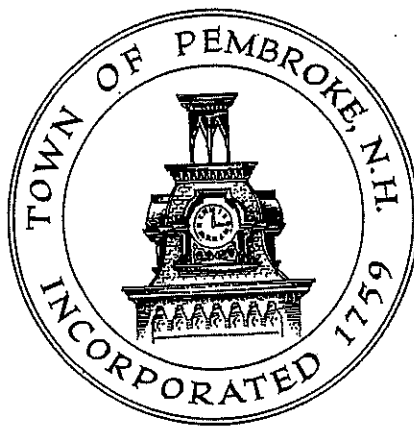


AGENDA
BOARD OF SELECTMEN
September 21, 2022 AT 6:30 PM
Pembroke Town Hall, Paulsen Room

- I. CALL TO ORDER
- II. CITIZEN COMMENT
- III. SCHEDULED MEETINGS:
 - a. Gerry Fleury – 2023 CIP Presentation
 - b. Discussion of Allenstown letter regarding Ambulance Service
- IV. OLD BUSINESS:
 - a.
- V. NEW BUSINESS:
 - a. DPW Borough Road Culvert Bids
 - b. Manifest/Abatements
 - c. Minutes 9/7/22
- VI. TOWN ADMINISTRATOR REPORT
- VII. COMMITTEE REPORTS
- VIII. OTHER/CITIZEN COMMENT
- IX. ADJOURN

TOWN OF PEMBROKE, NEW HAMPSHIRE
CAPITAL IMPROVEMENT PROGRAM

2023 - 2028



Pembroke Capital Improvement Program Committee

Adopted 8/18/22

**THE TOWN OF PEMBROKE
CAPITAL IMPROVEMENT PROGRAM**

TABLE OF CONTENTS

	Page
Town CIP Overview	1
Town CIP Schedule of Department Requests.....	2
Town CIP Committee Recommendations for 2023	14
Town Project Descriptions	
Municipal Facilities	17
Town Clock.....	19
Revaluation / Update.....	20
Cemetery	21
Fire Department	22
Police Department.....	23
Public Works Department.....	24
Recreation	26
Sewer.....	27
School Project Descriptions.....	28

**THE TOWN OF PEMBROKE
CAPITAL IMPROVEMENT PROGRAM
SCHEDULE AND RECOMMENDATIONS
YEARS 2023-2028**

Background and Process

The Capital Improvement Program has been a fundamental component of long range planning in the Town of Pembroke since the mid 1980's. In 2003, the Town voted to create an independent CIP Committee, in accordance with RSA 674:5-8, to annually prepare the CIP.

The process begins with the Town Departments and School District identifying their capital needs over a 6-year horizon period. Capital needs are defined as any project that requires the expenditure of \$10,000 or more for the purchase, renovation, construction or replacement of the physical assets of the Town. The CIP Committee meets with all Town Departments and School Board Representatives and evaluates and prioritizes the project proposals. The Committee may alter requests by increasing or decreasing projects. The Committee then reviews three methods of funding projects. Those methods are:

1. Appropriation – this method raises the entire cost of the project in one budget year. Funding by this method can cause significant swings in the tax rate.
2. Capital Reserve Fund – this method creates a fund for a specific purpose, similar to a savings account, into which monies are set aside in relatively even amounts over a period of budget years consistent with funding approved project(s). This method minimizes the swings in the tax rate from year to year.
3. Borrowing – This method involves borrowing the monies to fund a project by either issuing bonds or entering into a lease/purchasing agreement, similar to a mortgage or car loan. This method is more costly as there are interest costs and fees associated with it but may be appropriate for large projects.

After a public hearing, the Committee considers input from the hearing and then adopts the CIP document and presents it to the Selectmen and Budget Committee for consideration in preparing the annual Town and School budgets.

The 2023-2028 CIP

Attached is the 2023-2028 Capital Improvements Program. Please note that for purposes of the annual budget, the CIP Committee has voted a priority ranking only for the projects proposed for the year 2023. The Committee annually reviews the schedule and makes a recommendation when a project will be implemented in the next yearly budget.

**TOWN OF PEMBROKE CAPITAL IMPROVEMENT PROGRAM
SCHEDULE FOR YEARS 2023 - 2028
AS PROPOSED BY TOWN DEPARTMENTS**

CAPITAL PROJECT	Page #	FUNDING SOURCE	2021	2022	2023	2024	2025	2026	2027	2028
Municipal Facilities Capital Reserve										
Beginning Year Balance			212,592							541,454
Annual Appropriation				353,497	203,254	281,454	381,454	456,454	466,454	541,454
Surplus					100,000	100,000	75,000	75,000	75,000	75,000
Bond	17	Fund Balance		100,000						
		Bond			600,000					
Public Works Facility		Capital Res.								
Fuel tanks		Capital Res.								
Foundation Repairs		Capital Res.								
Lighting Retrofit		Capital Res.			(7,500)					
Heating system	17	Capital Res.			(1,500)					
Air system cleaning	17	Capital Res.			(600,000)					
Garage Addition/w sprinkler	17	Bond			(5,000)					
Replace doors at old DPW Bldg.	18	Capital Res.								
DPW Storage Shed		Capital Res.								
Floor Shifting		Capital Res.								
Stor. Building Doors/Windows/Garage Doors		Capital Res.								
Stor. Building Roof		Capital Res.								
Camera System		Capital Res.								
DPW Building Sprinkler System		Capital Res.			(5,000)					
Weatherstripping		Capital Res.			(5,718)					
Heaters/Old Garage		Capital Res.			(5,000)					
Main Bldg Roof repairs		Capital Res.								
Perry Eaton Building		Capital Res.								
Roof replacement		Capital Res.								
Chimney		Capital Res.								
Lighting Retrofit		Capital Res.								
Exterior Work		Capital Res.								
Gas Line		Capital Res.								
Plumbing		Capital Res.								
Drainage Work		Capital Res.								
Boiler Work		Capital Res.								
Paving		Capital Res.								
Rear retaining Wall		Capital Res.								
Awning/Sewer		Capital Res.								
Town Hall		Capital Res.								
Flooring		Capital Res.								
Windows/Siding		Capital Res.								
Front Door		Capital Res.								
Cellar Drainage		Capital Res.								
Lighting Retrofit		Capital Res.								
Roof replacement		Capital Res.								
Elevator		Capital Res.								
Meeting Room and Rear Doors		Capital Res.								
Air conditioning		Capital Res.			(9,525)					
Entry Way Work ADA accessible		Capital Res.								
Convert Old tax Office		Capital Res.								
Alarm System		Capital Res.								
Camera System		Capital Res.								

**TOWN OF PEMBROKE CAPITAL IMPROVEMENT PROGRAM
SCHEDULE FOR YEARS 2023 - 2028
AS PROPOSED BY TOWN DEPARTMENTS**

CAPITAL PROJECT	Page #	FUNDING SOURCE	2021	2022	2023	2024	2025	2026	2027	2028
Safety Center		Capital Res.								
HVAC System (Fire Side)		Capital Res.								
Roof replacement		Capital Res.		(225,000)						
Digital Video surv. camera upg.		Capital Res.	(10,051)							
Lighting Retrofit		Capital Res.								
Dorm Room Upgrade/Fire		Capital Res.								
Parking Lot renovations		Capital Res.								
Roof Unit		Capital Res.	(6,835)							
Air system cleaning		Capital Res.								
Office Enclosure		Capital Res.								
New Office		Capital Res.								
Library		Capital Res.								
HVAC System		Capital Res.								
Roof/insulation and venting		Capital Res.			(7,800)					
Fencing/Enclose detention Pond	18	Capital Res.						(65,000)		
Roofing shingles		Capital Res.								
Interest Earned			518							
CRF Funds Used			(21,051)	(250,243)	(621,800)	-	(75,000)	(65,000)	(75,000)	(75,000)
NetCRF Funds Added			(20,533)	203,254	(78,200)	(100,000)	(75,000)	(10,000)	(75,000)	(75,000)
Ending Year Balance			35,711	203,254	281,454	381,454	456,454	466,454	541,454	616,454
ENERGY EFFICIENCY										
Beginning Year Balance			7,421	7,421	12,421	19,921	27,421	34,921	42,421	49,921
Annual Appropriation	19	Taxes			7,500	7,500	7,500	7,500	7,500	7,500
Surplus		Fund Bal.	5,000							
Repairs		Capital Res.								
Drive motor/Controller		Capital Res.								
Interest Earned										
CRF Funds Used										
NetCRF Funds Added				(5,000)	(7,500)	(7,500)	(7,500)	(7,500)	(7,500)	(7,500)
Ending Year Balance			5,421	12,421	19,921	27,421	34,921	42,421	49,921	57,421
ENERGY EFFICIENCY CAPITAL RESERVE FUND										
Beginning Year Balance										
Annual Appropriation				27,489	27,489	27,489	27,489	27,489	27,489	27,489
Surplus		Fund Balance								
Village lighting retrofit		Capital Res.								
Street light conversion		Capital Res.								
Solar Initiatives		Capital Res.								
Interest Earned										
CRF Funds Used										
NetCRF Funds Added				(27,489)	(27,489)	(27,489)	(27,489)	(27,489)	(27,489)	(27,489)
Ending Year Balance				27,489	27,489	27,489	27,489	27,489	27,489	27,489

**TOWN OF PEMBROKE CAPITAL IMPROVEMENT PROGRAM
SCHEDULE FOR YEARS 2023 - 2028
AS PROPOSED BY TOWN DEPARTMENTS**

CAPITAL PROJECT	Page #	FUNDING SOURCE	2022	2023	2024	2025	2026	2027	2028
PROPERTY REVAL/UPDATE									
Beginning Year Balance			117,050	147,050	177,050	57,050	87,050	117,050	147,050
Annual Appropriation				30,000	30,000	30,000	30,000	30,000	30,000
Surplus	20	Taxes	30,000		(150,000)				
Ending Year Balance		Capital Res.							
Property Reval/Update									
Interest Earned					(150,000)				(30,000)
CRF Funds Used					57,050	(30,000)	(30,000)		177,050
NetCRF Funds Added			(30,000)	(30,000)		87,050	117,050	147,050	
Ending Year Balance			147,050	177,050	57,050				
MUNICIPAL TECHNICAL EQUIPMENT									
Beginning Year Balance			0						
Annual Appropriation									
Taxes									
Interest Earned									
CRF Funds Used									
NetCRF Funds Added									
Ending Year Balance									
MASTER PLAN									
Beginning Year Balance			(0)	(0)	(0)	(0)	(0)	(0)	(0)
Annual Appropriation									
Taxes									
Interest Earned									
CRF Funds Used									
Net Funds Added			(0)	(0)	(0)	(0)	(0)	(0)	(0)
Ending Year Balance			(0)	(0)	(0)	(0)	(0)	(0)	(0)
CEMETERY									
Cemetery Capital Reserve Fund									
Beginning Year Balance			21,381	20,781	20,056	32,056	45,056	59,056	74,056
Annual Appropriation				11,000	12,000	13,000	14,000	15,000	16,000
Surplus	21	Taxes	10,000						
Ending Year Balance		Fund Balance	(4,500)						
Pembroke Street Cemetery		Capital Res.							
Monument Repairs		Capital Res.							
Stump grinding/Wall work		Capital Res.							
Tree Removal		Capital Res.							
Buck Street		Capital Res.							
Monument Repairs		Capital Res.							
Pembroke Hill Road		Capital Res.		(9,225)					
Paving	21	Capital Res.							
Monument Repairs		Capital Res.							

