

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
May 3, 2023 at 6:30 PM**

Present: Selectman Sandy Goulet, Selectman Richard Bean, Selectman Peter Gagyi, Selectman Rick Frederickson

Staff: Town Administrator David Jodoin

Excused: Selectman Karen Yeaton

I. Call to Order:

Chairman Goulet called the meeting to order at 6:31pm.

II. Citizen Comment

None

III. Scheduled Meetings

Bryan Christiansen – Comcast

Bryan Christiansen, Comcast, discussed the franchising license for the Town of Pembroke. Franchising is licensing to use the various rights of way in the community to put up infrastructure. The community can ask for certain things such as a franchising fee in return. The current agreement is for cable television and is expiring. Pricing, programming, and technology fall outside of the scope of the authority of the Selectboard. Selectman Frederickson asked what the financial impact of the agreement to the town is. Bryan stated there is none and noted Congress felt there are inherent costs to the community to maintain the right of way which is why the communities are allowed to ask for up to 5% of as a franchise fee. Pembroke does not currently have a franchise fee. That fee is passed directly to residents and then paid out to the Town. Bryan stated there are 120 communities with these agreements in place and about half of them have a franchise fee. Selectman Gagyi asked if this is an RFP process. Bryan answered franchises are not exclusive. Any competitor can come in and ask for the same price and package. Comcast owns the lines so if they won, they would have to string their own. However, in the contract it states Comcast has a right to the renewal so the Town would need to prove they are in violation of the franchise agreement in order to change vendors. This agreement is specifically for cable television, the Town can have agreements for other services such as internet and video. Selectman Goulet asked why the agreement was for 6 years. Bryan isn't sure exactly why. The Board will need to look at the new agreement and decide on the length of the new term.

Energy Committee

Tabled until May 10th at 5:15pm.

IV. Old Business

Tax Deeds

Deed date is May 4th.

Tax Deed Waivers

Selectman Goulet made a motion to sign the deed waivers for the following tax maps; 561-112-1, VW-114-1, VE-179-1, VE-179-2, 266-27-2, and VE-15-1 Selectman Frederickson seconded the motion. Motion passed 4-0.

V. New Business

Oddball Brewing – Request for outdoor seating

Chris Glenn, owner of Oddball Brewing, would like to add outdoor seating on Village Lane. The Lane is currently used mainly for deliveries, and they would like to corner it off for business hours on Friday Evening, Saturday, and Sunday. The Liquor Commission would need to come out and survey the area and approve it. The Lane would be re-opened every Sunday evening. Oddball receives a lot of calls from patrons looking for outdoor seating. This could help the community and draw people to downtown. Selectman Goulet asked if they spoke to adjacent business owners. Chris explained they have spoken to the owner of the property at 10 Glass Street and he is willing to sign a document approving of the request. Selectman Gagy asked if he spoke to other businesses on Village Lane. Chris explained that the rest of the lane is mainly the municipal lot and the lane is barely one car wide but he will reach out to all the other abutters on Village Lane.

David explained the Police are against the Lane being blocked off and highlights the ordinance in place stating the Lane is to be kept clear. Fire is in agreement with the Police Chief since it is a fire lane. An adjacent property to Oddball has a plan to open a bakery in the basement and the entrance would be in the ally where Oddball would be set up. Chris clarified that they are not proposing barricades that would block the ally from emergency personnel. They are proposing stanchions that can be easily moved in the event of an emergency. Selectman Frederickson suggested taping off the ground where they plan to put the tables to demonstrate to everyone what the plan is.

Sign 2023 First Half Tax Warrant

Selectman Goulet made a motion to approve the 2023 First Half Tax Form. Selectman Gagyí seconded the motion. Motion passed 4-0.

Assessment Contract – Utilities

Selectman Goulet made a motion to approve the utility assessing contract with Sansoucy Associates for 2023 in the amount of \$14,400. Selectman Gagyí seconded the motion. Motion passed 4-0.

Sewer Appointment

Selectman Goulet made a motion to appoint Paulette Malo to the Pembroke Sewer Commission. Selectman Frederickson seconded the motion. Motion passed 4-0.

Manifest/Abatements

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

Minutes 4/19/23

Selectman Goulet made a motion to approve the minutes of April 19, 2023 as presented. Selectman Frederickson seconded the motion. Motion passed 4-0.

VI. Town Administrator Report

A letter from the Attorney General came in discussing social media impacts on the youth and the potential for civil lawsuits against social media companies. If anyone is approached to be involved in the lawsuits, contact the AG's office.

A request to send old items to auction came from the Safety Center and Public Works. Selectman Goulet made a motion to dispose of assets from the police department and public works as presented. Selectman Frederickson seconded the motion., Motion passed 4-0.

The Police Chief is requesting to go on leave from August 30th -September 15th for a total of 96 hours. Per the town personnel policy, anything over 80 hours requires Selectboard approval. Selectman Goulet made a motion to allow Chief Gaskell to go on leave for 96 hours. Selectman Bean seconded the motion., Motion passed 4-0.

Carolyn Cronin, Town Planner created a flow chart for building on a Class VI roads. The Selectman discussed creating something similar for building on Class V or better.

VII. Committee Reports

Selectman Goulet – None

Selectman Fredrickson – Recreation found someone to replace the Stage Roof for \$20,000. The Board has concerns the estimate is too low and there is not a concrete plan in place.

Selectman Bean – None

Selectman Gagy – Budget Committee held a wrap up meeting and will continue to discuss audits with the School. It has been suggested to them to hire someone that would be equal to a Comptroller. The consultant is creating job descriptions for everyone and finding the holes.

VIII. Other/Citizen Comment

None

IX. Adjourn

Selectman Goulet made a motion to adjourn at 7:49 PM. Selectman Frederickson seconded the motion, and it was approved unanimously.



Karen Yeaton, 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.