

**AGENDA**  
**BOARD OF SELECTMEN**  
**January 19, 2022 AT 6:30 PM**  
**Pembroke Town Hall, Paulsen Room**

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- I. CALL TO ORDER
- II. CITIZEN COMMENT
- III. SCHEDULED MEETINGS:
  - a. Public Hearing – Proposed \$1,300,000 Main Street Bond
  - b. Public Hearing Town code revisions Chapter 185 and rescission of Chapter 184
- IV. OLD BUSINESS:
  - a. Finalize clock warrant articles
- V. NEW BUSINESS:
  - a. Manifest/Abatements
  - b. Minutes 12/15/21; 12/29/21
- VI. TOWN ADMINISTRATOR REPORT
- VII. COMMITTEE REPORTS
- VIII. OTHER/CITIZEN COMMENT
- IX. Non Public Session in accordance with RSA 91-A:3 II (b) The hiring of any person as a public employee
- X. ADJOURN

**Public Hearing Notice  
Proposed Issuance of Bonds  
Town of Pembroke**

Pursuant to RSA 33:8-a,I, the Town of Pembroke Board of Selectmen will hold a public bond hearing on Wednesday January 19, 2022, at 6:30p.m., at the Pembroke Town Hall located at 311 Pembroke Street Pembroke, NH 03275, to discuss the proposed issuance of a \$1,300,000 bond to finance roadway and reconstruction projects in Town to be voted on at the March 12, 2022 Town meeting.

Board of Selectmen  
Town of Pembroke, NH

**PUBLIC HEARING NOTICE**  
**Town of Pembroke**  
**Board of Selectmen**

Notice is hereby given that the Pembroke Board of Selectmen will be holding a Public Hearing on Wednesday January 19<sup>th</sup> 6:30 PM at the Pembroke Town Offices located at 311 Pembroke Street to discuss the following:

Approval of Chapter 185 Seasonal & OHRV Restrictions on Class VI Highways

Rescind of Chapter 184 OHRV Prohibitions

For questions, please call the Town Administrator at 485-4747, or email at [djodoin@pembroke-nh.com](mailto:djodoin@pembroke-nh.com).

Ann Bond, Chairman

## CHAPTER 185

The Board of Selectmen of Pembroke, New Hampshire, ordain as follows:

### **SEASONAL & OHRV RESTRICTIONS ON CLASS VI HIGHWAYS** [Approved by the Board of Selectmen on 4-16-2012; Amended 2/6/17; Amended ??/??/2021]

#### **185-1 Declaration of Purpose:**

The purpose of this Ordinance is to protect the Town of Pembroke's Class VI highways from unreasonable damage by authorizing the imposition, by means of posting, of weight restrictions during the times and seasons when such highways are most vulnerable to damage from heavy vehicles.

In addition, the Town permits appropriate Off Highway Recreational Vehicle (OHRV) usage on Class VI roadways; this ordinance is intended to identify and regulate lawful operation, permitted access, and travel routes.

#### **185-2 Title:**

This Ordinance shall be known and may be cited as the "Seasonal & OHRV Restrictions on Class VI Highways of the Town of Pembroke".

#### **185-3 Authorities:**

RSA 41:11, RSA 47:17, RSA 231:191, RSA 215-A:15, RSA 231:21-a, and RSA 236:9-11.

#### **185-4 Seasonal Weight Restrictions on Class VI Highways:**

- A. All unmaintained portions of Class VI highways within the Town of Pembroke shall be closed to all motorized, wheeled vehicles with a gross weight exceeding 1,800 pounds, from December 16 to May 31 of each year. Such restrictions shall be imposed by the posting of permanent, legible signs by the Director of Public Works at points of access to Class VI highways from other public ways, which signs shall be consistent with this Ordinance. The signage for seasonal weight restrictions may be combined with the signage for OHRV use.
- B. In addition to the provisions in Section 4A, the Director of Public Works, or his or her designee, is authorized to impose temporary restrictions on

the use of any unmaintained portion of a Class VI highway, or portions thereof, by motorized, wheeled vehicles with a gross weight exceeding 1,800 pounds during such conditions of ground saturation, surface runoff, freezing, thawing, or other weather conditions that, in his or her judgment, have rendered the highway susceptible to unreasonable damage if used by such vehicles. Such restrictions shall be imposed by posting temporary, legible signs at points of access to the restricted portion of the Class VI highway, which shall be consistent with this Ordinance. The signage for temporary weight restrictions may be combined with the signage for OHRV use.

### **C. Exemptions**

1. Town or other government vehicles being used for official business, utility trucks servicing local utilities on an emergency basis, and emergency vehicles responding to an emergency, shall be exempt from the posted weight restrictions.
2. Any vehicle owned or operated by a person whose property is accessible only by a posted Class VI highway shall be exempt from the posted weight restrictions if such restrictions would entail practical difficulty or unnecessary hardship in the use of the owner's property. This exemption shall be limited to those portions of the highway which are the minimum necessary for reasonable access to the owner's property.
3. The use of a posted Class VI highway by vehicles not in compliance with posted weight restrictions, and not otherwise eligible for an exemption as provided in paragraphs C1 and C2, may be authorized by written permit issued by the Director of Public Works. The applicant for such a permit must identify an urgent need for an exemption and why the posted weight restrictions entail practical difficulty or unnecessary hardship. The applicant must also agree to comply with any reasonable requirements established by the Director of Public Works for the exemption. At the discretion of the Director of Public Works, the posting of a bond, to cover the cost of repair of damage to the highway, may be required as a condition for the issuance of a permit. The Director of Public Works will impose reasonable conditions for any such bonding and any restoration of the highway.

### **185-5 OHRV Use on Class VI Roads:**

- A. Definition: "Off highway recreational vehicle or OHRV" means any mechanically propelled vehicle used for pleasure or recreational purposes

running on rubber tires, tracks, or cushion of air and dependent on the ground or surface for travel, or other unimproved terrain whether covered by ice or snow or not, where the operator sits in or on the vehicle. All legally registered motorized vehicles when used for off highway recreational purposes shall fall within the meaning of this definition; provided that, when said motor vehicle is being used for transportation purposes only, it shall be deemed that said motor vehicle is not being used for recreational purposes. For purposes of this chapter "off highway recreational vehicle" shall be abbreviated as OHRV. OHRVs shall not include snowmobiles as defined in RSA 215-C.

- B. Permitted Travel Routes: OHRVs are permitted to operate on the unimproved portions of Class VI highways in the Town of Pembroke unless otherwise posted.
- C. Prohibitions: OHRVs operated within the Town of Pembroke shall be in compliance with all OHRV laws of the State of New Hampshire including but not limited to RSA 215-A and administrative rules Fis 1500. OHRV use on all unmaintained portions of Class VI highways within the Town of Pembroke shall be prohibited during the period from December 16 to May 31 of each year.
- D. Signage: Notice of this ordinance shall be given by the posting of permanent, legible signs by the Director of Public Works at points of access to Class VI highways from other public ways, which signs shall be consistent with this Ordinance. The signage for OHRV use may be combined with the signage for weight restrictions.

#### **185-6 Fines in the Event of a Violation:**

Any person who violates the provisions of this Ordinance shall be guilty of a violation and fined \$150 for the first offense and \$300 for each subsequent offense within a calendar year, and shall be liable for any costs to repair, remedy, or otherwise return the road to an acceptable and stable condition as determined by the Director of Public Works and pursuant to RSA 236:38 and :39.

185-7 This Ordinance shall be effective as of the date of passage.

UPDATED ??/??/2021

RESCIND

## CHAPTER 184 OHRV Prohibitions

The Board of Selectmen of Pembroke, New Hampshire, ordain as follows:

### OFF-HIGHWAY RECREATIONAL VEHICLE (OHRV) USE ON CLASS VI HIGHWAYS

[Approved by the Board of Selectmen on April 7, 2021]

#### **1.0 Purpose**

The Town of Pembroke permits appropriate recreational Off Highway Road Vehicle (OHRV) usage on Class VI roadways. This ordinance is intended to identify lawful operation, permitted access, and travel routes.

#### **2.0 Authority**

Pursuant to NH RSAs 41:11, which authorizes the Board of Selectmen to regulate the use of roads in the Town, and 215-A:15 which specifically authorizes the Board of Selectmen to make special regulations concerning OHRVs, the Pembroke Board of Selectmen does hereby enact the following:

#### **3.0 Definitions**

3.01 "Off highway recreational vehicle or OHRV" means any mechanically propelled vehicle used for pleasure or recreational purposes running on rubber tires, tracks, or cushion of air and dependent on the ground or surface for travel, or other unimproved terrain whether covered by ice or snow or not, where the operator sits in or on the vehicle. All legally registered motorized vehicles when used for off highway recreational purposes shall fall within the meaning of this definition; provided that, when said motor vehicle is being used for transportation purposes only, it shall be deemed that said motor vehicle is not being used for recreational purposes. For purposes of this chapter "off highway recreational vehicle" shall be abbreviated as OHRV. OHRVs shall not include snowmobiles as defined in RSA 215-C.

