

**BOARD OF SELECTMEN  
TOWN OF PEMBROKE, NH  
JANUARY 7, 2019 at 6:30 PM**

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Present: Chairperson Tina Courtemanche, Selectman Ann Bond, Selectmen Vincent Greco,  
Selectmen Michael Crockwell

Staff: Town Administrator David Jodoin, Recording Secretary Jillian McNeil

Excused: Selectman Sandy Goulet

**I. Call to Order:**

Chairman Tina Courtemanche called the meeting to order at 6:30pm.

**II. Citizen Comment:**

Ted Gatsas, Executive Council, stopped by to share that he won the election and would answer any questions the board had.

**III. Scheduled Meetings:**

VILLAGE SCHOOL RE-USE COMMITTEE

Clint Hanson, Resident, and Josh Coughlin, Maintenance Director, met with the Selectmen on behalf of the Village School Re-Use Committee. The committee has been discussing options for the future of the Village School. Options such as demolition, renovation, sale of property, or sale of individual sections of the property. There has been public sentiment for a continued public use of the property. Bob Bourque contacted Central NH Regional Planning Commission to inquire about possible funding for assessments of the property. Clint, Bob, Josh, and David Doherty from the School Board, met with Mike Monahan of CNHRPC and toured the school. His suggestion was applying for an EPA Brownfields Assessment Grant for financial help to complete the assessment. The School Board is only permitted to use the building as a school or for other district purposes. In order to have public use of any portion of the property, the Town would have to take ownership of that piece of property.

David Jodoin asked who owns the deed to the school. Clint answered that the School District. David stated that the School District would have to sign up for [sams.gov](http://sams.gov) prior to applying for the Brownfields Grant. Clint indicated that they were aware of this step.

Selectman Greco asked if there are fees to apply for the grant. Clint answered that he does not believe so. Selectman Greco asked if a plan will have to be submitted with the grant application. Clint stated that they would have to have an assessment done and a plan for the property. Selectman Bond asked if the programs have an amount they can apply up to. Clint answered it is based on recommendations by CNHRPC. They will also assist the School in collecting all the necessary data about the building. The building was added onto twice and data needs to be collected about all three parts.

David Jodoin asked if anything was going on a warrant article this year. Clint stated that unless the Town wanted to buy the building, they would not have a warrant article this year. It is important, even in that scenario, that the school does its due diligence on the complete condition of the building prior to selling.

Daniel Crean, resident, stated that moth balling the school at the end of the year is risky and there is a concern for mold. Any buyer would do their own assessments on the property and there is more urgency to sell the building rather than getting grants for assessments.

### CONSERVATION

David Jodoin stated that Charles Cleary, attorney for Pembroke Pines Golf Course, came to the Selectmen to present the warranty deed for the conservation land at the last meeting. The Board had accepted the land without a public hearing.

Selectman Crockwell made a motion to reconsider the acceptance of the warranty deed from Pembroke Pines. Selectman Bond seconded the motion. Motion approved 4-0

Public Hearing opened at 7:18.

Carol Bertsimas, Conservation Commission, stated that this property was offered to commission to remain in conservation. The commission agreed that it was an appropriate action. This piece of property is along the river in the backside of the housing development going in at Pembroke Pines. David explained that this piece abuts the 33 acres of White Sands. David stated that there existing trails and could provide a link in a proposed Suncook Valley Rail Trail. Carol stated that the Conservation Committee would like to accept. Selectman Bond asked how is it accessible. Carol answered that you can walk along the backside of the Pembroke Pines Golf Course and there's also a walking trail from White Sands. David stated that residents can go to the end of Whittemore and take the dirt road. It is a class 6 town road. Selectman Crockwell asked if they were going to put up parking. Carol stated there are not currently plans to put in parking. Selectman Bond asked if residents would need to have a sticker like they do for White Sands. David stated that currently no, anyone could park down there.

