

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
May 19 at 6:30 PM**

Present: Selectman Richard Bean, Selectman Karen Yeaton, Selectman Ann Bond, Selectman Michael Crockwell

Excused: Selectman Sandy Goulet

Staff: Town Administrator David Jodoin

I. Call to Order:

Chairman Ann Bond called the meeting to order at 6:35pm.

II. Citizens Comment:

None

III. Scheduled Meetings

Patricia Caruso – POW/MIA Flags/Chair

Richard and Patricia Caruso are requesting the Town of Pembroke put up POW/MIA flags in town to spread awareness about how many soldiers are left behind in war. They are able to get the flags at a cost of \$22/flag. Patricia discussed June 26th as a possible date for a flag raising ceremony. Selectman Bond asked how many flags they are looking to have put up. Richard stated they have identified at least a dozen flag poles in Town that could have one. The School District has said they are willing to put flags on their poles at Three Rivers and Pembroke Academy. David Jodoin asked if they had made any decisions on where they would like the chair they had discussed at the last meeting. Richard answered they are working with the Library to set something up there but anywhere on town property would work. It can be indoor or outdoor and customizable to whatever the Town wanted. Patricia stated pricing on granite benches is around \$300 with an additional \$200 for the engraving. Selectman Bond asked if the Town would be expected to pick up the full cost of the flags. Richard explained their organization relies on donations for their funding and ideally the Town would budget for the flags but they would be willing to help. They will also help with maintenance of the poles and the flags. Selectman Crockwell asked if they knew what the cost would be if they used benches, they already owned. Patricia answered it would be about \$200 for the engraving.

Selectman Yeaton made a motion to purchase flags for the Town's flag poles not to exceed \$250. Selectman Bean seconded the motion. Motion passed 4-0.

Selectman Crockwell made a motion to engrave the existing granite bench at Town Hall. Selectman Bond seconded the motion. Motion passed 4-0.

Selectman Crockwell and Selectman Bean will purchase a flag and donate it to the Town.

The Selectman would like to hold the flag raising ceremony on June 26, 2021. If the bench is ready by that date, they will also hold a dedication ceremony.

Charles Cleary – Pembroke Pines Discretionary Easement

Charles Cleary and Robert (Bob) MacCormack, Owner of Pembroke Pines County Club, submitted a proposal to remove land from the current discretionary easement. This property has been in a discretionary easement since the year prior to Bob MacCormack purchasing the property. The goal is to leave the entire property in the current easement as is except for the land the old driving range and current club house are on which totals 11 acres. This will allow a housing development to go onto that land and then take those funds and reinvest them into the golf course, including a recently approved new \$1.5m clubhouse. The discretionary easement has a lot of flexibility and the Town can decide to release this piece. They will pay the 20% value of the 11 acres to the Town and they will also grant the Town a 15-acre conservation easement along the Soucook River. The Town would also receive significant tax revenue from the development of the land. Selectman Bond asked how much was land has been donated already to the Town. Bob answered 33 acres. Selectman Bean asked where they will be putting the new club house. Bob MacCormack explained that it will be behind the recently built condos. You can see a new green going in and it will be along that.

Selectman Yeaton clarified that the discretionary easement was a program set up by the state that would preserve open green space and gives a real estate tax incentive for 10 years. David Jodoin asked if once they make a change to the easement, are they looking to continue the easement for the remainder of the term or are they looking to restart the 10 years. Charles Cleary explained they are looking to pull the 11 acres out but not change the term of the easement. David clarified they would still need to go through Planning Board if the Select Board approves this request.

Selectman Bond asked what the golf course is currently taxed at with the tax incentive. David Jodoin answered it is assessed at \$69,000. Bob MacCormack stated \$425/acre and there are 164 acres. Selectman Bond asked what the 20% coming back to the Town totals. Charles Cleary explained that Monica Hurley at Corcoran Consulting is working that out now. David explained whatever the value is of the 11 acres coming out of the easement is, there will be a 20% penalty. As is with anyone taking any property out of current use. It is governed under State RSA 79-C and 79-C8

