

**AGENDA**  
**BOARD OF SELECTMEN**  
**April 19, 2023 AT 6:30 PM**  
**Pembroke Town Hall, Paulsen Room**

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- I. CALL TO ORDER
- II. CITIZEN COMMENT
- III. SCHEDULED MEETINGS:
  - a. Energy Committee
  - b. VJ Ranfos – Chipper Bids
  - c. VJ Ranfos – Robert Frost Memorial Park cleanup
  - d. VJ Ranfos – Safety Center Generator
  - e. Chief Gaskell – Cruiser Equipment approval
  - f. Chief Gaskell – AED Purchase
- IV. OLD BUSINESS:
  - a. Tax Deeds
- V. NEW BUSINESS:
  - a. Manifest/Abatements
  - b. Minutes 4/5/23
- VI. TOWN ADMINISTRATOR REPORT
- VII. COMMITTEE REPORTS
- VIII. OTHER/CITIZEN COMMENT
- IX. Non Public Session in accordance with RSA 91-A:3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.
- X. ADJOURN

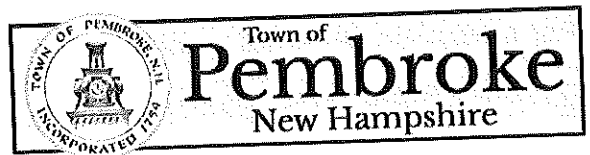
# Pembroke Community Power

Comparison of CPCNH and Standard Power/Good Energy  
Community Power Electricity Supply Offerings

*March 28, 2022*

**Presented by:** Pembroke Energy Committee

**Presented to:** Pembroke Select Board



Pembroke Community Power allows the Town to provide energy supply and related services on behalf of Pembroke's residents and businesses.

Community Power programs create an economy of scale that can result in more affordable electricity and expanded options for renewables and innovative energy technologies.

# NH Community Power Summary

	Utility Default Service	SP/GE Community Power	CPCNH Community Power
Enrollment	Opt-Out	Opt-Out	Opt-Out
Procurement	Semi-annual RFP	Long-term, fixed-rate deals	Active portfolio management
Individual Customer Termination	Self-initiated	Self-initiated with no fees or penalties	Self-initiated with no fees or penalties
Billing	Monthly from utility	Monthly from utility	Monthly from utility
Governance	CEO, board of directors, and shareholders	CEO, board of directors, and shareholders	Member community governed
Other Benefits		Fixed-rate certainty	Local control, lower cost, renewables, resilience & innovation, participation in local energy projects

# Community Power Service Agreement Details

	SP/GE Community Power	CPCNH Community Power
Service Provider Model	Broker	Supplier (non-profit power agency)
Town (Member CPA) Service Agreement Term	31 months	36 months
Electricity Rate over the course of agreement term	Fixed. (price reductions may be extended by supplier—but no mechanism described)	variable/adjustable
Town Termination	Due to breach of contract, bankruptcy, failure to perform. Obligation to pay for all services rendered to date.	36 months notice (after initial 12 months)
Rate Classes	Retail, C&I, Municipal, Street Lighting	Retail, C&I, Municipal, Street Lighting
Initial Rate Offerings	4 tier	4 tier
Financial Reserve	No	Yes, in 60:40 proportion to savings (for rate volatility management, local projects, credit rating, etc)

# Community Power Service Agreement Details

	SP/GE Community Power	CPCNH Community Power
Customer Service and Data Management	Changes with every new fixed term contract	Continuously via CPCNH
Customer Notifications	Electricity supply auction winner	CPCNH
Community Power Support	SP/GE consultancy	CPCNH
Local Project Support	Standard Power consultants	CPCNH
Legislative and Regulatory Support	na	CPCNH
Audit	na	CPCNH and independent 3rd party

# Initial Electricity Supply Offerings

## Standard Power/Good Energy—Keene CP

Product Options	Keene Community Power (CP)			
	Keene Local Green (default product)	Keene 50% Local Green	Keene 100% Local Green	Keene Basic
Rates	11.470 ¢/kWh	12.050 ¢/kWh	13.900 ¢/kWh	11.100 ¢/kWh
Fixed for 30 Months	✓	✓	✓	✓
Extra Renewables from New England	✓	✓	✓	✓
100% Renewable Energy				
Renewable Energy	Adds 10% voluntary renewable energy (NH Class I RECs)	Adds voluntary renewable energy (NH Class I RECs) to total 50%	Adds voluntary renewable energy (NH Class I RECs) to total 100%	Meets renewable energy standards
Duration	June 2023 - December 2025 Details			

## CPCNH-Wave 1 Communities

### Projected Community Benefits by the Numbers

Default Customers:	65,994
Average Customer Energy Savings:	23%
Total Three-Month Customer Savings:	\$ 5,855,000
Total Three-Month Community Reserves:	\$ 8,104,000
Expected Annual Megawatt-hours Served:	564,000

### Rate Savings Relative to Investor-Owned Utilities

	Utility Supply Rates*	Coalition Granite Basic*	Customer Savings
Eversource	20.2 ¢/kWh	15.8 ¢/kWh	22%
Liberty	22.0 ¢/kWh	15.8 ¢/kWh	28%
Unitil	25.9 ¢/kWh	15.8 ¢/kWh	39%

