

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
MAY 20, 2019 at 6:30 PM**

Present: Selectman Ann Bond, Selectmen Richard Bean, and Selectmen Michael Crockwell,
Selectman Sandy Goulet

Staff: Town Administrator David Jodoin, Recording Secretary Jillian McNeil

Excused: Chairperson Tina Courtemanche

I. Call to Order:

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

II. Citizen Comment:

None

III. Scheduled Meetings:

Chief Harold Paulsen – Vehicle Purchase

Chief Paulsen and Deputy Chief Gagnon presented the recommendation to purchase a new pumper truck and equipment. The Chief submitted specifications to three nationally known manufacturers of fire trucks and asked for bids to be returned by March 29, 2019. All three companies submitted bids. The Chief created a six page spreadsheet comparing the three proposals. He then met with each manufacturer and discussed the differences in proposals and alternatives for certain items. The manufactures then adjusted their proposals to being almost identical. Chief Paulsen gave the spreadsheet without any company names or prices to Assistant Chief Theuner, Deputy Chief Gagnon, and Captains Paulsen and Farley for their input. The unanimous decision was made to purchase the vehicle from Seagrave Fire Trucks in the amount of \$690,929. This truck will have a 30 year life span and have the lowest annual acquisition cost of \$23,031. Selectman Bean asked what the expected turnaround is. Chief Paulsen stated it will be a year before the truck is ready. The manufacturers also suggested upgrading the technology they had originally included in the specifications for the on board generator. The suggestion is to add battery technology to the truck. The Chief agreed and the proper outlets were added to the truck as well as more storage space. The Department will be submitting another proposal for up to \$10,000 in additional equipment. Selectman Crockwell asked how long Seagrave has been making the bodies of the cabs on the trucks out of Stainless. Chief Paulsen stated that Seagrave always has. They have a reputation for the strongest and safest cabs.

Selectman Goulet made a motion to purchase a new pumper tanker from Seagrave Fire Trucks in the amount of \$690,929. Selectman Crockwell seconded the motion. Motion passed 4-0.

David Jodoin asked if the Chief could coordinate with Seagrave to get a performance bond, a check could be sent in June in order to take advantage of a discount. David asked if the Department will be trading in the old truck. Chief Paulsen stated that this truck is replacing Engine 3. The plan is to keep Engine 3, which has another 15 years of life on it, in reserve.

David Jodoin asked the Chief to discuss Fireworks and how best to control them. The Chief stated that enforcement of any new firework regulations will be very difficult. The Chief stated that if you are able to buy a firework in a store in New Hampshire than it is permissible in New Hampshire. The regulations regarding fireworks has lessened over the years. Selectman Bond stated that there are also restrictions on where they can be set off. Captain Rob Farley stated that there are age restrictions and you have to be the land owner or have written permission on person while setting them off. It can be difficult to control in denser neighborhoods. Selectman Bond asked if there have been issues with fireworks starting fires. The Chief stated that there has not been any in the town and not many in the state. Captain Farley stated that the issue is injuries and in particular with re-loadable mortars that were restricted and no longer are. People are not letting them cool and as soon as they drop a new firework into them, it goes off causing injuries to faces and hands. Selectman Bond asked if fireworks are restricted to time of day like the noise ordinance. David answered that the noise ordinance is vague and regulation is an issue. No decisions were made on this issue.

Public Hearing – Union Street Parking (Lower Portion)

The Vice Chairman opened the Public Hearing at 6:46 PM.

David read emails from Fernand Poulin and Kaley St. Onge both in support of the parking ban on the north side of Union Street. Edward Sampadien owns 12-16 Union Street and submitted an email against the parking ban. He owns a 5 unit building and disallowing parking would make it difficult for the visiting nurses who care for the senior citizens in his building to find parking. It would also make it difficult for any maintenance vehicles to park and access their vehicles while performing services at the building.

Jim Boisvert, Department of Public Works, discussed the recommendation from the Roads Committee to only allow parking on the North Side.

David presented the updated town code to the Board and read a letter from Granite State Curb Setters in support of the parking ban.

No one in the audience objected to the change.

The Public Hearing closed at 6:50

Selectman Goulet made a motion to prohibit parking at all times on Union Street on the north side from Prospect to High Street. Selectman Crockwell seconded the motion. Motion passed 4-0.

IV. Old Business:

David Jodoin presented the Selectmen with the updated 2016 tax deed listings as of today. Deeding date is May 9, 2019. There will likely only be two pieces of land and a house that will receive a letter stating that on June 17th the Board of Selectmen will be executing a tax deed on the property.

