

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
JULY 15, 2019 at 6:30 PM**

Present: Chairman Tina Courtemanche, Selectman Ann Bond, Selectmen Richard Bean,
Selectmen Michael Crockwell, Selectman Sandy Goulet

Staff: Town Administrator David Jodoin, Recording Secretary Jillian McNeil

I. Call to Order:

Chairman Tina Courtemanche called the meeting to order at 6:31pm.

II. Citizen Comment:

None

III. Scheduled Meetings:

Continuation of the hearing for the 4th Range Road/Flagg Robinson

The Board received a letter from the San-Ken Homes Engineer, Jon Rokeh, requesting a continuance on the public hearing. Selectman Goulet made a motion to continue the hearing for the 4th Range Road/Flagg Robinson project until August 19, 2019 at 6:30 as requested by the applicant. Selectman Bond seconded the motion. Motion passed 5-0.

Kevin Gagne – Trail Dawgs

Kevin was unavailable so Ed Kinney met with the Board.

Selectman Crockwell stated that the work down to Thompson Road was not up to par. Selectman Crockwell stated that by the time winter comes and the snowmobilers use the trail, the 4-wheelers will have destroyed what they did because nothing is holding the dirt into place. Ed stated the property is now posted and there should not be any 4-wheelers on that trail. David suggested making an apron with asphalt off the road and that should give plenty of room. Selectman Crockwell also suggested adding 6-inch rocks and then putting the dirt over that. Ed asked if they should pull up all the dirt they just put down and put the rocks underneath and how far back the platform should go. Selectman Crockwell stated that they should pull up the dirt and place the rocks then put the dirt back. Where the platform currently is is fine. Selectman Crockwell also suggested a gate. David stated that is private property and the Town cannot gate it. Selectman Bond clarified that it is private property and they cannot keep the 4-wheelers off the private property. Ed stated that with the new land

owners, they may be willing to allow a gate to keep the people from the campground across the street off their property. They will go discuss it with the land owners and come back to the Board.

IV. Old Business:

Ron from LighTec sent an email stating that he is looking at the week of August 29th for installation of the remainder of the lights. It will take a few days to complete. There was a complaint from a resident about a light on the double decker bridge that is extremely bright and shining directly into their home. The light was recently cleaned and that is why it is so bright. The Board decided to look into a different type of bulb to dim it down. Selectman Crockwell suggested tinting the side that faces the house to alleviate the light pollution. Eversource has since completed their portion of the project.

The Board then discussed 6 Howard Street. David demonstrated on the white board how DPW has marked off the property with stakes to mark an area that the garbage truck and plow trucks would need in order to go up the street and turn around. If the shed that is still on the property is torn down, then the end of the property could be blocked off and a deed could be recorded for the remainder of the property and sold. Selectman Courtemanche asked why they would not make the turnaround at the end of the street rather than at the beginning of the property. Jim answered that there is a house on the right-hand side that makes it difficult and they park their vehicles at the end. Selectman Bean asked how much the property owed when it was deeded in May. David answered they owed approximately \$50,000 in back taxes and fees and the land value is around \$60,000. Selectman Bean suggested making a cul-de-sac out of the property. Selectman Bean asked how much the Town could get for the property. David answered that a realtor said between \$30,000-\$50,000. Selectman Courtemanche stated that we would not only be out the sale money but also out of taxes for the future if the Town kept the property. Selectman Bond asked if they would be able to have the asbestos checked and removal priced and also the cost of removing the tree from the property before the next meeting. David said it is possible but he does not know for sure right now.

Jim discussed amending the current snow plow policy. There would need to be a public hearing in order to change the policy. David stated that right now the snow plow policy needs an update for sidewalks, the Village School, and 4 Union Street. David will send a copy of the current policy to the board to review.

The Sewer Commission submitted a letter to the Board stating that they are willing to waive their first right of refusal on 4 Union Street if they meet certain conditions. Selectman Bond asked about condition number four which states that the Selectman will help to secure a permanent home for the Department by December 2026. The Selectman decided they would like a list of needs the department would have and a budget created for the building. David stated they will be meeting with the CIP Committee to discuss a budget. David stated that the potential buyer is setting up the

property for their LLC and are looking for a closing date of July 30th but that is likely too quick. David is working on getting all the paperwork completed for the closing. Selectman Bond asked about the time capsule in the building. David stated that the new owner does not have any issues with the items staying in the property but he would like Meet Me in Suncook to get a certificate of insurance on the items.