**TOWN OF PEMBROKE CAPITAL IMPROVEMENT PROGRAM
SCHEDULE FOR YEARS 2023 - 2028
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CAPITAL PROJECT	Page #	FUNDING SOURCE	2021	2022	2023	2024	2025	2026	2027	2028
Evergreen		Capital Res.								
Monument Caulking		Capital Res.								
Tomb Restoration		Capital Res.								
Tree Removal		Capital Res.								
Stump Grinding		Capital Res.								
Paving		Capital Res.								
Surveying		Capital Res.								
Old North Pembroke Cemetery		Capital Res.		(1,500)						
Monument Repairs		Capital Res.								
Tree removal				(400)						
New North Pembroke Road				(4,200)						
Monument Repairs										
Tree removal		Capital Res.			(2,500)					
Ground penetrating radar survey	21	Capital Res.								
Cleaned/Repaired Headstones		Capital Res.								
Interest Earned			(5)	(10,600)	(11,725)					(15,000)
CRF Funds Used			(6,883)	20,781	20,056	(12,000)	(13,000)	(14,000)	(15,000)	90,056
NetCRF Funds Added			(6,888)	20,781	20,056	32,056	45,056	59,056	74,056	
Ending Year Balance			21,913							
Major Equipment Capital Reserve										
Beginning Year Balance			22,173	381,545	491,545	645,895	807,963	273,657	452,336	639,949
Annual Appropriation	22	Taxes			154,350	162,068	170,171	178,679	187,613	196,994
Surplus		Fund Balance	14,000	110,000						
Fire Engine (Aerial)		Capital Res.								
Pumper Tanker		Capital Res.								
Off Road Forestry Tanker		Capital Res.								
Pickup Truck		Capital Res.								
Forestry Attack Unit		Capital Res.					(704,477)			(221,616)
Heavy Rescue		Capital Res.								
Interest Earned			(638)				(704,477)			(221,618)
CRF Funds Used			(139,373)	(110,000)	(154,350)	(162,068)	273,657	(178,679)	(187,613)	615,325
NetCRF Funds Added			301,575	491,545	645,895	807,963	273,657	452,336	639,949	615,325
Ending Year Balance										
Small Equipment Capital Reserve										
Beginning Year Balance			117,456	113,348	73,348	108,348	183,348	8,348	58,348	108,348
Annual Appropriation	22	Taxes			75,000	75,000	75,000	50,000	50,000	50,000
Surplus		Fund Balance	19,000	70,000						
Expenditures		Capital Res.								
Boat, Motor and Trailer		Capital Res.								
Breathing Air Compressor	22	Capital Res.			(40,000)		(250,000)			
Air packs		Capital Res.								
Radios		Capital Res.		(110,000)						
Compressor		Capital Res.								
Forestry Tank		Capital Res.								
Interest Earned			(2,449)				(250,000)			
CRF Funds Used			(1,893)	(110,000)	(40,000)	(75,000)	8,348	(50,000)	(50,000)	(50,000)
NetCRF Funds Added			11,481	73,348	(35,000)	183,348	8,348	58,348	108,348	158,348
Ending Year Balance			11,346	73,348	108,348					

**TOWN OF PEMBROKE CAPITAL IMPROVEMENT PROGRAM
SCHEDULE FOR YEARS 2023 - 2028
AS PROPOSED BY TOWN DEPARTMENTS**

CAPITAL PROJECT	Page #	FUNDING SOURCE	2022	2023	2024	2025	2026	2027	2028
Police Cruisers Capital Reserve									
Beginning Year Balance									
Annual Appropriation	23	Taxes	101,770	104,070	53,230	65,230	23,230	49,230	21,230
Surplus		Fund Balance	55,000	60,000	70,000	80,000	90,000	100,000	110,000
Police Cruiser Replacement		Capital Res.							
Police Admin vehicle Replacement	23	Capital Res.	(52,700)	(110,840)	(58,000)	(122,000)	(64,000)	(128,000)	(67,000)
Police Tahoe Package		Capital Res.							
Equipment		Capital Res.							
Interest Earned									
CRF Funds Used			(52,700)	(110,840)	(58,000)	(122,000)	(64,000)	(128,000)	(67,000)
NetCRF Funds Added			(2,300)	53,230	(12,000)	23,230	(26,000)	21,230	(43,000)
Ending Year Balance			104,070	53,230	65,230	23,230	49,230	21,230	64,230
Small Equipment Capital Reserve									
Beginning Year Balance									
Annual Appropriation	23	Taxes	68,362	38,362	48,362	58,362	63,362	73,362	83,362
Surplus		Fund Balance	10,000	10,000	10,000	10,000	10,000	10,000	10,000
ATVs		Capital Res.							
Radar Units		Capital Res.							
Radios		Capital Res.	(20,000)						
AEDs		Capital Res.							
Firearms		Capital Res.							
Laptop Upgrades		Capital Res.							
Vest replacement		Capital Res.							
Tasers		Capital Res.							
Cruiser Camera replacement		Capital Res.							
Body Cameras		Capital Res.							
Interest Earned									
CRF Funds Used			(40,000)	(10,000)	(10,000)	(5,000)	(10,000)	(10,000)	(10,000)
NetCRF Funds Added			38,362	48,362	58,362	63,362	73,362	83,362	93,362
Ending Year Balance			38,362	48,362	58,362	63,362	73,362	83,362	93,362
Highway Division									
Major Equipment Capital Reserve									
Beginning Year Balance									
Annual Appropriation	24	Taxes	287,573	222,073	182,073	275,173	315,048	290,048	25,798
Surplus		Fund Balance	200,000	275,000	300,000	315,000	325,000	350,000	375,000
6-wheel Dump Truck #41	24	Capital Res.						(288,750)	
6-wheel Dump Truck #521		Capital Res.							
6-wheel Dump Truck #21		Capital Res.				(275,125)			
6-wheel Dump Truck #32		Capital Res.							
6-wheel Dump Truck #621		Capital Res.							
10-wheel Dump Truck #11		Capital Res.							
1-ton Dump Truck #71		Capital Res.							
Automated Split Body #111		Capital Res.							
Automated Split Body #501		Capital Res.			(130,000)		(350,000)		
1-ton Dump Truck #61		Capital Res.							
Backhoe		Capital Res.							
Ford Tractor		Capital Res.							
Packer, Sterling		Capital Res.							
Packer, Peterbilt Re-Furb		Capital Res.							

**TOWN OF PEMBROKE CAPITAL IMPROVEMENT PROGRAM
SCHEDULE FOR YEARS 2023 - 2028
AS PROPOSED BY TOWN DEPARTMENTS**

CAPITAL PROJECT	Page #	FUNDING SOURCE	2022	2023	2024	2025	2026	2027	2028
18 TD Trailer Flatbed		Capital Res.							
4-ton Trailer / 6-ton Trailer		Capital Res.							
Service Truck #81		Capital Res.							
Brush Chipper #172	24	Capital Res.		(65,000)	(14,000)				
Sidewalk Plow/Equip		Capital Res.							
Mini Excavator		Capital Res.							
Trailer (Excavator)		Capital Res.							
Trackless Machine		Capital Res.							
Front End Loader		Capital Res.							
Recycling Trailer		Capital Res.							
Ford F450		Capital Res.	(33,500)					(190,500)	
Boom Flail Mower		Capital Res.							
Box Plow (Loader)		Capital Res.			(55,000)				
Hot Patcher		Capital Res.							
Air Compressor		Capital Res.							
York Rake		Capital Res.							
Sanders		Capital Res.			(7,900)				
Trailer(Elections)		Capital Res.							
Trackless broom/sweeper		Capital Res.							
Surplus		Fund Balance							
Interest Earned			(11,174)						(288,750)
CRF Funds Used			(104,830)	(315,000)	(206,900)	(275,125)	(350,000)	(614,250)	(86,250)
Net CRF Funds Added			143,226	182,073	(93,100)	(39,875)	290,048	25,798	112,048
Ending Year Balance			222,073	182,073	275,173	315,048	290,048	25,798	
Roads									
Road Reconstruction/Repair									
Broadway Project	24	Taxes							
Pembroke Hill		Bond		(750,000)	(775,000)	(800,000)	(825,000)	(850,000)	(875,000)
Cooperative Way		Bond							
North Pembroke Road Bridge		Bond		(304,200)	(283,800)	(273,600)	(263,400)	(253,200)	
Upper Beacon/ East Meadow Etc.		Encumbered							
Sherwood Meadows/Main Street		Bond			(289,677)	(277,407)	(265,136)	(252,766)	
Buck Street sidewalk	25	Bond		(1,300,000)	(307,401)				
		Taxes		(10,000)					
Beginning Year Balance									
Annual Appropriation			42,184	42,184	42,184	42,184	42,184	42,184	42,184
Expenditures									
Interest Earned									
CRF Funds Used									
Net CRF Funds Added									
Ending Year Balance			42,184	42,184	42,184	42,184	42,184	42,184	42,184