### Electricity Choices for Customers

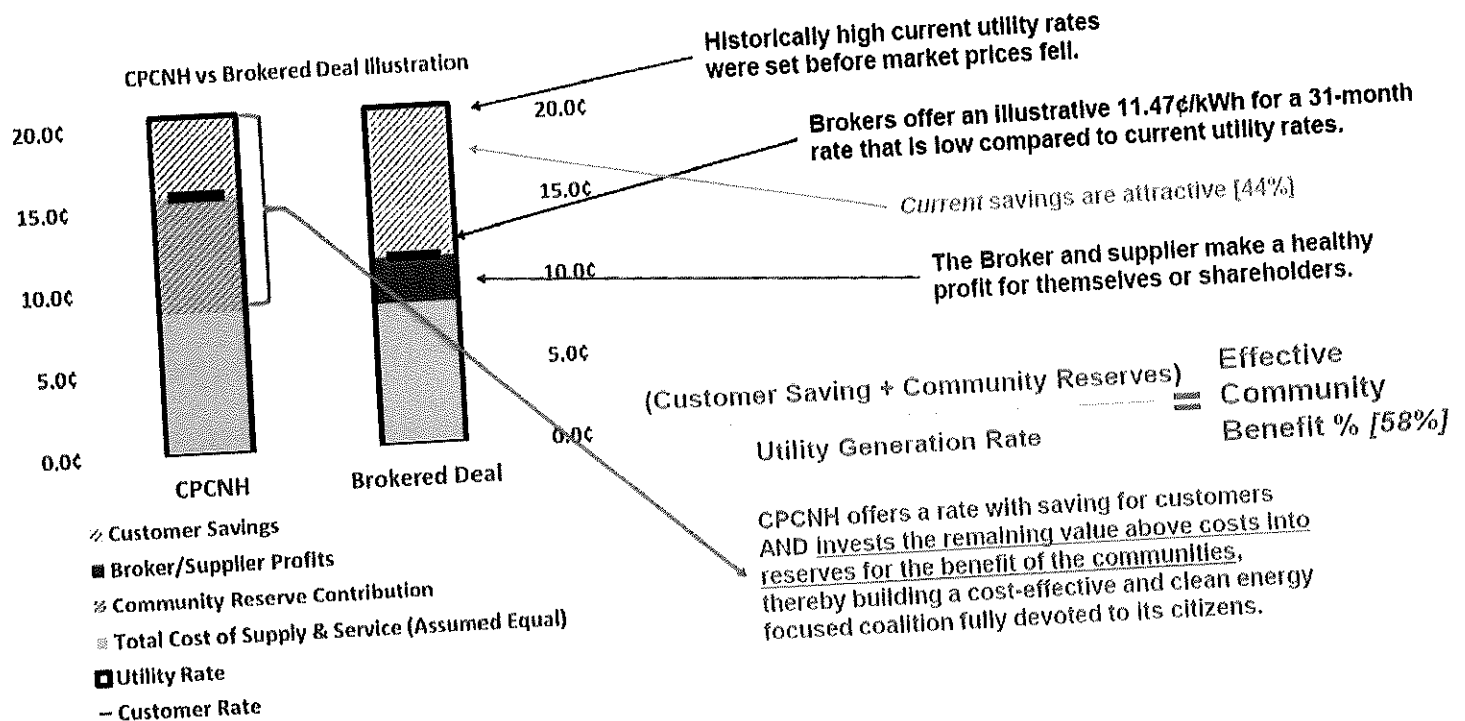
Power Option	Renewable Content	Rate ¢/kWh*	Power Option	Renewable Content	Rate ¢/kWh*
Granite Basic	23.4%	15.8	Clean 50	50%	16.9
Granite Plus	33%	16.2	Clean 100	100%	19.1

\*Rates effective through July 31, 2025

# Detailed Comparison of CPCNH and SP/GE Initial Electric Service Offerings

*Prepared by Ascend Analytics*

# CPCNH compared to Standard Power offering (May - July 2023)

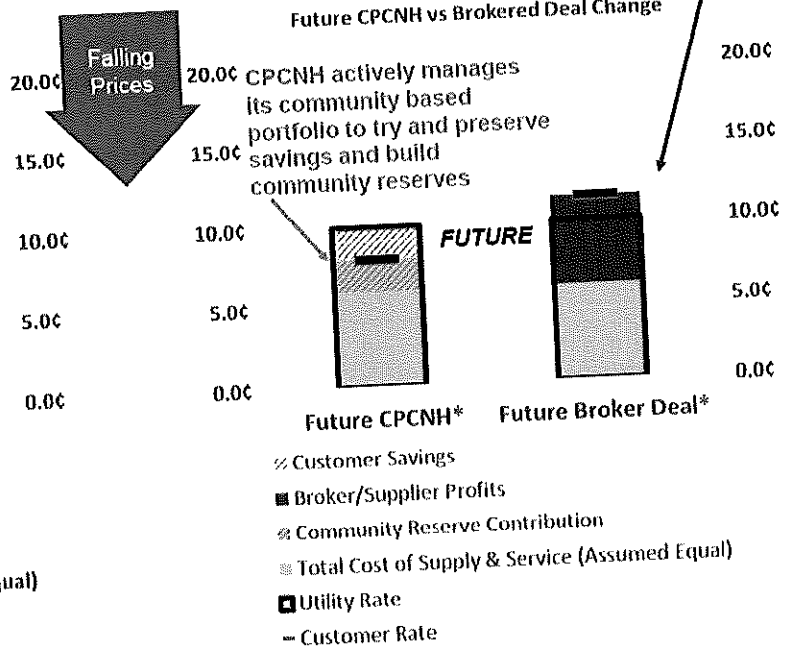
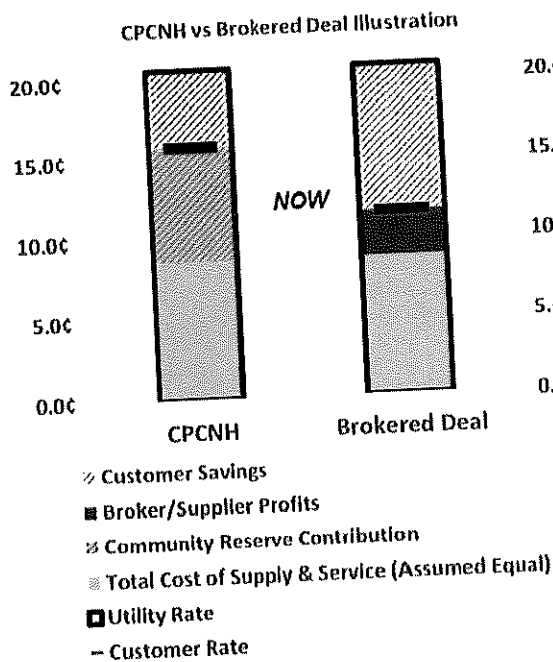




