

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
AUGUST 3, 2020 at 6:30 PM**

Present: Chairman Ann Bond, Selectmen Richard Bean, Selectman Karen Yeaton

Staff: Town Administrator David Jodoin

Excused: Selectman Sandy Goulet, Selectman Mike Crockwell

I. Call to Order:

Selectman Bond called the meeting to order at 6:30 pm.

II. Citizen Comment:

None

III. Scheduled Meetings:

Chief Gilman – Equipment Purchases

Chief Dwayne Gilman explained that the Police Department is looking to outfit two new police cruisers. They received three quotes, one from New England Vehicle Outfitters (NEVO) of Newington, one from Ossipee Mountain Electronics out of Meredith, and a third from Global Public Safety in Massachusetts. While Global Public Safety may have the most inexpensive quote, they are the furthest and they will need to make multiple trips down and back which will eat into any savings. The main difference between the other two quotes is labor hours which varies \$1,000. NEVO's quote for the first cruiser will cost \$10,857 and the second cruiser will cost \$7,532. The second cruiser is already in progress with NEVO which is why it will cost is slightly less. It will take a week to do each car. Whichever car is not at NEVO, will be getting wrapped with graphics and then they will swap. They do not have the cruisers yet but they have been given VIN numbers. The cruisers that are being replaced will be used at Public Works. The cars currently at public works will go to auction.

Selectman Yeaton asked what happens to the interior equipment once the old cruisers are given to DPW. Chief Gilman explains that they take as much as they can out but this time around the new cruiser are being fully outfitted. The cruisers heading to DPW will be set up for DPW and will have the benefit of lights on the cars which are typically parked on the side of the road.

Selectman Yeaton made a motion to accept the bid from NEVO in the amount of \$18,389 for outfitting the two police cruisers scheduled to be delivered in September. Selectman Bean seconded the motion. Motion passed 3-0.

William Evans – Request to open a portion of a Class VI Roadway (Upper Beacon Hill)

Bill explained that the project was put on hold due to a changing Select Board and the Corona Virus. Bill began presenting this project to the Selectman last November. He is requesting to open approximately 800 feet of Beacon Hill Road for a development of age restricted housing. The Technical Review Committee (TRC) has stated that if this development goes in, they would like to see the road opened all the way to Route 3. Bill stated that it does not make a difference to his project whether or not they open the road. The original plan was asking for 300 feet but the TRC would like to expand it to 800 feet. Selectman Bean expressed concerns for the width of the road on Lower Beacon. Bill stated that if they needed to widen the road, they will. Selectman Yeaton asked what the plan would be if the road was not opened. Bill stated that he can make the project by making a hammerhead at the end of Upper Beacon Road or making it like a typical development with a circle on his property. Bill is working the New Hampshire Housing Finance Authority on this development. 90% of the people who reside in the buildings will be retired with an average age of 71-72. Selectman Bond asked what the maximum income level will be. Bill stated that he is not sure but he will find out. David explained that there was concerns for additional vehicle traffic but the majority of the residents will not be working and will not be adding much to commuter traffic. Selectman Yeaton asked if there is a scenario where the age restriction could change in the future. David stated he believes the time frame is 99 years before it could potentially be changed. Selectman Bean asked how many apartments there will be. Bill stated that there will be approximately 102 units. Bill explained that he would like to keep the bulk of the land in its natural state and available for residents as it abuts already existing conservation land. Bill encouraged the Board to look at the other properties that have been built in Southern New Hampshire. Selectman Yeaton asked for the plans with utilities. Bill explained that he has applied for a sewer connection but has not heard back. David stated that the Inter-Municipal Agreement with Allenstown is still open and has not been finalized. All utilities would be maintained by them and not the town. Selectman Yeaton asked if David knows the value it would add to the town in the form of tax revenue. David answered that he is not sure but it will likely be comparable to Associated Grocers. It depends on the end value. Bills stated that it will be comparable to the Clough Project in Salem.

David explained that the next step is to get all the plans to the different departments and get their feedback and they need to get information to abutters. Bill stated he needs to know from the Town if they would be willing to open the road and consider the project before they spend money on drainage designs, sewer designs, engineering, and items like that. David asked if there are any wetlands delineations. Bill stated that he does have that information.

Selectman Yeaton asked what the car numbers would be associated with each unit. Bill answered that he is not exactly sure but each unit will have one dedicated space and there will be guest spaces. Selectman Bean asked how many bedrooms. Bill answered they will be a mix of 1 and 2. David explained that they will be required to do a traffic study by both the Town and the State of New Hampshire since Route 3 is a state roadway.

Selectman Yeaton asked what the burden to the town would be. Bill answered it would be emergency services but does not have the numbers as to what the average cost is. He will get the numbers for the Board based on the other projects in New Hampshire.