**TOWN OF PEMBROKE CAPITAL IMPROVEMENT PROGRAM
SCHEDULE FOR YEARS 2023 - 2028
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CAPITAL PROJECT	Page #	FUNDING SOURCE	2021	2022	2023	2024	2025	2026	2027	2028
RECREATION FACILITIES CAPITAL RESERVE										
Beginning Year Balance			40,704	163,072	213,072	(90,928)	9,072	109,072	209,072	309,072
Annual Appropriation	25	Taxes	100,000	50,000	100,000	100,000	100,000	100,000	100,000	100,000
Grant Funding		Grant			150,000					
Culvert Repairs/Replacement		Capital Res.								
Melissa Drive Culvert Lining		Capital Res.	(13,000)							
Exchange Sidewalk		Capital Res.	(6,864)							
Culvert 747 Cross Country	25	Capital Res.			(87,000)					
Replace Exchange/ Mem. Park drainage pipe	25	Capital Res.			(467,000)					
Exchange Sidewalk		Capital Res.								
Interest Earned			(338)							
CRF Funds Used						(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
NetCRF Funds Added			(73,362)	(50,000)	(90,928)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
Ending Year Balance			163,072	213,072	(90,928)	9,072	109,072	209,072	309,072	409,072
RECREATION FACILITIES CAPITAL RESERVE										
Beginning Year Balance			16,779	51,021	36,121	27,121	42,121	12,121	27,121	42,121
Annual Appropriation	26	Taxes			15,000	15,000	15,000	15,000	15,000	15,000
Surplus		Fund Balance		10,000						
Memorial Field Irrigation(Softball Field)		Capital Res.								
Mower		Capital Res.								
Bathroom		Capital Res.								
Recreation Room expansion		Capital Res.								
Resurface Tennis Courts		Capital Res.		(24,900)						
Resurface Basketball Court		Capital Res.								
Roofing - Soccer/pavilion		Capital Res.			(9,000)					
Bocce Court	26	Capital Res.								
Security System		Capital Res.								
Fencing		Capital Res.	(5,665)				(45,000)			
Stage Roof		Capital Res.								
Constr. of Baseball/Softball fields		Capital Res.								
Rail Trail		Capital Res.								
Little League Major Field		Capital Res.								
Men's Softball back stop		Capital Res.								
Permanent Stage		Capital Res.								
Pavilion Paving		Capital Res.								
Paving		Capital Res.								
Splash Pad		Capital Res.								
Playground surfacing		Capital Res.								
Community Center		Capital Res.								
Playground Renovations		Capital Res.								
Dugout repairs		Capital Res.			(15,000)					
Boat Launch	26	Capital Res.								
Skating Rink		Capital Res.								
Interest Earned			(93)				(45,000)			
CRF Funds Used			(3,865)	(24,900)	(24,000)	(15,000)	12,121	(15,000)	(15,000)	(15,000)
NetCRF Funds Added			16,779	36,121	27,121	(15,000)	12,121	(15,000)	(15,000)	(15,000)
Ending Year Balance			33,021	36,121	27,121	42,121	12,121	27,121	42,121	57,121

**TOWN OF PEMBROKE CAPITAL IMPROVEMENT PROGRAM
SCHEDULE FOR YEARS 2023 - 2028
AS PROPOSED BY TOWN DEPARTMENTS**

CAPITAL PROJECT	Page #	FUNDING SOURCE	2022	2023	2024	2025	2026	2027	2028
Library Books Capital Reserve									
Beginning Year Balance			8,223	8,223	8,223	8,223	8,223	8,223	8,223
Annual Appropriation									
Books									
Interest Earned									
CRF Funds Used			8,223	8,223	8,223	8,223	8,223	8,223	8,223
Net/CRF Funds Added			8,223	8,223	8,223	8,223	8,223	8,223	8,223
Ending Year Balance									
Media									
Beginning Year Balance			5,064	5,064	5,064	5,064	5,064	5,064	5,064
Annual Appropriation									
Library Book/Catalog Software									
Interest Earned									
CRF Funds Used			5,064	5,064	5,064	5,064	5,064	5,064	5,064
Net/CRF Funds Added			5,064	5,064	5,064	5,064	5,064	5,064	5,064
Ending Year Balance									
Building Fund									
Beginning Year Balance			0	0	0	0	0	0	0
Annual Appropriation									
Repairs									
Interest Earned									
CRF Funds Used			0	0	0	0	0	0	0
Net/CRF Funds Added			0	0	0	0	0	0	0
Ending Year Balance									
Sewer/Water Lines Capital Reserve									
Beginning Year Balance			65,578	65,578	65,578	65,578	65,578	65,578	65,578
Contributions									
Withdrawals									
Interest Earned									
CRF Funds Used			65,578	65,578	65,578	65,578	65,578	65,578	65,578
Net/CRF Funds Added			65,578	65,578	65,578	65,578	65,578	65,578	65,578
Ending Year Balance									
Water Capital Reserve I									
Beginning Year Balance			0	0	0	0	0	0	0
Contributions			55,000	55,000	55,000	55,000	55,000	55,000	55,000
Withdrawals			(55,000)	(55,000)	(55,000)	(55,000)	(55,000)	(55,000)	(55,000)
Interest Earned									
CRF Funds Used			(55,000)	(55,000)	(55,000)	(55,000)	(55,000)	(55,000)	(55,000)
Net/CRF Funds Added			0	0	0	0	0	0	0
Ending Year Balance			0	0	0	0	0	0	0

**TOWN OF PEMBROKE CAPITAL IMPROVEMENT PROGRAM
SCHEDULE FOR YEARS 2023 - 2028
AS PROPOSED BY TOWN DEPARTMENTS**

CAPITAL PROJECT	Page #	FUNDING SOURCE	2021	2022	2023	2024	2025	2026	2027	2028
Water Capital Reserve II										
Beginning Year Balance			0	0	0	0	0	0	0	0
Contributions		User Fees	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000
Withdrawals		User Fees	(27,000)	(27,000)	(27,000)	(27,000)	(27,000)	(27,000)	(27,000)	(27,000)
Interest Earned										
CRF Funds Used			(27,000)	(27,000)	(27,000)	(27,000)	(27,000)	(27,000)	(27,000)	(27,000)
NetCRF Funds Added			0	0	0	0	0	0	0	0
Ending Year Balance			0	0	0	0	0	0	0	0
SEWER										
Sewer Capital Impr.										
Beginning Year Balance			16,696	16,696	16,696	16,696	16,696	16,696	16,696	16,696
Contributions										
Withdrawals										
Interest Earned										
CRF Funds Used			16,696	16,696	16,696	16,696	16,696	16,696	16,696	16,696
NetCRF Funds Added			16,696	16,696	16,696	16,696	16,696	16,696	16,696	16,696
Ending Year Balance										
Sewer Rep. and Replace.										
Beginning Year Balance			70,257	70,257	70,257	70,257	70,257	70,257	70,257	70,257
Contributions										
Withdrawals										
Interest Earned										
CRF Funds Used			70,257	70,257	70,257	70,257	70,257	70,257	70,257	70,257
NetCRF Funds Added			70,257	70,257	70,257	70,257	70,257	70,257	70,257	70,257
Ending Year Balance										
Sewer Plant Reserve										
Beginning Year Balance			0	0	0	0	0	0	0	0
Contributions										
Withdrawals										
Interest Earned										
CRF Funds Used			0	0	0	0	0	0	0	0
NetCRF Funds Added			0	0	0	0	0	0	0	0
Ending Year Balance			0	0	0	0	0	0	0	0
Sewer Equip./Bldgs.										
Beginning Year Balance			76,587	121,587	191,587	136,587	181,587	226,587	271,587	
Contributions		User Fees	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000
Withdrawals		User Fees	(25,000)							
Interest Earned										
CRF Funds Used										
NetCRF Funds Added										
Ending Year Balance										
Sheep Davis Road Station Grinder										
Beginning Year Balance		User Fees	76,587	121,587	191,587	136,587	181,587	226,587	271,587	
Contributions		User Fees	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000
Withdrawals		User Fees	(25,000)							
Interest Earned										
CRF Funds Used										
NetCRF Funds Added										
Ending Year Balance										
Keith Ave Station Grinder										
Beginning Year Balance		User Fees								
Contributions		User Fees								
Withdrawals		User Fees								
Interest Earned										
CRF Funds Used										
NetCRF Funds Added										
Ending Year Balance										
Bow Lane Station Grinder										
Beginning Year Balance		User Fees								
Contributions		User Fees								
Withdrawals		User Fees								
Interest Earned										
CRF Funds Used										
NetCRF Funds Added										
Ending Year Balance										
Sheep Davis Road Station Roof										
Beginning Year Balance		User Fees								
Contributions		User Fees								
Withdrawals		User Fees								
Interest Earned										
CRF Funds Used										
NetCRF Funds Added										
Ending Year Balance										
Keith Ave Station Roof										
Beginning Year Balance		User Fees								
Contributions		User Fees								
Withdrawals		User Fees								
Interest Earned										
CRF Funds Used										
NetCRF Funds Added										
Ending Year Balance										
Pembroke Street Station Roof										
Beginning Year Balance		User Fees								
Contributions		User Fees								
Withdrawals		User Fees								
Interest Earned										
CRF Funds Used										
NetCRF Funds Added										
Ending Year Balance										
Pickup										
Beginning Year Balance		User Fees								
Contributions		User Fees								
Withdrawals		User Fees								
Interest Earned										
CRF Funds Used										
NetCRF Funds Added										
Ending Year Balance										
2000 Utility Trailer										
Beginning Year Balance		User Fees								
Contributions		User Fees								
Withdrawals		User Fees								
Interest Earned										
CRF Funds Used										
NetCRF Funds Added										
Ending Year Balance										
2014 1 Ton										
Beginning Year Balance		User Fees								
Contributions		User Fees								
Withdrawals		User Fees								
Interest Earned										
CRF Funds Used										
NetCRF Funds Added										
Ending Year Balance										

