

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

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

Staff: Town Administrator David Jodoin

**I. Call to Order:**

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

**II. Citizen Comment:**

None

**III. Scheduled Meetings:**

A. Jonathan Lawrence – Scout project.

Jonathan explained that he has installed no smoking signs at Memorial field as part of his project and this was based on a recommendation from the recreation Commission. He chose this project because he felt that it would make the park a healthier and cleaner park.

Rose Galligan apologized to the Board because of the miscommunication. She thought that the Board was not in favor of the ordinance not the signs.

Chairman Courtemanche stated that the ordinance and the signs are all together and for them to be enforceable you need an ordinance.

The Board asked Chief Gilman his thoughts on enforcement and he commented horrendous. Chief Gilman stated that the scout should get his award. Us as a Town has the cart before the horse. I will leave it up to the Board on how they want to handle this. As for enforcement it's not going to be high on our priority list. If we are there and see something we will act, but to get called there we may not respond because we are busy with something else.

Selectmen Bond was concerned that enforcement would be a problem, especially at large events like old home day.

Steve Fowler, Old Home day would like to see the change and felt that most would comply with the regulations.

Selectmen Greco moved to create an ordinance to allow no smoking in Memorial Field, seconded by Selectmen Crockwell. There was discussion on creating the ordinance. Motion passed 3-2.

The Board talked briefly about the ordinance and how it would be set up.

Ron Gadous – Lightec

Ron was in to discuss the LED conversion project with the Town. Ron will reach out to the contact at Eversource for the grant.

Motion by Selectmen Bond to waive the bid requirements as requested by the Energy Committee and to award the contract to Lightec, seconded by Selectmen Goulet. Motion passed 5-0.

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

The Board reviewed the parking ordinance for 4 Union Street. There was discussion about the handicapped spot being moved. Motion by Selectmen Goulet, seconded by Selectmen Crockwell to approve the wording of Chapter 191 as amended. Motion passed 5-0.

Center Road – The Board reviewed the updated language that eliminates any exposure to the Town. Selectmen Greco moved to approve the purchase and sales agreement, seconded by Selectmen Crockwell. Motion passed 5-0.

#### **V. New Business:**

Motion by Selectmen Bond, seconded by Selectmen Goulet to approve the State MS-535 form. Motion passed 5-0.

Code enforcement agreement with the Town of Hooksett for backup coverage. Motion by Selectmen Goulet, seconded by Selectmen Bond. Motion passed 5-0.

Manifest/Abatements:

Action: Selectman Crockwell moved to approve the manifest and abatements as presented. Motion seconded by Selectman Goulet. Motion passed 5-0

Minutes

Action: Selectman Greco moved to approve the minutes of 7/16 and 7/30 as presented, Selectman Crockwell seconded the motion. Motion passed 5-0. Selectmen Goulet abstained on the minutes for 7/30 as she was not in attendance.

Motion by Selectmen Goulet to approve the nonpublic minutes of July 16<sup>th</sup>, seconded by Selectmen Greco. Motion passed 5-0.

Motion by Selectmen Crockwell to appoint Natalie Gilsum to the Zoning Board, seconded by Selectmen Greco. Motion passed 5-0.

#### **VI. Town Administrators Report:**

1. NHMA policy review. This will be in your packet for the meeting on the 20<sup>th</sup>. The Board will need to decide if anyone will be going to vote. If the Board is in agreement with the policies then there is no real need to go.
2. A review of the Building Committees report. The Air conditioning unit on the wall in the

- meeting room is gone and needs to be replaced. The overall HVAC system here is also dying, these will be discussed at the CIP meeting on August 15<sup>th</sup>.
3. The retaining wall at 4 Union Street was reviewed by the Town Engineer and he will submit a report.
  4. The Town Clock repairs will also be part of the CIP and budget process this year.
  5. FEMA letter for reimbursement.
  6. A discussion on whether to bond on work being done on range roads. This will be in your next packet for further discussion.

## **VII. Committee Reports:**

Selectmen Goulet - Nothing

Selectman Bond – CIP has started our first meeting was with Police and Fire. Fire is looking for a new vehicle and Police is also looking for a new cruiser.

Planning – The project on Pembroke Street across from Kimball's was before the Board for a conceptual discussion.

Selectman Greco-Roads is tomorrow night.

Selectman Crockwell- Nothing.

Selectman Courtemanche-Nothing.

D. Jodoin stated that in the spring the Board will need to start looking at the roofs again at the Safety Center (Fire side) as well as the Library. Money is budgeted in the CIP for the Library in 2024 and the funds for the safety center are already in the Capital Reserve Funds.

The roof drain at 4 Union Street was also discussed and needs to be finalized along with the guard rails.

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

None

The Board went over the picnic.

## **IX. Adjourn:**

Selectman Goulet moved to adjourn at 8:10pm. Motion seconded by Selectman Greco. Motion passed 5-0.

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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.