Charles Cleary explained they are asking the Selectman that they conditionally approve this removal of acres from the discretionary easement upon approval from Zoning and Planning. They would also agree to the Selectman to approving this and not approve occupancy of the new condos until the clubhouse is built. They are trying to show they are committed to this golf course. The golf course operations are doing well but are not sustainable. They need to upgrade their facilities and this is how they have come up with to do it. Selectman Yeaton asked what changes they are making to make the golf course more sustainable. Charles explained they have put \$300,000 into the club house over the last several years but it needs so much more work. The USGA has come to them and explained they are expecting a 25% decline in golf courses over the next 5 years. Golf course land has become more valuable than the business so people are selling. Pembroke Pines needs to be able to compete with their neighbor courses. Those courses are receiving funding from their towns in order to make up for their deficits. Right now, Pembroke is busier than both those courses. They also want to be able to offer space for functions

Selectman Bean asked how many courses he currently owns. Bob MacCormack answered that he owns 3; Canterbury Woods, Pembroke Pines, and Ridgewood Country Club. The Board and Bob discussed the status of the current condo development at the golf course and the issues they are having getting the road to where it needs to be accepted. Hopefully, that will be accepted soon and opened through to Nadine.

Selectman Yeaton is in favor of approving this request as more housing would be a benefit to the community as well as more conservation land and tax revenue. The negative side of more housing, being increased traffic, will be dealt with at planning.

Selectman Bean made a motion to approve the request to remove 11 acres from the discretionary easement contingent on Zoning and Planning approval. Selectman Crockwell seconded the motion. Motion passed 4-0.

IV. Old Business:

Tax Deeds

David Jodoin stated there is one home left that has not paid. David reached out to park owner in order to speak with their attorney about the eviction process. The lawyer is no longer doing evictions. The Town will have to start the eviction process and give the homeowner 90-days to buy back their home. Selectman Yeaton asked if the Town would have to pay the back owed park fees. David explained to the owner that they will go through the process but they are not paying park fees.

Village Parking Email

Selectman Bean received an email asking the Selectmen to assist residents in finding parking. The bank is up for sale but the lot is not open to residents. Employees of the

Post Office and Lavalles Store have an arrangement to park there. The agreement with the church was finalized for those parking spots and they are open. Selectman Crockwell understands that the Town has allowed homes to be turned into multi-family but ultimately people are choosing to move into these apartments and buying homes without driveways. The Selectman cannot designate private parking areas such as the old TD Bank or the old Village School as places where residents can park. Selectman Yeaton understands this is technically not a Selectman issue but the residents are asking if there is anything the Selectmen can do to help them solve this problem. If the residents would like to have a conversation with the new owner of either property, a Selectmen rep could be there as support. Selectman Bond asked when the home owner comes to Zoning to ask to turn their home into a multi-family, could Zoning put in their regulations that they need to supply parking spots. David Jodoin thinks they may do that now but those homes were likely converted in the 90's or earlier. Back then, there wasn't as many people living at home or as many people driving. David will respond to the email and explain that the Selectmen do not own property in the Village that can be turned into a parking lot and the Town cannot build a parking garage. Residents will need to attempt to make arrangements with businesses downtown for additional parking.

V. New Business

Approval of CWSRF Loan Application – State of NH DES

Selectman Yeaton made a motion to authorize the Chair of the Select Board and the Town Administrator to sign the CWSRF Loan Applications. Selectman Crockwell seconded the motion. Motion passed 4-0.

Acceptance of Letter of Irrevocable Credit (San-Ken Homes)

Selectman Bond made a motion to accept the irrevocable letter of credit for the San-Ken project. Selectman Bean seconded the motion. Motion passed 4-0.

Memorial Field Drainage

David Jodoin explained they received three quotes to repair the Memorial Field drainage issues. The recommendation is to award the bid to Advanced Excavating for the amount of \$8,500. VJ Ranfos, Public Works Director, explained the erosion is worse from last fall to this spring. They will need to go through the rowing club's property and they have verbal permission to do so. Selectman Yeaton asked what is causing the erosion. VJ explained it is a number of factors such as more water coming from Broadway or high water from the river chipping away at the banking. They are going to peel some of the eroded bank back and put in stones to hopefully stop the erosion from progressing. Selectman Crockwell asked if there are other trouble spots. VJ answered he is not sure. Selectman Bond asked if they are going to replace the pipe that handles the water off Broadway. VJ answered they are going to

do this as a temporary mitigation and then start planning to replace that section of pipe.

Selectman Crockwell made a motion to award the bid to Advanced Excavating. Selectman Yeaton seconded the motion. Motion passed 4-0.

