

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
APRIL 15, 2019 at 6:30 PM**

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

Staff: Town Administrator David Jodoin, Recording Secretary Jillian McNeil

Arrived Late: Selectmen Bean

Excused: Selectman Sandy Goulet

I. Call to Order:

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

II. Citizen Comment:

None

III. Scheduled Meetings:

Lt. Gaskell – Police Department Cruiser Purchase

Lt. Gaskell presented the 2019 cruiser and equipment purchases. Lt. Gaskell stated that of the three quotes for the cruiser, the department would like to award the bid to Irwin Motors for \$32,389. All repairs and warrantee will be at Grappone. Selectman Bond made a motion to purchase the police cruiser from warrant article 8 for \$32,389 from Irwin Motors with the funds to be withdrawn from the capital reserve. Selectman Crockwell seconded the motion. Motion passed 3-0

Lt. Gaskell presented three quotes for the installation of equipment into the 2020 Ford Sport Utility. The Department would like to award the bid to Ne-Vo (New England Vehicle Outfitters) for \$19,775. Selectman Crockwell stated that he would like to see what equipment is being installed on future purchase requests. Selectman Bond made a motion approve the purchase from Ne-Vo in the amount of \$19,775 with the funds to be withdrawn from the capital reserve. Selectman Crockwell seconded the motion. Motion passed 3-0.

Lt. Gaskell presented a formal request to purchase one Custom Raptor RP-1 Radar for the fleet of cruisers. Selectman Crockwell asked if there are any grants available for new equipment. Lt. Gaskell stated that the State has done away with matching funds grants. Selectman Bond made a motion to purchase the Custom Radar from

Ne-Vo for \$2,275 with funds to be withdrawn from the capital reserve. Selectman Crockwell seconded the motion. Motion passed 3-0.

New Hampshire Trail Dawgs

Ed Kinney submitted the NH Trail Dawgs Snowmobile Club one-year permission form. The club plans on replacing some culverts and putting in fill on the Range Roads. Selectman Crockwell stated that there has been a concern for the last three years about the damage to the road on Thompson Road. Selectman Bond asked what Range Road is getting the fill. Ed stated that 7th Range Road, Thompson Road, a section of the power lines, and a section right before Hardy Road. Ed stated that the new bridge on 6th Range will also need attention. Ed stated he will discuss Thompson Road with the club. Selectman Courtemanche reminded Ed that the Town cannot assist with bringing any fill out to the Range Roads. The Selectmen stated that there would not be an approval next year if Thompson Road is not fixed. Ed stated that the work will be done by July 4th. David asked when the agreement needs to be signed. Ed said it needs to be signed by April 26th in order to get the Grant-In-Aid application to the State. Selectman Crockwell made a motion to approve the NH Trail Dawgs one-year snowmobile trail permission. Selectman Bond seconded the motion. Motion passed 3-0.

IV. Old Business:

David Jodoin presented the Selectmen with the updated 2016 tax deed listings as of today. Deeding date is May 9, 2019. The police department will start hand delivering letters tomorrow of a final warning.

Selectman Bond stated that they met with Ron of Lightech and George of Eversource. Lightech agreed that if Eversource was out putting an arm up, Lightech would install the light and give a warranty. Selectman Courtemanche asked when the work would be starting. Selectman Bond stated that a work order has been created but a date has not been set. David stated that there are 6 lights that will be going in. Hopefully, they will be starting in 3 weeks.

Selectman Bond made the suggestion to not add the fiberglass poles to the future light pole regulations. Selectman Crockwell asked if the fiberglass poles addressed the light pollution concerns of the Energy Committee. Selectman Bond stated that the light pollution concerns are not addressed by the regulations but the suggested lights that are currently used in Chickering Meadows are so low wattage that light pollution is not a concern. Selectman Bond suggested only using the wood poles that are currently used in the street light pole regulations. Selectman Courtemanche stated that if the town is going to take over the roads, then they should be the standardized wood poles. The Board decided to accept regulations 1-4 as listed as well as 7 without the language regarding fiberglass poles. The regulations will be re-written and submitted to the Board at the next meeting.

David Jodoin submitted all the bills to the contractor for the Eversource Energy Costs. Quotes should be back shortly.

David Jodoin stated that the Sewer Department is meeting tonight to make a decision on 4 Union Street. David stated that last year a base coat was put onto the parking lots at 4 & 6 Union Street and now the Board needs to decide if they want to put the top coat on. The Board also needs to decide if they are going to fix the wall or sell the building as-is. Selectman Crockwell stated that we should discuss with a realtor whether or not it is worth finishing the projects in order to get a higher sale price. Selectman Courtemanche asked how much the top coat will cost. David stated that it would likely be another \$6,000. The Board decided to have a realtor look at the building before making any final decisions.

V. New Business:

Selectman made a motion to approve the applications for the trust funds as follows: \$2,634.40 from the Police Small Equipment Capital Reserve Fund, \$16,150 from the Town Building Capital Reserve Fund, and \$3,625 from the Cemetery Improvement Capital Reserve Fund. Selectman Bond seconded the motion. Motion passed 3-0

Selectman Bond made a motion to appoint Daniel Crean to the Planning Board as an alternate. Motion was seconded by Selectmen Crockwell. Motion passed 3-0.

Selectman Bond made a motion to appoint Jillian McNeil as Deputy Treasurer to the Town. Motion was seconded by Selectmen Crockwell. Motion passed 3-0.

Selectman Bond made a motion to appoint Bruce Kudrick to the Zoning Board of Adjustments. Motion was seconded by Selectmen Crockwell. Motion passed 3-0.

