

**MINUTES  
BOARD OF SELECTMEN  
TOWN OF PEMBROKE, NH  
August 15, 2016 at 6:30 PM**

Approved \_\_\_\_\_

Present: Chairman Tina Courtemanche, Vice Chairman Fred Kline, Selectman Michael Crockwell, Selectman David Sheldon, Selectman Vincent Greco

Staff: Town Administrator David Jodoin

**I. Call to Order:**

Chairman Tina Courtemanche called the meeting to order at 6:30pm.

**II. Citizens Comments:**

No Citizen Comment

**III. Scheduled Meetings:**

**A. Merrimack Watershed:**

Tim Fleury from the UNH Cooperative and Alex Kofta from the Merrimack River Watershed Council were present to discuss the concerns with erosion on the Merrimack River and the proposal on how to deter this. The Watershed Council believes adding trees and shrubs along the riverbed would slow erosion. Funding for this project would be provided by the US Wildlife and Forest Service.

D. Jodoin questioned the height of the trees and reminded the Board that in the past the Amoskeag Rowing Club has funded some tree cutting on the site so the views were clear for the race. He suggested that Rose Galligan be involved.

Action: Selectman Sheldon made a motion to move forward with the project and to coordinate the details with Rose Galligan. In addition the Watershed Council will provide a formal estimate of work to the town. Motion seconded by Selectman Greco. Motion passed 5-0.

**IV. Old Business:**

**A. Village Lane Survey:**

The property owner has not yet replied to the assessment letter.

**B. PD Wage Scale:**

Chief Gilman was present to discuss his concerns about losing officers to other towns due to pay. In the past year the department has lost three individuals to surrounding communities and the biggest issue that comes up is they are receiving larger incomes from the other departments. The average amount of time an officer stays in town is approximately 3 years. A comparison sheet of pay scales was presented to the board to compare the current wage vs surrounding communities.

This was presented for the boards review and no decision would need to be made tonight.

Wage Comparison Survey estimate was received from Thornton Consulting who have done similar studies for surrounding Towns, however D. Jodoin is still waiting for an estimate from MRI. The board has decided to table the decision to the next meeting.

C. Large Gathering Permit Old Home Day

Action: Motion by Selectman Kline to approve the Large Gathering Permit for Old Home Day Event and waive the fee associated. Motion seconded by Selectman Sheldon. Motion passed 4-1 with Selectman Kline opposing. Selectmen Kline stated that he voted no because he wanted to send a statement to the Committee that this form should be filed with the Town earlier.

V. New Business:

A. Foreco:

Action: Selectman Sheldon moved to approve the abatement for the yield taxes on the work that was done on Buck Street cemetery and Whittemore Road. Motion seconded by Selectman Kline. Motion passed 5-0.

B. Manifest/Abatements:

Action: Selectman Sheldon moved to approve the manifest and abatements. Motion seconded by Selectman Greco. Motion passed 5-0.

C. Minutes 8/1/16:

Action: Selectman Greco moved to approve the minutes from 8/1/16 as presented. Motion seconded by Selectman Sheldon. Motion passed 5-0.

VI. Town Administrators Report:

1. Updated CIP Handouts were given to Selectman Courtemanche for the next CIP Meeting.
2. TIF Bond-Will be issued on 8/19/16 for \$3.5 million dollars with an interest rate of .9%.

Resolution of the Governing Board

The undersigned, at least a majority of the Governing Board if the Issuer and the Treasurer of the Issuer hereby certify (I) that a meeting of the Governing Board of the Insurer was held with respect to the issuance of the Notes (defined below); (ii) that notice of said meeting was afforded to said officers and the public in accordance with the provisions of RSA 91-A, as amended, and the applicable rules and bylaws of the Issuer, if any, (iii) that at least a majority of the Governing Board were present throughout said meeting; (iv) that the following votes were adopted at said meeting, all as being in the best interests of the Issuer; and (v) that the resolutions set forth below have not been repealed, amended or rescinded as of the date hereof:

VOTED: To authorize the issuance of \$3,500,000 Bond Anticipation Notes (the "Notes") of the Issuer, which were heretofore authorized by the Issuer on March 14, 2015 such Notes to be dated August 19, 2016;

VOTED: To sell said Notes to the purchaser (the “Purchaser”), with the principal amounts, maturities, premium, if any, redemption provisions, if any, and interest rates specified on Schedule A, attached hereto and made a part hereof;

VOTED: To issue the Notes substantially the form set forth in Schedule B, attached hereto and made a part hereof;

