

**MINUTES  
BOARD OF SELECTMEN  
TOWN OF PEMBROKE, NH  
Monday, January 5, 2009 at 6:30 PM**

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

**Excused:** Selectman David Sheldon

**Staff:** David Jodoin, Town Administrator

**1. CALL TO ORDER**

Chairman Kline called the meeting to order at 6:30 PM.

**2. ACKNOWLEDGEMENT**

Chairman Kline read into the record, a letter from the Selectmen and Muriel Previe, Welfare Director, acknowledging Annie Lemoine for several years of dedication and tireless efforts directing traffic during the distribution of Holiday Food Baskets. Miss Lemoine was presented with a certificate and pictures were taken.

**3. MEETINGS**

**Representative Candace White-Bouchard – Proposed National Guard Facility**

Chairman Kline began by thanking Representative Bouchard for attending the meeting and reminded all those present that this meeting is not a public hearing and all comments should be held until the Citizen's Comment portion of the meeting. He further stated that any differences that the Town may have regarding this project should not be taken to reflect the Town's respect for the National Guard and what they do for our Country.

Representative Bouchard gave a timeline of previous actions as it pertains to the proposed facility stating that she received the budget on March 6, 2007, a public hearing was held on March 14, 2007 which passed the House and went onto the Senate, a public hearing was held on April 24, 2007 and the Bill was signed on July 1, 2007. She stated it is her understanding that Oak Point Association, working on behalf of the National Guard, spoke with the Pembroke Town Planner regarding sewerage on November 6, 2006 and the National Guard spoke with the Pembroke Town Planner on November 27, 2006. Additionally, she is unsure if this project will appear in the Capital Budget however if it does, the House will receive it by February 15, 2009.

Selectman Preston stated that the Pembroke Board of Selectmen was not aware of this project until January, 2008. Chairman Kline then gave a brief summary of the Board's concerns regarding the proposed facility including the commercial value of the land. He explained that several years of planning and development have gone into the commercial district along RT 106 and this project would significantly decrease the amount of developable commercial property in Pembroke.

Chairman Kline indicated that the Town is not opposed to the National Guard building their facility in Pembroke but perhaps another location in Pembroke could be more advantageous to both parties. The budget and funding for the project was briefly discussed.

Chairman Kline invited Pembroke Water Works and Pembroke Sewer Department to join the meeting. Selectman Preston stated that these two departments are separate entities from the Town of Pembroke.

Chris Culberson and Norm Provencher, Pembroke Water Works, were present and gave a brief history on their concerns on the intended use of the land and the actions they have taken. Mr. Culberson explained that after correspondence with the National Guard, they were informed that the items Pembroke Water Works were most concerned with will be removed from the National Guard's Draft Environmental Assessment. He also informed the Board that a meeting with the DES, EPA, and The National Guard will be held on January 28<sup>th</sup> or 29<sup>th</sup> and anyone who would like to voice their concerns are invited to attend. Water quality on the property was briefly discussed.

Paulette Malo, Pembroke Sewer Department, was present and stated that this project would require 75% of the remaining capacity for Pembroke's sewerage.

Representative Bouchard suggested that the Selectmen attend future public hearings pertaining to this project. Additionally, she stated that she will contact the Board if the project appears in the Capital Budget and will keep them informed of future public hearing dates. Chairman Kline asked, and Representative Bouchard confirmed, that any person can attend the public hearings and will be allowed to speak their concerns.

Chairman Kline opened the meeting to public comments.

Joe McFarland asked for clarification on the amount of water that would be used for the project. Mr. Culberson gave a brief review.

Ayn Whytemare, 730 Borough Road, member of the Conservation Commission, stated that her father is the current owner of the land and feels that this project is one of the best available uses for the land and would greatly benefit the Town of Pembroke.

#### **4. CITIZEN'S COMMENT**

None

#### **5. OLD BUSINESS**

##### **Review proposed 2009 Warrant Articles**

Jim Boisvert, Director, Public Works and Sally Hyland, Chair, Solid Waste Committee, were present for discussion on the Warrant Articles pertaining to the recycling project.

Warrant Articles 6, 7 and 8 were discussed in detail with the following actions taken:

**Action:** Selectman Lewis moved to change the current amount in Article 6 from \$257,631 to “for a sum not to exceed \$260,000”. Selectman Preston seconded. Motion passed 4-0.

**Action:** Selectman Lewis moved to change the current amount in Article 7 from \$251,900 to “for a sum not to exceed \$252,000”. Selectman Courtemanche seconded. Motion passed 4-0.

Storage and assembly of the trash/recycling carts was discussed.