Selectman Bond made a motion to appoint Clint Hanson Jr. to the Planning Board as an alternate. Motion was seconded by Selectman Crockwell. Motion passed 3-0.

David presented the Board with the current Solid Waste Disposal and Recyclable Materials Processing Agreement with Casella Waste Management of Massachusetts and the Town's Solid Waste Ordinances. The Board decided to have a sub-committee to work on the agreement. Further discussion was tabled until the next meeting when more members of the Board would be present.

Selectman Bond made a motion to approve the Manifest and Abatements as presented. Motion was seconded by Selectman Crockwell. Motion passed 3-0

Selectman Bond made a motion to approve the minutes of April 1, 2019 as presented. Selectman Crockwell seconded the motion. Selectman Courtemanche abstained. The minutes were tabled to the next meeting absent a quorum.

VI. Town Administrator Report:

David presented the Board with a letter from Matt Pearson of the Suncook Little League. They are requesting the Board waive the 2019 field use fees. Suncook Little League hires a local lawn care company to maintain a presentable space for Suncook residents to use at Point, Middle, and Memorial fields. They also volunteer to clean up the fields at the annual fall clean up day. Waiving this fee allows them to reinvest the funds back into the grounds. Selectman Bond made a motion to waive the 2019 usage fees for the Suncook Little League. Selectman Crockwell seconded the motion. Motion passed 3-0.

David presented a request from the Cemetery Commission to waive the bid requirements and accept the proposal from NH Monuments in the amount of \$5,200 to fix damaged headstones damaged by a tree that fell at the rear wall of the cemetery. NH Monuments does all the work for the Commission and they are very happy with them. Selectman Courtemanche asked where the funds would come from. David stated that it would come from the capital reserve fund. Selectman Crockwell made a motion to waive the bid requirements and accept the proposal from NH Monuments in the amount of \$5,200. Selectman Bond seconded the motion. Motion passed 3-0.

The non-public minutes from April 1, 2019 were tabled until the next meeting.

David presented the Board with the bids for the new truck for the Department of Public Works approved at Town Meeting. The Liberty International Truck came in at \$92,620. The Freight Liner came in at \$96,851. DPW is recommending the Liberty International truck with funds to be withdrawn from the capital reserve. DPW currently has all Liberty International vehicles outfitted with computer systems that would have to be changed out if the Board went with Freight Liner. Selectman Crockwell asked how the trucks compare to each other. David stated that each truck has certain aspects of it that are better than the other but the Liberty truck is what DPW currently has and they are comfortable using it and maintaining it. Selectman Crockwell made a motion to approve the bid from Liberty International Trucks in the amount of \$92,620 with the funds to be withdrawn from the capital reserve. Selectman Bond seconded the motion. Motion passed 3-0.

David discussed a letter received from Kathy Cliver requesting a blind driveway sign be placed by her home on Buck Street. The Police Department went and looked at the corner and recommended a sign being placed. The Department would also like to put out a cautionary sign by Eley Lane on Borough Road. Selectman Bond made a motion that a blind driveway sign be installed on Buck Street and that a cautionary sign be placed at Eley Lane and Borough Road. Selectman Crockwell seconded the motion. Motion passed 3-0.

Selectmen Bean entered the meeting (he had a prior commitment)

David discussed the letters from Donna Severance and Brian Mrazik regarding the site walk for the 4th Range Road/Flagg Robinson development. David stated that the site walk has been posted and the Selectman have met all legal requirements for the site walk. David suggested doing the site walk and then continuing the public hearing on May 6th at 6:30 at Town Hall. David is going to ask DPW to put up cones and to have an officer on the corner for safety. David is also going to post on the website and send a letter to the legal abutters clarifying the site walk.

Selectman Courtemanche stated that on Saturday, May 4th the Board of Selectman will be holding a public hearing at 373 4th Range Road the main purpose of the hearing is do a site walk on the proposed development. At this time, we will listen to the engineer. The public hearing will then be continued at Town Hall on Monday, May 6th at 6:30pm where we will discuss the issue and take comments.

David discussed an email from Dana Carlucci regarding a damaged granite post on his property on January 30th. Since the insurance company will not oversee the project, he would like the town to oversee the project. Primex has told Dana that they would like him to sign a release before they send him a check. The release states that the town does not owe him anything further and he is free to do what he wishes with his property and the matter is closed after he receives payment. The check will be in the amount \$3,360 and there will be no deductible for the Town. Selectman Courtemanche stated that she would not want DPW overseeing the landscapers and signing off on the project. The Board would like a copy of the quote from Tasker Landscaping for the work and have DPW there to repair the sidewalk and the sidewalk only. If the quote does not include digging the post up then Dana will need to discuss that further with the insurance company. The Board was in agreement.

VII. Committee Reports:

Selectman Bond – None

Selectman Crockwell – Conservation did a site walk on all the conservation properties.

Selectman Courtemanche – None

VIII. Other/Citizen Comment:

None

IX. Non-Public Session:

RSA 91-A:3 II (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the public body or any subdivision thereof, or against any member thereof because of his or her membership in such public body, until the claim of litigation has been fully adjudicated or otherwise settled at 7:35 PM.

Seconded by Selectman Bond.

Roll Call Vote:

Selectman Bean
Selectman Bond
Selectman Courtemanche
Selectman Crockwell

The Board came out of non-public session at 8:26 PM.

X. Adjourn:

Motion by Selectmen Bond, seconded by Selectmen Crockwell to adjourn at 8:27 PM. Vote Unanimous

Justine M. Courtemanche, 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.