David stated he spoke to Ron at Lighttech The LED fixtures have been ordered and will arrive in around 4 weeks.

Bob Bourque gave the board a list of other potential companies besides Eversource that the Town can discuss street light pole regulations with.

David discussed setting up a small committee to go over the current solid waste contract with Casella and also the current town ordinance. Selectman Goulet volunteered to be the Selectman representative on the committee. Selectman Bean volunteered to be her back up.

Selectman Bond made a request that Planning Board packet materials be scanned and made available to residents on the website.

V. New Business:

Selectman Crockwell made a motion to authorize the Town Administrator to sign the voluntary lot merger of 4 and 6 Union Street. Selectman Goulet seconded the motion. Motion passed 4-0.

David and Jim Boisvert presented the bids for the installation of equipment in a new truck at the Department of Public Works. The HP Fairfield bid comes with a 2-year guarantee. The truck will be delivered in 2020 due to a backlog in parts that are needed for the truck. Selectman Bean asked if DPW will be keeping the old truck. Jim stated that they will be keeping it. There is no trade in available for the old truck. Selectman Bond asked if there was room in the garage for the old truck. Jim answered that there was not. Selectman Goulet asked how many trucks DPW has now. Jim stated four 6-wheelers, one 10-wheeler, two 1-ton trucks, and two garbage trucks. Selectman Bond clarified that this new truck will be a 10-wheeler. Jim answered that it will be a 6-wheeler. Jim stated that if the board decides to sell the truck that is being replaced, they can put it out to bid, see what comes back, and then

make that decision. Selectman Crockwell asked what he thought the Town could potentially get for the truck. Jim said maybe \$5-7,000. Selectman Bean asked what year the truck is. Jim answered 2006. Selectman Goulet asked how many miles are on the truck. Jim stated that he isn't sure but it goes by the hours and he doesn't know the exact number of hours either but the truck is no longer under warranty. Selectman Crockwell asked for a rating on the truck from 1-10. Jim stated the truck's condition is a 5. Selectman Goulet made a motion to award the bid to HP Fairfield in the amount of \$84,700. Selectman Crockwell seconded the motion. Motion passed 4-0.

Selectman Goulet made a motion to approve the Manifest and Abatements as presented. Motion was seconded by Selectman Bond. Motion passed 4-0

The minutes of May 6, 2019 were tabled until the next meeting.

VI. Town Administrator Report:

Selectman Goulet made a motion to appoint Tim Goldthwaite to the Roads Committee as an alternate. Motion seconded by Selectman Bond. Motion passed 4-0.

David stated that the building committee met last week to discuss the air conditioning units in Town Hall. An RFP was put out and two bids came back. The Facilities Committee met and gave a recommendation to accept the bid from G&O Heating in the amount of \$31,836. The bid originally went out for a 2.5 ton mini split and the committee made the decision to change it to 3.5 ton. This may lead some additional costs for electrical work. Selectman Goulet asked why the change was made. David stated that if the meeting room was full, that was the size that would be needed in order to keep the room cool. Selectman Bond asked if the unit would also be used for heat. David stated that this is just for air conditioning. David stated that the building was originally wide open space and then the upstairs was converted to offices. Jim added that the air conditioning units are the original units from 1990 and 1991. Jim advised the Board that there will need to be a constant temperature set on the thermostats for the units to be the most efficient. Selectman Goulet asked if putting a digital code on the thermostat is possible. Doug, G&O Heating, said it is possible but was not included in the quote. Selectman Goulet asked if there is an approximate cost for the digital box. Doug stated that upgrading all the thermostats with electronic locking will likely be around \$300 a piece. Selectman Goulet asked if that could be added after the fact. Doug stated that they could be added at a later date. David asked if moving vents that are directly over desks is possible. Doug said it is but it is not included in this quote. Doug will come back to the Selectman with information regarding the moving of vents and the amount of the additional electrical work.

Selectman Goulet made a motion to approve the contract with G&O Heating and Air Conditioning in the amount of \$31,836 and to remove the funds from the town

building capital reserve fund. Selectman Bean seconded the motion. Motion passed 4-0.

Selectman Bond asked how many condensers there will be. Doug answered it will be the same as the existing set up, two in the front and one out back.

The Selectman signed the Tax Warrant.

The NPDES permit came to the Town from the EPA for the storm water permitting.