VOTED: To authorize at least a majority of the Governing Board and the Treasurer to sign the Notes or to have said signatures printed in facsimile on the Notes and to affix the Issuer’s seal thereto;

VOTED: To authorize the Treasurer to deliver the Notes or the Purchaser against payment therefor;

VOTED: To authorize at least a majority of the Governing Board and the Treasurer to execute and deliver a Signature and No Litigation Certificate with Receipt, a No Arbitrage and Tax Certificate and IRS Form 8038-G in substantially the form presented to this meeting and such documents as may be necessary or appropriate to accomplish the sale and the delivery of the Notes in accordance with the foregoing; and

VOTED To authorize Northway Bank to serve as the Paying Agent with respect to the Notes.

Action: Motion made by Selectman Kline to adopt document as presented. Motion seconded by Selectman Crockwell. Motion passed 5-0.

3. Transfer of Deeds.

Action: Motion made by Selectman Crockwell to transfer the deeds back to land owners as presented. Motion seconded by Selectman Sheldon. Motion passed 5-0.

4. The TAP funding letter of interest and application is due in by September 2, 2016. This would assist in financing the pathway between TRS and Broadway.

Action: Selectman Sheldon moved to go forward with the application with the condition that school will be liable for the 20% matching funds and engineering fees. Motion seconded Selectman Kline. Motion passed 5-0.

5. Planning Board:

Action: Selectman Kline made a motion to approve and authorize the Code Enforcement Officer to handle the issues in regards to the case study Reed vs Gilbert that has recently been implemented. Motion seconded by Selectman Sheldon. Motion passed 5-0.

6. Invite was received from Pembroke/Allentown Old Home Day to participate in the parade.

7. Vehicle Sales in Residential Zones:

Police will take notice and insure vehicles are not in the town right of way.

VII. Committee Reports:

Selectman Crockwell:

Building and Maintenance: The committee has reviewed the 4 Union Street Project and there is a plan to try to help with drainage.

Conservation: Talking about the rail trail and opening it up to public. There is timber currently in the right of way which is the responsibility of the property owners on either side.

Selectman Greco:

Recreation: Batting Cages are only up during the Little League Season and is the responsibility of their own. This was also found to be covered under the insurance policy of the Little League as well.

Selectman Sheldon: None

Selectman Courtemanche:

CIP: Engineering study to be completed to see if the Village School should be closed. Also the School has proposed approximately \$1,000,000 for repairs for life safety issues in all four schools.

School Board: Has heard from Tom Serafin and the School Board does not want to meet at this time as they feel it is not necessary.

Selectman Kline:

Planning Board: The master plan is still an issue however no big updates.

TIF: There is a meeting on Thursday at 2pm for the preconstruction permit. The board has decided not to proceed with the grant due to the new conditions being presented. It would be difficult to ensure that all of the rules would be followed.

#### VIII. Non Public

Motion to enter Non Public Session in accordance with RSA 91-A: 3 II (B) Hiring Public personnel at 8:00 PM by selectmen Kline, seconded by Selectmen Sheldon.

#### Roll Call Vote

Chairman Courtemanche	Yes
Selectmen Kline	Yes
Selectmen Sheldon	Yes
Selectmen Greco	Yes
Selectmen Crockwell	Yes

Vote Unanimous

The Board came out of Non Public Session at 8:09 PM.

Motion by Selectmen Kline, seconded by Selectmen Sheldon to proceed with the hiring process for Joseph Walz with Pembroke Police at a rate of \$17.97 per hour contingent on successful completion of the remaining items on his background check.

Motion passed 5-0.

Motion by Selectmen Kline, seconded by Selectmen Sheldon to enter into nonpublic session at 8:09 PM pursuant to 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 the applicant.

Roll Call Vote

Chairman Courtemanche	Yes
Selectmen Kline	Yes
Selectmen Sheldon	Yes
Selectmen Greco	Yes
Selectmen Crockwell	Yes

Motion passed 5-0

The Board came out of nonpublic session at 8:13 PM.

Motion by Selectmen Kline, seconded by Selectmen Sheldon to seal the minutes because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this Board.

Roll Call Vote to seal the minutes

Chairman Courtemanche	Yes
Selectmen Kline	Yes
Selectmen Sheldon	Yes
Selectmen Greco	Yes
Selectmen Crockwell	Yes

Motion passed 5-0

Motion by Selectmen Kline to adjourn at 8:14 PM, seconded by Selectmen Sheldon.

Motion passed 5-0.

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Justine M Courtemanche

Date