**TOWN OF PEMBROKE CAPITAL IMPROVEMENT PROGRAM
SCHEDULE FOR YEARS 2023 - 2028
AS PROPOSED BY TOWN DEPARTMENTS**

CAPITAL PROJECT	Page #	FUNDING SOURCE	2022	2023	2024	2025	2026	2027	2028
Interest Earned			(140)						
CRF Funds Used									(45,000)
NetCRF Funds Added			(45,000)	(70,000)	136,587	(45,000)	(45,000)	(45,000)	(45,000)
Ending Year Balance			121,587	191,587	136,587	181,587	226,587	271,587	316,587
Future Building									
Beginning Year Balance			99,821	199,821	299,821	399,821	499,821	599,821	699,821
Contributions			100,000	100,000	100,000	100,000	100,000	100,000	100,000
Withdrawals									
User Fees									
Interest Earned									
CRF Funds Used									(100,000)
NetCRF Funds Added			(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
Ending Year Balance			199,821	299,821	399,821	499,821	599,821	699,821	799,821
Major Improvements									
27		Taxes/Users		(15,000,000)					
Engin. Bow Lane Pump Station									
Bow Lane Pump Station Bond		User Fees	(58,851)	(58,851)	(58,851)	(58,851)	(58,851)	(58,851)	(58,851)
2023									
Vehicle Repl. Capital Reserve (NEW)									
Beginning Year Balance			35,274	12,274	19,274	26,274	33,274	40,274	47,274
Contributions	28		7,000	7,000	7,000	7,000	7,000	7,000	7,000
District Pickup Truck									
District Van			(30,000)						
Interest Earned									
CRF Funds Used			(30,000)						
NetCRF Funds Added			12,274	(7,000)	(7,000)	(7,000)	(7,000)	(7,000)	(7,000)
Ending Year Balance			12,274	19,274	26,274	33,274	40,274	47,274	47,274
School Building Capital Reserve									
Beginning Year Balance			158,178	283,178	328,178	453,178	448,178	573,178	478,178
Contributions	28		155,000	155,000	155,000	155,000	155,000	155,000	155,000
Replacement Flooring			(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
ADA Upgrades District wide									
Roof Repair/Replacement									
Fire Life Safety									
Exhaust Fume Hoods			(10,000)		(10,000)		(10,000)		
Exterior Painting									
Make-up Air System/HVAC									
Hot Water Heaters/Dishwashers									
Boilers									
Hill Renovation		Bond							
Interest Earned									
CRF Funds Used									
NetCRF Funds Added			(30,000)	(110,000)	(30,000)	(160,000)	(30,000)	(250,000)	(478,178)
Ending Year Balance			283,178	328,178	453,178	448,178	573,178	478,178	478,178

**TOWN OF PEMBROKE CAPITAL IMPROVEMENT PROGRAM
SCHEDULE FOR YEARS 2023 - 2028
AS PROPOSED BY TOWN DEPARTMENTS**

CAPITAL PROJECT	Page #	FUNDING SOURCE	2021	2022	2023	2024	2025	2026	2027	2028
School Technology Capital Reserve										
Beginning Year Balance			59,858	59,858	49,858	59,858	69,858	79,858	89,858	99,858
Contributions	29		10,000	10,000	10,000	10,000	10,000	10,000	10,000	
Ending Year Balance			(20,000)							
Replacing and Maintaining										
Interest Earned			(20,000)							
CRF Funds Used			49,858	49,858	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	99,858
NetCRF Funds Added			49,858	49,858	59,858	69,858	79,858	89,858	99,858	99,858
Ending Year Balance										
School Site Improvement Capital Reserve										
Beginning Year Balance			100,220	100,220	125,220	325,220	75,220	150,220	225,220	300,220
Contributions	29		25,000	200,000	200,000	200,000	75,000	75,000	75,000	
Ending Year Balance										
Paving District Wide										
Old Entrance Design/PA						(450,000)				
Pembroke Academy Track										
Interest Earned			(191)			(450,000)				
CRF Funds Used			100,220	(25,000)	(200,000)	75,220	(75,000)	(75,000)	(75,000)	300,220
NetCRF Funds Added			100,220	125,220	325,220	75,220	150,220	225,220	300,220	300,220
Ending Year Balance										
School Equipment Capital Reserve										
Beginning Year Balance			183,806	183,806	183,806	178,806	158,806	153,806	168,806	183,806
Contributions	29		24,500	25,000	25,000	25,000	25,000	25,000	25,000	
Ending Year Balance			(10,000)	(10,000)	(10,000)	(20,000)	(10,000)	(10,000)	(10,000)	
Replacement Cameras and Maintenance										
Riding Floor Scrubbers					(20,000)					
District Tractors										
Utility Vehicles										
Phone System Hill and TRS										
Interest Earned			(15,857)							
CRF Funds Used			183,806	(10,000)	(30,000)	(45,000)	(30,000)	(10,000)	(10,000)	183,806
NetCRF Funds Added			183,806	(14,500)	178,806	158,806	153,806	168,806	183,806	183,806
Ending Year Balance										
Special Education Expendable Trust										
Beginning Year Balance			337,591	337,591	337,591	337,591	337,591	337,591	337,591	
Contributions										
Interest Earned										
CRF Funds Used										
NetCRF Funds Added			337,591	337,591	337,591	337,591	337,591	337,591	337,591	
Ending Year Balance										
Instructional Materials Trust										
Beginning Year Balance			82,958	82,958	82,958	82,958	82,958	82,958	82,958	
Contributions										
Interest Earned										
CRF Funds Used										
NetCRF Funds Added										
Ending Year Balance										

**TOWN OF PEMBROKE CAPITAL IMPROVEMENT PROGRAM
SCHEDULE FOR YEARS 2023 - 2028
AS PROPOSED BY TOWN DEPARTMENTS**

CAPITAL PROJECT	Page #	FUNDING SOURCE	2022	2023	2024	2025	2026	2027	2028
TOTAL ANTICIPATED EXPENDITURES ¹			\$ (1,885,980)	\$ (17,765,617)	\$ (2,554,228)	\$ (2,403,983)	\$ (2,038,387)	\$ (2,524,067)	\$ (1,871,419)
EXPENDITURES OFFSET BY EXISTING CRF ACCOUNTS ²			\$ (925,943)	\$ (1,345,365)	\$ (1,021,900)	\$ (1,873,602)	\$ (601,000)	\$ (1,084,250)	\$ (659,368)
CRF DEPOSITS FOR FUTURE USE ³			\$ 329,782	\$ (198,180)	\$ (220,493)	\$ 592,477	\$ (347,619)	\$ (36,395)	\$ 1,327,423
EXPENDITURES OFFSET BY BONDING ⁴			\$ 1,300,000	\$ 15,000,000	\$ 152,000	\$ 152,000	\$ 152,000	\$ 152,000	\$ 152,000
EXPENDITURES OFFSET BY OTHER FUNDING ⁵			\$ 392,000	\$ 152,000	\$ 152,000	\$ 152,000	\$ 152,000	\$ 152,000	\$ 152,000
TOTAL CAPITAL EXPENDITURES RAISED BY TAXES ⁶			\$ (2,268,155)	\$ (4,155,162)	\$ (3,644,621)	\$ (3,333,108)	\$ (2,835,006)	\$ (3,492,712)	\$ (1,051,364)
DEBT SERVICE ⁷			\$ (304,200)	\$ (294,000)	\$ (283,800)	\$ (273,600)	\$ (283,400)	\$ (253,200)	\$ (253,200)
TOTAL FUNDS RAISED BY TAXES ⁷			\$ (2,572,355)	\$ (4,449,162)	\$ (3,928,421)	\$ (3,606,708)	\$ (3,098,406)	\$ (3,745,912)	\$ (1,304,564)

*Mandated by the State

- 1 This is the total expenditures regardless of the funding source
- 2 These are the funds in the CRF at the beginning of the year that will be used to pay for the expenditures for that year. If the balance is insufficient to cover the costs, the entire balance is used, even if additional fund are being appropriated that year.
- 3 These are funds being appropriated that will not be used for expenditures for that year. If the beginning balance is insufficient to cover any expenditures for that year, the shortfall is subtracted from the appropriation to give the balance to be carried into future years.
- 4 These are alternate funding sources that reduce the amount to be raised by taxes.
- 5 This is the amount of current year expenditures plus appropriation raised for future spending that are to be funded through taxes.
- 6 These are the payments for prior year expenditures that were funded through bonding.
- 7 These are the total funds for past, present, and future capital expenditures that needs to be raised through taxes.

**TOWN OF PEMBROKE CAPITAL IMPROVEMENT PROGRAM
2023 CAPITAL PROJECTS
RECOMMENDED BY THE CIP COMMITTEE**

CAPITAL PROJECT	Page #	FUNDING SOURCE	Requested 2023	CIP Committee Vote		
				High	Medium	Low
MUNICIPAL FACILITIES						
Municipal Facilities CRF Request	17	Taxes	100,000	6		
		Bond	600,000	4	2	
DPW						
Heating System	17	Capital Res.	(7,500)	6		
Air Cleaning	17	Capital Res.	(1,500)	4	1	1
Garage Addition	17	Capital Res.	(600,000)	6		
DPW Doors	18	Capital Res.	(5,000)		6	
Library						
Fencing	18	Capital Res.	(7,800)			6
Municipal CRF ACCOUNT BALANCE		203,254	281,454			
TOWN CLOCK						
Town Clock CRF Request	19	Taxes	7,500		3	3
Municipal CRF ACCOUNT BALANCE		12,421	19,921			
PROPERTY REVALUATION/UPDATE						
Property Reval./Update CRF Request	20	Taxes	30,000	3	2	1
Property Reval. CRF ACCOUNT BALANCE		147,050	177,050			
CEMETERY						
Cemetery Capital Reserve Fund Request	21	Taxes	11,000	4	2	
Pembroke Hill Cemetery Road Repairs	21	Capital Res.	(9,225)	4	2	
Ground Penetrating Radar	21	Capital Res.	(2,500)	4	1	1
Cemetery CRF ACCOUNT BALANCE		20,781	20,056			
FIRE						
Major Equipment CRF Request	22	Taxes	154,350	6		
Major Equipment CRF BALANCE		491,545	645,895			
Small Equipment CRF Request	22	Taxes	75,000	6		
Breathing Air Compressor	22		(40,000)	6		
Small Equipment CRF BALANCE		73,348	108,348			

**TOWN OF PEMBROKE CAPITAL IMPROVEMENT PROGRAM
2023 CAPITAL PROJECTS
RECOMMENDED BY THE CIP COMMITTEE**

CAPITAL PROJECT	Page #	FUNDING SOURCE	Requested 2023	CIP Committee Vote		
				High	Medium	Low
POLICE						
Police Cruisers CRF Request	23	Taxes	60,000	4	1	1
Cruiser	23	Capital Res.	(110,840)		3	3
Police Cruisers CRF BALANCE		104,070	53,230			
Small Equipment CRF Request	23	Taxes	10,000	4	2	
Small Equipment CRF BALANCE		38,362	48,362			
PUBLIC WORKS						
Highway Division						
Major Equipment CRF Request	24	Taxes	275,000	6		
6 Wheel Plow/Accessories #41	24	Capital Res.	(250,000)	5	1	
Brush Chipper	24	Capital Res.	(65,000)	6		
Major Equipment CRF BALANCE		222,073	182,073			
Roads						
Road reconstruction/repair	24	Taxes	(750,000)	6		
Buck Street Sidewalk	25	Taxes	(10,000)	5	1	
Roadway and Infrastructure Capital Res.						
Request	25	Taxes	100,000	5	1	
Potential Grant Funding		Grant	150,000			
Culvert 747 Cross Country	25	Capital Res.	(87,000)	1	5	
Culvert Memorial Park	25	Capital Res.	(467,000)	6		
Roadway and Infrast. CRF BALANCE		213,072	(90,928)			
RECREATION						
Recreation Facilities CRF Request	26	Taxes	15,000	3	2	1
Soccer Roof Repairs	26	Capital Res.	(9,000)	3	2	1
Dugout Repairs	26	Capital Res.	(15,000)	1	3	2
Rec Facilities CRF BALANCE		36,121	27,121			
SEWER MAJOR IMPROVEMENTS	27	Taxes/Users	(15,000,000)		2	4

