

**MINUTES  
BOARD OF SELECTMEN  
TOWN OF PEMBROKE, NH  
July 18, 2016 at 6:30 PM**

Approved \_\_\_\_\_

Present: Chairman Tina Courtemanche, Vice Chairman Fred Kline, Selectman Michael Crockwell,

Excused: 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. Public Hearing in accordance with RSA 41:14-a Acquisition or Sale of Land, Buildings, or Both.**

Public Hearing opened at 6:30pm

This is part of the TIF Road project-Land is being acquired from PPG and Associated Grocers.

The Chairman asked for any comments, there being none the Public Hearing was continued until August 1, 2016.

**IV. Old Business:**

**A. Village Lane Survey**

New draft Deeds have been drawn up by the Attorney and the property in question's owner has picked up a copy. Attorney Dunn will be contacted to discuss what the next steps should be.

**B. Parking Issues:**

The Chief of Police is working on reviewing the spaces by the Fire Hydrants to make sure they are up to code. Selectman Kline will be drafting a tentative plan to review with Selectman Sheldon to try solve the parking issues on Pine and Maple Streets.

**C. NHMA Policies:**

The list of policies were reviewed. Town Administrator David Jodoin has the list of the Board preferences for when Selectman Greco attends the meeting in September.

#### V. New Business:

##### A. Update Fund Balance Policy:

Action: Motion made by Selectman Kline to approve the 2016 Fund Balance policy as presented. Motion seconded by Selectman Crockwell. Motion passed 3-0.

##### B. Roads Committee 2017 paving recommendations:

Discussion of potential projects for 2017 paving. The Board has suggested getting quotes on the projects and talking to the CIP committee to see what projects can be done and in what time frame.

##### C. Manifest/Abatements:

Action: Selectman Kline moved to approve the Manifest and Abatements. Motion seconded by Selectman Crockwell. Motion passed 3-0.

##### D. Minutes 7/5/16

Action: Selectman Kline moved to approve the 7/5/16 minutes. Motion seconded by Selectman Crockwell. Motion passed 3-0.

#### VI. Town Administrator Report:

A. Safe Routes to School: Weekly construction meetings are still underway however they should be wrapping up shortly. The Pembroke Hill portion of the project is slated to be done in the next couple of weeks. Construction has also started on the Academy Road phase of the project at Three Rivers.

B. A thank you note was received from the Library Trustees.

C. UNH Representatives will be coming in to a meeting in August to discuss Shoreline Protection and Stabilization.

D. Request for Time off from David Jodoin. July 22, 2016 and August 29-September 2, 2016.  
Approved

E. D. Jodoin received an email from Tom Serafin, Chair of the Pembroke School Board. D. Jodoin discussed a joint meeting with legal and there are no restrictions. The meeting should be posted as a legal meeting and minutes taken. The email from the Chair requested that a couple of members meet with a couple of school board members and the Superintendent to discuss recent issues that have hit the papers. The Board was in agreement that it should be a full board and an open meeting so that the public can attend if they choose. D. Jodoin will send a letter to Tom Serafin.

F. Sewer Generator-Board consensus is to get rid of the generator.

#### VII. Committee Reports:

Selectman Crockwell- Conservation Meeting was continued

Selectman Courtemanche: CIP organizational meeting was held and Police and Fire Departments will meet this week.

Selectman Kline: State of NH has stepped in in regards to the TIF Road Project. Discussion is being had with the state clarify that at this time increased traffic will not be occurring. The Bond has also been scanned and sent. Original will be dropped off this week.

Planning Board-Current members of the planning board are discussing cutting out some of the Master Plan. Further discussions will be had however there are concerns about too much being removed.

VIII. Other/ Citizen Comment:

Action: Selectman Kline moved to release the June 6, 2016 nonpublic meeting minutes. Motion seconded by Selectman Crockwell. Motion passed 3-0.

IX. Adjourn:

Action: Selectman Crockwell moved to adjourn the meeting. Selectman Kline seconded the motion. Motion passed 3-0. Adjourn Time: 7:41pm.

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Justine M Courtemanche-Chairman