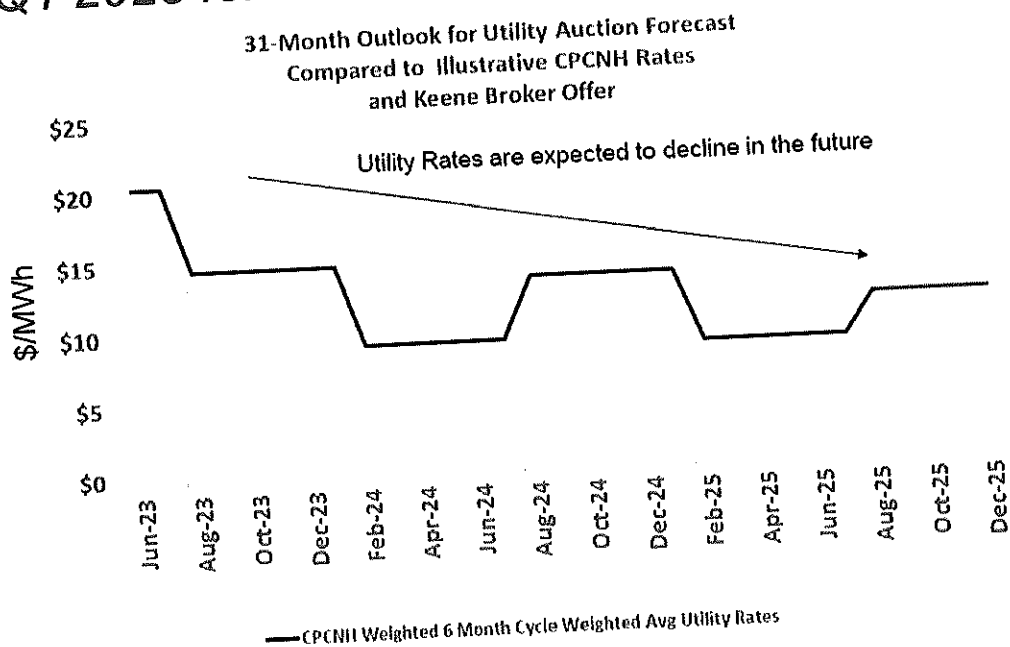
# How Could it Change in the Future?

*Illustrative, but likely, based on current market forwards*

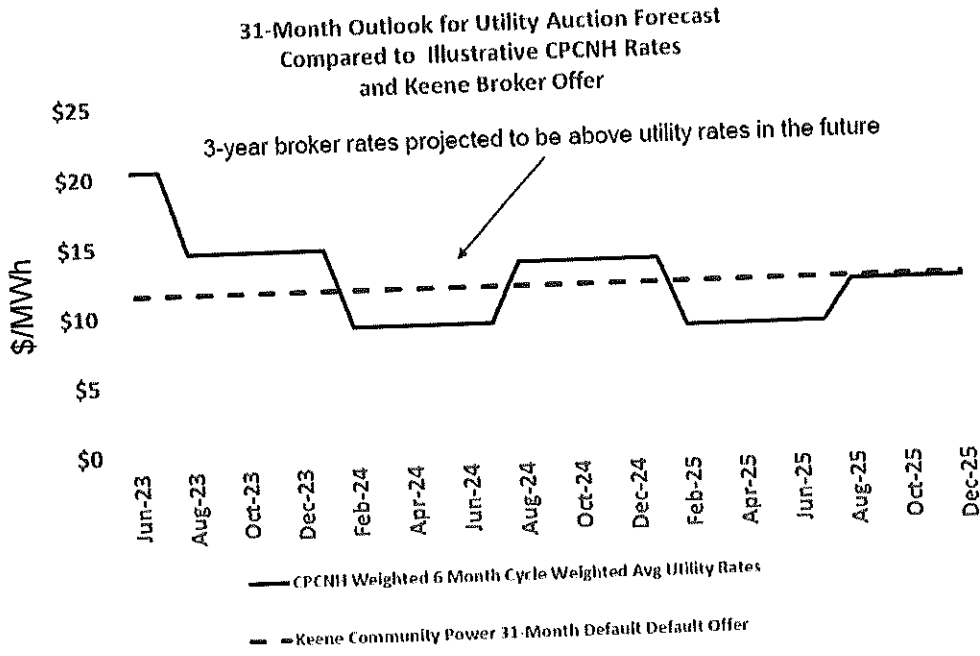
Broker rate is locked in and so are the broker/supplier margins, if power market and utility prices fall, the broker will be a higher cost alternative.



