

AGENDA
BOARD OF SELECTMEN
August 17, 2022 AT 6:30 PM
Pembroke Town Hall, Paulsen Room

- I. CALL TO ORDER
- II. CITIZEN COMMENT
- III. SCHEDULED MEETINGS:
 - a. DPW Director – Drainage Easement Donna Drive
 - b. DPW 10 year plan
- IV. OLD BUSINESS:
 - a.
- V. NEW BUSINESS:
 - a. Manifest/Abatements
 - b. Minutes 8/3/22
- VI. TOWN ADMINISTRATOR REPORT
- VII. COMMITTEE REPORTS
- VIII. OTHER/CITIZEN COMMENT
- IX. ADJOURN

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
August 3, 2022 at 6:30 PM**

DRAFT,

Present: Selectman Richard Bean, Selectman Peter Gagy, Selectman Karen Yeaton, Selectman Rick Frederickson

Staff: Town Administrator David Jodoin

Excused: Selectman Sandy Goulet

I. Call to Order:

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

II. Citizens Comment:

Mike Leavitt, Central Street, asked for an overview of the Main Street Project. David explained they are redoing water lines, paving, curbing, sidewalks, and moving utility poles.

III. Scheduled Meetings

None

IV. Old Business

Mrs. Frawley – 710 Clough Mill Road

Selectman Gagy drove by the home a few times and it appears as though in order for her home to be built, they cut into a hill. Her neighbor behind her has a garage up on a hill and it looks like in heavy rainstorms, a lot of water would come down that hill. One neighbor has a septic system that may be at the end of its useful life and water is no longer draining down and is instead coming up and running down the hill into her property. It also appears all the water from the roof drains directly onto the backyard and then would drain down the house and around to the deck which would also cause some of the washout. There are no gutters. The deck does not appear to be built correctly or attached to the house.

Selectman Bean went and viewed the property and the berm DPW made appears like it will help mitigate water. The berm appears to be about 6 inches high.

Selectman Frederickson does not feel the issues are a taxpayer responsibility to pay for but maybe the Board could help find some people to help fix the deck and would even be willing to do it himself.

Selectman Yeaton will reach out and discuss options with Mrs. Frawley.

V. New Business

Supervisor of the Checklist Resignation

The Selectman accept the resignation of Lori Miller from the Supervisor of the Checklist with regrets. There are now two open spots on that Board.

Manifests/Abatements

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

Minutes - 7/20/22

Selectman Gagyi made a motion to accept the minutes of July 20, 2022 as presented. Selectman Frederickson seconded the motion. Motion passed 4-0.

VI. Town Administrator Report:

Commercial Agreement between the town and Casella has been reviewed and approved by the Solid Waste Committee.

Selectman Frederickson made a motion to authorizing the Town Administrator to sign the agreement with Casella on behalf of the Town of Pembroke. Selectman Bean seconded the motion. Motion passed 4-0.

VII. Committee Reports:

Selectman Gagyi – CIP met with Public Works and Cemetery the first week. They have a few items up for replacement but the major item is the sinking wall. They may fix the wall and also add a wash bay or just fix the wall. Cemetery Commission requests included fixing the road at the 4th Range Road Cemetery. The second week they met with Police, Fire, and Sewer. The Police requested the normal 1 car. Fire is moving the SCBA replacement up the schedule because it is taking so long for them to come in. Sewer is looking for a \$15m bond to hook up with the Concord system. Half the lines will still go to Allenstown. This would be paid by rate payers, taxpayers, and a low interest state loan.

Selectman Yeaton – None

Selectman Fredrickson – Planning discussed a zoning variance for the golf course that was approved by the ZBA. They discussed the Kimball Street project. There are still concerns for the sight lines and drainage. The owner of a property on Pembroke Hill is trying to get a driveway approved but it is on a sewer easement and wetlands.

The Board voted not to approve because there is an alternative route they could use for the property.

Selectman Bean – Roads met with VJ and discussed the repair schedule for next year. Sherwood Meadows had some issues with the water table being higher than it was before. They should be paving within the next few days.