#### **4.0 Permitted Travel Routes**

OHRVs are permitted to operate on the unimproved portions of Class VI highways in the Town of Pembroke unless otherwise posted.

#### **5.0 Prohibitions**

5.1 OHRVs operated within the Town of Pembroke shall be in compliance with all OHRV laws of the State of New Hampshire as codified under RSA Title XVIII CHAPTER 215-A and rules of the New Hampshire Department of Fish and Game as codified under CHAPTER Fis 1500.

5.2 OHRV use of roads within the Town of Pembroke shall be prohibited during the period from December 16 to May 31 of each year.

## **6.0 Signage**

Notice of this ordinance shall be given by the posting of permanent, legible signs by the Director of Public Works at points of access to Class VI highways from other public ways, which signs bear the legend "OHRV use prohibited December 16 to May 31. Violators will be fined up to \$1,000 and may be held liable for roadway damages under RSA 236:38 and RSA 236:39".

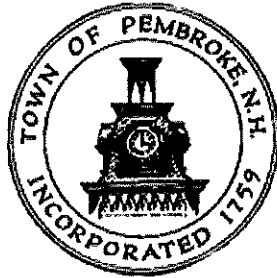
## **7.0 Penalties**

Any person who violates the provisions of this ordinance shall be guilty of a violation and shall be fined \$150 for the first offense and \$300 for each subsequent offense within a calendar year. For violations involving damage to roadways, operators shall be liable for any costs to repair, remedy, or otherwise return the road to an acceptable and stable condition as determined by the Director of Public Works. Enforcement of this ordinance shall be in accordance with NH RSA 31:39-c

## **8.0 Effective Date**

This ordinance shall be effective 4/7/21.





# **OHRV USE PROHIBITED**

**DECEMBER 16 THROUGH MAY 30  
(SNOWMOBILES EXCEPTED)**

**VIOLATORS WILL BE FINED UP TO \$1,000  
AND MAY BE HELD LIABLE FOR ROADWAY  
DAMAGES UNDER RSA 236:38 AND 236:39  
PEMBROKE TOWN CODE AS  
APPROVED BY THE PEMBROKE  
BOARD OF SELECTMEN**

**ARTICLE 7** – To see if the Town will vote to raise and appropriate the sum of \$33,500 to purchase a new Boom Flail Mower and accessories and to authorize the withdrawal of a sum not to exceed \$33,500 from the Town Equipment Capital Reserve Fund.

Recommended by the Board of Selectmen

**ARTICLE 8** – To see if the Town will vote to raise and appropriate the sum of \$52,700 to purchase a new Police Cruiser and accessories and to authorize the withdrawal of a sum not to exceed \$52,700 from the Police Cruiser Capital Reserve Fund.

Recommended by the Board of Selectmen

**ARTICLE 9** – To see if the Town will vote to raise and appropriate the sum of \$24,900 to repair the tennis courts and to authorize the withdrawal of a sum not to exceed \$24,900 from the Recreation Capital Reserve Fund.

Recommended by the Board of Selectmen

**ARTICLE 10** - Shall the Town of Pembroke vote to adopt the provisions of RSA 72:28-b, All Veterans Tax Credit? If adopted, the credit will be available to any resident, or the spouse or surviving spouse of any resident, who (1) served not less than 90 days on active service in the armed forces of the United States and was honorably discharged or an officer honorably separated from services and is not eligible for or receiving a credit under RSA 72:28 or RSA 72:35. If adopted, the credit granted will be \$500, the same amount as the standard or optional veteran's tax credit voted by the Town of Pembroke under RSA 72:28.

**ARTICLE 11** – Shall the Town continue the current long-term lease agreement with the owner of the building located at 116-122 Main Street that houses the Town Clock? Estimated repairs for the clock will be in excess of \$100,000 over a five year period, and would require additional funding in succeeding years of \$30,000 annually, to be deposited into the Town Clock Capital Reserve Fund. If the Town votes in favor of this article we will then proceed to the following item.

**Article 12** – To see if the Town will vote to raise and appropriate the sum of \$74,340 for repairs to the Town Clock Tower and mechanism, and to fund this appropriation by transfer of that amount from the undesignated Fund Balance as of December 31, 2022.

**ARTICLE 13** - To transact any other business that may legally come before said meeting.

Given under our hands and seal this \_\_\_\_\_ day of **February** 2022.

\_\_\_\_\_  
Ann Bond, Chairman

\_\_\_\_\_  
Richard Bean, Vice Chairman

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## David Jodoin

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**From:** Karen Yeaton <yeaton.karentop@yahoo.com>  
**Sent:** Tuesday, January 11, 2022 5:46 PM  
**To:** 'David Jodoin'; 'Ann Bond'; 'Sandy Goulet'; 'Richard Bean'  
**Subject:** Re: [Town of Pembroke NH] Pembroke Alzheimer Support (Sent by Mia Thompson, mia@alzheimersupport.com)

Can we add this to an agenda?

On Thursday, December 2, 2021, 01:57:47 PM EST, Jim Goff <jgoff@pembroke-nh.com> wrote:

Here you go.

Jim

**From:** Contact form at Town of Pembroke NH [mailto:cmsmailer@civicplus.com]  
**Sent:** Thursday, December 2, 2021 5:23 AM  
**To:** jgoff <jgoff@pembroke-nh.com>  
**Subject:** [Town of Pembroke NH] Pembroke Alzheimer Support (Sent by Mia Thompson, mia@alzheimersupport.com)

Hello jgoff,

Mia Thompson (mia@alzheimersupport.com) has sent you a message via your contact form (<https://www.pembroke-nh.com/user/33/contact>) at Town of Pembroke NH.

If you don't want to receive such e-mails, you can change your settings at <https://www.pembroke-nh.com/user/33/edit>.

Message:

Dear Mr. Goff,

My name is Mia and I am contacting you on behalf of Alzheimer Support (<https://www.alzheimersupport.com/memory-care/new-hampshire/>). Alzheimer Support is a free service that assists Pembroke families who have loved ones with Alzheimer's disease or dementia. Through our free search tool and database of Alzheimer's care facilities, families in need of care for their loved ones can locate licensed care homes and communities in the Pembroke area that are best equipped to provide care for their loved ones. I was wondering, would it be possible for you to let your residents know about Alzheimer Support via your website at <https://www.pembroke-nh.com/>?

I would really appreciate it if you could do that. Thank you very much in advance. I am looking forward to hearing from you soon.

Sincerely,  
Mia

**BOARD OF SELECTMEN  
TOWN OF PEMBROKE, NH  
December 15, 2021 at 6:30 PM**

**DRAFT,**

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Present: Selectman Richard Bean, Selectman Sandy Goulet, Selectman Peter Gagy, Selectman Karen Yeaton

Absent: Selectman Ann Bond

Staff: Town Administrator David Jodoin

**I. Call to Order:**

Chairman Richard Bean called the meeting to order at 6:32pm.

**II. Citizens Comment:**

None.

**III. Scheduled Meetings:**

None.

**IV. Old Business:**

None.

**V. New Business**

Manifests/Abatements

Selectman Goulet made a motion to accept the manifests and abatements as presented. Selectman Yeaton seconded the motion. Motion passed 4-0.

Minutes - 12/1/21

Selectman Goulet made a motion to accept the minutes of December 1, 2021 as presented. Selectman Yeaton seconded the motion. Motion passed 4-0.

**VI. Town Administrator Report:**

Department of Public Works sent out a notice to a resident who was discharging water into the street notifying them they are not allowed to do that.

New Hampshire Department of Revenue Administration sent the Cycled Revaluation Report stating in 2019 the ratio was 97.7% and the ratio now is estimated at 77%.

A resident sent a letter to the State of New Hampshire requesting crosswalks on Pembroke Street. The State responded that marked crosswalks are maintained by each city and town even on state highways, however, locations must be approved by the State. The resident suggested crosswalks at Grace Capital Church, the Mobil gas station, Lang's Ice Cream, Whittemore Road, Kimball's Cavern, Pembroke Library, and Dearborn Road. Selectman Goulet stated they should look into the possibility of adding one between the Church and Lang's where there is already a streetlight and at either Academy Road or across from Littlefield Condominiums.

At Budget Committee, there were additional questions regarding the Main Street Project. Water and Sewer Departments will be there this week and the Committee will be able to ask them questions directly about their pieces. There are concerns for the high costs for such a small section of road. A \$1.3m bond warrant article is going to Town Meeting to cover Main Street and Sherwood Meadows. David is not confident the \$1.3m will cover both projects as costs increase. David is suggesting to either have a warrant article allowing them to bond up to \$1.3m for road reconstruction and hold off on Sherwood Meadows until 2022 or have two warrant articles; one for \$1.3m and one to fund Sherwood Meadows from the Fund Balance surplus. The Sherwood Meadows project started around \$230,000 and now costs are up to \$277,000. The public hearing would need to be held by the end of January. Selectman Yeaton would like to see where the Budget Committee lands with their discussion before making a decision. Selectman Goulet would also be comfortable with waiting to hear from the Budget Committee. Selectman Yeaton would like to understand what their concerns are so they can address them.

