

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

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Present: Selectman Ann Bond, Selectmen Richard Bean, Selectman Sandy Goulet  
\*constituting a quorum of the Board

Staff: Town Administrator David Jodoin, Recording Secretary Jillian McNeil

Excused: Chairman Tina Courtemanche, Selectman Michael Crockwell

**I. Call to Order:**

Vice-Chairman Ann Bond called the meeting to order at 6:30 pm.

**II. Citizen Comment:**

None

**III. Scheduled Meetings:**

Pembroke School Board discussion on Grange Building

Dan Driscoll, Pembroke School Board, discussed the possibility of the Town taking over the Grange Building on Pembroke Street. The building has fallen into disrepair. The ceiling has begun to fall in and there are structural issues with the exterior of the building. The School Board came to the decision that they do not want to invest any further money into a building that serves no educational purposes. If the Town decides they do not want the building, then it will be put on the warrant and put up for sale. Selectman Bond asked how the school has maintained ownership of a building that is a non-educational building. Dan said it was the original school house for the town and there was a lease with the Grange, however, that lease is no longer current or valid. Selectman Bond asked if the Grange is still holding current meetings in the building. Dan stated that they closed the building several months ago over safety concerns and isn't sure where they are holding their meetings now. David Jodoin asked if the School Board has had anyone look at the building and give cost estimates of the work that needs to be done. Dan stated that they have not but would definitely encourage anyone who wants the building to do so. Selectman Bean asked why all the trees surrounding the building were cut last summer. Dan stated that the trees were encroaching on the building. Selectman Bean stated that there is the possibility to consider the building a historical building through the State. Dan stated that it is not currently on the historical registry. Selectman Bean asked if they could look into that as there may be grant monies available to rehab the building.

Selectman Bean asked if there is water damage causing the ceiling to sag. Dan stated that gravity is getting to the plaster and there are no roof leaks. David asked if they have talked to town historical society. Dan stated that they have and they did not have much information on the building and did not express a desire to have the building. Selectman Bond asked how much land is around the building. Dan stated that it is about 1/3 of an acre. Selectman Bean asked if they would prefer to sell the building or turn it over to the Town. Dan stated that they would like to turn it over to the Town but will sell it if the Town does not want it. It will be on the warrant this year either way.

#### Presentation of 2020 CIP Program

Gerry Fleury, Chair of the Capital Improvement Plan Committee, presented the ratings and requests for the 2020 Budget.

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

Lightec is working on getting the final lights in by the end of the week. They are also looking at reducing the brightness of the lights on the bridge on Glass Street.

David stated that Department of Public Works discussed with the homeowners on Broadway/Fairview what they plan to do about the drainage issue. The homeowners stated that they plan to install a pipe up to the neighbor's property but they wouldn't pay for it past their property. The other homeowner does not have the funding to pay for the pipe on their property. After that, the pipe would need to tie into the nearby catch basin. David suggested discussing a payment plan with the homeowner and having the Town fix it.

The Economic Development Committee is most likely going to meet once a month on Wednesdays. Selectman Bond asked if they have decided when they are going to start meeting yet. David stated that they have not. They are waiting on finalization from a few members.

David stated that rather than having the Town do the painting and wall work on the second floor at 4 Union Street, he asked the purchaser to make a counter offer. The purchaser reduced the offer from \$150,000 to \$146,225 to account for the cost of the painting and repairs on the second floor. Selectman Goulet made a motion to approve the purchase and sales agreement with Joan Bussiere at the reduced price of \$146,225 and to authorize the Town Administrator to sign all the necessary documents. Selectman Bean seconded the motion. Motion passed 3-0.

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

Selectman Goulet made a motion to appoint Caitlin Camidge to the Library Trustees. Selectman Bond seconded the motion. Motion passed 3-0.

Selectman Goulet made a motion to approve the following application for payment from the Pembroke Trustee of Trust Funds in the amount of \$51,473.22 from the Property Revaluation Fund, \$1,461.71 from the Police Cruiser Fund, \$690,929 from the Fire Major Fund, \$32,556 from the Town Building Fund, \$2,271 from the Police Small Equipment Fund. Selectman Bean seconded the motion. Motion passed 3-0.