Public Hearing closed at 7:23

Selectman Crockwell made a motion to accept the warranty deed from Pembroke Pines in accordance with RSA 36-A:4I. Selectman Bond seconded the motion. Motion passed 4-0

Selectman Bond asked Carol about the access to the property that was accepted on Academy Road. There are a lot of no trespassing signs on both sides of the road and there was not a clear area to park. Carol stated the parking is at the start of the road off to the left. Carol will discuss signage with Ammy Heiser and the land owner.

#### **IV. Old Business:**

Selectman Bond discussed the street light conversion. She met with Ron from Lighttech and George from Eversource and both indicated that their portion of the project was complete. She then did a solo drive through Town and then another drive through with Ron on 12/31/18. They found several issues with lights that need to be corrected.

Michael Hebert, 18 Brittany Circle, expressed concerns over the light that was removed at the end of his driveway. He feels it is safety issue for his family and his neighbors. He also stated that he was told that the one-way sign on his street is unenforceable and there are safety concerns of drivers going the wrong way. David Jodoin stated that the sign was put up by the developers. It was never put into the town codes or made an official town ordinance. It will go to a public hearing at a Selectmen meeting in February.

Selectman Crockwell asked if there were any rebates on any lights that are being added in. Selectman Bond stated that only lights being converted are eligible for the rebates. Any lights that were taken down in error and have to be put back up, will also be eligible for rebates.

Pentti Aalto, Batchelder Road, sits currently on the energy committee and would like to urge the committee to look into solar powered lights for future projects. Selectman Bond asked if he was commenting about intersections that currently do not have lights. Pentti answered, yes, for intersections that currently do not have lights or poles that are exposed to sunlight the majority of the day. Selectman Bond asked if the Energy Committee would look into that. Pentti stated that if the board wished them to, they would. Selectman Crockwell asked if the lights that were just converted adaptable to solar. Pentti said not really but all that it would require is a collector mount, inverter, and battery. Dan Crean stated that last week the Budget Committee was discussing their new approach to CIP. He asked if they were looking at energy projects and they stated that they were not. He informed them that they do not have to build their own solar field, they can do it on town property and they could share the energy through net metering. Solar could defray a lot of costs for the different town entities and school. Selectman Courtemanche asked Pentti to

have the Energy Committee look into the use of solar. Pentti stated he is not the Chair and they do not currently have a Chair but he will bring it to them.

Richard Bean, 243 Alexander Drive, expressed concerns for the removal of the light on Alexander Drive and Academy Road. He also expressed concerns for the vegetation overgrowing making visibility difficult. He made the suggestion to mark lights for removal if a project like this happens again so the public doesn't feel blindsided. Richard asked how the savings from the streetlight project correlates to individual tax rates for residents. Selectman Bond stated she asked Eversource for the information about costs and they have not provided that. She also stated the light on the corner of Alexander and Academy came down for safety concerns about the actual electrical wiring. Eversource thought it was a fire hazard. David and Selectman Courtemanche clarified that it is a state road. David will check with the state about the summer maintenance of the road and if the Town is able to trim the vegetation. Dan Crean stated that this project was based on estimated costs. The town was paying \$44,000 on street lights. The estimation of savings is about half of that. David stated that it equates to a penny off individual tax rates but that combined with other actions the selectmen have taken allows the tax rate to stay flat this year.