Traffic Count Information

The roads that will go before Central New Hampshire Regional Planning are Borough Road East of Route 106, Church Road East of Route 3, Riverwood Drive West of Route 106, Cross Country Road South of North Pembroke Road, and Whittemore Road West of Route 3. The Roads Committee and Planning Board have both reviewed and approved of this list.

Discussion of Lighting/Little League Fields

David explained that although the property is owned by Town, the lights were put in by Suncook Little League through donations. Eversource line crew went down and looked at the poles felt that all the poles seem to be in good shape. The cracks appear to have a good amount of life left in them. Primex has concerns with the poles leaning and the cracks and sent a letter explaining that the poles do not have the same integrity as installed and maybe the town should have a structural engineer look at them. Eversource sent contact information for installers of poles. David suggested getting quotes from those companies that can be brought to the Little League.

There were discussions about putting advertising signs on the fencing around the fields. The last time this was discussed, the Recreation Commission didn't to and the current Police Chief felt they would block visibility. Selectman Bond suggested attaching signs to the concession stand. David isn't sure how the current Commission would feel about that. Selectman Bean suggested adding advertisements on the back of dug outs to raise revenue. Selectman Bean will bring it up at the next Recreation Commission meeting.

Pembroke Police Chief Dwayne Gilman discussed the need to replace the 2003 and 2004 four wheelers. The rear end was just blown out of one of them and it will be a minimum of \$1,600 to fix. The machine is not worth \$1,600. The Department is in the middle of an OHRV grant for the Range Roads through NH Fish & Game. The Chief has applied for next year's grant already and they have been approved but they need use all the hours from this year's grant in order to stay in good standing. The grant money is for enforcement. Like everything else, there is a waiting list to get a new machine. At Amherst Motorsports there are two machines for \$13,365 which does not include trade in. They are hearing they will likely get \$1,200 for the good unit and \$500 for the broken one. HK Powersports came in at \$13,050 with trade in included for one machine of \$1,200. Freedom Cycle came in at \$16,524 with trade in

and \$14,324 with no trade in. Dalton Motorsports \$16,378 with no trade in. They are looking to move the purchase up from the planned 2022 to now. There is money in the small equipment fund that could be used. If ordered through Amherst Motorsports, they will have the machine by end of July/August. They do have lights already they can add to the machine but they will need the police decals added.

Selectman Crockwell asked if they have thought about purchasing one side by side rather than two four wheelers. The Chief thought about that but there are areas of property where a side-by-side can't go because it is too large. They can get farther on two machines than one side-by-side. Selectman Crockwell asked how many times a year they are used. Chief explained this year has been more than usual. The grant covers 125 hours but they have exceeded that so far this year. Selectman Yeaton asked what the value of the grant funds are. Chief answered the grant is for \$1,800-2,000. Last year there were 12 applications and they awarded it to all 12. This year there were 22. They are trying to get funds to all 22.

Selectman Bond asked if having the signs up has helped with the traffic on the Range Roads. The Chief explained there are still issues out there but the signs aren't up yet.

Selectman Yeaton made a motion to authorize the Chief to purchase two new ATVs for the sum not to exceed \$15,000 and remove the funds from the Police Department's small equipment capital reserve fund. Selectman Crockwell seconded the motion. Motion passed 4-0.

Manifests/Abatements

Selectman Yeaton made a motion to accept the manifests and abatements as presented. Selectman Crockwell seconded the motion. Motion passed 4-0.

Minutes 5/5/21

Minutes of 5/15/21 were tabled.

VI. Town Administrator Report:

The Housing Board appeal hearing was yesterday for the William Evans project. They asked the Board to overturn the Selectmen's ruling and open the 300 feet. The Board has not given an opinion yet. They will either decide to open it or kick it back to the Selectmen to reconsider.

Selectman Bond made a motion to appoint Matthew Miller as a member of the Energy Committee. Selectman Yeaton seconded the motion. Motion passed 4-0.

City of Concord awarded the bridge replacement on North Pembroke Road to Cold River Bridges LLC out of Walpole, NH in the amount of \$1,924,843. The State is

paying 80% and the remainder is split between Pembroke and Concord. Work will likely start mid-summer and be completed by December 2021.

