

**BOARD OF SELECTMEN  
TOWN OF PEMBROKE, NH  
AUGUST 17, 2020 at 6:30 PM**

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

Staff: Town Administrator David Jodoin

Excused: Selectman Mike Crockwell

**I. Call to Order:**

Selectman Bond called the meeting to order at 6:32 pm.

**II. Citizen Comment:**

None

**III. Scheduled Meetings:**

None

**IV. Old Business:**

Authorization for Town Administrator to Sign Documents

Selectman Goulet made a motion to Authorize the Town Administrator, on behalf of the Selectmen, to sign all necessary documents pertaining to the transfer of the Whittemore parcel tax map 565-59. Selectman Yeaton seconded the motion. Motion passed 4-0.

Selectman Bean stated they had a site walk with the Conservation Commission on the 1100 feet of river front property. People have been using the back part of the property to dump trash and mattresses and people have been stealing corn from the property. Selectman Bond asked if there are any fees for transferring the title. David answered that Conservation is paying any fees. Selectman Bond asked if there is any cost for the purchase of the property. David answered that it is a donation of land to the town.

## **V. New Business:**

### Update on CARES ACT Funding

David explained that the Town was told that CARES Act funding was not to be used for salaries. In July, they reversed that decision somewhat and said that they can consider payroll for emergency service providers. The Town has submitted and received funds for the first two rounds of reimbursement. The next batch to be submitted will be for July and August which will include the air conditioning purifying system and touchless faucets. If everything for emergency services payroll from March until present is submitted, that will deplete the remaining available funds for the town. This may mean purchases will be paid for out of the Town Building Fund. David spoke with the provider of the sanitization system units and they are on back order. They cost about \$2,500 apiece. The plan would be for the Police Department to have one designated for them, the ambulance have one designated to them, one at town hall for town buildings, and one at public works, costing \$10,000 in total plus the cleaning solution. The company shared other in-stock units but the costs for these other units is unknown as of now. The desired units are back ordered until the end of September.

Selectman Goulet made a motion to approve the purchase of at least 4 decontamination systems and chemicals with a sum not to exceed \$20,000. Selectman Yeaton seconded the motion. Motion passed 4-0.

Right now, the Town is looking for part time employees at solid waste and part time janitorial staff for town hall and the library.

### Manifests/Abatements

Selectman Goulet made a motion to approve the manifests and abatements as presented. Selectman Bond seconded the motion. Motion passed 4-0.

### Minutes 8/3/20

Selectman Bean made a motion to approve the minutes of August 3, 2020 as presented. Selectman Yeaton seconded the motion. Motion passed 3-0. Selectman Goulet abstained.

## **VI. Town Administrator Report:**

The bids for the Buck Street culverts came in high and were re-bid looking for completion date of Nov. 1.

David sent an email to NHMA asking if they have had discussions surrounding the process be for the Town and School District Meetings in March. They responded that they have authorized drive through voting into 2021, however this will not work

for us since we will be in March and the winter will be a big problem. They are figuring out what to do with the public hearing portion of the process. Supplies for the voting in September have begun coming in. Selectman Yeaton shared that they have an election planning meeting Thursday with the Town Moderator, Town Clerk, and Supervisors of the Checklist

Littlefield condominiums will be meeting with people who want to purchase the available land across from Pembroke Academy to put in a solar farm rather than a housing development. They will be meeting at the Town Hall on August 27th.

## **VII. Committee Reports:**

Selectman Yeaton – Roads Committee met August 4<sup>th</sup> with Mr. Hall to discuss his concerns for the drainage on Hillcrest Ave. VJ went out to look at the problem to see if there are any temporary fixes that can be done but it will need to be worked into the roads 10-year plan. Last estimate for the drainage came in around \$65,000. The committee discussed an increase in next year's roads budget of \$140,000 to help them bring the 10-year plan a little more up to date. Roads met with CIP last week to discuss the increase. Evergreen Cemetery paving costs came in around \$18,000 which is well under the estimated \$35,000. In CIP, they had a request to fix the gates at Evergreen Cemetery but because a law requiring gates to be around cemeteries was repealed, they decided to take that project out of CIP and not replace them. They received two bids on the Buck Street culvert so they changed the due date to Nov `1<sup>st</sup> and it will be put back out to bid.

CIP met August 5<sup>th</sup> to go over the Police Department requests. They are requesting funds to purchase tasers and body cameras. They also met with Recreation and looked at the tennis courts and those will be either resurfaced or crack sealed. Selectman Bond asked if the courts are being replaced, could they be relocated to Memorial Field. Selectman Goulet responded that because it was paid for by a grant to the Town, the Town is responsible for the maintenance of it but it was put in between schools because of land availability. They have clubs and teams that use the courts and no way to bus the kids down to Memorial Field. David stated that the company who gave the quotes indicated that the courts still have a useful life of about 10 years on them. The School District did some work filling in the cracks last year to help prolong it. Selectman Yeaton stated the Recreation Committee is still looking to replace the bathrooms at Memorial Field and asking for \$10,000 a year to be put into a fund for a new roof on the stage and also looking to complete baseball field renovations. August 12<sup>th</sup> CIP met at Public Works. They are looking to replace the F550 1-ton truck, they discussed the replacement of the trash truck contingent on the decisions about the solid waste contract and privatization. The southwest corner of the public works garage needs to be shored up, they need to put weather stripping on the service doors, and there is also an issue with the roof. Primex made a suggestion for sprinkler systems in the garage. The library roof deterioration is also

on the list to be addressed. The committee then discussed the additional funds for the roads committee. The next meeting is August 26<sup>th</sup> with the school in the Pembroke Academy cafeteria.

Selectman Bean – The Solid Waste Advisory Committee is meeting with Dave Allen from Casella on Wednesday, August 19<sup>th</sup>. Recreation met to discuss the courts and will be meeting tomorrow to discuss future projects further.

Selectman Bond – Planning Board is meeting on August 25<sup>th</sup> at the Pembroke Academy Cafeteria at 6:30 with San-Ken.

Selectman Goulet – None.

**VIII. Other/Citizen Comment:**

None.

**IX. Non-Public Session**

Motion by Selectman Goulet to enter non-public session in accordance with RSA 91-A:3 II (c) Matters of which, if discussed in public, would likely effect the reputation of any person, other than a members of the public body itself, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver fee, fine, or other levy, if based on inability to pay or poverty of applicant. Seconded by Selectman Yeaton at 7:15pm.

Roll Call Vote:

Selectman Yeaton	Yes
Selectman Bean	Yes
Chairman Bond	Yes
Selectman Goulet	Yes

The Board came out of non-public session at 9:18 PM

**X. Adjourn:**

Motion by Selectman Yeaton, seconded by Selectmen Goulet to adjourn at 9:19 PM.  
Motion Passes 4-0.

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Ann Bond, Chairman

For more detailed information, the meetings are now taped and can be seen on [www.townhallstreams.com](http://www.townhallstreams.com) click on Pembroke NH and look for the day of the meeting under the month.