

AGENDA
BOARD OF SELECTMEN
May 3, 2023 AT 6:30 PM
Pembroke Town Hall, Paulsen Room

- I. CALL TO ORDER
- II. CITIZEN COMMENT
- III. SCHEDULED MEETINGS:
 - a. Bryan Christiansen - Comcast
 - b. Energy Committee –Board vote on agreement
- IV. OLD BUSINESS:
 - a. Final Decision on Tax Deeding – 2020 Delinquent Taxes
 - b. Tax Deed Waivers
- V. NEW BUSINESS:
 - a. Oddball Brewing – request for outdoor seating
 - b. Sign 2023 First Half Tax Warrant
 - c. Assessment Contract – Utilities
 - d. Sewer Appointment
 - e. Manifest/Abatements
 - f. Minutes 4/5/23
- VI. TOWN ADMINISTRATOR REPORT
- VII. COMMITTEE REPORTS
- VIII. OTHER/CITIZEN COMMENT
- IX. ADJOURN

April 26, 2023

To: Pembroke Select Board

From: Pembroke Energy Committee

Re: response to questions from April 19, 2023 meeting

This memo provides some responses to points raised during the April 19, 2023 Community Power discussion. We offer this information to you in advance of our May 3, 2023 follow up discussion on electric supplier options for Pembroke Community Power.

- 1) What is the number of customer accounts in CPCNH?
 - a) Wave 1 CPAs consist of approximately 65,000 individual accounts.
 - b) The combination of Wave 1 and Wave 2 (2024) accounts will total approximately 120,000 individual accounts.
- 2) How many accounts do the NH utilities serve?
 - a) The approximate numbers of individual accounts in the NH utility districts are here (obtained from the utility company websites):
 - i) Eversource: 523,000 accounts
 - ii) Liberty: 43,000 electricity accounts
 - iii) Unitil: 79,000 accounts (estimated proportion from 108,100 total accounts between NH, Maine, and Massachusetts).
 - iv) New Hampshire Electric Coop: 84,000 accounts
 - b) The electric load served annually in 2022 by the utilities in NH is here:
 - i) Eversource: 3,300 gigawatt hours
 - ii) Liberty: 450 gigawatt hours
 - iii) Unitil: 650 gigawatt hours
 - iv) New Hampshire Electric Coop: 625 gigawatt hours
 - v) Estimated 2023 CPCNH (annualized): 675 gigawatt hours
- 3) What is the experience level of Brokers and CPCNH providing electricity to NH Community Power programs?
 - a) Community power programs are new in NH, and currently no electricity service provider is providing electricity to any NH Community Power programs. However, all of the entities providing Community Power services in NH have entered into partnerships with commercial entities with substantial experience in other states.
 - b) As of April 24, 2023, **CPCNH** has commenced serving customers and will complete enrollments of its first 65,000 customers in 10 member CPAs over the course of May 2023. Two additional CPAs will begin receiving electricity starting on June 1, 2023, with a third tentatively scheduled to commence service on July 1, 2023.
 - c) **Standard Power** reports that it has eight CPA communities with a total of 25,000 customers and 172 gigawatt hours of load potentially under contract.
(<https://www.nhbr.com/community-power-picks-up-steam/>)

- i) Direct Energy will begin supplying the first four of Standard Power's CPAs on June 1. Standard Power ran the RFP for the four communities, which Direct Energy won.
 - d) **Freedom Energy Logistics** reported the prospect of three municipalities CPAs with a total of 18,000 customers using 117 gigawatt hours of potential load (<https://www.nhbr.com/community-power-picks-up-steam/>)
 - i) As of the end of March 2023, Freedom Energy Logistics have only reported a total of 120 business accounts with 4 gigawatt hours of estimated annual load under contract. The start of service to those accounts was not reported.
(<https://felpower.com/the-power-behind-community/>)
- 4) Upon what basis does CPCNH have experience to reliably serve Community Power programs in NH?
- a) CPCNH announced its CEO hire on Friday April 21, 2023, Brian Callnan. Brian has served the past 6 years as the New Hampshire Electric Coop's director of power resources and access, responsible for procurement. He also has extensive experience in the Vermont Public Power Supply Authority. The significance of Brian's appointment is that he directly brings outstanding understanding of NH electricity markets and experience procuring electricity efficiently to NHEC customers. The link to the press release is here:
 - i) <https://www.cpcnh.org/media>, and
 - ii) https://www.cpcnh.org/_files/ugd/202f2e_5349627e868542e885d7a1ee23b73082.pdf.
 - b) The CPCNH Member chairman is Clifton Below, who has been actively participating in the development of NH electricity markets, laws and regulations since the mid 1990s. His influence and understanding of NH electricity market, rules and regulations is unparalleled. His resume is available upon request.
 - i) NH PUC Commissioner: 2006 to 2012
 - ii) NH State Senator: 1998-2004
 - iii) NH State Representative: 1992 to 1998
 - iv) National Council on Electricity Policy, Steering Committee, 2001 to 2004
 - v) City of Lebanon Councillor (2015 - present), and assistant Mayor (2019 - present)
 - c) CPCNH energy procurement and risk management is performed by Ascend Analytics.
 - i) Ascend Analytics is a power portfolio risk management and resource planning consultant and software solutions provider with depth of experience supporting Community Power Aggregators and utilities across North America.
 - ii) Ascend currently provides software and energy portfolio risk management services to seven Community Power Aggregators (CPA's) in California.
 - iii) Ascend provides its electricity load forecasting and electricity procurement planning products and services to over 200 energy and energy trading companies in the USA.