**TOWN OF PEMBROKE CAPITAL IMPROVEMENT PROGRAM
2023 CAPITAL PROJECTS
RECOMMENDED BY THE CIP COMMITTEE**

CAPITAL PROJECT	Page #	FUNDING SOURCE	Requested 2023	CIP Committee Vote		
				High	Medium	Low
SCHOOL DISTRICT						
Vehicle Replacement Cap. Res. Request	28	Surplus	7,000	3	1	2
Vehicle replacement CRF Balance		12,274	19,274			
School Bldg. Capital Reserve Request	28	Surplus	155,000	3	2	1
Replacement Flooring	28		(20,000)	2	3	1
Roof Repair/Replacement	29		(90,000)	3	3	
School Bldg. CRF Balance		283,178	328,178			
School Tech. Capital Reserve Request	29	Surplus	10,000	5	1	
School Tech. CRF Balance		49,858	59,858			
School Site Imp. Capital Res. Request	29	Surplus	200,000	0	4	2
School Site Imp. CRF Balance		125,220	325,220			
School Equip. Capital Res. Request	29	Surplus	25,000	0	4	2
Replacement cameras/maintenance	30		(10,000)	5	1	
District Mowers	30		(20,000)	1	5	
School Equip. CRF Balance		183,806	178,806			

MUNICIPAL FACILITIES

I. MUNICIPAL FACILITIES CAPITAL RESERVE FUND DEPOSITS

Project Description: The purpose of this fund is to provide a funding mechanism for future repairs, renovations or replacement for all municipal facilities including the Library.

Amount Requested: \$100,000 in 2023 from taxation.

Committee Vote: High Priority – 6

A. HEATERS OLD GARAGE (DPW)

Project Description: Replace two non-working gas heaters in old garage with two new high efficiency 200,000 BTU Modine gas heaters. Heating this area will allow for work to be done on equipment in that area and to keep all the fluids for oil changes warm.

Amount Requested: \$7,500 in 2023 from Capital Reserve.

Committee Vote: High Priority –6

B. AIR SYSTEM CLEANING (DPW)

Project Description: Cleaning air ducts for environmental quality improvement. Should also improve the efficiency and general maintenance.

Amount Requested: \$1,500 in 2023 from Capital Reserve.

Committee Vote: High Priority –4; Medium – 1; Low - 1

C. FLOOR/WALL STABILIZATION/BUILDING ADDITION (DPW)

Project Description: The plan would be to put on a new addition that would accomplish many things. First and foremost, would be correcting the structural issue that has been noted for several years. Second would allow the Town to comply with the new MS4 requirements of drainage and washing vehicles. And lastly, the building would be sprinkled

Amount Requested: \$600,000 in 2023 from Bonds/Notes.

Committee Vote: High Priority – 6

D. DOOR REPLACEMENT (DPW)

Project Description: The old door frames are rusted beyond repair and no longer close properly.

Amount Requested: \$5,000 in 2023 from Capital Reserve.

Committee Vote: Medium Priority – 6

E. FENCING DETENTION POND (LIBRARY)

Project Description: Replace the fence around the detention pond at the Library which is rotted and falling down.

Amount Requested: \$7,800 in 2023 from Capital Reserve.

Committee Vote: Low Priority – 6

TOWN CLOCK

II. TOWN CLOCK CAPITAL RESERVE FUND DEPOSIT

Project Description: The Town of Pembroke entered into a 99 year lease with the owner of 116 Main Street back in 1998. That building has since sold and the lease transferred with the property. In 2020 The Selectmen committed to funding money for future repairs in the Capital Reserve Fund. Town meeting in 2022 voted to continue with the lease.

Amount Requested: \$7,500 in 2023 from taxation.

Committee Vote: Medium Priority – 3; Low - 3

PROPERTY REVALUATION / UPDATE

III. PROPERTY REVALUATION / UPDATE CAPITAL RESERVE FUND DEPOSITS

Project Description: Every five years, the State of New Hampshire mandates that towns perform property updates or revaluations in order to be certified that all properties are fully and equitably assessed.

Amount Requested: \$30,000 in 2023 from taxation.

Committee Vote: High Priority – 3; Medium – 2; Low - 1

CEMETERY COMMISSION

IV. CEMETERY CAPITAL RESERVE FUND DEPOSITS

Project Description: This fund is set up for maintenance and repair issues for all Town Cemeteries.

Amount Requested: \$11,000 in 2023 from taxation.

Committee Vote: High Priority – 4; Medium - 2

A. PEMBROKE HILL CEMETERY PAVING

Project Description: Replace culvert and pave roadway.

Amount Requested: \$9,225 in 2023 from Capital Reserve.

Committee Vote: High Priority – 4; Medium - 2

B. GROUND PENETRATING RADAR SURVEY

Project Description: Radar scan of the rear section of Buck Street cemetery and Evergreen cemetery in an area where unmarked (Pauper) burials are known to exist.

Amount Requested: \$2,500 in 2023 from Capital Reserve.

Committee Vote: High Priority – 4; Medium – 1; Low - 1

PEMBROKE FIRE DEPARTMENT

V. MAJOR FIRE EQUIPMENT CAPITAL RESERVE FUND DEPOSITS

Project Description: This fund is used to replace major fire apparatus. An annual deposit will allow anticipated purchases to be made with a consistent effect on the tax rate.

Amount Requested: \$154,350 in 2023 from taxation.

Committee Vote: High Priority – 6

VI. SMALL FIRE EQUIPMENT CAPITAL RESERVE FUND DEPOSITS

Project Description: This fund is to replace items such as replacing breathing apparatus and radios.

Amount Requested: \$75,000 in 2023 from taxation.

Committee Vote: High Priority – 6

A. BREATHING AIR COMPRESSOR

Project Description: The Department needs to replace the air compressor that refills the breathing bottles. Purchased in 1984, recent repairs were made to the compressor and we were advised that we should consider replacement. The current compressor does not have the capability to fill larger tanks.

Amount Requested: \$40,000 in 2023 from Capital Reserve.

Committee Vote: High Priority – 6

PEMBROKE POLICE DEPARTMENT

VII. POLICE CRUISER REPLACEMENT CAPITAL RESERVE FUND DEPOSITS

Project Description: This fund was established to stabilize the funding of cruisers for the Police Department. The Police Department has developed a detailed replacement schedule for police cruisers. The schedule calls for two cruisers to be replaced every other year and one to be replaced in the off years.

Amount Requested: \$60,000 in 2023 from taxation.

Committee Vote: High Priority – 4; Medium – 1; Low - 1

A. VEHICLE REPLACEMENT

Project Description: Replace a 2011 Admin car with 76,533 miles on it along with a 2017 patrol SUV with 105,537 miles on it. The Town rotates out the worst vehicle in its inventory and the downshifted cruiser goes to that department.

Amount Requested: \$110,840 in 2023 from Capital Reserve.

Committee Vote: Medium Priority – 3; Low – 3

VIII. SMALL EQUIPMENT REPLACEMENT CAPITAL RESERVE FUND DEPOSITS

Project Description: This fund is used to purchase items such as ballistic body armor vests for officers, weapons, and communication items.

Amount Requested: \$10,000 in 2023 from taxation.

Committee Vote: High Priority – 4; Medium - 2

PUBLIC WORKS DEPARTMENT

IX. TOWN EQUIPMENT CAPITAL RESERVE FUND DEPOSITS

Project Description: The Town has set aside annual deposits to the fund. This fund is used to purchase the major highway equipment scheduled for replacement. An annual deposit will allow anticipated purchases to be made with a consistent effect on the tax rate.

Amount Requested: \$275,000 in 2023 from taxation.

Committee Vote: High Priority – 6

A. 6 WHEEL DUMP TRUCK WITH ACCESSORIES

Project Description This purchase would replace a vehicle that is 16 years old and out of warranty. Currently, the vehicle is in need of major repairs with an estimated cost of \$12,920. There may also be an issue with a cracked head.

Amount Requested: \$250,000 in 2023 from Capital Reserve.

Committee Vote: High Priority – 5; Medium - 1

B. BRUSH CHIPPER

Project Description: The current chipper is over 25 years old. It was custom built and parts are no longer available. It has some outdated safety features, problems with the clutch and is severely rusted.

Amount Requested: \$65,000 in 2023 from Capital Reserve.

Committee Vote: High Priority – 6

X. ROAD RECONSTRUCTION / REPAIR

Project Description: To efficiently address the town's roadways, the Public Works Department in conjunction with the Roads Committee and the Board of Selectman will adopt a road repair and reconstruction program on an annual basis.

Amount Requested: \$750,000 in 2022 from taxation.

Committee Vote: High Priority – 6

XI. BUCK STREET SIDEWALK

Project Description: Replace Buck Street sidewalk from the double decker bridge to Smith Ave and install one ADA ramp and plate.

Amount Requested: \$10,000 in 2023 from taxation.

Committee Vote: High Priority – 5; Medium – 1

XII. ROADWAY AND INFRASTRUCTURE CAPITAL RESERVE FUND DEPOSIT

Project Description: This fund is set up for large scale culvert replacement.

Amount Requested: \$100,000 in 2023 from taxation.

Committee Vote: High Priority – 5; Medium – 1

A. CULVERT CROSS COUNTRY ROAD

Project Description: Replace failing culvert at 747 Cross Country Road.

Amount Requested: \$87,000 in 2023 from Capital Reserve.

Committee Vote: High Priority – 1; Medium - 5

B. CULVERT MEMORIAL PARK

Project Description: Replace failing 24” clay drainage pipe that is 100 years old and is located in MS4 area from Exchange Street to the Merrimack River

Amount Requested: \$467,000 in 2023 from Capital Reserve.