Selectman Lewis stated that the two current trash vehicles have been evaluated and it was determined that the Peterbilt would be the best choice to refurbish. Chairman Kline stated that, should this be approved at Town Meeting, the issue of this truck being a standard shift will need to be addressed as not all employees can operate it.

**Action:** Selectman Lewis moved to change the current amount in Article 8 from \$99,053 to “for a sum not to exceed \$100,000” and add “to refurbish the existing 1998 Peterbilt trash vehicle”. Selectman Preston seconded. Motion passed 4-0.

Mr. Jodoin will make the appropriate updates based on the above actions.

The need for an ordinance requiring that recycling is mandatory was discussed. Ms. Hyland stated that an ordinance is currently being prepared. It was suggested that this ordinance be voted on at Town Meeting versus Voting Day. Mr. Jodoin will follow up on voting procedures and report back to the Board.

Selectman Lewis stated that should the Town be required to use Casella Waste Systems for recyclables until the Concord Cooperative is operating, a written agreement should be prepared.

### **Finalize Auditors Questionnaire**

Postponed

### **Encumbrances/Year End Contracts**

After speaking with the Town’s engineers, it was determined that the Town still had several outstanding contracts that were not noted at the previous meeting. Mr. Jodoin reviewed the following year-end contracts: RD Edmonds, Phase I of the landfill closure totaling \$8,875; KV Partners for final review of all documents and review; potential payments due to Stantec. The total for these items is \$16,000 and Mr. Jodoin recommended that this amount be encumbered into 2009. Mr. Jodoin further recommended that funds for Phase 2 of the landfill closure, with proof of the final closure for paving totaling \$24,500, also be encumbered. KV Partners has a Ground Water Permit which has a balance due of \$3,340.12 as well as a contract for \$44,200 of which the town has spent \$15,934 leaving a balance of \$28,265 for the Broadway Reconstruction Project.

**Action:** Selectman Lewis moved to approve encumbering a total of \$16,000 for the payment of existing contracts with RD Edmonds, KV Partners and possibly Stantec for the completion of Phase I of the landfill closure. Selectman Courtemanche seconded. Motion passed 4-0.

**Action:** Selectman Lewis moved to approve encumbering a total of \$24,500 for Phase 2 of the landfill closure (paving) with the contingency that no monies are spent without prior approval from the Board of Selectmen. Selectman Courtemanche seconded. Motion passed 4-0.

**Action:** Selectman Preston moved to approve encumbering a total of \$3,340.12 for payment to KV Partners for the Ground Water Permit. Selectman Lewis seconded. Motion passed 4-0.

It was decided that the remaining balance of \$28,265 for engineering services for the Broadway Reconstruction Project will not be encumbered.

The match for the FEMA Grant for North Pembroke Road was discussed as it pertains to the amount that should be encumbered into 2009.

## 6. NEW BUSINESS

### Town Administrator's Report

The Slope and Drainage Easement for Grace Capital Church was reviewed. Mr. Jodoin asked if the Board wished to release the easement.

**Action:** Selectman Lewis moved to approve the Slope and Drainage Easement for Grace Capital Church. Selectman Preston seconded. Motion passed 4-0.

A shortage of personnel in the Public Works Department due to an employee absence was discussed. Mr. Jodoin stated that he has a potential candidate to fill a part-time/as-needed janitorial position.

**Action:** Selectman Lewis moved to authorize Mr. Jodoin to move forward with the hiring process for the part-time/as-needed candidate for Public Works. Selectman Courtemanche seconded. Motion passed 4-0.

The possessor of the Boston Post Cane has passed away. The Selectmen discussed options for locating the next recipient (oldest resident in Pembroke). It was decided to place an article in the next newsletter and possibly the Hooksett Banner. Mr. Jodoin will follow up.

Mr. Jodoin briefly reviewed potential changes to the Hooksett ambulance service. The Board requested that a letter be sent to Hooksett, Allenstown and Tri Town Ambulance.

Selectman Lewis inquired as to the gas bills at the Safety Center. Selectman Courtemanche noted that the usage appears to have increased significantly. Mr. Jodoin will research and report back to the Board.

### Manifest

**Action:** Selectman Lewis moved to approve the manifest as presented. Selectman Preston seconded. Motion passed 4-0.

**Abatements**

**Action:** Selectman Lewis moved to accept as recommended by the assessor. Selectman Preston seconded. Motion passed 4-0.

**7. OTHER/CITIZEN'S COMMENT**

The next Board of Selectmen's meeting will be held on Tuesday, January 20, 2009.

**8. ADJOURNMENT**

**Action:** Selectman Lewis moved to adjourn the meeting at 9:04 PM. Selectman Preston seconded. Motion passed 4-0.

Accepted by the Board of Selectmen

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Fred Kline, Chair