

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
SEPTEMBER 16, 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 6:30 pm.

II. Citizen Comment:

None

III. Scheduled Meetings:

Public Hearing – Chapter 155 Cemeteries

Ellen Paulsen, Chair, and James Garvin, Treasurer, of the Cemetery Commission presented updates to Chapter 155 of the Town Code, Pembroke Cemetery Ordinances. The last time the code was updated was in 1985.

Selectman Courtemanche opened the public hearing at 6:32 pm.

There being no citizen comments, Selectman Courtemanche closed the public hearing at 6:33 pm.

Selectman Goulet made a motion to accept the Cemetery Ordinance as presented. Selectman Bean seconded the motion. Motion passed 5-0.

National Guard – Riverwood Drive Property

Adjutant General, Major General David Mikolaities and Construction Facility Management Officer, Major Paige Kamal for the New Hampshire Army National Guard presented their plans to purchase the 5-acre parcel at 720 Riverwood Drive adjacent to their current property and would like to discuss any concerns the Select Board may have. On Wednesday, September 18th the Governor and Executive Council are considering the purchase of the property. The National Guard currently owns 200 acres with a large portion being under current environmental restrictions. There is a new armory currently being built and 2 of the newly acquired 5 acres

would be used for a parking lot and the remainder would be left as woods to prevent encroachment and keep a buffer between their facilities and the other businesses on the road. Due to the environmental restrictions, Major General Mikolaities does not foresee any major future development of their property. Selectman Bond asked if they think there will be a need for more land in the future. Major General Mikolaities stated that every 5 years they will reassess their needs but right now, he cannot foresee any more major needs. Selectman Courtemanche expressed concerns for the amount of land the National Guard is taking off the tax roles in the Town's commercial district. Selectman Bean stated that the Town should be able to use the buildings and asked if going forward that will be that be allowed. Major General Mikolaities stated that he knows in the past all requests have been denied but going forward they are going to work with the Town more. The track and trail system are available for use by sports teams as long as there isn't a training scheduled. David also clarified that the facilities cannot be used for any political use. Major General Mikolaities stated that they have a small auditorium that sits about 140 people and a multi-purpose room that can fit 300-400 people. Major Kamal stated that there are also smaller classrooms available that fit approximately 40 people and that all the rooms and facilities available are fully audio visual integrated. Major Kamal and Major General Mikolaities offered tours of the facilities for anyone on the Board who is interested. Selectman Bond asked if the Town is able to get any dirt for Recreation. Major Kamal stated that she is aware that they are looking for fill but it is not clean fill that they have available. Selectman Goulet asked when they were planning to break ground on the parking lot. Major General Mikolaities stated that it will likely be a year or two.

IV. Old Business:

David stated that the arm at Church Street has been put up. The end of the month Ron from Lightec will be in to do a final sweep with the LED lights.

David shared that information on the drainage problem at Broadway and Fairview is at the Town Attorney's office for review. They are pulling more deeds to look at the language surrounding the easements. Robert and Kimberly Malo, 82 Broadway St, stated that just recently learned that the Selectmen were discussing this issue. David gave them a brief synopsis of what has happened thus far, the problems they've encountered, and the advice they have received from legal counsel to not touch the property until the review is complete. Robert asked if they are being held responsible for the water and the pipe. David stated that the language is vague and that is why the town attorney is involved. Robert has no problem fixing the pipe; however, the access easement prevents him from doing so. David stated that they are trying to figure out where the water is coming from and also how to tie the pipe into the current catch basin. Robert and Kimberly are concerned that the issue will not be resolved before winter. The Town will be contacting the owner of the property below the Malo's. David will contact Robert and Kimberly as soon as he knows what the next steps are after talking to the lawyer and the abutters.

David stated that Steve Boucher, Jason Mayeu, Matt Roan, Janna Culberson, and Bob Cavanaugh have all agreed to be on the Economic Development Committee. It looks like Wednesdays are good for meetings nights and the Selectman rep would serve as an Ex-Officio.

David stated that the new owners of 4 Union Street wanted the stickers off the walls of the second floor, a wall repaired, and the brush outside cleaned up. These items have been completed. They also want some shrubs on the property removed and Public Works will take care of those. David suggested seeing if the proposed owner would be willing to touch up and paint the walls and perhaps made a counter offer on the property.