## **VII. Committee Reports:**

Selectman Bean – None

Selectman Gagy – Planning Board met with someone who would like to put a storage facility next to the liquor store using the driveway alongside Dunkin Donuts. They want to combine 3 lots to make one big lot and that was okay with the Board. The Board didn't like the plan for the driveway. They would prefer the driveway come from Route 106. The person doing the project did not like that suggestion. There will need to be a traffic study done.

Roads Committee discussed the program for keeping roads up to date. They need to find a new person to assist them with it as the current person is moving out of State. Roads was concerned the test borings for Main Street being delayed.

Selectman Yeaton – Conservation Commission met with the Energy Committee to discuss their power plan and recruit members. Congregational Church came in to discuss their property. Sounds like they may have a buyer. There are concerns for the minor site plan by Dunkin Donuts for the slope going down to the Soucook River and for the town wells. Selectman Gaygi stated that there shouldn't be too much concern for the slope to the river since it is going to be on the other side of Sand Road. Conservation identified five deeds to their properties as needing attention because they were not set up properly. The Commission will take the suggestions from Town Counsel and the Chief of Police on the wording for the OHRV Range Road signs so they can get them up before the end of the season.

Selectman Goulet – None

**VIII. Other Citizen Comment:**

None.

**IX. Adjourn:**

Selectman Goulet made a motion to adjourn at 7:11 PM. Selectman Yeaton seconded the motion and it was approved unanimously.

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Richard Bean, 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.

**BOARD OF SELECTMEN  
TOWN OF PEMBROKE, NH  
December 29, 2021 at 5:30 PM**

**DRAFT**

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Present: Selectman Richard Bean, Selectman Sandy Goulet, Selectman Peter Gagyi, Selectman Karen Yeaton

Excused: Selectman Ann Bond; Karen Yeaton

Staff: Town Administrator David Jodoin

**I. Call to Order:**

Chairman Richard Bean called the meeting to order at 5:30pm.

**II. 2021 Encumbrances:**

Motion by Selectmen Goulet to accept the 2021 Encumbrances as presented, second by Selectmen Gagyi. Motion passed 3-0.

Manifests/Abatements

Selectman Goulet made a motion to accept the manifests as presented, seconded by Selectmen Gagyi. Motion passed 3-0.

**III. Adjourn:**

Selectman Goulet made a motion to adjourn at 5:35 PM. Selectman Gagyi seconded the motion and it was approved unanimously.

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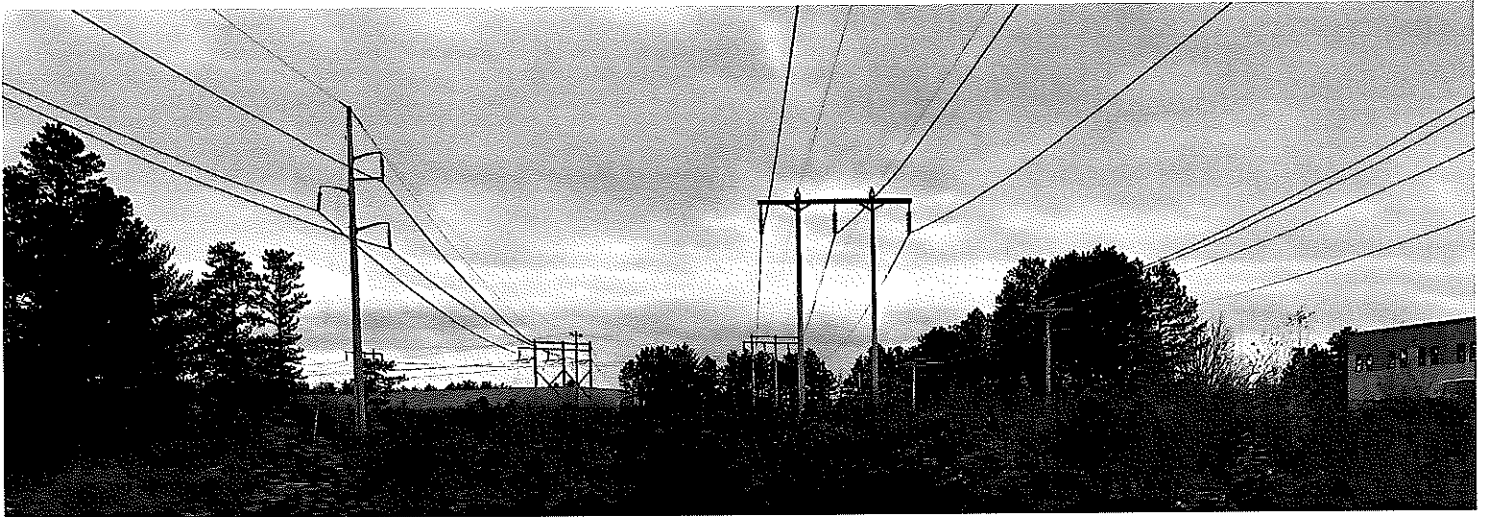
Richard Bean, Vice Chairman

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.

# Pembroke Briefing

January 2022

## Concord to Bow (P145) Line Rebuild Project

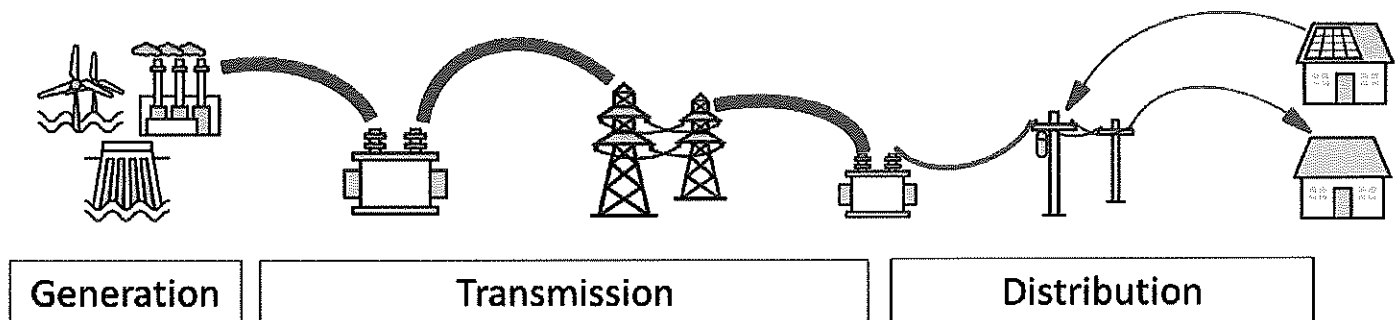




# The Transmission System

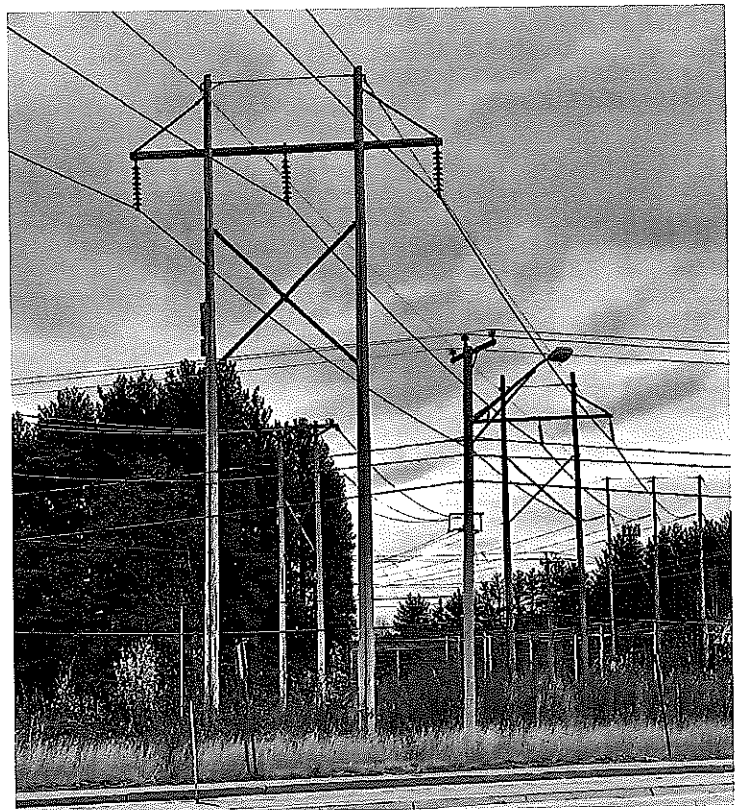
## *Getting Electricity to Where It Is Needed*

A strong electrical transmission grid is vital to the safety, security and economic prosperity of the region. The transmission system serves a critical role to ensure that electricity flows with a high degree of reliability from wherever the power is generated to where power is needed.



