

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
November 20, 2017 at 6:30 PM**

Present: Selectman Vincent Greco, Selectman Michael Crockwell, Selectman Sandy Goulet, David Sheldon, Chairperson Tina Courtemanche

Staff: Town Administrator David Jodoin

I. Call to Order:

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

II. Citizen Comment:

Ann Bond-Micol Road

Thank you to David Jodoin for all of his assistance with the residents through this tax season.

III. Scheduled Meetings:

a. Larissa Djuvelek-Ruggerio Mid State Regional Coordinating Council:

Ms. Djuvelek-Ruggerio was in attendance to present an opportunity for Pembroke to have transportation available in town. This service is provided through the Community Action Program. This is a no cost service however it does require 1-2 people to attend bi-monthly meetings. The board listened to the presentation and will discuss this option further at an upcoming meeting.

b. Public Hearing Comcast Agreement:

Bryan Christiansen was present representing Comcast. Mr. Christiansen stated the contract essentially is the same as the last and is good for 7 years.

Open Public Hearing at 6:45pm

No Questions

Close Public Hearing at 6:47pm

Action: Selectman Sheldon moved to approve the agreement with Comcast. Motion seconded by Selectman Goulet. Motion passed 5-0.

c. Fire Alarm Proposals:

Chief Paulsen was present to discuss his recommendation for Fire Alarm upgrades in three of the town buildings. Chief Paulsen reviewed the proposals from both companies (Monadnock and Bevans) and the best option for each of the town buildings (Town Hall, DPW, and Perry Eaton Building). Selectman Sheldon requested to know if the Safety Center needed the upgrade. Per Chief Paulsen the Safety Center is already on the upgraded system.

Action: Selectman Sheldon moved to approve Chief Paulsen's recommendations to replace the

system entirely at the Town Hall and Public Works. And to modify the system at the Perry Building, with the entire contract going through Bevans. Funds to be withdrawn from the Building Maintenance Capital Reserve Fund. Motion seconded by Selectman Crockwell. Motion passed 5-0.

IV. Old Business:

None

V. New Business:

a. Manifest and Abatements:

Action: Selectman Sheldon moved to approve the Manifest and Abatements as presented. Motion seconded by Selectman Goulet. Motion passed 5-0.

b. Minutes from 11/6/17

Action: Selectman Sheldon moved to approve the minutes from 11/6/17 as presented. Motion seconded by Selectman Goulet. Motion passed 5-0.

VI. Town Administrators Report:

- Northern Pass Permit Approved
- Letter from Emerson Mills Wall Study; this will be in the next packet however the Roads Committee feels the town has no obligation and is not responsible for the damages.
- Recreation Commission Recreation Request Form: The Recreation Basketball Program was taken over by Suncook Youth Basketball. Most of the equipment used in the past years was that of the Recreation Program including but not limited to Basketballs, Scoreboards, and Adjustable Basketball Hoops. Suncook Youth Basketball would like permission to use this equipment, however the Recreation Program would like to charge a nominal fee per year to cover if any damages occur. A fee of \$150.00 per year was requested for use of all equipment.
- Gerry Fleury submitted a letter to the editor, a thank you was extended
- SAU Letter- A letter was received from the Superintendent, it was asked that this be placed on the tax counter at the Town Hall. The letter was read to the board for thoughts and approval on this. After discussion the Board of Selectman have decided not to place this at the window as they do not agree with a portion of it.

VII. Committee Reports:

- Selectman Goulet-Planning Board has one amendment to be placed on the ballot this year thus far.
- Selectman Crockwell-Conservation Commission will be doing a walk-through of the Pembroke Pines Property on December 2 to discuss the proposed development. Currently the surveyor for Pembroke Pines is stating the potential for 18 four-plexes and 3 single family homes.

- Selectman Sheldon-No Report
- Selectman Greco-Roads Committee-Micol, Melissa and Ross Roads are complete. Bids went out for Upper Beacon Hill and Eastview Dr. There has been no further discussion on Main St. as of yet. Recreation Commission-New Member Jake, he is interested in running the concert series next year. Eagle Scout Project is the roof on the dugouts. Plaque on the Eric Alley bench was replaced. Selectman request this to be moved closer to the water.
- Selectman Courtemanche-Budget Committee was last Thursday. David Jodoin presented the overview of the town and has went well thus far. A discussion was also had about the School Budget.