V. New Business:

Selectman Goulet made a motion to award the 2019 Winter Sand Bid to F.L. Merrill in the amount of \$8.48 per ton delivered and \$5.73 per ton picked up. Selectman Crockwell seconded the motion. Motion passed 5-0.

Selectman Goulet made a motion to re-appoint Vincent Greco as the Town Health Officer. Selectman Bean seconded the motion. Motion passed 5-0.

The budget discussion was tabled until the next meeting.

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

Selectman Goulet made a motion to accept the minutes of August 19, 2019 as presented. Selectman Bond seconded the motion. Motion passed 5-0.

Selectman Goulet made a motion to accept the minutes of September 3, 2019 as presented. Selectman Crockwell seconded the motion. Motion passed 5-0.

Selectman Goulet made a motion to accept the non-public minutes of August 19, 2019 as presented. Selectman Bond seconded the motion. Motion passed 5-0.

VI. Town Administrator Report:

The Town received Prime3 rating from Primex again.

David reviewed the mail that was received with the Selectmen.

David stated that The Amoskeag Rowing Club Annual Regatta will be held October 13th at Memorial Field. Selectman Goulet expressed concerns from the club for parking now that Village School has been sold.

Diane Schuett sent a letter regarding elderly exemptions and the need for a review. They were last looked at in 2005. David will get a packet together for the Selectman to review at the next meeting.

Councilor Gatsas sent a letter for a transportation program to the Selectman and invited them to join a meeting.

VII. Committee Reports:

Selectman Bean – None

Selectman Goulet – At CIP, Gene Gauss from the School Board stated that they sold the Village School and they are hoping to close in two weeks.

Selectman Bond –Energy Committee met and discussed future projects. The Committee would like to conduct energy audits on all town buildings. David suggested checking with the utility companies to do the audits because they may do them for free. The Committee would also like input on large town purchases such as vehicles to look for energy efficiencies. Selectmen Bond also attended a CNHRP meeting where they went over the 10-year plan for public roads. They want to widen 93 from 89 to exit 15 or 16 around year 2027 and widen Manchester Street by 2023. Planning Board had a work session and finalized 15-foot corner clearances, greenhouses, and are still working on dead ends, hammer heads and cul de sacs. They would like input from Police Fire and the School District for those. Bob Bourque suggested using aluminum poles in the street light policy.

Selectman Courtemanche - None

Selectman Crockwell – Conservation Commission discussed bio solids on the Hillman Property, Poirier Property needs the property lines marked, the pond on Academy Road will be renamed Heiser Pond, the no trespassing signs still need to be taken down on the Heiser property, and there will be recycling informational boards made that can be moved around. They will do a warrant article on the 6th Range Road parcel and for renaming Heiser Pond.

VIII. Other/Citizen Comment:

Police Chief Gilman stated concerns for parking for the Regatta if Village School is sold and that parking is no longer available. Josh Coughlin, Facilities Manager SAU 53, stated that he will not allow parking while the building is in transition. The rowing club is not interested in having spectators parking at the high school and being bused to the field. This will likely lead to a lot of parking related issues in the Village on the day of the Regatta.

IX. Non-Public Session

Selectman Goulet made a motion to go into non-Public Session in Accordance with 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 at 7:28 pm. Selectman Bean seconded the motion.

Roll Call Vote:

Selectman Bean	YES
Selectman Goulet	YES
Selectman Bond	YES
Selectman Crockwell	YES
Selectman Courtemanche	YES

The Board came out of non public session at 8:10 PM.

Motion by Selectmen Goulet, seconded by Selectmen Bond to promote Detective Mike Foster to the position of Detective Sgt. with a rate of pay to be \$29 per hour. Vote unanimous.

Selectmen Goulet made a motion to go into Non-Public Session in Accordance with RSA 91-A:3 II © Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such a person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Selectmen Bond seconded

Roll Call Vote:

Selectman Bean	YES
Selectman Goulet	YES
Selectman Bond	YES
Selectman Crockwell	YES
Selectman Courtemanche	YES

The Board came out of non-public session at 8:30 PM

The Board reviewed some of the smaller budgets and will meet again on September 23rd at 6:30 PM to review Ambulance, Fire and Police.

X. Adjourn:

Motion by Selectmen Bond, seconded by Selectmen Goulet to adjourn at 8:53 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.