Selectman Goulet made a motion to approve the job description for Detective Sergeant Foster at a labor grade 17. Selectman Bean seconded the motion. Motion passed 3-0

HealthTrust sent the new health and dental insurance rates for the year. Health insurance has an increase of 4.4% and dental has a 3.9% increase. David stated he had factored in a 10% increase to health insurance into the budget. He will go back and adjust the budgets with the insurance reductions and add in the CIP requests so the Selectman can vote on the bottom line on October 21<sup>st</sup>.

Selectman Goulet made a motion to authorize David Jodoin to sign a one-year utility contract with George E. Sansoucy, P.E., LLC at a fixed fee of \$16,900. Selectman Bean seconded the motion. Motion passed 3-0.

Selectman Goulet made a motion to accept the manifests and abatements as presented. Selectman Bond seconded the motion. Motion passed 3-0.

Selectman Goulet made a motion to accept the minutes of September 16, 2019 as presented. Selectman Bean seconded the motion. Motion passed 3-0.

Selectman Goulet made a motion to accept the minutes of September 23, 2019 as presented. Selectman Bean seconded the motion. Motion passed 3-0. Selectman Bond abstained.

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

Vice-Chairman Bond gave authorization for David to accept funds on behalf of the Town from the State of New Hampshire Department of Treasury Abandoned Property Division. There is just under \$3,000 with the Town's name on it.

Old Home Day Committee sent a thank you letter to the Selectmen.

After discussing the road closure options for the bridge repair on Route 28 with the Fire and Police Departments, it was decided that one lane of travel with a light would be the best solution to allow emergency vehicles to pass between Pembroke and Allentown. Selectman Goulet made a motion to approve one lane of travel with a signal on the bridge on route 28 during bridge repairs. Selectman Bond seconded the motion. Motion passed 3-0.

Selectman Goulet made a motion to approve the application for the road closure of Main Street for the Pembroke Women's Club Christmas in the Village on December 8, 2019. Selectman Bean seconded the motion. Motion passed 3-0.

Diane Schuett sent a letter regarding elderly exemptions and the need for a review. They were last looked at in 2005. David took the Social Security increases and applied them across the board to all categories. The current disabled exemption is \$105,000 which is well above any comparable town or surrounding town in New Hampshire. David is suggesting adjusting that to \$36,750 while increasing the income and assets requirements to match the increases over the years to Social Security. This will need to be discussed further before going onto the warrant article at March Town meeting.

Chief Gilman sent an email that the Police Department is no longer able to mark a car in any way to determine if the car has moved or is in violation of town regulations. Chief Gilman suggested adding a kiosk downtown that will produce a date and time stamp. He will be in on October 21<sup>st</sup> when DPW is in to discuss new parking regulations to discuss this further

## **VII. Committee Reports:**

Selectman Bean – None

Selectman Goulet – San-Ken came to the Planning Board to see if they would consider an alternative proposal where the Range Roads would not have to be opened and there would be one interior road with two cul-de-sacs that the town would have to maintain. The Animal Hospital also came in for final approval of their expansion. The next Planning Board meeting will be a workshop.

Selectman Bond – None

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

None.

## **IX. Non-Public Session**

Selectman Goulet made a motion to go into non-Public Session in Accordance with RSA 91-A:3 II (e) Consideration or negation 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, in which case the request shall be granted at 8:15 pm. Selectman Bean seconded the motion.

Roll Call Vote:

Selectman Bean	YES
Selectman Goulet	YES
Selectman Bond	YES

The Board came out of non-public session at 8:25 PM

Motion was made by selectmen Goulet to seal the minutes, seconded by Selectmen Bean, because it is determined that divulgence of this information likely would render a proposed action ineffective.

Roll Call Vote:

Selectman Bean	YES
Selectman Goulet	YES
Selectman Bond	YES

Motion to enter non public session in accordance with RSA 91-A:3 II ( c ) by Selectmen Goulet, Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant, seconded by Selectmen Bean.

Roll Call Vote:

Selectman Bean	YES
Selectman Goulet	YES
Selectman Bond	YES

The Board came out of non public session at 8:40 PM.

Motion by Selectmen Goulet, seconded by Selectmen Bean to proceed with the eviction at 2-4 Prospect Street as planned. Motion passed 3-0.

**X. Adjourn:**

Motion by Selectmen Goulet, seconded by Selectmen Bean to adjourn at 8:41 PM. Motion Passes 3-0.

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Ann Bond, Vice 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.