Committee Vote: High Priority – 6

PEMBROKE RECREATION COMMITTEE

XIII. RECREATION FACILITIES CAPITAL RESERVE FUND DEPOSIT

Project Description: This fund is used for the construction and major maintenance and repair of various recreational facilities as proposed by the Recreation Committee.

Amount Requested: \$15,000 in 2023 from taxation.

Committee Vote: High Priority -3; Medium - 2; Low Priority - 1

A. MIDDLE FIELD DUGOUTS

Project Description: The middle dugouts have to be replaced. One (First base side) is in the process of being removed as it is unsafe. The Third base dugout has been secured but needs major work.

Amount Requested: \$15,000 in 2023 from Capital Reserve.

Committee Vote: High Priority - 1; Medium - 3; Low - 2

B. ROOF FOR SOCCER BUILDING

Project Description: The roof on the soccer storage building is failing and is at the end of its useful life.

Amount Requested: \$9,000 in 2023 from Capital Reserve.

Committee Vote: High Priority - 3; Medium - 2; Low - 1

SEWER COMMISSION

XIV. SEWER INTER-CONNECTION TO CONCORD

Project Description: The Pembroke Sewer Commission is looking to move forward with an agreement with the City of Concord whereby the proposed project would split the existing Pembroke sewer collection system into two systems and redirect the northern portion to Concord via a Rte. 3 pump station upgrade and a new mile long force main to connect the Concord sewer collection system. Costs also include upgrades to the Concord collection system and capacity purchase at the Concord WWTF.

Amount Requested: \$15,000,000 in 2023 from Bonds/Notes.

Committee Vote: Medium Priority – 2; Low - 4

SCHOOL DISTRICT

The Items listed below are the requests for the School during their 2023/2024 budget year which will be brought before the voters in March 2023. The School operates on a fiscal year and the Town on a calendar year.

XV. VEHICLE REPLACEMENT CAPITAL RESERVE FUND DEPOSIT

Project Description: This fund is used to purchase new vehicles. An annual deposit will allow anticipated purchases to be made with a consistent effect on the tax rate.

Amount Requested: \$7,000 in 2023/24 from surplus.

Committee Vote: High Priority – 3; Medium – 1; Low - 2

XVI. SCHOOL BUILDING CAPITAL RESERVE FUND DEPOSIT

Project Description: This fund is used for repairs to School District buildings. An annual deposit will allow anticipated purchases to be made with a consistent effect on the tax rate.

Amount Requested: \$155,000 in 2023/24 from surplus.

Committee Vote: High Priority – 3; Medium – 2; Low - 1

A. REPLACEMENT FLOORING

Project Description: Repairs and replacement to flooring in school buildings District-wide.

Amount Requested: \$20,000 in 2023/24 from surplus.

Committee Vote: High Priority – 2; Medium – 3; Low - 1

B. ROOF REPLACEMENT

Project Description: Repairs and replacement to roofing in school buildings District-wide.

Amount Requested: \$90,000 in 2023/24 from surplus.

Committee Vote: High Priority – 3; Medium - 3

XVII. SCHOOL TECHNOLOGY CAPITAL RESERVE FUND DEPOSIT

Project Description: The School District sets aside annual deposits to the fund. This fund is used for technology upgrades. An annual deposit will allow anticipated purchases to be made with a consistent effect on the tax rate.

Amount Requested: \$10,000 in 2023/24 from surplus.

Committee Vote: High Priority – 5; Medium - 1

XVIII. SCHOOL SITE IMPROVEMENT CAPITAL RESERVE FUND DEPOSIT

Project Description: This fund is used for improvements or repairs to school grounds District-wide. The School District sets aside annual deposits to the fund. An annual deposit will allow anticipated purchases to be made with a consistent effect on the tax rate.

Amount Requested: \$200,000 in 2023/24 from surplus.

Committee Vote: Medium Priority – 4; Low - 2

XIX. SCHOOL EQUIPMENT CAPITAL RESERVE FUND DEPOSIT

Project Description: This fund is used to purchase new equipment. The School District sets aside annual deposits to the fund. An annual deposit will allow anticipated purchases to be made with a consistent effect on the tax rate.

Amount Requested: \$25,000 in 2023/24 from surplus.

Committee Vote: Medium Priority – 4; Low - 2

A. REPLACEMENT CAMERAS AND MAINTENANCE

Project Description: Replacement and upgrades to school district cameras and recording equipment.

Amount Requested: \$10,000 in 2023/24 from Surplus.

Committee Vote: High Priority – 5; Medium - 1

B. DISTRICT LAWN MOWERS

Project Description: Replacement of equipment.

Amount Requested: \$20,000 in 2023/24 from Surplus.

Committee Vote: High Priority – 1; Medium - 5

BID FORM

PART 1 - GENERAL

1.1 BID INFORMATION

- A. Project Identification: Borough Road Culvert Project, Pembroke, NH
- B. Proposal of: CSSI (hereinafter referred to as Bidder) organized and existing under the laws of the State of NH doing business as a Corporation (specify corporation; partnership; or individual).
- C. This Bid is Submitted To: Town of Pembroke.
- D. Bidder proposes and agrees, if this Bid is accepted, to enter into an agreement with the Owner in the form included in the Contract Documents to perform and furnish all Work as specified or indicated in the Contract Documents for the bid price and within the contract times stated and in accordance with all other terms and conditions of the Contract Documents.
- E. Bidder accepts all of the terms and conditions in the Bid Forms and Specifications.
- F. Bidder hereby agrees that this Bid will remain subject to acceptance for sixty (60) days, excluding weekends and legal holidays, after the actual date of the opening of the Bid.
- G. Bidder hereby agrees to sign and deliver the required number of copies of the Agreement with the other documents required within five (5) calendar days after the date of Owner's Notice of Award.
- H. In submitting this Bid, Bidder represents and declares the following:
1. Bidder has examined and carefully studied the Bid Documents.
 2. Bidder acknowledges receipt of the following Addenda (List Addenda by Addendum Number and Date):

Number	Date
1	8/22/22

3. Bidder has visited and carefully examined the site of the proposed Work and has become thoroughly familiar with and is fully satisfied as to the conditions that exist at the site; the character, requirements and extent of the proposed Work, and the difficulties in executing the work that may affect cost, progress, performance and furnishing of the Work.
4. Bidder is familiar with and is satisfied as to all federal, state and local Laws and Regulations and may affect cost, progress, performance and furnishing of the Work.
5. Bidder has obtained and carefully studied (or assumes responsibility for having done so) all such additional or supplementary examinations, investigations, explorations, tests, studies and data

concerning conditions (surface, subsurface and underground facilities) at or contiguous to the site or otherwise which may affect cost progress, performance or furnishing of the Work or which relate to any aspect of the means, methods, techniques, sequences and procedures of construction to be employed by Bidder and safety precautions and programs incident thereto. Bidder does not consider that any additional examinations, investigations, explorations, tests, studies or data are necessary for the determination of this Bid for performance and furnishing of the Work in accordance with the times, price and other terms and conditions of the Contract Documents.


6. Bidder acknowledges that Owner and Engineer do not assume responsibility for the accuracy or completeness of information and data shown or indicated in the Bid Documents with respect to underground facilities at or contiguous to the site.
7. Bidder is aware of the general nature of Work to be performed by Owner and others at the site that relates to Work for which this Bid is submitted as indicated in the Contract Documents.
8. The Owner reserves the right to award the contract to a Bidder that is not the lowest responsible and responsive Bidder. Although the Bid price will be a substantial factor in the Owner's award, the final award will be based on the Owner's determination, in its sole discretion, of which Bid will be in the best interest of the Owner.
9. The contract completion date is November 30, 2022.

1.2 BID

- A. Prices shall be stated in words and figures. In case of discrepancy between price in words and price in figures; the words shall govern.
- B. Prices shall be typewritten or written by hand in ink.
- C. The subdivision of the proposed contract price is indicated on the following Bid Schedule. Bidder shall use the Bid Schedule when submitting Bid.
- D. This Bid must bear the written signature of the Bidder or an authorized agent of the Bidder. If the Bidder is a corporation or a partnership, the Bid must be signed by a duly authorized officer of such corporation or by a partner and the title of such office must be stated.

Respectfully submitted:

Date 8/29/22

By  VP
(Signature and Title of Person Authorized to Sign Bid)

CSSI
(Name of Bidder)

513 Donald St
(Business Street Address)

Bedford NH 03110 (603) 518-5124
(City and State) (Business Telephone Number)

(SEAL - if Bid is by a corporation)

BID SCHEDULE

Item No.	Estimated Quantity	Brief Description, Unit or Lump Sum Price in Both Words	Unit Price in Figures	Total Price in Figures
1	1	Construct Culvert Project (LUMP SUM) one hundred ten thousand seven hundred eighty and zero cents.	\$ 110780. ⁰⁰	\$ 110780. ⁰⁰

TOTAL BID

one hundred ten thousand seven hundred eighty ^{four} dollars
(WRITTEN) \$ 110780.⁰⁰
(FIGURES)

BID FORM

PART 1 - GENERAL

1.1 BID INFORMATION

- A. Project Identification: Borough Road Culvert Project, Pembroke, NH
- B. Proposal of: TOPPERS EXCAVATION, LLC (hereinafter referred to as Bidder) organized and existing under the laws of the State of NH doing business as a PARTNERSHIP (specify corporation; partnership; or individual).
- C. This Bid is Submitted To: Town of Pembroke.
- D. Bidder proposes and agrees, if this Bid is accepted, to enter into an agreement with the Owner in the form included in the Contract Documents to perform and furnish all Work as specified or indicated in the Contract Documents for the bid price and within the contract times stated and in accordance with all other terms and conditions of the Contract Documents.
- E. Bidder accepts all of the terms and conditions in the Bid Forms and Specifications.
- F. Bidder hereby agrees that this Bid will remain subject to acceptance for sixty (60) days, excluding weekends and legal holidays, after the actual date of the opening of the Bid.
- G. Bidder hereby agrees to sign and deliver the required number of copies of the Agreement with the other documents required within five (5) calendar days after the date of Owner's Notice of Award.
- H. In submitting this Bid, Bidder represents and declares the following:
1. Bidder has examined and carefully studied the Bid Documents.
 2. Bidder acknowledges receipt of the following Addenda (List Addenda by Addendum Number and Date):