# Illustrative 31-Month Utility Auction Forecast: Based on Q1 2023 forward market prices

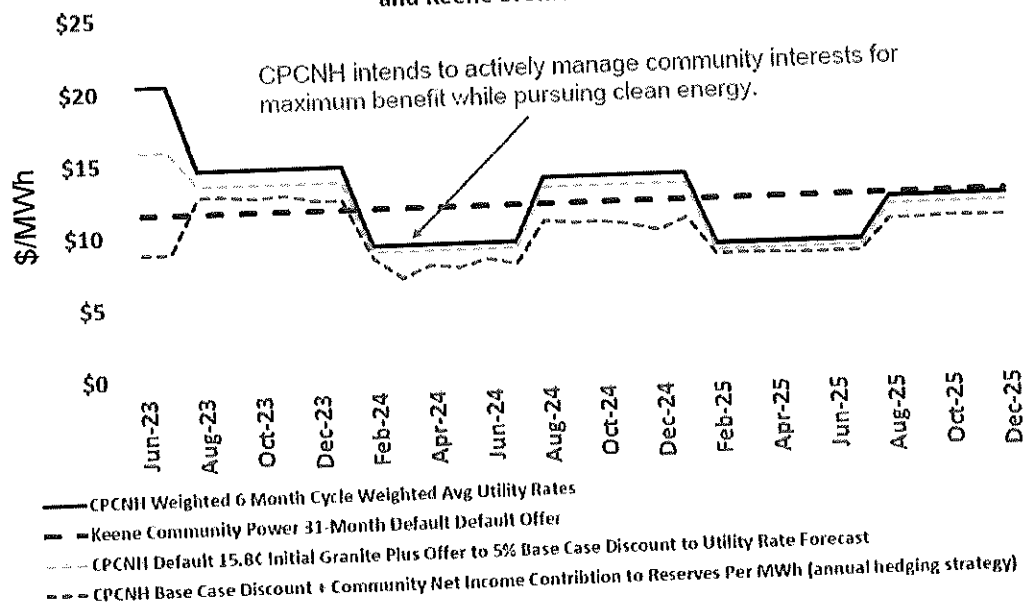


Illustrative 11.47¢/kWh Brokered Rate  
yielding a load weighted average 3% discount over the entire 31 Months



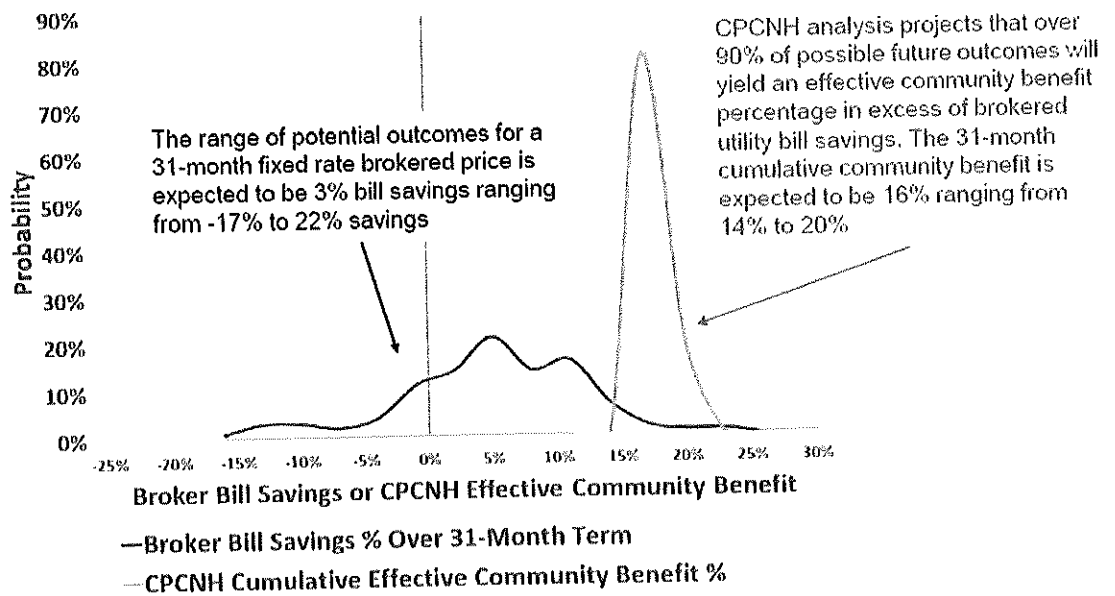
# Illustrative CPCNH Rate Overlay Showing customer savings AND total community Benefit

31-Month Outlook for Utility Auction Forecast  
Compared to Illustrative CPCNH Rates  
and Keene Broker Offer



# CPCNH Community Benefit vs Broker Bill Savings Probability of Cumulative Benefit over 36 Months

Estimated 31 Month CPCNH Cumulative Effective Community  
Benefit vs Estimated Keene Community Power Customer Savings  
Probability Distributions

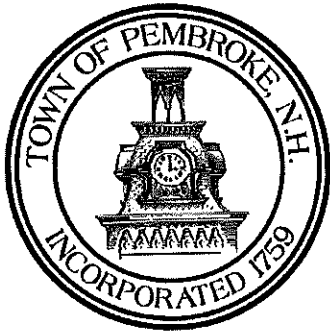


## Pembroke Energy Committee Recommendation

Pembroke Energy Committee recommends CPCNH as Pembroke Community Power supplier for these reasons

1. Total community benefit of rate discount plus financial reserve
2. Active portfolio management style of energy procurement
3. Breadth of rate classes served
4. Abilities to initiate and support local energy projects and initiatives
5. Transparency and community governance of the electricity service process

We acknowledge the Standard Power/Good Energy offering has very attractive rates compared with today's utility default supply.