- iv) Ascend brings deep expertise in the NE-ISO energy markets and is widely trusted to provide relevant and timely insights to utilities, Community Power Aggregators, developers, and financiers. Ascend's Market Intelligence offering provides forward projection prices for ISO - New England trading hubs and locational marginal prices (LMPs) driven by market fundamentals and weather-driven variability. Short- to medium-term price forecasts are informed by observed market trading data (forward contracts), which are maintained in a database of all major pricing nodes. Long-term prices are driven by Ascend's long-term fundamental price and volatility forecasts, pre-loaded and updated quarterly. Ascend also forecasts the sub-hourly market and basis price risks at 15- and 5-minute timesteps for sub-hourly valuation because real-time prices are becoming an increasingly strategic source of value (and risk) in the ISO-NE market and are a key component in understanding renewable and storage economics.
- d) CPCNH customer service and data management is performed by Calpine Energy Solutions.
 - i) Calpine Energy Solutions is one of the largest Electric Service Providers (ESPs) in the U.S., operating in every competitive electricity market in the country (including CAISO, ERCOT, MISO, PJM, NYISO, and ISO-NE) to supply competitively priced power and related risk management services to retail electricity customers.
 - ii) Over 140 of Calpine Energy Solutions' more than 300 full-time employees are solely dedicated to their Community Energy Division. Calpine's Community Power management team has over twenty years of energy experience, on average. The Community Power Services Division of Calpine Energy Solutions has industry-leading expertise in data management, Community Power customer service, software development and customization, big data solutions, and energy policy. Calpine has also developed their own EDI (Electronic Data Interchange) capabilities in-house to interface directly with utilities and exchange data on behalf of Community Power Aggregations (which is a service that many other suppliers and service providers contract out).
 - iii) Calpine has been a registered energy supplier in NH since at least 2011.
 - iv) Calpine has helped launch and currently serves more than two dozen Community Power Aggregations in California and New York.
- 5) On what basis does Standard Power / Good Energy have to reliably serve Community Power programs in NH?
 - a) Good Energy has been operating successful Community Power programs across the country for over 10 years, including in Rhode Island, New York, New Jersey, and Illinois.
 - b) Standard Power has been an NH electricity broker since 2010, serving over 50 municipalities and school districts and administering the largest group net

metering program in NH with Solar, Hydro, REC integration for multiple communities.

6) Freedom Energy Logistics

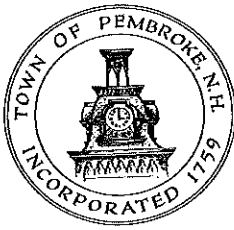
- a) Founded in 2006, Freedom Energy is a private company that offers comprehensive energy supply management and renewable energy solutions. Delivered energy-saving, environmentally responsible solutions for some of the largest commercial and industrial companies, municipalities, universities, healthcare facilities, and businesses. Headquartered in Auburn, NH, with a regional office in Westborough, MA.
- b) Freedom Energy Logistics recently established a partnership with Colonial Power Group in Massachusetts.
 - i) Link to communities served in Massachusetts:
<https://colonialpowergroup.com/our-communities/>

				AMOUNT DUE THROUGH <u>5/4/2023</u>	
<u>NAME</u>	<u>PROPERTY ADDRESS</u>	<u>MAILING ADDRESS</u>		MAP/LOT	
<u>Tax Deed date is May 4, 2023</u>					
Karen Batting David Mcewen	105 Glass Street Pembroke, NH 03275	105 Glass Street Pembroke, NH 03275	1,583.33	VE-199	
Wendy Cray***	78-8 Sheep Davis Road Pembroke, NH 03275	78-8 Sheep Davis Road Pembroke, NH 03275	706.52	632-11-108	
Christopher Drouin	455 Carrie Ave Pembroke, NH 03275	455 Carrie Ave Pembroke, NH 03275	372.83	563-79	
Jean Gloddy***	216 Friendship Ave Pembroke, NH 03275	216 Friendship Ave Pembroke, NH 03275	281.00	870-32-U16	
Nicholas Julian***	235-3 Dearborn Road Pembroke NH 03275	235-3 Dearborn Road Pembroke NH 03275	693.32	266-76-103	
Brian and Heather Mudgett	668-1A Thompson Road Pembroke, NH 03275	664 Thompson Road #1 Pembroke, NH 03275	351.61	870-33-1	
Heather Mudgett	668 Thompson Road Pembroke, NH 03275	664 Thompson Road #1 Pembroke, NH 03275	3,061.70	870-33	
Heather Mudgett***	668-2A Thompson Road Pembroke, NH 03275	664 Thompson Road #1 Pembroke, NH 03275	455.41	870-33-2	
Owners Unknown *	Broadway Pembroke, NH 03275	311 Pembroke Street Pembroke, NH 03275	207.90	VE-15-1	
Owners Unknown *	Main Street Pembroke, NH 03275	311 Pembroke Street Pembroke, NH 03275	147.12	VW-114-1	
Owners Unknown *	Pembroke Street	311 Pembroke Street Pembroke, NH 03275	254.88	266-27-2	