V. New Business:

David provided the Board with a copy of the EMS Intermunicipal Agreement which is the agreement between Allenstown and Pembroke for the ambulance. Selectman Courtemanche asked if the employees are still voting on their raises. David stated that they vote on the bottom line of the budget which includes the raises but they are not getting anything different than the Town employees do. Selectman Bond asked for clarification that Pembroke shares the expense and losses for calls for Pembroke and Allenstown shares the losses for the calls in Allenstown. David said each town's annual appropriation is created by looking at the call volume for the last three years to get the Town's percentage. The Director then looks at the difference between operational costs and revenue and then bills that out to the Town's based on their percentage. David provides a spreadsheet each month of the charges related to the ambulance. David will provide the Board with a copy of the spreadsheet. Selectman Goulet made a motion to approve the EMS Intermunicipal Agreement between Pembroke and Allenstown. Selectman Crockwell seconded the motion. Motion passed 5-0.

Jim Boisvert, Director of DPW, came to discuss the Broadway/Fairview drainage issue. David explained that there are broken pipes laying on the ground on private property causing issues. Selectman Bond asked if the source was ever found. Jim answered that it is all the back properties on the left-hand side of Broadway. Selectman Courtemanche asked who originally put in the pipe. Jim answered that nobody knows but it is likely the original developer. David explained that the property deed gives the ability for the Town or the owner to go in and fix any issues but it is not specific to whose responsibility it truly is. Selectman Bean stated that at Roads Committee, it was decided that it was an unusually wet year and that was a lot of the issue. Jim stated that the issue has always been minor but it is no longer a minor issue. Selectman Bean asked if there was discussion for a trench that would lead the water to a catch basin. Jim stated the catch basin is on town property but that pipe needs to be put at least 3 feet deep. Jim stated that DPW is spending a lot of man hours on the road dealing with the rain and ice. Selectman Bond stated that at the Roads Committee meeting it was discussed that there was a 10-foot easement. Jim stated that there is a 10-foot proposed easement through the whole property. Jason Menard, Roads Committee, clarified that in the deed it stated a 10-foot proposed easement and that word proposed is what is causing the issue. Selectman Bean asked Jim for his recommendation on how to remedy the situation. Jim stated that someone has to do something to create a non-issue on Fairview. It has been dig-safed, there is a gas line, and there is no way to put a pipe from one catch basin to another. There is no way to get the water into our system except for a pipe from up

above to the catch basin. Selectman Bean asked if this is a civil matter. Jim stated that right now it is an issue for the Town because of the situation it has created on the road. Selectman Goulet asked if there is an estimated cost. Jim stated that he has gotten one bid for under \$5,000. He will ask for two more bids.

Jason Menard stated that the number one concern for the Roads Committee was who owns the problem. The suggestion is to have the town reconstruct and repair the pipe, however, the land owners must agree to sign over rights and that once it is in, the homeowner is now responsible and liable to maintain it. David stated that the lawyer has concerns about fixing something on private property and if one is done, they may have to do others. Selectman Goulet stated that she would like to see all the estimates in order to make an informed decision on this. Jim stated that we would have them by the next Selectmen's meeting. Selectman Bond stated that she would like to know what the work being done is. Jim stated that a catch basin will be put in low enough in the ground with a frame and a grate. David suggested that the Selectmen should split the costs of the project with the homeowner. Selectman Bean asked again if this is civil matter. Selectman Courtemanche clarified that it is a civil matter, however, now it is starting to erode the road. David stated that residents are not supposed to impact the roads. Jason stated that they are not doing it out of malice and the existing topography of the yards is a v-ditch and it is multiple houses above leading to the water issues in this yard. Jim also stated that the town owns a lot at the top of the hill that is all wet. David asked what will be at the next meeting. Jim stated the 3 deeds, 3 project bids, and an outline of the project. Selectman Bond expressed concerns that the landowner will not clear out the catch basin and the water on the roads will remain an issue. Jason stated that the Committee was talking about enabling someone to enforce and fine people who are not maintaining items like culverts that they are deeded to maintain. Jim stated he can enforce driveway culverts and he can send letters to make them do it but anything beyond a culvert he cannot. Jim stated that if no one enforces the regulations then 10-15 years down the road it will ultimately become a town problem as the issues encroach on the town roads. Selectman Bean asked if anyone has discussed this with the neighbor above. Jim answered that he does not believe so. Selectman Bond asked if there could be a map provided at the next meeting of the drainage system in the area.

