

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
May 21, 2018 at 6:30 PM**

Draft _____

Present: Chairperson Tina Courtemanche, Selectman David Sheldon, Selectman Ann Bond,
Selectman Vincent Greco

Excused: Selectmen Crockwell

Staff: Town Administrator David Jodoin

I. Call to Order:

Chairman Tina Courtemanche called the meeting to order at 6:30pm at 7th Range Road Location

II. Citizen Comment:

None

III. Scheduled Meetings:

- A. Public Hearing on site at 450 seventh Range Rd-Road Opening; the Board will re-convene their meeting after the site visit.

Public Hearing was opened at 6:31pm. Mr. Berube showed the Board of Selectman where the road addition would be located and the impact it would be on the surrounding area. Public Hearing was recessed at 6:38pm to reconvene back to the Town Hall.

Public Hearing reconvened at 6:53pm

Richard Berube was present to request permission to move forward with the continuation of the road and in addition request to waive the requirement of the Town Engineer's review of the project.

Mr. Berube requested that the Public Works Director oversee the project and review. The Board agreed as long as the Director followed the same process that the Town Engineer would such as reviews of all slopes and drainage, compaction tests, and installation of asphalt binder.

Action: Selectman Greco moved to continue with the process for the road continuation and to allow Jim Boisvert to oversee the project. Baring that all necessary testing needs to be completed as was for the previous project. Motion seconded by Selectman Sheldon. Motion passed 4-0.

- B. Chief Gilman-Equipment Purchase

Chief Gilman was unable to attend however Lieutenant Gaskell was in attendance to present the request for equipment for the new SUV cruiser.

Action: Selectman Sheldon moved to approve the contract with Ossipee Mountain Communications for the amount of \$8,883.05. Motion seconded by Selectman Bond. Motion passed 4-0.

C. Matt Peterson-Little League

Mr. Peterson was present to discuss waiving the fees for the 2018 baseball season and to present some concerns. Mr. Peterson started with reading a prepared statement to the Board. Some highlights include:

- Confusion to when running water would be accessible at the field and not having it available for Comcast Cares Cleanup Day at the field.
- Concerns to not being to use the restrooms
- No Handles on the bathroom doors causing difficulty to open and lock
- Flood Gate Closed to the Point Field causing limited parking.
- Questions to if advertisements may be an option as a fundraising effort to help upgrades of the field.

Action: Selectman Greco moved to waive the field fee for the 2018 season for exchange for upgrades to the Little League Field. Motion seconded by Selectman Sheldon.

Question: Selectman Bond requested to know what these upgrades may entail/ Mr. Peterson expressed that the funds currently go towards mowing the fields weekly and liming the fields. Motion passed 4-0.

In addition it was recommended that the Little League speak with the Recreation Commission about the potential of using removable advertisements for further fundraising.

D. Chief Paulsen-Equipment Purchase

Action: Selectman Sheldon moved to authorize the Fire Chief to proceed with the equipment purchase with Motorola and Ossipee Mountain and to authorize the withdrawal of a sum not to exceed \$40,000 from the Fire Department Small Equipment Capital Reserve Fund. Motion seconded by Selectman Greco. Motion passed 4-0.

E. Jim Boisvert Public Works-Crack Sealing Bid

Action: Selectman Sheldon moved to approve the crack sealing bid with Advanced Excavating at \$3.75/pound. Motion seconded by Selectman Bond. Motion passed 4-0.

IV. Old Business:

- A. Continuation of discussion relative to the opening of Nadine Drive with Department Heads
Department Heads were present to express their feelings on whether Nadine Road and whether there should be a gate.

Chief Paulson stated that the Fire Department's position is that the road should be open to ensure the safety of the citizens. Outlying communities that assist in Mutual Aid calls would not know this would be blocked off potentially causing a delay in response.

Lieutenant Gaskell stated that in an incident that the police would most likely travel down Whitmore not Donna Dr. However there was no "yes or no" to the gate.