*Town of Pembroke*  
*Department of Public Works*

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

**To:** Board OF Selectmen  
**From:** Public Works Department  
**CC:** David Jodoin  
**Date:** April 12, 2023  
**Re:** Chipper purchase

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The Public Works Department recommends to the Board of Selectmen that the current chipper be replaced by a 2023 Bandit 12XP. The total cost reflecting trade-in and extended warranty is \$46,311.50.



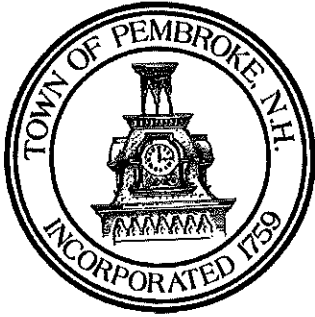
# Town of Pembroke Department of Public Works

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

## 2023 Chipper Bid Summary with Optional pricing

	Bid	Option 1 Extended Warranty	Trade In	No Trade	Safety Light Package	Flashing Amber Warning Light	Safety Yellow Paint	Cone Holder	2 Work Lights 5000 lm	Additional Safety Feature Shield	Ability to conform to build schedule	Comments
MB Tractor Bandit 12XP, 125HP Ford Drum style	\$ 48,411.50	\$ 3,120.00	\$ 6,500.00				Y	105	525	N	N	Extension for hitch \$650.00
Option 1			\$ 45,031.50									
Option 2				\$ 61,631.50								
Final cost=				\$ 46,311.50								
MB Tractor Bandit 200XP, 125HP Ford Disk style	\$ 50,298.50	\$ 2,640.00	\$ 6,500.00			Y	Y			N	N	Bid wasn't clear on options
Option 1			\$ 46,438.50									
Option 2				\$ 52,938.50								
Beauregard Equipment Morback 1415 145 gas psi -any	\$ 67,500.00	as stated in description	\$ 4,000.00		N/A	400	N/A	680	600	N	Y	
Option 1			\$ 63,500.00									
Option 2				\$ 67,500.00								
Finch Turf Salsco 813XT Mitsubishi engines	\$ 66,274.40	as stated in description	\$ 1,000.00		INCLUDED	504	300	146.4	720	4797.6	N	
Option 1			\$ 65,274.40									
Option 2				\$ 66,274.40								
with added options				\$ 71,742.40								





# Town of Pembroke

## Department of Public Works

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

### INVITATION FOR BID

### 12" CAPACITY HAND-FED CHIPPER

Sealed bids will be received by the Town of Pembroke, 311 Pembroke Street, Pembroke, NH 03275, until 10:00 A.M. on April 5, 2023. For providing one new 2023 Towable Hand-fed Chipper in accordance with the following specifications and conditions.

#### CHIPPER

- Shall have minimum 12" capacity
- Auto reversing auto feed system
- 360 degree swivel chute height adjustable and adjustable deflector
- Hydraulic lift cylinder for infeed
- 5000# winch with 150ft cable

#### ENGINE GASOLINE

- Minimum 130HP gasoline powered

#### SUSPENSION

- Appropriate for weight of chipper and accessories
- E-Z Lube Axles

#### BRAKES

- Electric self-adjusting

## **BATTERY AND ALTERNATOR**

Heavy duty 1000cca AGM battery

Minimum 120 amp alternator

## **COOLING**

Heavy duty with long life antifreeze and a coolant recovery tank.

## **TIRES/WHEELS**

2 Standard with 1 Spare

Mud flaps behind tires

Chocks and chock holder

## **INSTRUMENTS/CONTROLS**

Tachometer, amp meter / voltmeter, fuel gauge, oil pressure gauge, temperature gauge and hour meter.

## **SERVICE AND PARTS MANUALS**

The chipper shall come with a parts manual, service and operators manuals. Hard cover book set or electronic

**The following is optional bid, equipment needed to outfit chassis**

## **WARRANTY**

Warranties to begin on the in-service date of the chassis as defined by the Town of Pembroke. Please list any extended warranties that are available to the town with associated costs under the options line on the bid form.

The bid shall be submitted on the Bid Form furnished herewith. It shall include all costs that are to be paid by the Town, including delivery, and shall exclude state and federal taxes not applicable to municipalities. Indicate on the Bid Form the manufacturer and model number of the proposed vehicle, warranty information, the time required for delivery and any exceptions to the Town's specifications. A schedule of the standard and optional equipment that are included in the bid price shall be submitted with the Bid Form.

The proposed chipper shall meet the above specifications. These specifications are not intended to be restrictive but merely to designate a minimum standard for type, quantity and performance. If, in the bidder's opinion, any aspect of the specifications is inappropriate or unnecessary, please bid as closely as possible to the specifications and provide on a separate Bid Form an alternate bid reflecting recommended modifications.

Delivery time to the Town, from the time the chipper is delivered to the successful bidder's location, shall not exceed 60 calendar days. A penalty of \$100.00 per day will be deducted from the bid price for each day in excess of the 60 day time frame. Any bidder must make note of the inability to conform to the 60 day build schedule on the bid document.

The Town's 1991 Bandit Chipper VIN# 4308 is expected to be included as "Trade-in" toward the purchase of the new chipper. This chipper is currently in operation, has approximately 2300hrs, and is in "fair" operating condition. It may be inspected at the Pembroke Public Works Facility between 7:30 AM and 3:00 PM on any weekday. Indicate on the Bid Form the related trade-in allowance.

