

**MINUTES
BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
August 1, 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. Public Hearing in accordance with RSA 41:25-a Acquisition or Sale of Land, Buildings, or Both Open Public Hearing at 6:30pm

Board Comment: Selectman Kline wished to know if this would have to go before the Planning Board. Per David Jodoin this would be presented to Planning at a later date.

Close Public Hearing at 6:31pm

Action: Selectman Kline moved to accept the easements from PPG and Associated Grocers. Motion seconded by Selectman Sheldon. Motion Passed 5-0.

- B. Public Hearing proposed changes to Town Code Chapter 82 Fire Prevention.

Selectman Kline questioned if there was an authority currently to require sprinkler units in new constructions. Chief Paulson stated that currently he has authority to require systems in construction with more than 4 units.

Selectman Greco questioned if there were a minimum numbers of sprinklers required per residence. Chief Paulson stated that the current NFPA code describes the specifications in where sprinklers should be located in the residence.

Open Public Hearing at 6:38pm

No Comments or Questions

Close Public Hearing at 6:39pm

Action: Selectman Kline moved to approve the updated changes to the Town Code Chapter 82 Fire Prevention. Selectman Greco seconded the motion. Motion passed 5-0.

- C. Sewer Department Bid Awards-Bow Lane Pump Station

Action: Motion by Selectman Kline to authorize the Sewer Commission to execute and administer the construction contract on behalf of the town. Motion seconded by Selectman Crockwell seconded the motion. Motion passed 5-0.

After the vote was made it was stated by the Sewer Commission that there is a minor change in the contract. This would be on how the interest rate was calculated. Adjusted contract will be presented to the board for approval when received.

IV. Old Business:

A. Village Lane Survey-

Discussion was had reviewing the details of the survey. Currently the Town does not own the bottom portion on Village Lane. Although an easement is in place allowing the Town's use violations and town rules cannot be enforced on this portion of the land. The current property owners do not want give the land to the town at this point. Selectman Kline was frustrated by this and discussed the option of walking away from the Village Lane Project. Other options did come up of the possibility of offering to purchase the land of the current owners, blocking off the road completely, selling off the land, and/or using the area for storage only.

Action: Selectman Sheldon made a motion to offer \$3323.00 to the current land owners to purchase the land. Motion seconded by Selectman Kline. Motion passed 5-0.

B. Parking Issues:

Selectman Sheldon stated that he measured out the current spots and found that you would only lose 1 spot on Maple St if parking was moved to the other side of the road. However 7 spots would be lost on Pine Street. The spot in front of 4 Maple Street has been blocked as approved and the spot by the Fire Hydrant was also blocked.

Action: Selectman Sheldon made a motion to close the topic of the parking issue and keep the parking as is unless other concerns are brought forward. Motion seconded by Selectman Crockwell.

Discussion: Selectman Kline states the spots were not the biggest issue. His concern was more the safety of having to have children cross the street from the cars to get on the sidewalk. He would like parking changed due to this.

David Jodoin states the design of the road was done by the Safe Routes to School Project. Therefore he was unsure of the ramifications of changing the design on the town monetarily.

Motion was revisited and passed 5-0.

V. New Business

A. Authorization to accept used oil funds from the NH Environmental Services

Action: Motion made by Selectman Sheldon to authorize the Town of Pembroke to accept used oil grant funds and to further authorize the Public Works Director to sign all necessary documentation with regards to the grant for used oil funds. Motion seconded by Selectman Kline. Motion passed 5-0.

B. Manifest/Abatelements:

Action: Selectman Sheldon moved to approve the Manifest and Abatelements. Motion seconded by Selectman Kline. Motion passed 5-0.

C. Minutes 7/5/16

Action: Selectman Kline moved to approve the 7/18/16 minutes. Motion seconded by Selectman Crockwell. Motion passed 4-0 Selectman Sheldon abstained.

VI. Town Administrators Report

1. The Assessors are out in the field doing surveys.
2. Old Home Day Large Gathering Permit was received however the insurance information was not attached. Will wait until information provided before moving forward.
3. Blood Drive at Pembroke Academy on 8/19/16
4. Comcast-Notices being sent to residents to update boxes if they haven't already done so
5. Wall-There is an option to pave the area to divert the water. This work would cost approximately \$2000 however the Public Works Department would be able to complete this job.

Action. Motion made by Selectman Sheldon to appropriate no more than \$2000 to pave the top part of the wall. Motion seconded by Selectman Crockwell. Motion passed 5-0.

6. Letter from DOT received that the Driveway Permit for the TIF road has been reviewed, renewed and granted.
7. Bids are out for the RFP's (TIF Road) hoping to hear back by August 19th.
8. Letter of Resignation-Tom Shevlin
9. Deeds are needed for the Loop Road before the Grant can be granted. David Jodoin to contact Walter (Lawyer) to move forward with easements and deeds.

VII. Committee Reports:

Selectman Crockwell-No Report

Selectman Greco:

- Roads Committee meet next week
- Recreation meet with CIP last week, Little League field in bad condition due to the heat, checking with Fish and Game about possible grants for the boat ramp at Memorial Field, Attendance at Concerts is less then to be desired.

Selectman Sheldon:

CIP-Meet with Recreation and Public Works; Recreation looking to remodel bathrooms at the cost of \$28,000 and used primarily for Summer Recreation Program participants.

Energy-No Report

Selectman Courtemanche-No Report

Selectman Kline-

- Concerns that CIP Committee is giving Police Department a hard time about the brand cars they use and having the Chief do leg work that is not necessary.
- Union Meeting 10am tomorrow-No proposal as of yet
- School Board; is there any response to the letter as of yet. Per Selectman Courtemanche there

- is no further information to date.
- Planning Board-Frustrations and Concerns over Master Plan are still there
 - Employee Day-Wineing Butcher will either sell burger at discounted rate or give donation of 75 burgers. Selectman Kline is still waiting to hear back.
 - Concerns with Service Dog and the responsibilities if Dog has accident in school. Situation happened where the child's mother left the mess and walked away.

VIII. Other/Citizen Comment:

- Police Chief will be in at the next meeting to discuss pay comparison.
- Employee Day-List
 - o Selectman Courtemanche-Drinks and Corn
 - o Selectman Sheldon-Hotdogs, Chips and Cheese
 - o Selectman Kline-Burgers
 - o Selectman Crockwell-Tossed Salad
 - o Selectman Greco-Rolls and Potato Salad

IX. Adjourn

Action: Motion made by Selectman Kline to adjourn meeting. Motion seconded by Selectman Sheldon. Motion passed 5-0.