Selectman Goulet requested to know why Pembroke is bearing the whole burden of the tuition shortfall. Selectman Courtemanche stated that there are not as many students attending PA from the surrounding schools, however there is an increase in attendance from Pembroke students. At the end of the school year the numbers will be reviewed and tuition will be adjusted accordingly. Selectman Sheldon stated this may be the worst case scenario however. If there is an increase in Pembroke Students then the budgeted amount and a decreased in tuition students we may not be able to recoup any of the tuition. Selectman Courtemanche went on to state the School Board should be coming back with additional answers at the next meeting. We should see at the end of December what the proposed budget will be.

VIII. Scheduled Meetings Continued:

Jocelyn Carlucci was present to discuss a potential renter for 4 Union Street. Brian Rice of WCP Enterprises (Black Widow Customs) contacted Ms. Carlucci about potentially renting out the vacant space upstairs as office space. There has been a couple requests by Mr. Rice prior to renting that was requested to be brought to the board.

- Mirrors in the Conference Room-can these be removed prior to renting?
There are currently floor to ceiling mirrors in the conference room. Selectman Greco requested to know if there was a resale value to these mirrors. Gene Gauss Pembroke Resident states that he works in the industry and there is not a resale value.
- Rent request for \$700.00 per month for the full floor instead of \$750.00 stated with the agreement of a 5 year lease. Rent includes Heat, Hot Water and Electricity.
- Requesting Permission to install an ADT System
- Request to replace all light bulbs before renting
All lights are working currently, does not see a need in replacing these

Jocelyn would like the permission to request renter to have portable floor air conditioner versus the window version. This would increase appeal from the outside and allow for no condensation to be dripped on patrons.

Action: Selectman Sheldon moved to approve renting to Mr. Rice at the amount of \$700.00 per month with a five year lease agreement. In addition the mirrors in the Conference Room will be removed, not to

exceed 4 cars on a regular basis, Portable AC Unit requested and no replacement of the light bulbs. Motion seconded by Selectman Greco. Motion passed 5-0.

IX. Other/Citizen Comments:

Ann Bond-Micol Road

Wanted the Board of Selectman to know that she will be presenting the School Board with a Petition at tomorrow night's meeting. The Petition is to ask the School Board to hold a Public Hearing to allow residents to ask questions and get answers.

Gene Gauss-4th Range Road

Facebook Page for residents- Pembroke NH Taxpayers

Mr. Gauss suggested the town put out a rebuttal to the statement/letter the school submitted to the town. In addition Mr. Gauss wonders if the shortfall was done on purpose. There is a lack of transparency currently.

Susan Plante-Church Rd

Ms. Plante stated that it is difficult to get answers from the School Board. What is the best way for recourse?

Selectman Courtemanche reminded Ms. Plante this is the Board of Selectman not Budget Committee. However getting the public involved is what needs to be done.

Ann Bond-

Is there a percentage you can go up and down when presented at the School District Meeting? Per David Jodoin the overall budget can be increased or decreased by 10%

Kerstin Dumas-Beacon Hill Road

Why aren't people being held accountable?

David Jodoin-There are certain laws (RSA91A) that are in place to protect employees. This RSA allows for this type of discussion in closed session only.

Selectman Courtemanche stated the Board of Selectman have no authority over the SAU/School Board.

Mark Hollis requested to know why there is a need for two superintendents.

X. Non Public

Motion by Selectmen Sheldon, seconded by Selectmen Goulet to enter into 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.*

Roll Call Vote:

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

The Board came out of non public session at 8:43 PM.

Motion by Selectmen Sheldon, seconded by Selectmen Goulet to modify the previous offer for the Town Administrator on October 23rd to increase his base pay in the 2018 budget by 2% starting January 1st and to move his position to pay Grade 23, to now reflect no change in his pay rate in January, instead the Board will increase his vacation time by one additional week. The pay grade will remain at Grade 23 but his hourly rate will not change.

Motion passed 5-0

Motion by Selectmen Sheldon, seconded by Selectmen Goulet to enter non public session in accordance with *RSA 91-A: 3 II (b) HIRING PUBLIC PERSONNEL*

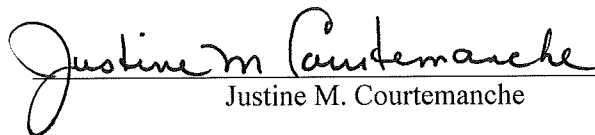
Roll Call Vote:

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

The Board came out of non public session at 8:51 PM and authorized the Town Administrator to proceed with the background checks on the two employees who applied for the vacant jobs at Public Works.

Motion to adjourn by Selectmen Sheldon, seconded by Selectmen Goulet at 8:52 PM.

Motion passed 5-0


Justine M. Courtemanche