## **V. New Business**

David Jodoin explained that two bids came in for the roof at the "Wacco" building at DPW. The recommendation is to accept the bid from New Heights Roofing and Construction, LLC, the same contractor that the Building Committee recommended for 4 Union Street. The bid is for \$11,900. Selectman Courtemanche asked if this would eliminate the need for the POD. David answered it may but they need to do some work on the inside first as well as getting rid of a lot of junk. He will know closer to town meeting. Selectman Bond asked if the inside work is included in the bid. David answered the bid is just for the roof. Right now, there is a non-working chimney that needs to come down and there will be some decking that possibly needs to be removed and those are covered by the bid. Selectman Crockwell asked if DPW is using the whole building. David answered that DPW has their stuff and all the items needed for elections. There isn't anything of value in the building that would warrant alarming the building. Selectman Bond asked about the 26 gauge metal roof for \$2,000 and 29 gauge for \$9,900. 29 gauge would be for residential properties. Selectman Courtemanche stated that the cost is \$9,900 for the 29 gauge and an extra \$2,000 for the 26 gauge. The plan is to do the 26 gauge commercial grade metal roofing for a total cost of \$11,900. Selectman Crockwell made a motion to approve the roofing bid to New Heights Roofing and Construction, LLC in the amount of \$11,900 and to withdraw the sum from the Town Building Capital Reserve Fund. Selectman Bond seconded the motion. Motion passed 4-0

David stated that the sewer department is due to submit the delinquent sewer bills for tax liens. He will send out the Barrington Notices (delinquent tax notice) this month. The Selectman have abated any balances due under the value of \$1.00 in the past. The Selectmen have decided to continue this practice.

David stated that the board has already approved warrant articles 4-8. Warrant Article 9 is an advisory warrant article asking the residents to decide if they want to continue maintain and repair the Clock Tower located at 116-122 Main Street. An affirmative vote will require the Town to proceed with repairs identified in the following article.

Warrant article 10: to raise and appropriate the sum of \$34,420 for repairs to the clock Tower located at 116-122 Main Street.

David stated the board will have to put a recommendation on article 10. This may lead to some confusion at town meeting and the board needs to be prepared to explain it. David stated he is still collecting estimates on the wall at 4 Union Street. \$150,000 is a rough estimate and a preliminary number.

Warrant article 11: is an advisory warrant article asking the residents to decide if they want to continue to own and maintain the properties located at 4 Union Street (Perry Eaton Building) and 6 Union Street (land) or should they sell both of these parcels? If the property is sold, the Board would have the authority to let those with leases out of their contract. An affirmative vote will require the Town to proceed with repairs as identified in the following article.

Warrant article 12: to raise and appropriate the sum of \$150,000 for repairs to the rear wall located at 4 Union Street (Perry Eaton Building).

The Board voted to recommend both warrant articles. David stated the new bottom line to the operational budget without the warrant articles is \$8,318,667.

Selectman Bond asked if the warrant article to keep 4 Union Street does not pass, does the town have to offer it to Sewer first. The board stated that they do. David stated there are only two leases in the building, Sewer and Black Widow Customs.

Selectman Crockwell made a motion to ratify the vote and approve the 2018 encumbrances as presented. Selectman Greco seconded. Motion passed 4-0.

Selectman Greco made a motion to accept the \$1,000 donation from Amoskeag Rowing Club on behalf of the Recreation Commission in accordance with RSA 31:95-b. Selectman Bond seconded the motion. Motion passed 4-0

Selectman Greco made a motion to approve the engagement letter from Donahue, Tucker, and Ciandella, PLLC for legal services. Selectman Bond seconded the motion. Motion passed 4-0.

Selectman Bond moved to approve the Manifest/Abatements. Selectman Greco seconded the motion. Motion passed 4-0.

Selectman Greco moved to approve the minutes of December 17, 2018 as presented. Selectman Bond seconded the motion. Motion passed 4-0.

## **VI. Town Administrator Report:**

David presented the resignation letter from Richard Bean on the Planning Board. This makes the board down a member. Both planning and zoning boards are in need of alternate members.

David updated the revenues on the tax impact sheet. The numbers are more in line with what has been collected. School has filled out their portion of the tax impact sheet. Copies of that will be going to the budget committee. The cuts the selectmen have made combined with the revenues, appropriates, and the current assessed values have made the town portion the same as last year, \$6.75.

David finalized the appropriations spreadsheet on 4 Union Sheet for revenue and expenses from 2005-2018. At the end of 2018, the town is in the black by \$665.36. Selectman Bond asked how long it would take to come out even if the repairs are made on the wall. David answered that it depends on what the revenues will be and what the wall cost comes in at. If net revenues are \$15,000 and the wall costs \$150,000, it could take 10 years to recoup the costs. That is assuming that the tenants stay and there are no more major repairs.