VIII. Other Citizen Comment:

None

IX. Non- Public Session:

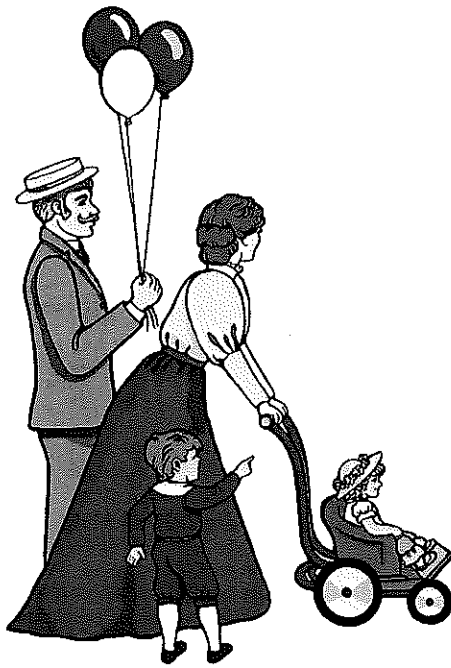
None

X. Adjourn:

Selectman Gagyi made a motion to adjourn at 7:10 PM. Selectman Bean seconded the motion and it was approved unanimously.

Karen Yeaton, 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.



**Pembroke and Allenstown
Old Home Day**
Pembroke Town Hall
Pembroke, NH

August 8, 2022

Board of Selectmen,

We would like to invite all Selectmen to participate in our upcoming parade on Saturday, August 27, 2022. Parade start is 10 a.m. at base of Letendre Avenue in Allenstown.

The floats can be viewed between 9 and 9:30 a.m. on Valley Street prior to parade. This will give you a preview of the floats even though they may not be completely assembled. Lineup by 9:45 a.m. at the base of Letendre Ave.

Whether riding or walking in the parade, please stop at reviewing stand downtown where you can pick up clipboards with judging sheets. Please judge the floats as they pass the reviewing stand and give clipboards to Pat Fowler upon completion of the parade.

Float judging is based on theme, originality, and creativity and each float must be rated from 1-10 with 10 being the highest score. This year's theme is "All Around NH".

We look forward to your participation and appreciate your help with the float judging.

Thank you! See you on August 27th!

Any questions, feel free to call Pat at 603-340-1497.



Lindsey M. Stepp
Commissioner

Ora M. LeMere
Assistant Commissioner

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



MUNICIPAL AND PROPERTY
DIVISION
Samuel T. Greene
Director

Adam A. Denoncour
Assistant Director

July 22, 2022

RECEIVED

JUL 25 2022

TOWN OF
PEMBROKE, NH

BOARD OF SELECTMEN
TOWN OF PEMBROKE
311 PEMBROKE STREET
PEMBROKE NH 03275

RE: Signing of SB 239 – Notification Required.

Dear Governing Body:

The Department of Revenue Administration is required to provide written notice to the governing body of all municipalities, political subdivisions, and counties which are subject to the provisions of the newly adopted RSA 21-J:20-a within 60 days of its effective date. This letter constitutes such notice.

Be advised: On May 27, 2022, RSA 21-J:20-a “Notification Required; Failure to Complete Audit,” became effective. This statute requires each city, town, school district, village district, county, or precinct to provide to the Department notice and copy of any audit required by RSA 21-J:19 or 21-J:20, as the Department is now authorized to collect a fine in cases of noncompliance.

If a required audit is not completed by its due date, the commissioner is entitled to levy a fine of up to **\$250 per day** for each day of noncompliance. Such days will be counted beginning 90 days after the Department has provided written notification to the governing body of its intent to levy the fine. Any municipality, political subdivision, or county subjected to the fine may petition the commissioner for a waiver, should their failure to comply with RSA 21-J:19 or RSA 21-J:20 be due to reasonable cause. If a waiver is granted, the municipality, political subdivision, or county shall provide to the Department, within 90 days of the date of the waiver, an executed contract binding the body to conduct the required audit with an individual or entity licensed and certified to do so, and within a timeframe approved by the commissioner.

If you have any questions regarding this correspondence, contact the Department between the hours of 8:00 AM and 4:30 PM, Monday through Friday.

NH Department of Revenue Administration
Municipal and Property Division
(603)230-5090

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.



July 29, 2022

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

Dear Chairman and Members of the Board:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. Accordingly please note the following change(s), which will occur in your community:

- *Effective September 13, 2022, EPIX will no longer be available on channel 881, but can continue to be viewed on channel 322; EPIX HD will no longer be available on channels 885 and 1790, but can continue to be viewed on channels 323 and 1871.*
- *Effective September 30, 2022, Olympic Channel will cease operations.*

Customers are receiving this information in advance via bill message. Please do not hesitate to contact me with any questions at **Bryan_Christiansen@comcast.com**.

Sincerely,

Bryan Christiansen

Bryan Christiansen, Sr. Manager
Government & Regulatory Affairs