Selectman Bean made a motion to authorize the Town Administrator to sign the appointment forms for Deputy Forest Warden for Erik Paulsen, Robert Martin Terrance Judge Jeffrey Cyr, Charles Schmidt and Robert Farley. Selectman Bond seconded the motion. Motion passed 4-0.

Larry Madden at Public Works received Road Scholar 1 from the UNH T2 program.

The annual inspection and service of the Town AC Units happened and they also look at fall heat units. At the Safety Center they noticed one of the units is in need of heat exchanger replacement. It is \$4,300 to replace the part and a whole new unit is \$9,343. Current unit is 13-14 years old.

Selectman Crockwell made a motion to authorize the expenditure not to exceed \$10,000 for the replacement of the roof unit at the Safety Center and to withdraw the funds out of the Town Building Capital Reserve and authorize the Town Administrator to sign contract. Selectman Yeaton seconded the motion. Motion passed 4-0.

Lafayette Tour Trail would like to install a plaque commemorating General Lafayette visiting Pembroke in 1825 on the corner of Union Street and Main Street. It is free of costs to the Town.

Selectman Yeaton motion to approve the installation of the Lafayette sign. Selectman Bean seconded the motion. Motion passed 4-0.

David received a letter from a neighbor of 417 Ross Road to see if they are able to get an update on the property. There are concerns regarding people coming and going and the general hazards of an abandoned property. The property is currently stuck in probate court. The person living on the property and watching over it, moved into an RV park as requested by the Selectmen. There are no zoning ordinances for properties stuck in this limbo position. The Fire Department looked at the property and the house is secure. All windows and doors are intact and closed. The yard is a mess with cars and storage areas covered in tarps, however, it has recently been mowed. It is an eyesore but does not appear to be a danger to the neighborhood. Selectman Bond stated the back yard is fenced in and there are two storage areas in the back but the front yard is not an eyesore from the street. The Town Attorney stated that is there is nothing in zoning and there is no ownership interest such as a lien or tax deed by the Town so there is nothing the Town can do about it until it is out of probate or becomes a public safety or fire hazard. Selectman Crockwell stated they are allowed one unregistered car on the property so as long as

the cars are registered, they can't do anything about those either. David will respond to the email.

The Board discussed the complaints regarding notifications of Town and School District meetings. Selectman Bond stated Planning purchased a survey subscription so they could send one out to residents to ask how they feel about the annual newsletter or ways for them to stay better informed. David stated they should reinstate the newsletter because it is such a low cost and it would help end those complaints. There is a notification system already in place that residents can sign up for and be notified of various events and meetings in Town. Selectman Bond also stated that name of the meetings was brought up as an issue. There is no word in there that signals that budgets are discussed. David stated there were ample postings for the Budget Committee public hearing and if those who had to be there were subtracted, about 5 residents showed up for the virtual meeting and 89 people out of 5,000 registered voters showed up to the School District meeting in May. One could say that the lack of attendance at the School District Meeting could have also been the fact that it was at the end of School vacation. However, the postings were well publicized the same as prior year, the only exception was not sending out the newsletter.

The Planning Board wants to add in their subdivision regulations that the cul-de-sac landscape island needs to be deeded to the HOA or an individual in the development who will be responsible for upkeep and maintenance. Selectman Bond explained that VJ Ranfos had asked in this situation, who owns the land in that island. Planning feels the Town shouldn't own it so it should be deeded to the HOA or have no island. The Selectmen do not want an individual to own a cul-de-sac island. It would cause too many issues.

VII. Committee Reports:

Selectman Yeaton – Budget met and had a retrospective session on what worked and didn't work from the last cycle. General feeling is that the process went well.

Hazard Mitigation is still going on.

Conservation met and reviewed some applications coming through the Planning Board. They also discussed a Range Road Committee being a subcommittee of Conservation.

Recreation talked about league fees, summer concert series, moving the entrance sign, lights on the poles, and the tennis courts are an issue again.

Selectman Bean – None

Selectman Bond – None

Selectman Crockwell – None

VIII. Other Citizens Comment:

IX. Non-Public Session:

None

X. Adjourn:

Selectman Bean made a motion to adjourn at 9:34 PM. Selectman Bond seconded the motion and it was approved unanimously.

Ann Bond, Chairman

For more detailed information, the meetings are now taped and can be seen on www.townhallstreams.com click on Pembroke NH and look for the day of the meeting under the month.