yes
Selectmen Crockwell	Yes
Selectmen Goulet	Yes

Motion passed.

The Board came out of non public session at 8:42 PM.

Motion by Selectmen Greco to adjourn at 8:44 PM, seconded by Selectmen Goulet. Motion passed.

Justine M. Courtemanche, Chairman