

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
April 6, 2022 at 6:30 PM**

Present: Selectman Richard Bean, Selectman Sandy Goulet, Selectman Peter Gagy, Selectman Karen Yeaton

Staff: Town Administrator David Jodoin

I. Call to Order:

Chairman Yeaton called the meeting to order at 6:32pm.

II. Citizens Comment:

None

III. Scheduled Meetings

Gerry Fleury – Citizen of the Year Gift Presentation

The Board presented Gerry Fleury with the Citizen of the Year gift.

Chief Paul Gagnon – Radio Purchase

Fire Chief Paul Gagnon and Deputy Fire Chief Rob Farley discussed the purchase of new portable radios. The current radios are 17-18 years old and are beginning to fall apart and malfunction. There has been money set aside each year in CIP for this purchase. The current 30-day quote is \$111,607. If they order now, it will be potentially 6 months before the radios are in hand.

Selectman Gagy asked if it was put out to bid. Chief Gagnon stated they looked at Motorola, Kenwood, and Harris. Kenwood came in with the lowest quote. The Town currently uses Kenwood as well as neighboring towns.

Selectman Bean asked if the signal used is on Fort Mountain. Deputy Chief Farley stated that Capital Area Fire has sites all over the area but the closest to us is Plausawa, however, the radios are sophisticated enough to pick up the closest tower to wherever they are.

Selectman Yeaton asked if there were other organizations other than Ossipee Mountain Electronics that they looked at. Deputy Chief Gagnon stated they had discussions with another agency but never got to the quote process because of the service at OME and they had previously installed the equipment in the trucks.

Selectman Goulet made a motion to approve the radio purchase with Ossipee Mountain Electronics, Inc. in the amount of \$111,607.30 and to withdraw the funds from the Fire Department Small Equipment Capital Reserve. Selectman Gagyí seconded the motion. Motion passed 4-0.

Mike Vignale – Main Street Contract/Insurance Review

Discussion was tabled until April 20th.

Public Works Director – Truck Equipment Purchase

VJ Ranfos, Director of Public Works, asked the Board to waive the bid requirement for the 10-wheel dump truck equipment purchase that was approved at the 2022 Town Meeting. Two of the vendors they would typically get quotes from were bought out by one larger vendor. VJ is recommending the bid from Viking Cives in the amount of \$112,950.

Selectman Goulet asked if the Town has ever worked with Viking before. VJ answered they have not so they asked the Town of Bow and the City of Concord for a recommendation and they both recommended Viking. VJ also went and looked at how the trucks were made and they are made up to the standards of the Town and both Directors of Bow and Concord DPWs said they have good customer service.

Selectman Goulet asked what does the \$112,950 quote cover. VJ stated it covers the equipment that goes on the truck that was approved at the last meeting. Equipment such as an in-body sander and spreader, plow, front spinner, and the wing.

Selectman Yeaton asked if the delivery times of the trucks vary between bids. VJ answered they do not. The truck would be delivered to Viking around September and the equipment will be installed and then the truck should be in Town by January 2023. The old truck will be traded in once the new truck is delivered.

Selectman Goulet made a motion to approve the equipment purchase with Cives Corporation, dba Viking Cives (USA) in the amount of \$112,950. Selectman Bean seconded the motion. Motion passed 4-0.

IV. Non-Public Session:

Selectman Goulet made a motion to enter into non-public session in accordance with RSA 91-A:3 II (b) The hiring of any person as a public employee, seconded by Selectman Gagyí at 7:12pm

Roll Call Vote:

Chairman Yeaton Yes
Selectman Bean Yes

Selectman Gagyí Yes
Selectman Goulet Yes

The Board came out of non-public session at 8:14 PM

V. Old Business

2019 Tax Deed Listing

Tax deeding notices went out for the residents that have not paid their 2019 taxes. Deeding date is May 6, 2022.

The Non-Profit Organization that is delinquent needs to file paperwork with the State and the Town to be considered tax-exempt. They have not and have lost their exemption. David would like to ask them to come to the Board to understand why they have not filed for the exemption and what their plans are for the future.

Selectman Goulet made a motion to approve the final tax deed letters and to have the Police Department hand deliver them. Selectman Gagyí seconded the motion. Motion passed 4-0.