## Existing P145 Line/Corridor Overview

- **Power Line:** P145 line (Farmwood Substation in Concord to Merrimack Substation in Bow)
- **Age:** Originally built in 1966
- **Voltage:** 115 kilo-volt (kV) line
- **Structures:** 165
- **Length:** 12.5 miles long
- **Towns:** Concord, Pembroke, Bow
- **Lines in Corridor:** Between 2 and 5 lines in the ROW (both Transmission and Distribution).
  - In general, transmission lines are H-frame (two pole) and mono-pole (one pole) structures
  - Distribution lines are monopole (single pole)
- **ROW Width:** Varies in width from 250' – 300'
- **Alignment:** West-side of ROW



## Project Need

### *Increased reliability risk due to degraded structures and outdated communications*

- Degraded Structures

- Recent physical inspections and engineering analysis of the P145 line revealed that many of the existing structures are in poor condition due to their age, woodpecker and insect damage, and pole rot.

- Outdated Communications

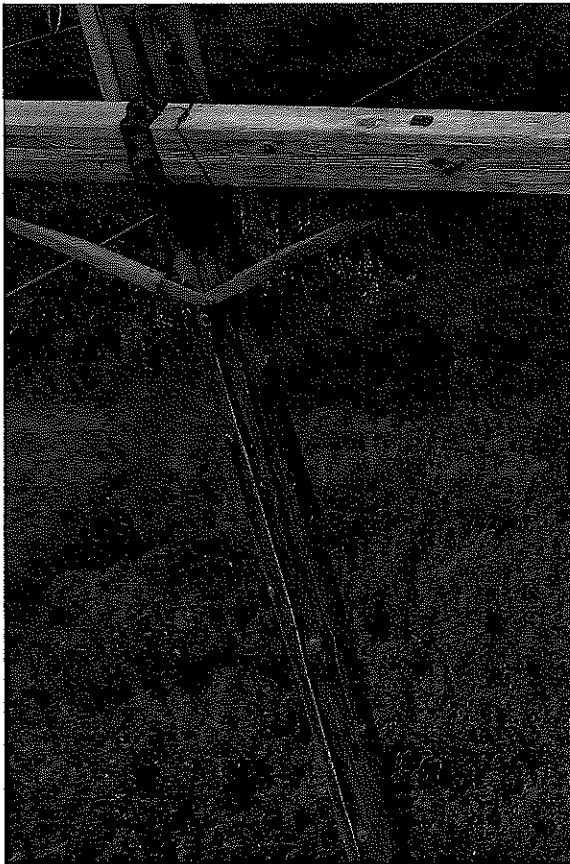
- Existing communication between substations relies on slower communication wire, which is less reliable and less secure than the optical ground wire (OPGW, also known as “fiber”), being installed throughout the Eversource transmission system.

### **Without this Project...**

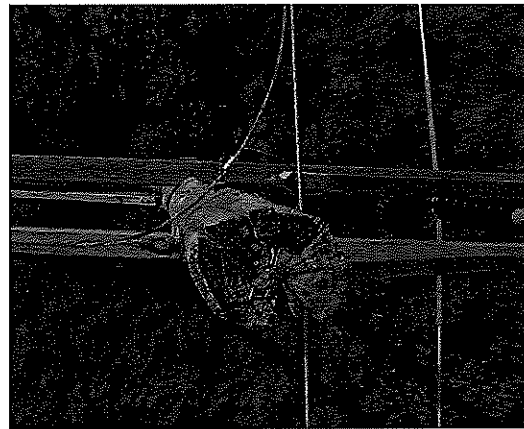
- Aging infrastructure is less resilient and could fail if stressed which could result in safety issues or electric outages.
- Less reliable communication wire between substations could make it more difficult to identify abnormalities and isolate failures, which could lead to outages.

## Samples of Structure Degradation

### Cracked Pole



**Woodpecker  
Damage**



**Pole Rot**

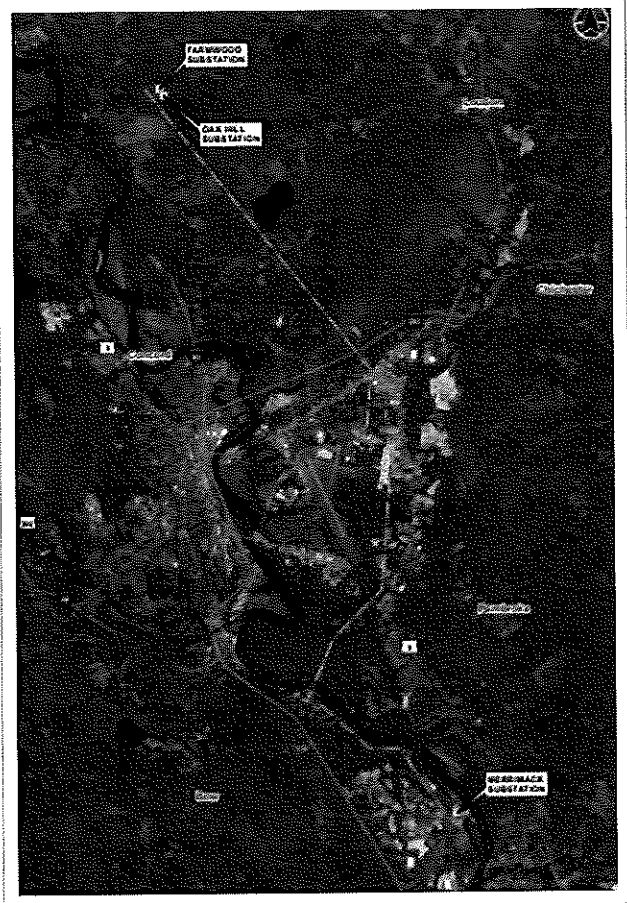
## Project Overview

*A safer, more resilient, more reliable system*

**EVERSOURCE**  
ENERGY

### This Line Rebuild Project will:

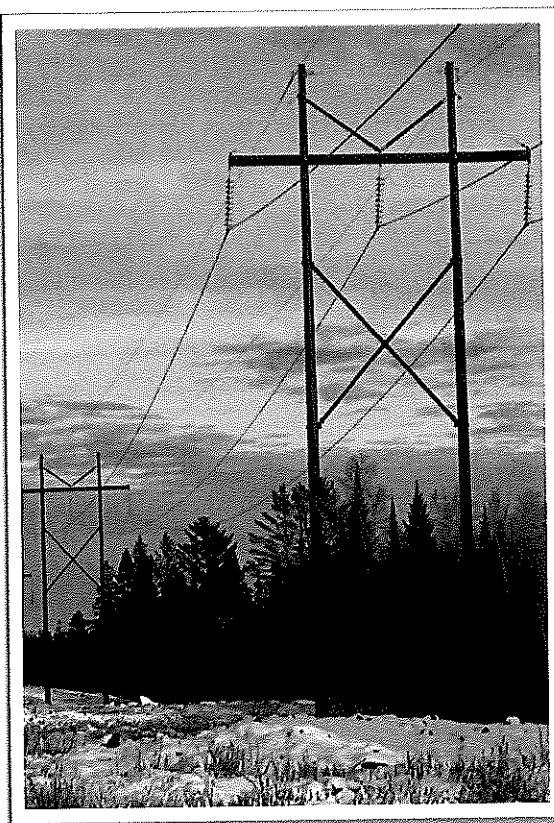
- Replace the older, degrading wooden structures with new weathering steel structures.
- Install new conductor and a new optical ground wire.
- Be built to present-day electrical safety standards and code.
- Collectively provide a safer, more resilient and more reliable electric supply.