Number	Date
ONE	08/22/2022

3. Bidder has visited and carefully examined the site of the proposed Work and has become thoroughly familiar with and is fully satisfied as to the conditions that exist at the site; the character, requirements and extent of the proposed Work, and the difficulties in executing the work that may affect cost, progress, performance and furnishing of the Work.
4. Bidder is familiar with and is satisfied as to all federal, state and local Laws and Regulations and may affect cost, progress, performance and furnishing of the Work.
5. Bidder has obtained and carefully studied (or assumes responsibility for having done so) all such additional or supplementary examinations, investigations, explorations, tests, studies and data

Respectfully submitted:

Date 8/31/22

By Russell Jeffers, Owner
(Signature and Title of Person Authorized to Sign Bid)

JEFFERS EXCAVATION, LLC
(Name of Bidder)

1034 Suncok Valley Hwy - P.O. Box 116
(Business Street Address)

EPson, Wb. 03234 (603) 300-7410
(City and State) (Business Telephone Number)

(SEAL - if Bid is by a corporation)

BID SCHEDULE

Item No.	Estimated Quantity	Brief Description, Unit or Lump Sum Price in Both Words	Unit Price in Figures	Total Price in Figures
1	1	Construct Culvert Project (LUMP SUM) <u>ONE HUNDRED SIXTY SEVEN THOUSAND,</u> <u>FOUR HUNDRED NINETY NINE</u> dollars and <u>No</u> cents.	<u>\$ 167,499.00</u>	<u>\$ 167,499.00</u>

TOTAL BID

ONE HUNDRED SIXTY SEVEN THOUSAND,
FOUR HUNDRED NINETY NINE dollars \$ 167,499.00
(WRITTEN) No CENTS (FIGURES)

BID FORM

PART 1 - GENERAL

1.1 BID INFORMATION

- A. Project Identification: Borough Road Culvert Project, Pembroke, NH
- B. Proposal of: GMI Asphalt, LLC (hereinafter referred to as Bidder) organized and existing under the laws of the State of NH doing business as a corporation - LLC (specify corporation; partnership; or individual).
- C. This Bid is Submitted To: Town of Pembroke.
- D. Bidder proposes and agrees, if this Bid is accepted, to enter into an agreement with the Owner in the form included in the Contract Documents to perform and furnish all Work as specified or indicated in the Contract Documents for the bid price and within the contract times stated and in accordance with all other terms and conditions of the Contract Documents.
- E. Bidder accepts all of the terms and conditions in the Bid Forms and Specifications.
- F. Bidder hereby agrees that this Bid will remain subject to acceptance for sixty (60) days, excluding weekends and legal holidays, after the actual date of the opening of the Bid.
- G. Bidder hereby agrees to sign and deliver the required number of copies of the Agreement with the other documents required within five (5) calendar days after the date of Owner's Notice of Award.
- H. In submitting this Bid, Bidder represents and declares the following:
1. Bidder has examined and carefully studied the Bid Documents.
 2. Bidder acknowledges receipt of the following Addenda (List Addenda by Addendum Number and Date):

Number	Date
No. 1	August 22, 2022

3. Bidder has visited and carefully examined the site of the proposed Work and has become thoroughly familiar with and is fully satisfied as to the conditions that exist at the site; the character, requirements and extent of the proposed Work, and the difficulties in executing the work that may affect cost, progress, performance and furnishing of the Work.
4. Bidder is familiar with and is satisfied as to all federal, state and local Laws and Regulations and may affect cost, progress, performance and furnishing of the Work.
5. Bidder has obtained and carefully studied (or assumes responsibility for having done so) all such additional or supplementary examinations, investigations, explorations, tests, studies and data

concerning conditions (surface, subsurface and underground facilities) at or contiguous to the site or otherwise which may affect cost progress, performance or furnishing of the Work or which relate to any aspect of the means, methods, techniques, sequences and procedures of construction to be employed by Bidder and safety precautions and programs incident thereto. Bidder does not consider that any additional examinations, investigations, explorations, tests, studies or data are necessary for the determination of this Bid for performance and furnishing of the Work in accordance with the times, price and other terms and conditions of the Contract Documents.

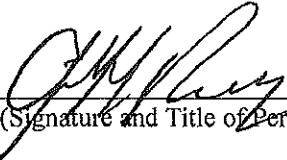
6. Bidder acknowledges that Owner and Engineer do not assume responsibility for the accuracy or completeness of information and data shown or indicated in the Bid Documents with respect to underground facilities at or contiguous to the site.
7. Bidder is aware of the general nature of Work to be performed by Owner and others at the site that relates to Work for which this Bid is submitted as indicated in the Contract Documents.
8. The Owner reserves the right to award the contract to a Bidder that is not the lowest responsible and responsive Bidder. Although the Bid price will be a substantial factor in the Owner's award, the final award will be based on the Owner's determination, in its sole discretion, of which Bid will be in the best interest of the Owner.
9. The contract completion date is November 30, 2022.

1.2 BID

- A. Prices shall be stated in words and figures. In case of discrepancy between price in words and price in figures; the words shall govern.
- B. Prices shall be typewritten or written by hand in ink.
- C. The subdivision of the proposed contract price is indicated on the following Bid Schedule. Bidder shall use the Bid Schedule when submitting Bid.
- D. This Bid must bear the written signature of the Bidder or an authorized agent of the Bidder. If the Bidder is a corporation or a partnership, the Bid must be signed by a duly authorized officer of such corporation or by a partner and the title of such office must be stated.

Respectfully submitted:

Date August 31, 2022

By  Jeff Perry - Operations Manager
(Signature and Title of Person Authorized to Sign Bid)

GMI Asphalt, LLC
(Name of Bidder)

288 Laconia Rd
(Business Street Address)

Belmont, NH 03220 (603) 934-7028
(City and State) (Business Telephone Number)

(SEAL – if Bid is by a corporation)

BID SCHEDULE

Item No.	Estimated Quantity	Brief Description, Unit or Lump Sum Price in Both Words	Unit Price in Figures	Total Price in Figures
1	1	Construct Culvert Project (LUMP SUM) One Hundred Sixty Eight Thousand Five Hundred _____ dollars and _____ Cents _____ cents.	\$ <u>168,500.00</u>	\$ <u>168,500.00</u>

TOTAL BID

One Hundred Sixty Eight Thousand Five Hundred dollars \$ 168,500.00
(WRITTEN) (FIGURES)

BID FORM

PART 1 - GENERAL

1.1 BID INFORMATION

- A. Project Identification: Borough Road Culvert Project, Pembroke, NH
- B. Proposal of: Accura Construction Corp. (hereinafter referred to as Bidder) organized and existing under the laws of the State of NH doing business as a Corporation (specify corporation; partnership; or individual).
- C. This Bid is Submitted To: Town of Pembroke.
- D. Bidder proposes and agrees, if this Bid is accepted, to enter into an agreement with the Owner in the form included in the Contract Documents to perform and furnish all Work as specified or indicated in the Contract Documents for the bid price and within the contract times stated and in accordance with all other terms and conditions of the Contract Documents.
- E. Bidder accepts all of the terms and conditions in the Bid Forms and Specifications.
- F. Bidder hereby agrees that this Bid will remain subject to acceptance for sixty (60) days, excluding weekends and legal holidays, after the actual date of the opening of the Bid.
- G. Bidder hereby agrees to sign and deliver the required number of copies of the Agreement with the other documents required within five (5) calendar days after the date of Owner's Notice of Award.
- H. In submitting this Bid, Bidder represents and declares the following:
1. Bidder has examined and carefully studied the Bid Documents.
 2. Bidder acknowledges receipt of the following Addenda (List Addenda by Addendum Number and Date):

Number	Date
addendum 1	8/22/22

3. Bidder has visited and carefully examined the site of the proposed Work and has become thoroughly familiar with and is fully satisfied as to the conditions that exist at the site; the character, requirements and extent of the proposed Work, and the difficulties in executing the work that may affect cost, progress, performance and furnishing of the Work.
4. Bidder is familiar with and is satisfied as to all federal, state and local Laws and Regulations and may affect cost, progress, performance and furnishing of the Work.
5. Bidder has obtained and carefully studied (or assumes responsibility for having done so) all such additional or supplementary examinations, investigations, explorations, tests, studies and data

concerning conditions (surface, subsurface and underground facilities) at or contiguous to the site or otherwise which may affect cost progress, performance or furnishing of the Work or which relate to any aspect of the means, methods, techniques, sequences and procedures of construction to be employed by Bidder and safety precautions and programs incident thereto. Bidder does not consider that any additional examinations, investigations, explorations, tests, studies or data are necessary for the determination of this Bid for performance and furnishing of the Work in accordance with the times, price and other terms and conditions of the Contract Documents.

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8. The Owner reserves the right to award the contract to a Bidder that is not the lowest responsible and responsive Bidder. Although the Bid price will be a substantial factor in the Owner's award, the final award will be based on the Owner's determination, in its sole discretion, of which Bid will be in the best interest of the Owner.
9. The contract completion date is November 30, 2022.

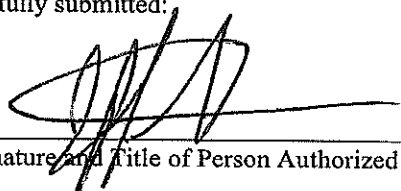
1.2 BID

- A. Prices shall be stated in words and figures. In case of discrepancy between price in words and price in figures; the words shall govern.
- B. Prices shall be typewritten or written by hand in ink.
- C. The subdivision of the proposed contract price is indicated on the following Bid Schedule. Bidder shall use the Bid Schedule when submitting Bid.
- D. This Bid must bear the written signature of the Bidder or an authorized agent of the Bidder. If the Bidder is a corporation or a partnership, the Bid must be signed by a duly authorized officer of such corporation or by a partner and the title of such office must be stated.