Jim Boisvert Public Works stated that their recommendation would be no gate. However Bow Lane will need upgrades if there was increased travel. An estimate in that repair is approximately \$850,000 without Sewer and Water Depart bids included.

Jennifer Plourde-Nadine Rd stated that she has concerns with the safety of the children in the neighborhood. In addition there are no sidewalks on Nadine Dr. therefore there is nowhere safely for her daughter to go as she is in a wheelchair. Is there a way to make the road for Emergency Access only?

Rick Mulcahey -Melissa Drive was present to again express his concern with the removal of the gate on Nadine.

Bob Neveu-14 Melissa Dr. questioned why there couldn't be a gate. There are gates that swing and those that are remote activated. Chief Paulson stated his concern with remotes as the mutual aid companies would not have access to this. In addition a push gate he does not feel comfortable using and it could damage the equipment.

Lieutenant Gaskell will look into the legality of having a road marked as Emergency Use only and will report back to the Board.

B. Continuation of discussion with Tenants regarding parking at 4 Union St.

Emails were received from both Brian Rice-Black Widow Customs and Jennifer from Suncook Village Massage. Both letters express concern with opening the parking as they as tenants work hours that are not just 8-5 daily. Suggestions were talked about of parking permits for a select amount of spots. Town Administrator David Jodoin will reach out to the tenants again to request them to come to the next meeting so that this can be resolved.

C. Tax Deeds

The last of the property owners came forward and will be meeting with David Jodoin this week to try to resolve.

V. New Business:

- **Manifest/Abatements:**

Action: Selectman Sheldon moved to approve the manifest and abatements as presented. Motion seconded by Selectman Greco. Motion passed 4-0

- **Minutes**

Action: Selectman Sheldon moved to approve the minutes from 5/7/18. Selectman Bond seconded the motion. Motion passed 4-0.

VI. Town Administrators Report:

1. Change Order for Upper Beacon/ East Meadow Project.

Action: Selectman Sheldon moved to authorize David Jodoin to sign change order #1. Motion seconded by Selectman Bond. Motion passed 4-0

2. Intent to Cut Letter-

Selectman Bond moved to authorize the Town Administrator to sign the Yield Tax Forms in the absence of the Selectman. Motion seconded by Selectman Sheldon. Motion passed 4-0

3. Camera for streaming is in-will start streaming in the next few weeks.

4. Request for time off

- Appointments

Action: Selectman Sheldon moved to appoint Wendy Weisiger to the Conservation Commission. Motion seconded by Selectman Greco Motion passed 4-0.

VII. Committee Reports:

- Selectman Sheldon-No Report
- Selectman Bond
 - Planning Board-Economic Development is discussing the rails for trails and traffic mobility in Suncook
- Selectman Greco
 - Recreation-Eagle Scout Project (Roof) is complete, Concerts will be done every other week in the summer however still looking for sponsors. Commission is looking to install cameras for the amount of \$4277.00 however these would only be working in the summer. LED Motion lighting being installed in the bathrooms.
- Selectman Courtemanche-None

VIII. General Citizen Comment/Other:

Release of Non Public Minutes- Selectman Greco moved to release the nonpublic minutes from 3/19/18, 2/20/18, and 2/14/18. Motion seconded by Selectman Sheldon. Motion passed 4-0

Selectman Sheldon moved to approve the Non Public minutes of 5/7/18. Motion seconded by Selectman Bond. Motion passed 4-0.

Selectmen Sheldon informed the Board that he will be retiring from work in the next 30 days and due to several commitments that he will be stepping down from the Board effective July 1st. He feels that with his current situation that he cannot devote enough time to the Board.

Stephanie Cheney also stated that she will be moving to Florida in the next few months.

IX. Adjourn:

Selectman Greco moved to adjourn at 9:25pm. Motion seconded by Selectman Sheldon. Motion passed 4-0.

Justine M. Courtemanche, Chairman