## Project Solution/Scope

*Essentially a replacement of the existing transmission line*

- Remove and replace 165 wooden structures that are over 50 years old with 160 new weathering steel structures.
- The new structures will be able to support the weight of the OPGW and can further withstand storms we experience here in New Hampshire.
- We intend to rebuild the line essentially in the same location it is today, though some structures will need to shift along the existing alignment.
- While structure height increases are unavoidable, we attempted to minimize them wherever possible. Structure heights changed due to several factors including:
  - Structure configuration to meet current regulatory standards
  - Present-day safety clearance requirements
  - Changes in topography
  - Minimizing environmental impacts

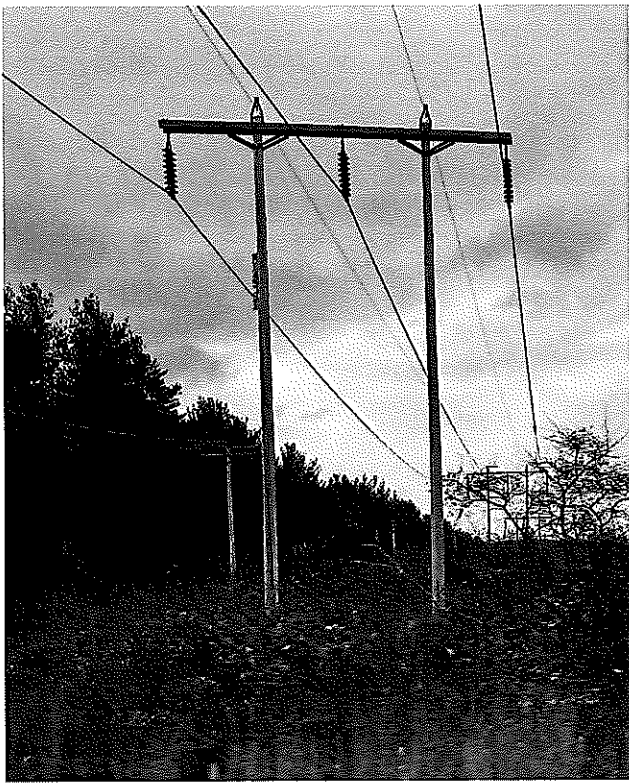


## Project Benefits

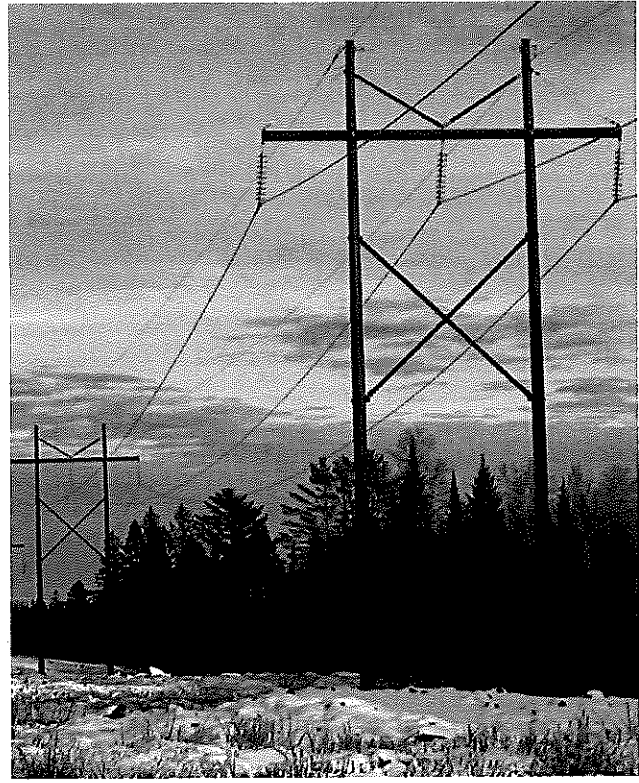
### *Improved power system reliability*

- Once rebuilt, the power line will result in greater electric reliability for communities.
- The new steel structures will be more resilient and will not be susceptible to woodpecker damage, insect damage or pole rot.
- The new structures will have reliability enhancements to protect the system from damage due to severe weather, including floods.
- The new optical ground wire, (OPGW, also known as “fiber”), to be installed between substations will provide increased visibility of our system, quicker response time for system issues, and increased automation, reducing the duration of outages, and improving reliability across the electric system.

## Project Scope



Example of existing structure to be removed

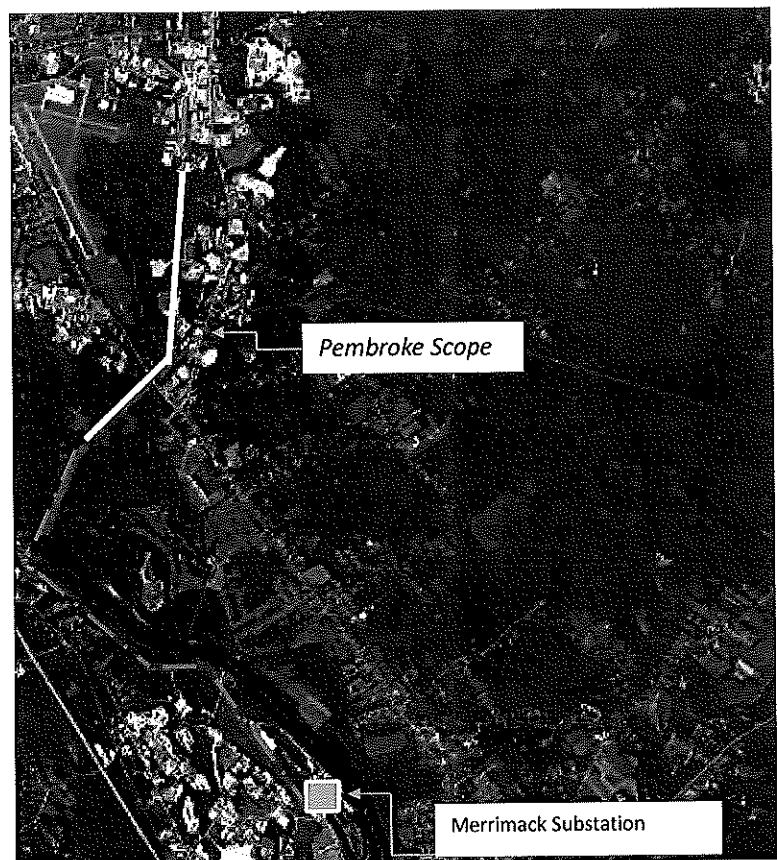


Example of typical structures to be installed

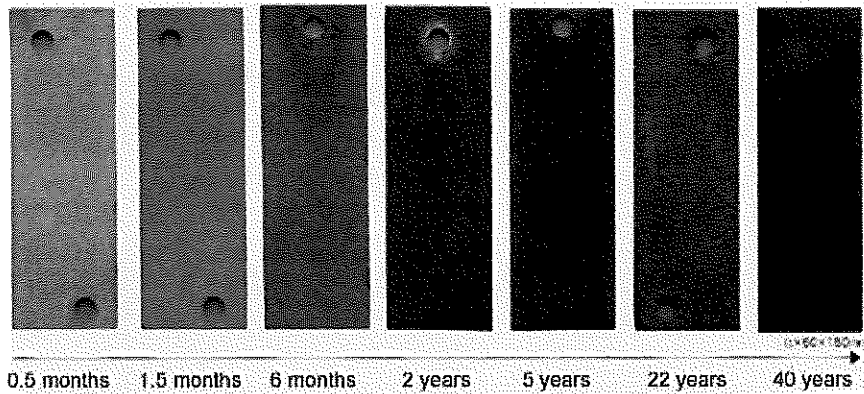


## Pembroke Scope

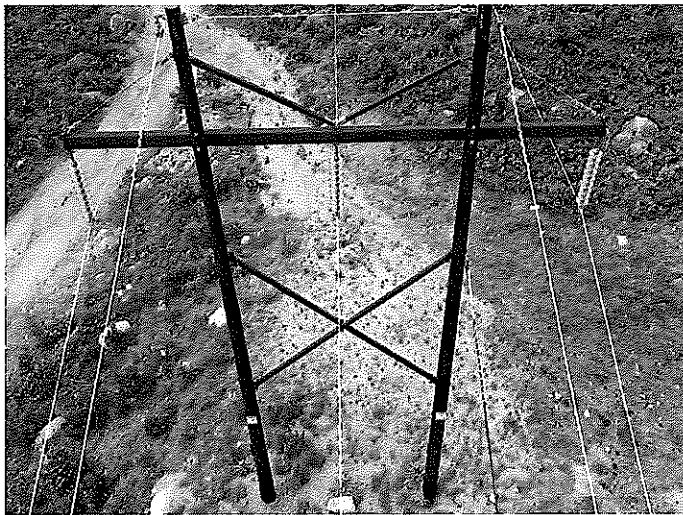
- 22 structures are located in Pembroke.
- 68% of the structures will increase less than 15 feet (15).
- Of the structures that are increasing over 15 feet, 2 are within 500 feet of a residence.



## Weathered Steel



Mimics a rust look,  
darkens and blends in  
more over time.



Weathered steel  
structure representative  
of what will be installed  
on P145

## Project Scope

*Limited clearing required*

**EVERSOURCE**  
ENERGY

### ■ **Vegetation Management:**

- Standard cyclical vegetation management work will be moved up from 2023 to pre-line rebuild construction in 2022, with a second pass in the fall for any regrowth between summer and fall.
  - Work will include mowing the floor of the existing right of way and removing incompatible vegetation to the edge of the maintained corridor.
  - Coordination of activities will help to limit duration of impact to abutting property owners.

### ■ **Access:**

- Existing access roads, within the ROW, will be used where available
- In some instances, the application of gravel and/or timber mats will be necessary in sections where access is inadequate. Routes have been designed to minimize impacts to the extent possible.
- We will request off-ROW access from several property owners.