David looked at total expenses related to the Clock and the Clock Tower and at the end of 2018, the cost have totaled \$191,150.

David presented a request from the Heiser's for documentation of the board's formal acceptance of the property.

David shared that Central NH Regional Planning Commission sent him a letter requesting a rep for the Suncook Valley Rail Trails Committee. Selectman Bond volunteered.

David asked if the board is interested in creating a warrant article for the Purple Heart elderly property tax exemption. Selectman Greco made a motion to create a warrant article for the Purple Heart elderly exemption. Selectman Crockwell seconded the motion. Motion passed 4-0

David shared that on January 17<sup>th</sup> Monica Hurley, Town Assessor from Corcoran Consulting Associates, will be at the Budget Committee meeting to discuss the difference between re-valuation and re-certification. The meeting will start at 6:00.

Next Selectmen meeting will be January 22<sup>nd</sup> and that will include a public hearing for the OHRV club. Fish and Game will also be there.

Selectman Bond asked about two decorative light posts on the corner of Peaselee Drive and Alexander Drive. They were not converted because Lighttech did not have the appropriate bulbs. Does the town want to leave the decorative lamp posts and convert them or do they want to remove them. Selectman Greco asked if there are costs involved in removal. Selectman Bond stated Eversource has not gotten back to her on that. The issue is if the decorative lamps are left, there are 3 big cul-de-sacs coming to town and the Planning Board told the developers that if they do lights, they need to match what the town currently has. Selectman Courtemanche asked who owns the decorative lamps. Selectman Bond answered the Town does. David stated the developer puts them in and when the town accepts the road or subdivision, they accept the lamps as well. Selectman Bond stated that Police, Fire, and DPW have no problem with the town removing the decorative lamps. The Board decided to wait until the costs are in before making a decision.

Selectman Courtemanche discussed an email she received from a resident with concerns about not having a consistent due date on the tax bills. He would like to have fixed dates or quarterly tax bills. David answered the July bill is always the first week of July and that is the only one that can be guaranteed. The second one the town has no control over. It depends when the NHDRA sets the tax rate. There are many steps to sending out the bills. Once the final rate is set in the Fall, the tax file then needs to be sent to the printer to print and mail the bills. By law the Town has to give 30 days to pay. December is a tough month to pay because of Christmas, but for the longest time here the bills were always due in July and December. Having quarterly billing would require more staff and costs for mailing.

## **VII. Committee Reports:**

Selectman Bond – Planning Board has a couple of public hearings coming up. A resident petition to amend the zoning map from an R-3 to a C-1 for an area on North Pembroke Road and to make the size of utility shed no more 320 sq. feet with a height no greater than 12 ft.

Selectman Greco – Roads Committee will meet next the first Tuesday of February and did not meet in January. Recreation Committee has a \$5,000 donation from Continental Paving that will need to be formally accepted at the next meeting. The next meeting is in February.

Selectman Courtemanche – Budget Committee met with the School Board and the budget overview presentation was completed. There is about a \$3.00 increase over 2018. Line item questioning will begin next week.

Selectman Crockwell – None

## **VIII. Other/Citizen Comment:**

Pentti Alto, Batchelder Road, suggested adding an apprenticeship course to the school to develop skills for innovation and non-conventional jobs. It would help the community become attractive to innovative types of people which would help the town economy.

Bob Bourque, Pleasant Run, asked if the board has considered setting town standards for street lights to assist the planning board in application approvals. Pentti Alto believes that is a great idea but cautions that technology is evolving fast and those standards would need attention to make sure the standards do not fall behind.

**IX. Adjourn:**

Selectman Greco made a motion to adjourn at 8:12PM. Selectman Bond seconded the motion and it was approved unanimously.

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Justine M. Courtemanche, Chairman

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