An award will be made on the basis of the Town's overall evaluation of the chipper and its cost and availability. The Town reserves the right to reject any or all bids, to waive irregularities in the bids and to accept the bid which best serves the interest of the Town.

Bid must be sealed and marked "2023 Chipper" and be delivered to the Pembroke Town Hall at 311 Pembroke Street, Pembroke, N.H. 03275 by April 5, 2023 at 10:00 A.M. at which time they will be opened publicly and read aloud. For further information, contact Corey Heath, Fleet Mechanic @ [cheath@pembroke-nh.com](mailto:cheath@pembroke-nh.com) or call at 603-485-4422.

**Town of Pembroke  
BID FORM**

**(1) New model year 2023 Chipper**

**Due by 10:00 A.M. on Wednesday, April 5, 2023**

One (1) New 2023 Brush chipper per the attached specifications.

Mfr. Year & Model \_\_\_\_\_ \$ \_\_\_\_\_

Warranty Provided \_\_\_\_\_ \$ \_\_\_\_\_

Trade-in: \_\_\_\_\_ \$ \_\_\_\_\_

**Option Pricing:**

- Extended Warranty \$ \_\_\_\_\_
- Safety light package \$ \_\_\_\_\_
- Flashing Amber Warning light \$ \_\_\_\_\_
- Paint "safety" Yellow \$ \_\_\_\_\_
- Cone holder \$ \_\_\_\_\_
- 2 Work lights on In-feed 5000lm each \_\_\_\_\_
- Additional safety feature such as Salco safety shield \_\_\_\_\_

Ability to conform to 60 day build schedule or subject to a penalty of \$100./day. YES \_\_\_ NO \_\_\_

Exceptions:

The above bid is provided in accordance with the Town's bid invitation dated March 20, 2023.

Bidder: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone No.: \_\_\_\_\_ Fax.: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date \_\_\_\_\_

Attached Enclosure:

Invoices are paid within thirty days of receipt of product and or invoice of final product.

Chris Girard - CTSP  
Girard Tree Service, LLC  
91 Oakcrest Ln,  
Gilmanton, NH 03237

Phone 603-724-1080  
www.girardtreeservice.com

February 6, 2023

To Whom It May Concern,

This letter is to inform you that Girard Tree Service, LLC has performed a Shoreland Documentation Study for the Meet Me In Suncook Committee along Buck Street and the Suncook River, adjacent to the Robert Frost Memorial Park.

The proposed work shall consist of restoring the views to the Suncook River along the river bank within the designated park area. All work shall be done according to Arboricultural ANSI Standards, in conjunction with NH DES Protected Shoreland (CSPA; EFFECTIVE July 1, 2008).

There are eight (8) 25'x50' grid sections along the TOB (Top Of Bank). Sufficient points exist within each grid to allow a number of trees to be removed without destabilizing the existing bank or altering stormwater runoff from water or melting snow.

Any dead, diseased, or dying trees shall be removed along with selective tree pruning, and slope vegetation work. Native shrub and ground cover shall be trimmed to a height of no less than 3 feet. Invasive species such as Japanese Knotweed and Bittersweet vine shall be cut as low as possible and hauled away to a proper recycling center. All stumps from removed trees, shall be cut flush with the ground and left intact.

Zone 1:

- Remove a number of small trees and prune a small number of branches on remaining trees. *Note: Be aware that children may be encouraged to want to go down the bank to the river if too many trees are removed, so limit the number of removals within this particular zone.*

Zone 2:

- Remove 2 large "sucker" branches on Maple tree along river.
- Prune Maple tree on riverbank.
- Cut existing slope vegetation (as described above).

Zone 3:

- Remove dead Ash tree along riverbank.
- Prune cluster of 3 Maple trees.

- Prune Maple tree to the right of Ash tree.
- Cut small cluster of Maple trees at top of slope.
- Prune (remove) lower large branches on Pine trees adjacent to bench.
- Remove small Box Elder.
- Cut existing slope vegetation.

Zone 4:

- Cut invasive shrubs and vines along slope.
- Remove small Cherry tree on riverbank.
- Cut existing slope vegetation.

Zone 5:

- Remove Box Elder at top of slope.
- Clear invasive Bittersweet vines off trees.
- Crown raise (prune) trees for better view of river.
- Cut existing slope vegetation.

Zone 6:

- Crown raise (prune) trees for better view of river.
- Clear invasive Bittersweet vines off trees.
- Cut existing slope vegetation.

Zone 7:

- Crown clean/raise all hardwood trees for safety and views.
- Prune (remove) large leaders on Maple tree leaning towards road.
- Remove one (1) large, dead Maple tree.
- Cut existing slope vegetation.

Zone 8:

- Remove small Maple tree.
- Prune remaining hardwood trees.
- Cut existing slope vegetation.

Additional work may be deemed necessarily as work progresses on project but shall be reviewed beforehand by The Meet Me In Suncook Committee.

Sincerely, *Chris Girard*

NH & ISA Certified Arborist

Certified Treecare Safety Professional

August 25, 2011

Dear *Meet Me in Suncook* Committee,

On behalf of the Conservation Commission, I want to thank you for the beautiful, well placed bench on the Girard Conservation land.

Several years ago you invited me to attend your meeting to discuss the research you had done on the Girard parcel and the desire to carry out the purpose for this acquisition, which was to commemorate Robert Frost's visit to the area. I was interested to hear this background information, to understand its significance, and pleased that your committee was willing to take on this special project. It is obvious that you put much thought into this.

I drive by the Girard lot daily and I only viewed it as a small Conservation parcel. Now it is something to be admired. I sat on the bench the other day and thought about how great it is to have a group of town volunteers willing to take their time to combine their efforts to create a small park where folks can sit and watch the river flow by and pause and reflect. What a fitting use of that land!