# Concord to Bow Line Rebuild Project

*\*Projected Timeline, pending necessary permits and approvals*



Anticipated Schedule*	Late 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Q1 2023	Q2 2023	Q3 2023	Q4 2023	Q1 2024
Field Work										
Project Introduction Outreach										
State Permitting										
Stakeholder Outreach										
Local Permitting										
Construction										Antic. ISD***
Restoration**										

Key	Field Work	Outreach	Permitting	Construction	Restoration
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*\*This schedule is weather dependent and subject to change.*

*\*\*To the extent possible, restoration will be ongoing during construction for stabilization.*

*\*\*\*ISD means "In-Service Date", which indicates when construction is complete.*

## Permitting

### ■ Local:

- Eversource will work with the Town to determine and acquire local permits necessary for the project

### ■ State:

- NHDES Alteration of Terrain Permit (includes habitat assessment for NH Fish and Game Department)
- NHDES Statutory Permit by Notification
- NHDES Shoreland Permit by Notification
- NH Department of Transportation Driveway Permit
- NH Department of Energy State Land & Waterbody Crossings

### ■ Federal:

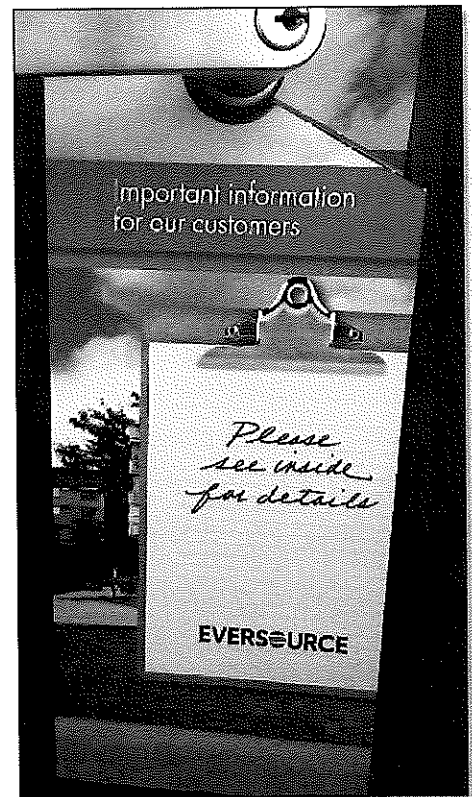
- Army Corps General Permit/Pre-Construction Notification (includes NH Department of Historic Resources' request for project review)
- Environmental Protection Agency Construction General Permit/Stormwater Pollution Prevention Plan
- Federal Aviation Administration review of structure heights

## Outreach Efforts

Eversource is committed to updating and proactively communicating with neighbors, businesses and all community members about project activities and will continue this outreach throughout the construction process.

### Outreach methods:

- **Project Information Letters:** Letters mailed to property owners along the right of way (power line corridor), sharing project updates.
- **Field Outreach Representatives:** Eversource representatives who are on-site prior to, and during, construction. They communicate with residents and businesses in-person about the project and respond to any questions or concerns, following CDC guidelines for COVID-19 safety precautions.
- **Project Webpage:** Coming in Q1 2022
- **Project Hotline & Email:** Provides prompt response to stakeholder inquiries.



sample door hanger

## Stay Informed / Contact Information

Project Services (Project Outreach)

**Lauren Cote**

Email: [Lauren.Cote@eversource.com](mailto:Lauren.Cote@eversource.com)

Community Relations

**David Creer**

Email: [David.Creer@eversource.com](mailto:David.Creer@eversource.com)

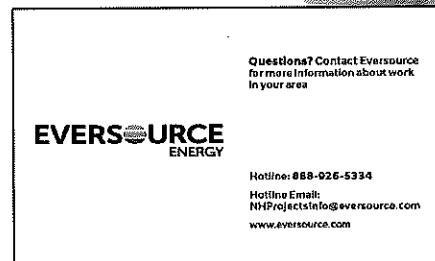
Project Manager

**Timothy Moriarty**

Email: [Timothy.Moriarty@eversource.com](mailto:Timothy.Moriarty@eversource.com)

Eversource Project Hotline: 1-888-926-5334

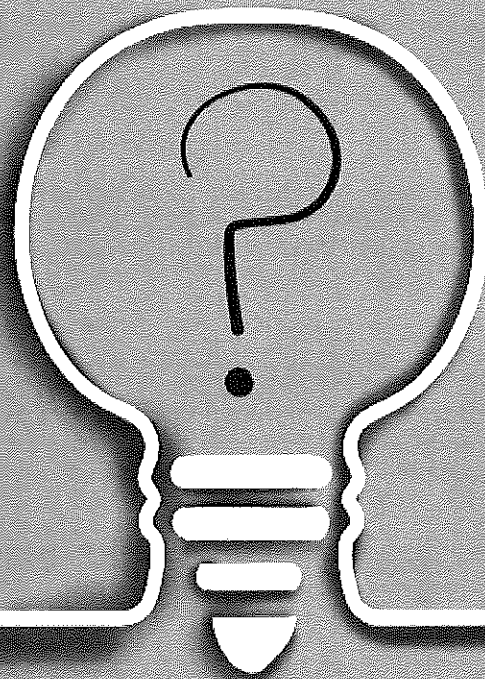
Project E-mail: [NHProjectsInfo@eversource.com](mailto:NHProjectsInfo@eversource.com)





## Questions & Feedback

EVERSOURCE  
ENERGY





**Thank you**

**EVERSOURCE**  
ENERGY

*We look forward to working with the Town  
throughout this important maintenance project.*





January 6, 2022

Board of Selectmen  
Town of Pembroke  
311 Pembroke Street  
Pembroke, NH 03275

RECEIVED  
JAN 10 2022  
TOWN OF  
PEMBROKE, NH

***Re: Important Information***

Dear Chairman and Members of the Board:

As part of our ongoing commitment to keep you and our customers informed about changes to Xfinity TV we want to provide you with the following information:

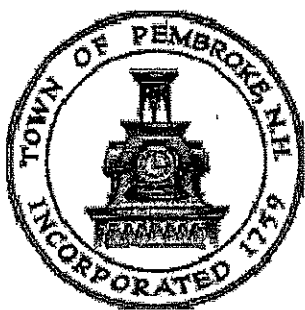
*Beginning on January 25, 2022, Caracol HD ch. 3404 and Mexicanal HD ch. 3409 will be added to Xfinity TV Latino. An X1 TV box or customer owned compatible device and HD technology fee (not included, additional charges may apply) are required to view.*

Please feel free to contact me at **Bryan\_Christiansen@cable.comcast.com** should you have any questions.

Very truly yours,

*Bryan Christiansen*

Bryan Christiansen, Sr. Manager  
Government Affairs



*Town of Pembroke*  
*Department of Public Works*

8 Exchange Street, Pembroke, NH 03275  
Phone: (603) 485-4422 Fax: (603) 485-2613

December 9, 2021

Chester & Amanda Noyes  
Alice Noyes  
9 Prospect Street  
Pembroke, NH 03275

**RE: Water Discharge onto Town Property from 9 Prospect Street  
Map VW, Lot 16**

Dear Residents:

It has been brought to my attention that water from the above noted property is being discharged onto Pleasant Street. Because of the winter weather this water is freezing on the street and causing imminent danger to the traveling public. To eliminate this hazard you are hereby directed to immediately stop the discharge of water from the above-mentioned property onto the Town's road. Failure to do so will result in the enforcement of RSA 236:39 (see attached) and the Town will charge you for all expenses incurred by the Town for sanding, salting and removal of all ice generated from said discharge. Additionally you will be held liable for any and all claims of injury and damage that may be a direct or indirect cause of water being discharged from your property onto the Town's road.

The Highway Foreman spoke with one of you on 12/8/21 and informed you about the danger of the water freezing in the intersection. Our crewmen salted and sanded the intersection so cars would not slide through the stop sign on Pleasant and Prospect Streets.

Your cooperation in this matter will be greatly appreciated.

Sincerely,

VJ Ranfos  
Director of Public Works

cc: Board of Selectmen  
Pembroke Police Department



# State of New Hampshire Department of Revenue Administration

109 Pleasant Street  
PO Box 487, Concord, NH 03302-0487  
Telephone (603) 230-5000  
[www.revenue.nh.gov](http://www.revenue.nh.gov)



Lindsey M. Stepp  
Commissioner

Carolynn J. Lear  
Assistant Commissioner

MUNICIPAL AND PROPERTY  
DIVISION  
James P. Gerry  
Director

Samuel T. Greene  
Assistant Director

December 13, 2021

Town Pembroke  
Board of Selectmen  
311 Pembroke Street  
Pembroke, NH 03275

**RECEIVED**

DEC 15 2021

TOWN OF  
PEMBROKE, NH

Re: Pembroke 2019 Cyclical Revaluation

Dear Municipal Assessing Officials:

The Department of Revenue Administration (DRA), pursuant to RSA 21-J:11, is charged with the responsibility of monitoring revaluations and supporting municipalities with revaluation contract compliance. The Department has checked elements of the 2019 Cyclical Revaluation for the Town of Pembroke.