David discussed a piece of property on Borough Road close to Rt. 106 that was originally projected to be a future town landfill. Two years ago, John's Wrecker Service had expressed interest in purchasing the land to be used as a second driveway so their trucks can safely exit their property. An abutter as well as Braydin Plumbing and Heating LLC have also expressed interest. The Fire Department had previously discussed making the property a future transfer station. David reached out to Chief Paulsen and he replied that the fire department no longer has interest. David will put more information on the parcel in the packets for further discussion at the next Selectmen's meeting. Selectman Bond asked if the property is on the aquifer. David stated that it is so any development plans would have to go through the Planning Board and Zoning Board.

Bob Bourque made a suggestion to not sell the property because of the development of 4th Range Road and the fire department may need a substation for that section of town. David suggested that there is the possibility to subdivide the land and keep part of the property for any potential future town needs.

Selectman Goulet made a motion to approve the non-public minutes of May 6, 2019. Selectman Bond second the motion. Motion passed 4-0

David discussed two bids that were received on the Union Street property. Both bidders would keep the building as is and continue leasing to the current residents but differ slightly in the plans for the parking.

VII. Committee Reports:

Selectman Bean – None

Selectman Goulet - None

Selectman Bond – There was a question at Planning regarding what part of Rte. 3 is owned by the Town. David stated that in the past there had been discussions on the Roads Committee about the Town owning the Road but others felt it was owned by the state. The sidewalks are maintained by the Town but not owned by the Town. Planning would like to do a corridor study as part of the master plan discussions. The cost of the study could be from \$40,000 - \$200,000.

Liberty Gas will be at Town Hall on Thursday, May 23rd to have a meeting about the gas lines going down Donna Drive and Nadine Drive.

Selectman Crockwell – None

Jim Boisvert discussed the library roof work. The Building Committee is going to have someone go up on the roof and make sure that it is just a shingle problem and not heat problem. There is only one layer of shingles on the roof currently so if the problem is addressed quickly then they can add more shingles however, if the Town waits longer, the roof will need to be stripped which increases the costs. The Committee will have a recommendation for the CIP Committee and the Selectmen will have something in their packets for the next meeting.

VIII. Other/Citizen Comment:

Bob Bourque discussed the logging on Wilkins Ave. He expressed concerns about the storm water run-off for the properties below the property that is proposed to be logged. Bob would like to know if the Town requires the developer to do any storm water mitigation best practices. Selectman Bond asked if that property is part of the MS4. David stated that they are. This is the same developer that is working on the piece of property on Rte. 3 across from Langs. Jim Boisvert stated that the developer is currently using storm water best management practices on the Rte. 3 property. Once the developer files an intent to cut on Wilkins Ave, a decision will have to be made within 15 days. Forestry will monitor what he is taking off the property.

IX. Non-Public Session:

Motion by Selectman Goulet to enter non-public session in accordance with RSA 91-A:3 II (D). Consideration of the acquisition or sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. Seconded by Selectman Bean at 8:06 PM.

Roll Call Vote:

Selectman Bean
Selectman Goulet
Selectman Bond
Selectman Crockwell

The Board came out of non-public session at 8:31 PM.

The Board discussed in great detail the two options that were before them.

One offer of \$155,000 was presented from Gerald McCarthy and the other offer came from Joan Bussiere for \$150,000.

D. Jodoin read an email from Joan Bussiere explaining what her intent was with the Building. The Board also reviewed communication regarding Mr. McCarthy's intent. Both individuals stated that they wished to keep the integrity of the building and to continue with the leasing of the property,

D. Jodoin stated that the Sewer Commission is meeting tonight to discuss the building and whether or not they wanted to make a counter offer. The Board discussed in great detail the vote at Town meeting and the wish of the voters. The Board felt that it was clear that the voters did not want the Town to be in the rental or commercial business and that they wanted the building sold and on the tax rolls. Having the sewer take over the building would be contrary to the wishes of the voters.

Selectmen Goulet made a motion to accept the offer of \$155,000 from Mr. McCarthy for the property located at 4 Union Street and to allow the Town Administrator to sign the purchase and sales agreement, seconded by Selectmen Bond.

Vote 3 yes 1 abstention (Selectmen Crockwell)

D. Jodoin stated that he would communicate the decision to both the Sewer Department and the Realtor

X. Adjourn:

Motion by Selectmen Goulet to adjourn at 8:37 PM, seconded by Selectmen Crockwell. Motion passed 4-0.

Ann Bond, Vice 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.