The Conservation Commission is grateful for your contribution and hard work to bring this land to life. Thank you all!

Sincerely,

Ammy Heiser, Chair of the Conservation Commission



We wish to extend an invitation to you who have supported the "Meet Me In Suncook".  
We hope you can join us in celebrating this great endeavor.

Date: October 9, 2011 - Sunday

Time: 2 PM

Place - A quarter of a mile east of Suncook's double-deck highway bridge.

### GRANITE BENCH MEMORIALIZES ROBERT FROST

Dedication of a granite bench on a riverfront site in Suncook Village on October 9<sup>th</sup> will transform a parcel of conservation land into a small park commemorating a forgotten chapter in the life of American poet Robert Frost. The bench is a gift to the town of Pembroke from *Meet Me in Suncook*, a committee formed in 1998 to enhance historic Suncook Village in Allenstown and Pembroke.

In the summer of 1896, twenty-two year old aspiring poet Robert Frost and his wife Elinor spent a belated honeymoon in a rented cottage near the Suncook River in Allenstown. Carl Burell, a high school friend of the Frosts, was foreman at the R. C. Moulton box shop at Buck Street Dam on the river. Botanizing walks with Burell, an avid naturalist, awakened the young Frost to nature, coloring his later writings. Frost recalled these walks in one of his earliest poems, "The Quest of the Orchis," published in 1901 and reprinted in 1942 in his book, *The Witness Tree*.

*(town pd \$6000 for this parcel)*

The Pembroke Conservation Commission acquired the quarter-acre site in 2000 after Suncook native Regis Lemaire urged the town to buy the lot, which is too small to be built upon. "I thought this was a golden opportunity for people in town to know Robert Frost wrote poetry here," said Lemaire in 1999. "I wanted to make that connection so young people, especially, can say he lived here, and so they can relate to his stories of flowers, trees, the mountains, streams, and brooks."

A brief dedication ceremony will begin at 2:00 p.m. on Sunday, October 9<sup>th</sup> at the site on Buck Street, a quarter of a mile east of Suncook's double-deck highway bridge. The granite bench, facing a curve in the river, is accompanied by a plaque that tells the story of the Frosts' honeymoon.

Since its founding, *Meet Me in Suncook* has sponsored restoration of the town clock, conducted guided walking tours of the village, sponsored concerts, erected a state historical marker in the village, listed the business district in the National Register of Historic Places, and provided bronze plaques giving the dates and original owners of downtown buildings.



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END

**MEET ME IN SUNCOOK**  
**February 7, 2023**  
**Adopted Minutes**

**1. Present:** Gerry Belanger, Joyce Belanger, Don Bibeau, Katie Booker, Joan Bussiere, Kursten Butler, Dana Carlucci, Jocelyn Carlucci, Norma Daviault, Ron Daviault, Bob Fanny, Pat Fowler, Steve Fowler, Chris Girard, Chris Glenn, Glorie Jacob, Louis Jacob, Bruce Kudrick, Paula Kudrick, Evelyn Miller (Goffstown), David Plouffe, Nicole Plouffe, John Seeman, Lynne Verville, Jerry Vincent, Wendy Weiseiger

**Meeting was called to order at 6:08 pm**

**2. Robert Frost Park – Riverbank invasives discussed by Chris Girard**

Gerry Belanger gave a brief explanation on how Chris Girard, a certified registered arborist, became involved in looking into what work could be done at the Robert Frost Park riverbank.

Chris explained that there are a few invasives on the property. He mentioned the bittersweet vine which is coming up around the trees and choking them, the other being the Japanese Knotweed which is the plant that looks like bamboo, both of which can be cut close to the ground and hauled away to the Dirt Doctors.

There are some native huckleberries and other shrubs that have grown up a bit and are starting to impede the view along the river and those according to NH DES regulations can be cut down to no more than a height of three feet. He also identified a number of dead, diseased and dying trees that can be cut down. Some of the larger branches can be trimmed off of healthy trees to restore the view.

Shoreland study is done by grids, 25 ft. on shore by 50 ft. back and within those grids you need to have a certain number of points. Each tree counts for a certain number of points depending on the diameter of the tree. As long as you have the right number of points within a certain grid you can remove the trees without causing any problem with the State of NH.

From the culvert on the southern end, Chris marked out eight grids, around 200 ft. Chris went through and identified what needs to be done in each grid to restore the view.

The work should take no more than two days. Those trees that do not have invasives could be chipped on site and put on the shore which will put nutrients back into the soil.

Joyce Belanger had a question regarding the large log in the river and Chris said that it could be hauled out.

No paperwork has to be submitted to NH DES. It is work that can be done legally. Chris, a certified arborist, did the shoreline study.

Chris said that this is a project that Public Works could monitor. If they see that the bittersweet etc. is beginning to grow, they can go in and cut it down.

Bob Fanny of Public Works reported that VJ, the Public Works Director, already put money into the budget for the company that mows the lawn, twice a year, to clean the area.

Chris said that his typical rate for one day is \$1675.00 which includes Chris, four people on site, trucks chippers etc. The work includes the shoreland documentation materials.

He said that it was not something that had to be done right away. April might be a good month to have the work done.

He presented his proposal to the committee.

Wendy Weiseiger, a Conservation Commission member, stated that the main interest of being at the meeting was to learn about the invasive management. She made a copy of Chris's report and said that she would share it with the Conservation Commission at their meeting on Monday.