Selectman Bean provided an outline for an Economic Committee. David's suggestion was having less committee members than in the outline. Selectman Bean stated that the document was from the Town of Windham's Economic Committee and agrees that 11 members is too many. The Board thinks that 7 members is a good number. Selectman Bean suggested not necessarily having members that are residents in the Town but people that have businesses in Town in order to have a diverse group.

Selectman Crockwell made a motion that the Town will no longer use the PA-28 Inventory Form. Selectman Goulet seconded the motion. Motion passed 5-0.

The owner of the property at 212 Buck Street that was deeded by the Town in May would like to regain ownership of the property by paying all the back taxes and fees in the amount of \$2,444.39. Selectman Goulet made a motion to execute a tax deed back to Kimberly Pelkey from Concord, New Hampshire for 212 Buck Street. Selectman Bond seconded the motion. Motion passed 5-0.

Selectman Goulet made a motion to accept the manifests and abatements as presented. Selectman Bond seconded the motion. Motion passed 5-0.

Selectman Bond made a motion to approve the minutes of July 1, 2019 with the correction of the last paragraph on the page under New Business that was repeated on the top of the next page. Selectman Goulet seconded the motion. Motion passed 5-0.

VI. Town Administrator Report:

David received a letter explaining why Governor Sununu vetoed the budget and he is inviting a representative from each town to a townhall style meeting to discuss it further.

Eversource is out cutting down trees around Town and David has a map if anyone has concerns.

Witness fee payments for police officers testifying in court are no longer being reimbursed.

Cheryl Ann Williams, Wilmington Way, submitted a letter in opposition to opening 4th Range Road.

The Solid Waste Committee met with someone from Casella last week. The current contract has the Town paying \$63/ton for trash. In the next contract, the costs will likely be going up to \$100/ton. Selectman Courtemanche asked when the current contract is up. David stated that there are 3 years left on the contract. David stated that at that point in time on the CIP there will also be a new trash vehicle needed for the approximate cost of \$310,000. David stated a lot of recycling is coming in dirty and that is leading to loads being rejected and then the Towns are charged for that. The Town has been lucky and never had a load rejected. There is also the issue that with local landfills filling up, there will be larger hauling fees as loads are being transported to Massachusetts and elsewhere. The Board discussed more education for the Town on the recycling program. Selectman Bond suggested an educational tent at Old Home Day. Selectman Goulet suggested a mailing of the pamphlets.

David presented the Board with a letter from Carol Bertsimas of the Conservation Commission that she received for a request to camp at the White Sands beach area and Carol was wondering the Board thought that Memorial Field would be a more comfortable place for them and who should they contact for permission. Rose

Gilligan didn't see an issue as long as the Police were notified. An exception has been made for the scouts to camp the night before Old Home Day and the Rowing Club stays at Memorial Field with a certificate of insurance. The Police Chief stated that it is closed after hours and there's a concern of "opening pandoras box". David asked them what they would do for the bathroom at White Sands since there is a leave no trace rule. The people making the request stated that they would carry it out or bury it 200 feet from the water line. The bathrooms at Memorial Field is why Memorial Field was suggested. The Board ultimately decided that the best spot for them to camp will be White Sands.

Selectman Bond made a motion to approve the non-public minutes of July 1, 2019. Selectman Bean seconded the motion. Motion passed 5-0

Selectman Bond made a motion to release the non-public minutes of 7/6/15, 2/16/16, 6/5/17, 8/7/17, 8/21/17, 4/15/19, 5/6/19, and 7/1/19 Selectman Crockwell seconded the motion. Motion passed 5-0.

The National Guard will be taking more land for parking spots. Selectman Bean asked how many acres and David answered about \$239,500 assessed value worth.

Selectman Bond made a motion to add Bethany Chase-Reynolds to the Capital Improvement Committee, Vincent Greco as an alternate Roads Committee member, and Caitlyn Camidge as an alternate library Trustee. Selectman Bean seconded the motion. Motion passed 5-0.

VII. Committee Reports:

Selectman Bean – None

Selectman Goulet – None

Selectman Bond – Planning is working on the Master Plan, corner clearance, and finalizing commercial greenhouses and the Energy Committee is working on their CIP items.

Selectman Courtemanche - None

Selectman Crockwell – Building discussed the library roof, the doors at Waco, and the bathrooms at Memorial Field.

VIII. Other/Citizen Comment:

None

IX. Adjourn:

Motion by Selectmen Goulet, seconded by Selectmen Bond to adjourn at 8:31 PM.
Motion Passes 5-0.

Justine M. Courtemanche, 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.