Respectfully submitted:

Date 8/31/22

By



President

(Signature and Title of Person Authorized to Sign Bid)

Jeff Muhonen

(Name of Bidder)

670 Turnpike Road, PO Box 176

(Business Street Address)

New Ipswich, NH

(City and State)

(603) 878-4024

(Business Telephone Number)

(SEAL – if Bid is by a corporation)

BID SCHEDULE

Item No.	Estimated Quantity	Brief Description, Unit or Lump Sum Price in Both Words	Unit Price in Figures	Total Price in Figures
1	1	Construct Culvert Project (LUMP SUM) Two hundred twenty-four thousand five hundred ten dollars and zero cents.	\$ <u>224,510.00</u>	\$ <u>224,510.00</u>

TOTAL BID

Two hundred twenty-four thousand,
five hundred and ten

(WRITTEN)

dollars

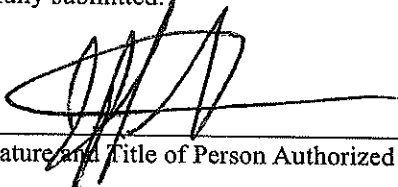
\$ 224,510.00

(FIGURES)

Respectfully submitted:

Date 8/31/22

By



President

(Signature and Title of Person Authorized to Sign Bid)

Jeff Muhonen

(Name of Bidder)

670 Turnpike Road, PO Box 176

(Business Street Address)

New Ipswich, NH

(City and State)

(603) 878-4024

(Business Telephone Number)

(SEAL – if Bid is by a corporation)

BID SCHEDULE

Item No.	Estimated Quantity	Brief Description, Unit or Lump Sum Price in Both Words	Unit Price in Figures	Total Price in Figures
1	1	Construct Culvert Project (LUMP SUM) Two hundred twenty-four thousand five hundred ten dollars and zero cents.	\$ 224,510.00	\$ 224,510.00

TOTAL BID

Two hundred twenty-four thousand,
five hundred and ten

(WRITTEN)

dollars

\$ 224,510.00

(FIGURES)



Town of Allenstown
Office of Allenstown Selectboard
16 School St.
Allenstown, NH 03275
603-485-4276 Ext. 112
TA@allenstownnh.gov

August 30, 2022

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

RE: Intermunicipal Agreement for Emergency Medical Service between the Towns of
Allenstown and Pembroke

Dear Pembroke Select Board Members and David Jodoin,

As we approach the coming budget cycle of the year, the Allenstown Selectboard has come to the conclusion that we will not be renewing our Inter-municipal agreement regarding our ambulance service at the end of the current term, July of 2025.

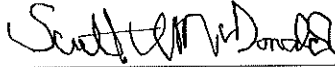
After much discussion and review of the upcoming budget proposal, we feel it is in the best interest of the citizens of Allenstown to provide our own service. The cost of a joint ambulance has continued to increase over the past ten years, and we feel we can provide a value added service by providing our own Fire-based EMS service.

Pembroke and Allenstown have had a long history of working well together, and we hope that this does not disparage our relationship in the future. Our decision is based solely on the financial responsibility and coverage for our town. We have reviewed the current operation, and we believe that we can change our fire department to provide both Fire and EMS service on a full-time basis, providing twenty-four hour protection to the citizens of Allenstown.

Per Section 7(B)(1) of the current Inter-Municipal Agreement, under Termination, we are required to give you formal notice of our intent to terminate at the end of the term in 2025 and give you such notice at least a year in advance of the termination. We ask that you consider this correspondence as our notice of same. At the same time, and again per the requirements of Section 7(E) of the Inter-Municipal agreement, we would like to start the process of evaluating the assets and working together to ensure both towns will have what is needed to provide a solid service to our communities. If both boards should agree to an amendment to change the terms of the withdrawal period to be sooner than 2025, then we are open to having that discussion also.

We truly appreciate the support we have received over the past ten years related to the inception and operation of the joint ambulance service. We look forward to supporting the coming changes and hope for a smooth transition to our own individual services.

Sincerely,



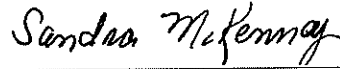
Scott McDonald, Chair

Maureen Higham

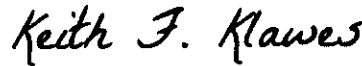


Jim Rodger

Town of Allenstown
Board of Selectmen



Sandra McKenney, Vice-Chair



Keith Klawes

TITLE	Ambulance Service Intramunicipal Agreement Termination...
FILE NAME	Letter to Pembrok... Final 083022.pdf
DOCUMENT ID	13bdde29fc435f0fd9472f752f5e567ab0f2abd0
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Pending signature

Document History



SENT

08 / 30 / 2022

21:11:41 UTC

Sent for signature to Scott McDonald (smcdonald@allentownnh.gov), Sandra McKenney (smckenney@allentownnh.gov), Maureen Higham (mhigham@allentownnh.gov), Keith Klawes (kklawes@allentownnh.gov) and Jim Rodger (jrodger@allentownnh.gov) from dgoodine@allentownnh.gov
IP: 64.222.96.214



VIEWED

08 / 30 / 2022

21:36:11 UTC

Viewed by Keith Klawes (kklawes@allentownnh.gov)
IP: 107.115.17.24



SIGNED

08 / 30 / 2022

21:37:15 UTC

Signed by Keith Klawes (kklawes@allentownnh.gov)
IP: 107.115.17.24



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





08 / 30 / 2022

23:44:06 UTC

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TITLE	Ambulance Service Intramunicipal Agreement Termination...
FILE NAME	Letter to Pembrok... Final 083022.pdf
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David Jodoin

From: mggagne@comcast.net
Sent: Thursday, September 15, 2022 3:03 PM
To: david.jodoin
Subject: Fw: PFAS questions

David,

Please see below for the follow up from the letter sent from Mark Cioffi.

Thanks,
Matt

From: Mark Cioffi
Sent: Tuesday, September 06, 2022 6:08 PM
To: mggagne@comcast.net
Subject: Re: PFAS questions

Mr. Gagne,

This is by far the BEST response I have seen to my various questions.

I commend you for putting together all the pieces and informing me of what I did not know, in a way easy for me to understand.

Kind Regards,

Mark Cioffi

On Tuesday, September 6, 2022 at 09:07:15 AM EDT, mggagne@comcast.net <mggagne@comcast.net> wrote:

Hi Mark,

Thank you for the letter you sent addressed to Kevin Brasley Chairman of the Board. This is Matt Gagne I am Superintendent of the Pembroke Water Works and can help to answer your questions.

I will start with the decision to implement the water restriction. We had discussions about the in the late spring as a method to keep the PFAS levels in a reasonable level as summer usage tends to raise the levels. We had plans to implement regardless of the drought if needed. However once the drought started we felt we needed to implement at that point as drought conditions have had a direct impact to the PFAS levels since we have been monitoring. The reason for this is we have less aquifer recharge and higher demands which together compound the issue and pull more water from the source of the pfas.

This brings up your point that these compounds are man made and not naturally occurring in ground water. This is very true and we began by trying to locate the source of the pfas through our hydro geologist Emery and Garrett groundwater. We sampled existing test wells on our properties as well as some in Town possible sources. The results of that testing indicated that the source was not from in Town but rather coming from the

North or west of the Route 3 wells. That location is the Manchester Street Airport road area. We then looked at the old Concord landfill on Old Suncook Road as that location has known PFAS contamination and is already being regulated by NHDES. After looking at the sampling they have done and what we are seeing NHDES determined it wasn't the source given the lack of pfos in their sampling. The Pembroke Water Works met with the NHDES along with our Hydro geologist Emery and Garrett groundwater about these results and our intentions to continue monitoring into Concord. NHDES informed us not to continue pursuing the source and if we did they couldn't back us with that approach any longer. They said they do not have the authority to start drilling wells on private property to look into the source and didn't feel we would have any cooperation in that effort given that if we found them to be the source they would ultimately be responsible for the remediation efforts. This did not come easy to us to accept however we had to look at the options of spending money to look for the source or spend that money in the long term remediation.

The situation that makes this contamination unique is that the source is far away from our wells. We have a protective radius that gives us authority to regulate ourselves from within that radius. This source looks to be well out of that protection radius so we have no authority to pursue. This also means that the levels we see coming into our wells are much less than they would be if the source was closer. That is how we have been able to manage the levels and keep them within the current safe level as outlined by NHDES. The level we need to stay under is 15 PPT or parts per trillion. That would be 15 gallons out of 1 trillion gallons of water or as we would normally measure a contaminant 0.000015 gallons out of 1 million gallons. This is a very small amount in a large amount of water. NHDES has set the current standards to meet and we have been working with them on this since late in 2016.

The reason we have no stated end date is that we need to use every tool available to keep our water within the safe limit as outlined by NHDES. If we exceed the limit in place we have two options: first we implement treatment to remove the pfas from our water. This is not in place and at this point isn't being looked at as an option given it was very expensive to implement and takes years to do so. The second option is to shutoff the well in question, if we did this the other well at this location we are blending water with would then become contaminated and we risk needing to shutoff that well also. If we did that we would lose 40% of our production and would be unable to produce enough water to supply the system. This is why we need to have the option in place to regulate usage so we can maintain until which time a long term solution is in place. What we know at this point is that when we exceed a certain amount of water from that source we start to pull the contaminate in so by regulating our demand we can keep the pumping under that level so we don't continue to pull into that well.

As far as the Consumer confidence report I apologize for the way it is written in that report however that is a NHDES requirement to report as listed. I used to report each individual well with the detection level but that isn't how it is required to be listed. What you see in that report is the range of pfas detected but the ND is for the other four wells and the limit on the high end is the one well with detection.

As far as the safe limits are concerned we are well within at this point with the short term changes we have made. The long term process at this point is an interconnection with the City of Concord. We looked at a number of options to deal with the issue and an interconnection offered a few things, we can gain capacity by going with an interconnection and still utilize our existing wells and it was the most cost effective option. Some of the other options either didn't gain us capacity or just simply cost too much to do. The problem we have with this is that Concord has long been against interconnection so they need to get everything approved which won't happen overnight. They are looking at expanding their production at some point and this would speed that up. At this point we are waiting on the formal response from Concord which is supposed to be

within the next few months. If approved it could still take a couple of years to implement which is why we have the wording in place as outlined.

At this point we treat the entire system the same, all three towns involved are under the same restrictions and any future cost would be evenly split between all users. We have been approved for two funding options from NHDES the first being the PFAS remediation fund which has grant money in place. The second is State revolving fund money which is a low rate loan. When ready we can pull from the Grant money first.

We look at our consumptions on a daily and weekly basis. We can determine when we will see spikes based on previous usage and a few things factor in. When we get to the second week of May we see irrigation usage begin to increase. This will increase or decrease depending on how dry it is or how hot it is. We discussed limiting automatic irrigation systems as they account for 37% of our usage this time of year but, we were concerned that people would just start to use sprinklers off their hose instead. That is how we came up with the restriction as written to regulate all lawn watering. If we can reduce that number to 20% we can keep our numbers from increasing and they will continue to drop. The levels we see right now are the lowest they have been in three years. Our goal would be to not have anything in the water and if we can maintain a pumping level from this location that doesn't exceed the contamination point and offset usage somewhere else we can achieve that.

I apologize for the lengthy response but we have a lot of information on this and I wanted to try and explain the best I could.

If you have any other questions please don't hesitate to ask.

Thank you,
Matt Gagne