Selectman Bean shared reservations about opening Lower Beacon Road and suggested putting a gate at the bottom so residents from other parts of Fourth Range would be discouraged from using. Selectman Bond stated that the Planning Board would not allow a gate. David stated that they cannot gate a town road or land lock people on a class VI road.

Selectman Yeaton made a motion to accept the layout petition as presented. Selectman Bond seconded the motion. Motion passed 2-1.

IV. Old Business:

None

V. New Business:

Potential COVID Expenses

David stated that the towns that have ordered hydrostatic spray disinfectant units have not received funding reimbursements. They are now on back order. David is looking for a back pack unit for town hall and a unit for the ambulance. Multiple departments could use the back pack unit for their buildings. The School District just received their backpack unit and the order was placed in April. Selectman Bond asked about potential allergies to the chemicals. David stated he isn't sure how that would work so they plan to have it sprayed before anyone comes in for the day. Selectman Yeaton asked if there is a special license for it. David answered that there is not.

CARES Act funding was extended. It was originally sun setting in August. There is also grant money available for the Community Action Program for residents who are in need of items such as heat over the winter, rental assistance etc.

David explained that for Election Day, they will order masks, directional stickers, and extra barriers available and he will submit for reimbursement from the CARES

Act. They have discussed breaking up the list further so they check in lines are shorter. Selectman Bond stated that the Boy Scouts have offered to assist. Selectman Yeaton stated that the Supervisors of the Checklist suggested ordering large amount of writing instruments so people do not have to re-use. There are currently mail-in voting ballots available at Town Hall.

Selectman Yeaton asked if they have a line item for employee time spent cleaning or doing other COVID related jobs. David stated that if they needed to hire another janitor for cleaning that would be used as an expense to seek reimbursement for.

The Town has received its first batch of reimbursements back. June/July reimbursements have been submitted but likely will not come in until the middle August

They have been discussing updating the air system for Town Hall. They looked at retrofitting all town buildings with IWave air purifiers and Sloan touchless faucet systems on all sinks. The costs would be submitted for COVID reimbursements. The Town has \$167,000 allocated for CARES Act reimbursements from the State. So far, they have only submitted around \$15,000. Selectman Yeaton asked if the cost per faucet includes the installation. David stated that it includes faucet, installation, the retrofitting, changeover of lines, and an additional extended warranty.

Selectman Bean made a motion to authorize the town administrator to proceed with the contract with G&O heating for the items submitted. Selectman Bond seconded the motion. Motion passed 3-0.

Manifests/Abatements

Selectman Yeaton made a motion to approve the manifests and abatements as presented. Selectman Bond seconded the motion. Motion passed 3-0.

Minutes 7/20/20; 7/23/20; 7/27/20; 7/29/20 Non-Public 7/20/20; 7/23/20; 7/27/20; 7/29/20

Selectman Bean made a motion to approve the minutes of July 20, 23, 27, and 29, 2020 as presented. Selectman Bond seconded the motion. Motion passed 3-0.

Selectman Yeaton made a motion to approve the non-public minutes of July 20, 23, 27, and 29, 2020 as presented. Selectman Bond seconded the motion. Motion passed 3-0. Selectman Yeaton abstained from July 27, 2020.

VI. Town Administrator Report:

Mr. Mrazik submitted a letter regarding the San-Ken Homes development.

Public Works is cleaning the catch basins in preparation of the storms.

CIP begins this Wednesday and will be meeting at the Safety Center to discuss the Police Department Requests and then moving to the tennis courts at Pembroke Academy and then moving down to Memorial Field for the Recreation Commission. The following meeting will be at Public Works and then the School District the week after that.

The Solid Waste Committee is meeting on the 19th with a rep from Casella.

The audit is being worked on remotely and is going well thus far.

VII. Committee Reports:

Selectman Yeaton – None.

Selectman Bean – Planning Board continued San-Ken. The hydrogeology study was done but the report came in late and San-Ken did not have the ability to read and prepare a rebuttal. The lot line adjustment for the Whittemore property was approved. NE Flower Farms was granted an extension until next year.

Selectman Bond – None.

VIII. Other/Citizen Comment:

None.

IX. Non-Public Session

Motion by Selectman Bond to enter non-public session in accordance with RSA 91-A:2 I (a) Seconded by Selectman Bean at 8:22pm.

Roll Call Vote:

Selectman Yeaton	Yes
Selectman Bond	Yes
Chairman Bean	Yes

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

X. Adjourn:

Motion by Selectman Bean, seconded by Selectmen Bond to adjourn at 8:31 PM.
Motion Passes 3-0.

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Ann Bond, 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.