### **3. Update of Town Clock – Steve Fowler**

Steve recently met with Steve Fifield who gave him a proposal regarding the Town Clock. Proposal is attached. (Jim Garvin highly recommended Steve Fifield.)

The Proposal included splicing on new wood where it is rotten and scab on some braces as well as the clock tower being strapped for high winds which is the newest concern in construction. The cost could run approx. \$30,000, without renting a crane. Steve said that this is a realistic proposal for the work that needs to be done.

Don Bibeau said that he read the proposal and felt that it was a properly written scope of work.

Steve said that this project would probably be a fund-raising effort at this point because the Town already paid approximately \$75,000 to another contractor to do work that was just completed.

Steve also mentioned that he would discuss with Jim Garvin the possibility of him looking into grants or matching funds for such a project. The stumbling block has always been that the clock is owned by the Town and the building is privately owned by Don Bibeau.

Steve pointed out that the work that was done by the last contractor needed to be done – such as some practical repairs and painting of the faces.

Jocelyn said that various original pieces of the town clock were being stored in different locations and she would like to eventually have all of the clock pieces stored in one location such as the 4 Union Street building.

#### **4. Fire Department Horn – Bob Fanny**

The Fire department contacted Bob about disposing the original Fire Department horn that used to be on the roof of the original fire station at 4 Union Street. Bob contacted Jocelyn and the old horn and the compressor will be moved back to the Union Street building. The Public Works Department volunteered to help to move the items once a moving date has been established.

#### **5. Treasurer's Report – Glorie Jacob**

The Treasurer's report was read. It was mentioned that the 2023 dues are now being collected. The motion to accept the treasurer's report was made by Gerry Belanger and seconded by Ron Daviault. The motion passed.

#### **6. Secretary Position – Jocelyn Carlucci**

The motion was made by Jerry Vincent to have Glorie and Louis Jacob fill the position of Secretary. It was seconded by Lynn Verville. Motion passed.

#### **7. Wreaths Update – Joyce Belanger**

Joyce reported that Bob Fanny and the Public Works Department removed the Christmas wreaths from the light poles. She said how wonderful it has been having the Pembroke Fire Department and the Public Works Department help with getting the lights on Main Street cleaned and bulbs replaced as well as putting up and taking down the wreaths.

The banners originally on the bridge light poles are presently stored at the Union Street building and the Fire Department has offered to hang them in the spring.

Katie Booker asked if there was a way to get a fourth flag on the bridge to match the other three that were provided by the State. Jocelyn Carlucci said she would check her records for information on the original number that was supposed to be provided by the State after they worked on the dam.

#### **8. TD Bank Site Update - Jocelyn Carlucci**

It was reported by Jocelyn Carlucci that the owners of the former TD Bank building withdrew their application to turn the building into a drug rehabilitation facility. She thanked all those who attended the Zoning Board meetings and expressed their support for Suncook Village.

#### **9. Update on Newsletter – Jocelyn Carlucci**

The newsletter is done. Speedy Printing quoted \$473.02 to print 500 copies and do a "bulk mail" for approximately 400. 100 copies are distributed between the Allenstown and Pembroke libraries and town halls.

Jocelyn explained that initially the mailing list was created by listing all those people who participated in the walking tours, concerts, and any other activities that MMIS sponsored. The list will be reviewed with the goal of reducing the number of people to receive the mailings. (Many have either moved away or passed away.)

Chris Glenn of Odd Ball Brewery suggested that MMIS develop a business facebook page and other social media accounts, i.e. Instagram as an inexpensive way to reach a larger population.

John Seeman offered to print copies of the newsletter at no cost.

After much discussion, it was agreed that social media would be a good way to introduce MMIS to the public. John Seeman, Katie Booker and Chris Glenn volunteered to create Facebook and Instagram pages and present them to the committee for review. They suggested that making four posts per month would be enough.

John Seeman asked if membership fees had a tiered structure i.e. gold member vs. silver member, etc. He said that sometimes it entices people to increase their donations.

Motion made by Joyce Belanger to pay Speedy Printing \$473.02 for the printing of 500 newsletters and postage to send out 400. Chris Glenn seconded the motion and the motion passed.

#### **10. Projects – Gerry Belanger**

Gerry Belanger explained his idea of creating a "Suncook Village Welcome Packet" for all new residents of Allenstown and Pembroke as a way to promote the downtown businesses. He explained that with a number of developments soon to be completed such as the High Street School apartments, the China Mill apartments/condominiums, and the Hillsbrook Senior Housing facility, there will many new people who may appreciate learning what businesses are available to them in the Village.

The thought was to establish a committee of two to four people who would gather the following items for the "Welcome Packets" such as business brochures, restaurant menus, business cards, churches bulletins, the Suncook Village Self-Walking Tour brochure, the MMIS newsletter, the Allenstown Senior Center newsletter/brochure, and even information on what is available at Memorial Park. As a further way to promote MMIS, the "Welcome Packet" (or bag) could be labeled "Meet Me In Suncook".

There was discussion about signage at the top of Broadway and the top of Main Street to lure people to the Village. It was agreed that someone should look into what might be necessary to do so, such as permitting and creation of signs.

#### **Banners:**

Jocelyn would like to look into vinyl banners, the same size as the state-provided ones on the Main Street bridge, that would say "Welcome to Historic Suncook Village". The thought was to have only a few made and placed at strategic locations such as the top of Main Street and Route 3, and top of Broadway and Route 3.

**11. Next meeting March 7, 2023**

**12. Adjourned at 8:22 p.m.**

Motion to adjourn was made by Gerry Belanger and seconded by Ron Daviault. The motion passed.

Respectfully submitted,  
Glorie Jacob