Main Street Bond Funding Paperwork

The paperwork has been submitted to legal and Bond Counsel and the application has been submitted to the New Hampshire Municipal Bond Bank. The Board has to decide on the term between a 3 and a 5-year term.

Selectman Goulet made a motion to approve the financing with the NHMBB for a term of 5-years. Selectman Bean seconded the motion. Motion passed 4-0.

VI. New Business

NHDES \$100,000 Grant Acceptance

VJ Ranfos explained he applied for a grant from the New Hampshire Clean Water State Revolving Fund for a loan with 75% forgiveness. After the State received ARPA funds, they turned the loan into a \$100,000 grant. There is an outfall at Memorial Field that has been washing away. The Town has already spent \$20,000 on a band-aid repair and this will help to draw plans to replace it and also do some other work in town on drainage lines and the MS4 permit requirements.

Selectman Yeaton asked what planning activities this money is going to cover. VJ explained the main goal is to get the outfall repaired at Memorial Field before the erosion continues. They will do studies on the banks of the river and look at the water flow through the existing pipe and possibly recommend a larger pipe. Right

now, it is 24-inch pipe and they may recommend a larger 36- or 48-inch pipe VJ is going to ask the engineer for three different options to choose from.

Selectman Bean made a motion to accept the \$100,000 stormwater grant through ARPA funds in accordance with RSA 31-95b and to authorize the Town administrator to sign all the documents relating to the \$100,000 ARPA grant. Selectman Gagyi seconded the motion. Motion passed 4-0.

Letter of Resignation

Selectman Yeaton made a motion to accept the resignation of Christopher Porter from Department of Public Works effective April 8, 2022. Selectman Goulet seconded the motion. Motion passed 4-0.

Selectman Goulet made a motion to accept the resignation of Ann Bond from the Board of Selectman effective immediately. Selectman Gagyi seconded the motion. Motion passed 4-0.

The Selectman will ask for a letter of interest from residents who are interested in filling the remainder of Ann Bond's term emailed to David by April 16, 2022. The Board will meet at 5:00 on April 18, 2022 to review the letters of interest received. The Board will interview candidates to tentatively on April 21 and 25, 2022

Appointments

Selectman Goulet made a motion to appoint Thomas Gallo to the Roads Committee. Selectman Gagyi seconded the motion. Motion passed 4-0.

Selectman Goulet made a motion to appoint Thomas Gallo to the Conservation Commission Committee. Selectman Bean seconded the motion. Motion passed 4-0.

Selectman Goulet made a motion to appoint Judy Mitchell as an Alternate Library Trustee. Selectman Gagyi seconded the motion. Motion passed 4-0.

Proposed Changes to Pay Scale to include PT Police

The Police Department has made to a request to add part time Police Officers to the same labor grade as full-time officers.

Selectman Goulet made a motion to accept the Police Department's recommendations on the pay scale for Part Time Police Officers for Non-Certified and Certified. Selectman Gagyi seconded the motion. Motion passed 4-0.

Manifests/Abatements

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

Minutes - 3/16/22

Selectman Goulet made a motion to accept the minutes of March 16, 2022 as presented. Selectman Gagyi seconded the motion. Motion passed 4-0.

Selectman Goulet made a motion to accept the non-public minutes of March 16, 2022 as presented. Selectman Yeaton seconded the motion. Motion passed 4-0.

VII. Town Administrator Report:

Town Buildings will be open to the public to use meeting rooms. Certain entities are required to provide a certificate of insurance and some are not. There is a Tulip Program through the insurance carrier that people can purchase insurance just for this purpose for \$77. It is recommended by the insurance company. Town sponsored activities do not require a certificate of insurance. The Board decided to continue to require certificate of insurance from organizations and individuals will be handled on a case-by-case basis.

VIII. Committee Reports:

Selectman Gagyi – Eversource came to Planning to discuss replacing wood structures that carry lines with metal structures down Rt. 106 starting at Rt. 3. There will be a public hearing regarding pavement thickness regulations. They also discussed forming a committee for the future of the Range Roads.

Selectman Yeaton – None

Selectman Goulet – None

Selectman Bean – None

IX. Other Citizen Comment:

None

X. Adjourn:

Selectman Goulet made a motion to adjourn at 9:34 PM. Selectman Gagyi seconded the motion and it was approved unanimously.



Karen Yeaton, 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.