

**MINUTES  
BOARD OF SELECTMEN  
TOWN OF PEMBROKE, NH  
October 26, 2009 at 6:30 PM**

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**Present:** Chairman Fred Kline; Selectman Cindy Lewis; Selectman Larry Preston;  
Selectman Tina Courtemanche

**Staff:** David Jodoin, Town Administrator

**Excused:** David Sheldon

**1. CALL TO ORDER**

Selectman Lewis called the meeting to order at 6:30 PM.

- 2. NON PUBLIC SESSION - RSA 91-A:3 II (c)** 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 person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

**Action:** Selectman Lewis moved and seconded by Selectman Preston to enter into non-public session in accordance with RSA 91-A:3 II (c) at 6:30 PM.

Roll Call Vote:

Selectman Cindy Lewis (yes)

Selectman Larry Preston (yes)

Selectman Tina Courtemanche (yes)

Vote: Unanimous

*Chairman Kline arrived at 6:45 PM.*

The Selectmen came out of non-public session at 7:42 PM.

**3. BUDGET WORKSHOP**

The Selectmen reviewed a summary of the Towns Operational Budget which includes the 2010 estimated tax rate and estimated tax on departmental costs. Mr. Jodoin indicated that the Budget Committee has requested they receive this summary by November 13<sup>th</sup> for review.

The total estimated tax expense for 2010 is \$5.9 million which is a decrease from last year's budget of \$7.3 million. This decrease is large in part due to fewer items for capital improvements, capital outlays and fewer transfers. The town operational budget for 2010 is estimated at \$4.53 million which has decreased from last year's budget of \$4.79 million.

The Selectmen discussed several items within the budget and agreed to postpone acceptance until the next Board of Selectman meeting scheduled for November 2, 2009 in order for them to review the proposal in more detail. Mr. Jodoin will add this item to the agenda.

There was a brief discussion regarding the height of the manhole covers on Broadway. Mr. Jodoin will obtain more information from Sewer and Public Works.

School trash pick up by the town was discussed. It is unclear how they are being billed. Mr. Jodoin will follow up with Public Works.

*Rose Galligan, Recreation Committee Chair, entered the meeting.*

The Selectmen reviewed a detailed listing of Recreation's 2008/2009 budget to determine if mowing should be contracted out. An updated bid was received from BMC Contractors for mowing and tree trimming in the amount of \$12,000 from April through October. Currently, Recreation's budget includes \$8,000 for maintenance at Memorial Field but it is unclear what maintenance is included. Ms. Galligan explained that several items are included such as mowing, tree trimming, trash pick up, restroom cleaning, and several miscellaneous items but she is unable to estimate how much just the mowing costs. Equipment and other costs associated with mowing including fuel and vehicle maintenance was discussed. It was suggested that pricing be obtained for alternative mowers. Ms. Galligan will forward the information to Mr. Jodoin on the current mower bid and he will then follow up on obtaining additional pricing.

The final assessment report will be available in the Selectmen's packets for review at the next meeting. The assessment for the gravel pits is being reviewed.

Mr. Jodoin will be mailing letters to the abutters regarding the Buck St. Dam instead of post cards.

#### **4. ADJOURNMENT**

**Action:** Selectman Preston moved to adjourn the meeting at 9:10 PM. Selectman Courtemanche seconded. Motion passed 4-0.

Accepted by the Board of Selectmen

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Fred Kline, Chair