On January 17, 2019, the DRA received a signed contract between the Town of Pembroke and Corcoran Consulting Associates Inc. (Corcoran) to complete a Cyclical Revaluation of all taxable and non-taxable property effective April 1, 2019. The DRA received the list of employees working in the Town and the certificate indicating liability insurance. The Town did not require a bond be posted. On April 19, 2019, a monitoring conference was held with the following in attendance: Planning & Land Use Clerk Elaine Wesson, Contract Assessor Monica Hurley of Corcoran, DRA Appraisers Charles Reese and Steve Griffin.

As part of the revaluation process, a portion of the Town's inventory was measured and listed over a period of 4 years. The DRA monitored a random sample of properties each year utilizing Monitoring Inspection Reports (MIR). The MIR was sent Corcoran for review and comment and forwarded to the Municipal Assessing Officials.

During the revaluation, the DRA monitored a random sample of properties that sold between October 1, 2018 and September 30, 2019. These qualified sales were used in the analysis to establish the new 2019 assessed values. There were a total of 142 qualified sales. The MIR was sent to Corcoran for review and comment and forwarded to the Municipal Assessing Officials.

Corcoran reported that they did perform a parcel-by-parcel field review. Notices of preliminary values were mailed to taxpayers and hearings were conducted by Corcoran at the Town Office on the week of September 16, 2019. Newly established values were turned over to the Municipal Assessing Officials prior to the filing of the MS-1 on September 26, 2019. The contract

TDD Access: Relay NH 1-800-735-2964

*Individuals who need auxiliary aids for effective communication in programs and services of the Department of Revenue Administration are invited to make their needs and preferences known to the Department.*

specified that preliminary values would be provided to the municipality on August 12, 2019.

The Uniform Standards of Professional Appraisal Practice (USPAP) Report (Report) was due to the DRA 30-days after the MS-1 was submitted. On February 7, 2020, the Report was delivered to the DRA and revisions to the Report were received on May 21, 2020. The Report includes the rationale for the update, a summary of the analysis performed, copies of sales used, the results of statistical testing of the new values and supporting documentation for the newly established values. A list of the qualified and unqualified sales is contained within the report. On May 3, 2021, a letter of compliance was mailed to the Municipal Assessing Officials and Corcoran.

Time-trending factors were identified from a study of the market. Corcoran reported time-trending was not warranted. The time-trending analysis can be found in Section 5 of the Report.

The Report identified neighborhoods for land pricing, primary and secondary site values, excess acreage values and influence factors within the Town of Pembroke. The land values can be found in Section 6 of the Report.

The Report identified base building rates along with tables describing elements such as depreciation, effective area factors and quality adjustments. Market analysis was used to establish building base rates and adjustments. The 2019 newly established building base rate values can be found in Section 7 of the Report.

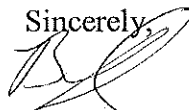
Prior to this update, the median level of assessment according to the 2018 DRA Equalization Study was 90.1, the coefficient of dispersion (COD) was 7.7 and the price-related differential (PRD) was 1.01.

The 2019 DRA Equalization Study resulted in a median ratio of 97.7, a COD of 7.4 and a PRD of 1.00. These figures fall within the IAAO and ASB recommended ranges and represent an improvement over the prior indicators of assessment level and equity.

The next scheduled revaluation of all properties in the Town of Pembroke to comply with RSA 75:8-a five-year valuation is 2024.

I hope this information is helpful and look forward to continuing the support and assistance the Department provides to your community. If I can be of any further assistance, please feel free to contact me at (603) 230-5962 or Ben.G.Lafond@dra.nh.gov.

Sincerely,



Ben Lafond, Real Estate Appraiser  
Municipal and Property Division

cc: File



Season Greetings,  
Thank you for your  
generous donation to our community's  
Christmas in the Village, your support  
allowed families to enjoy a fun and  
free afternoon. The event had an  
amazing turnout, the weather was  
perfect for December.

Pembroke Woman's Club  
Linda Gouin

**RECEIVED**

DEC 15 2021

TOWN OF  
PEMBROKE, NH



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan  
Commissioner

William Cass, P.E.  
Assistant Commissioner

December 9, 2021

RECEIVED

DEC 13 2021

TOWN OF  
PEMBROKE, NH

Ms. Abigail Collins  
704 Borough Road  
Pembroke, NH 03275

Re: Request for additional marked crosswalks  
US Route 3 (Pembroke Street), Pembroke

Dear Ms. Collins:

Your letter to Richard Radwanski, District 5 Engineer, was forwarded to my attention. The Bureau of Traffic is responsible for all traffic control devices, including crosswalks, on state highways. Thank you for sharing your concern.

In general, marked crosswalks are maintained by towns and cities, even on state highways, as part of the broader pedestrian environment that includes sidewalks. The locations must be approved by my bureau to assure that they are placed in logical locations that do not create an unanticipated safety concern. I have copied the Town of Pembroke so that they can reach out to me if they would like to request approval for additional marked crosswalks. I have also shared your letter with them.

A lot goes into consideration of approving marked crosswalks and there is considerable research on the subject. While it may seem counterintuitive, marked crosswalks in inappropriate locations may actually be less safe for pedestrians. The most important consideration is that they be placed at locations where there is regular pedestrian traffic so that motorists could expect to see pedestrians prepared to cross the highway. We also consider conditions such as sight distance to/from the crossing location, traffic volume, traffic speed, and highway lighting.

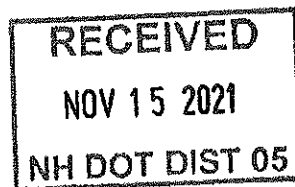
Thank you again for sharing your concern and do not hesitate to contact me if you have any further questions or concerns.

Sincerely,

William R. Lambert, PE  
Traffic Engineer/Administrator

CC: David Jodoin, Town Manager  
Richard Radwanski, District 5 Engineer  
Michael O'Donnell, Senior Traffic Operations Engineer

Abigail Collins  
704 Borough Road  
Pembroke, N.H. 03275



12 November 2021

Richard Radwanski  
District Engineer  
16 East Point Drive  
Bedford, N.H. 03110

To Richard Radwanski,

My name is Abigail Collins and I am a junior at Pembroke Academy. I believe that there should be consideration for adding more marked crosswalks on Pembroke Street in Pembroke, New Hampshire, which will allow people to safely cross the street whether walking or biking. With the application of crosswalks, they would not have to wait for a car to stop or they would not have to jaywalk as much. This would also yield the right-of-way to the pedestrian or bicyclist instead of the vehicle in those designated areas. The probability that someone will stop for a pedestrian without a crosswalk is low as people are trying to get to school, work, home, or through the morning and afternoon traffic. There are few crosswalks I am aware of on Pembroke Street, them being on the corner of Pembroke Street and Academy Road, one on the corner of Bow Lane and Pembroke Street, and one on the corner of Pembroke Street and Broadway. However, I believe that there should be more crosswalks because without them, it defeats the purpose of having a sidewalk on one side, but no way to safely get to the sidewalk.

My concern lies with the elementary, middle school, and high school kids who are having to find a good time to cross the busy street. Recently, I saw a student try to cross the street, unable to walk without someone stopping first. This may be avoided if there are crosswalks placed up and down Pembroke Street because the pedestrians will have the right-of-way, and not have to worry about holding up the traffic.

While pedestrians may still worry about crossing on such a fast street, I believe that there may be less worry with additional and more accessible crosswalks. For the parents of the children that have to cross to get to the sidewalk, I also believe that they would be less worried, knowing that there is a safe place for their children to cross.

Please consider the suggestion to spread out the installation of marked crosswalks, adding 1-2 per year, through as many years as it takes. Some ideas for where there should be crosswalks: the Grace Capital Church, the Mobil gas station, Lang's ice cream, Whittemore Road, Kimball's Cav'ern, the Pembroke Town Library, and Dearborn Road. I am sure that there are more intersections that need crosswalks, but these places have the heaviest foot traffic and they would be a good start to safer streets.





December 10, 2021

Board of Selectmen  
Town of Pembroke  
311 Pembroke Street  
Pembroke, NH 03275

RECEIVED  
DEC 13 2021  
TOWN OF  
PEMBROKE, NH

***Re: Programming Advisory***

Dear Chairman and Members of the Board:

As part of our ongoing commitment to keep you and our customers informed about changes to Xfinity TV services, we wanted to update you that on December 22, 2021 ACC Network will be added to the Digital Preferred level of service in your community.

Please feel free to contact me at [Bryan\\_Christiansen@cable.comcast.com](mailto:Bryan_Christiansen@cable.comcast.com) should you have any questions.

Very truly yours,

*Bryan Christiansen*

Bryan Christiansen, Sr. Manager  
Government Affairs

V2 ME & NH (Except S. Hampton)



December 21, 2021

Board of Selectmen  
Town of Pembroke  
311 Pembroke Street  
Pembroke, NH 03275

**RECEIVED**

**DEC 22 2021**

**TOWN OF  
PEMBROKE, NH**

***Re: Programming Advisory***

Dear Chairman and Members of the Board:

As part of our ongoing commitment to keep you and our customers informed about changes to Xfinity TV services, we wanted to inform you that effective December 14, 2021, Universal Living Faith Network was added to ch. 1098.

Please feel free to contact me at **[Bryan\\_Christiansen@cable.comcast.com](mailto:Bryan_Christiansen@cable.comcast.com)** should you have any questions.

Very truly yours,

*Bryan Christiansen*

Bryan Christiansen, Sr. Manager  
Government Affairs

RECEIVED

DEC 16 2021

TOWN OF  
PEMBROKE, NH

Bruce M. Kudrick  
217 Dearborn Road  
Pembroke NH 03275  
603 485 9421

December 14, 2021

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V.J. Ranfos, Director  
Department of Public Works  
8 Exchange Street  
Pembroke NH 03275

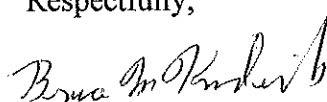
Dear Mr. Ranfos:

I would like to thank you and Adam Mendoza, and his crew for removing a tree and roots from the catch basin on Smith Avenue.

The roots had plugged the drainage system and water was backing up onto my property. The employees were very courteous when I spoke with them. They completed the job very efficiently and the area was cleaned up nicely when they were done.

Most of the time people write letters to complain. I wanted to write one to compliment you and your employees for a job well done. Thank you!

Respectfully,



Bruce M. Kudrick

BMK

CC: Board of Selectmen ✓



## NEW HAMPSHIRE LEGISLATIVE SERVICE REQUESTS (LSR)

HB 1307 - AS INTRODUCED

2022 SESSION

22-2629

08/11

### HOUSE BILL **1307**

AN ACT modifying the authority and duties of the housing appeals board.

SPONSORS: Rep. B. Griffin, Hills. 6

COMMITTEE: Municipal and County Government

### ANALYSIS

This bill modifies the authority and duties of the housing appeals board.

Explanation: Matter added to current law appears in ***bold italics***.  
Matter removed from current law appears ~~in brackets and struck through~~.  
Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.  
22-2629  
08/11

### STATE OF NEW HAMPSHIRE

*In the Year of Our Lord Two Thousand Twenty Two*

AN ACT modifying the authority and duties of the housing appeals board.

*Be it Enacted by the Senate and House of Representatives in General Court convened:*

1 Housing Appeals Board. Amend RSA 679:5 to read as follows:

I. It shall be the duty of the board and it shall have power and authority to hear and affirm, reverse, or modify, in whole or in part, appeals of final decisions of ~~{municipal boards, committees, and commissions regarding questions of housing and housing development. This includes, but is not limited to:~~

~~(a) Planning board decisions on subdivisions or site plans;~~

~~(b) Board of adjustment decisions on variances, special exceptions, administrative appeals, and ordinance administration;~~

~~(c) The use of innovative land use controls;~~

~~(d) Growth management controls and interim growth management controls;~~

~~(e) Decisions of historic district commissions, heritage commissions, and conservation commissions;~~

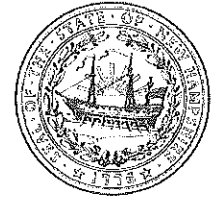
~~(f) Other municipal permits and fees applicable to housing and housing developments;~~

***(g) planning boards, zoning boards of adjustment, building code boards of appeals, historic district commissions, and heritage commissions on applications for the development of housing.*** Matters subject to the board's authority may include mixed-use combinations of residential and nonresidential uses. Such different uses may occur on separate properties, provided such properties are all part of a common scheme of development.

2 Effective Date. This act shall take effect 60 days after its passage.



The State of New Hampshire  
**Department of Environmental Services**



**Robert R. Scott, Commissioner**

Victor Ranfos  
Town of Pembroke  
8 Exchange Street  
Pembroke, NH 03275

December 20, 2021

RE: ARPA Planning Grant for Stormwater Planning, Infrastructure Study and MS4 Compliance

Dear Mr. Ranfos:

Congratulations! By submitting a pre-application for a Clean Water State Revolving Fund (CWSRF) loan to develop a Stormwater Planning Project, you have taken a step toward creating a planning project that will address stormwater conveyance and treatment needs, and consider solutions that promote energy efficiency, water quality, and/or flood resiliency. Thanks to funding available from the American Rescue Plan Act (ARPA), grant funding up to \$100,000 for your planning project is available as long as the following important steps are taken. Please note grant funding eliminates the need to obtain Authority to Borrow from your voters. Instead you will need evidence of the authority to accept grant funds through a Certificate of Authority.

1. **Project Consultation:** Contact your Project Manager Deb Loiselle [Deborah.S.Loiselle@des.nh.gov](mailto:Deborah.S.Loiselle@des.nh.gov) or (603) 271-1352 to set up a time to discuss the project.
2. **Certificate of Authority:** This Certificate provides proof that the person signing the grant agreement has the authority to execute and enter into contracts on behalf of the Grantee. The Certificate must be signed and notarized on the same date as, or within 30 days of, the Grant Agreement signature. The Grant Agreement and the Certificate must not be signed by the same person. The Certificate cannot be signed by the person being given authority to execute contracts.
3. **Qualifications-Based Selection (QBS) Procurement Process:** Planning projects require professional services and the grant recipient should issue a Request for Qualifications (RFQ) to select the most qualified consulting firm. The RFQ does not consider cost as a selection criterion. After the most qualified consulting firm has been identified, the grant recipient and the consulting firm will attempt to negotiate a fair and reasonable price for the services provided. If an agreement cannot be reached, the grant recipient may move to the next most qualified consulting firm(s) until an agreement can be reached. If the grant recipient is already working with a consultant, the grant recipient should provide certification that the selected firm was hired using the QBS process.
4. **Standard Engineering Contract:** The standard engineering contract, Engineering Report Phase Contract for Professional Services for Treatment Works, must be submitted, approved and fully executed before project work can begin.
5. **Work Scope Approval:** Prior to submitting a grant application, a DRAFT planning project work scope must be submitted to the NHDES Project Manager to ensure compliance with the minimum requirements of the program. A quality assurance document may be required. Software and equipment purchases, laboratory analysis expenses and equipment rentals must

[www.des.nh.gov](http://www.des.nh.gov)

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095  
(603) 271-3503 • (603) 271-2867 • TDD Access: Relay NH 1-800-735-2964

follow the current CWSRF procurement process. The DRAFT work scope and Standard Engineering Contract should be submitted concurrently to the Project Manager. The ARPA Wastewater and Stormwater Planning Guidance Document outlines these requirements. Work cannot begin until both the work scope and Standard Engineering Contract have been approved by the NHDES Project Manager.

6. **NHDES Coordination:** At a minimum NHDES must attend the kick-off meeting, a mid-level progress update meeting, and the wrap-up meeting for planning projects, which should be noted in the work scope. NHDES requests to be notified in advance of other meetings relative to the project. All draft and final documents must be submitted to NHDES.
7. **Grant Application:** A completed grant application should include the approved scope of work and pre-approved engineering contract. The application forms and instructions will be available on the NHDES website. Once the final application has been submitted the funding agreement must be approved by the Governor and Executive Council.
  - Grant applications are due by June 30, 2022.
  - Applications are considered using a rolling deadline.

*Note: Failure to follow all of the procedural requirements listed above may result in loss of NHDES grant funding assistance. Due to the time constraints set in place for ARPA funding by the US Department of the Treasury, NHDES is requiring that the final application be submitted by the June 30, 2022 deadline. Failure to do so may jeopardize this ARPA funding award.*

Please contact the individuals below with questions about the planning program:

Deb Loiselle at [Deborah.S.Loiselle@des.nh.gov](mailto:Deborah.S.Loiselle@des.nh.gov) or (603) 271-1352 for work scope, engineering contract and general project questions.

Sarah Ridyard [Sarah.B.Ridyard@des.nh.gov](mailto:Sarah.B.Ridyard@des.nh.gov) or (603) 271-8484 for grant agreement questions.

We look forward to working with you on this exciting project.

Sincerely,



Deborah Loiselle, Stormwater Coordinator  
NH Department of Environmental Services  
Watershed Assistance Section  
29 Hazen Drive, PO Box 95, Concord, NH 03302-0095  
Tel (603) 271-1352

cc: Sarah Ridyard, ARPA Program Manager  
Dennis Greene, Design Review Section Supervisor  
Katherine Zink, Watershed Specialist  
David Jodoin, Pembroke Town Administrator