Andrea Smith B	310 Beacon Hill Road Pembroke, NH 03275	310 Beacon Hill Road Pembroke, NH 03275	357.67	561-112-1
THC Realty Trust * Elliot Konner Trustee	Main Street Pembroke, NH 03275	PO Box 10545 Bedford, NH 03110-0545	2,187.04	VE-179-2
Webster Falls Inc *	Mills Fall Off Pembroke, NH 03275	116 So River Road Bldg A Bedford, NH 03110	227.91	VE-179-1

* Deed issues or potential contaminated land
 ** IRS Lien
 *** Mobile Homes
 B = Bankruptcy

4/26/2023



**TOWN OF PEMBROKE
TAX COLLECTORS OFFICE**
311 Pembroke Street, Pembroke, NH 03275
Tel: 603-485-4747 Fax: 603-485-3967

DEED WAIVER

The property located at tax map 561-112-1 (Andrea Smith) is due to be tax deeded to the Town of Pembroke, NH for non payment of 2020 taxes.

The Town of Pembroke, Board of Selectmen hereby notifies the Tax Collector that they will not accept the Tax Collectors deed because "in its judgement acceptance and ownership of the real estate would subject the municipality to undesirable obligations or liability risks" per RSA 80:38 II-a.

Board of Selectmen

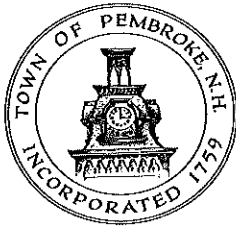
Karen Yeaton, Chairman

Sandy Goulet, Vice Chairman

Richard Bean

Peter Gagy

Richard Frederickson



**TOWN OF PEMBROKE
TAX COLLECTORS OFFICE**
311 Pembroke Street, Pembroke, NH 03275
Tel: 603-485-4747 Fax: 603-485-3967

DEED WAIVER

The property located at tax map VW-114-1 (Main Street/Unknown) is due to be tax deeded to the Town of Pembroke, NH for non payment of 2020 taxes.

The Town of Pembroke, Board of Selectmen hereby notifies the Tax Collector that they will not accept the Tax Collectors deed because "in its judgement acceptance and ownership of the real estate would subject the municipality to undesirable obligations or liability risks" per RSA 80:38 II-a.

Board of Selectmen

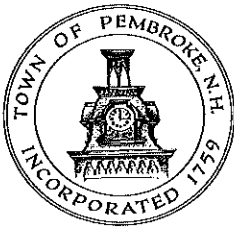
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Peter Gagy

Richard Frederickson



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TAX COLLECTORS OFFICE**
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DEED WAIVER

The property located at tax map VE-179-1 (Webster Falls Inc) is due to be tax deeded to the Town of Pembroke, NH for non payment of 2020 taxes.

The Town of Pembroke, Board of Selectmen hereby notifies the Tax Collector that they will not accept the Tax Collectors deed because "in its judgement acceptance and ownership of the real estate would subject the municipality to undesirable obligations or liability risks" per RSA 80:38 II-a.

Board of Selectmen

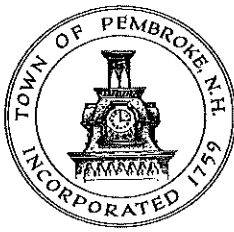
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Richard Bean

Peter Gagyi

Richard Frederickson



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TAX COLLECTORS OFFICE**
311 Pembroke Street, Pembroke, NH 03275
Tel: 603-485-4747 Fax: 603-485-3967

DEED WAIVER

The property located at tax map VE-179-2 (THC Realty Trust) is due to be tax deeded to the Town of Pembroke, NH for non payment of 2020 taxes.

The Town of Pembroke, Board of Selectmen hereby notifies the Tax Collector that they will not accept the Tax Collectors deed because "in its judgement acceptance and ownership of the real estate would subject the municipality to undesirable obligations or liability risks" per RSA 80:38 II-a.

Board of Selectmen

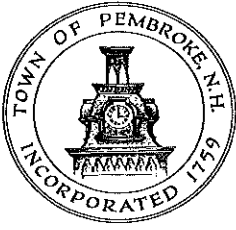
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Richard Bean

Peter Gagyí

Richard Frederickson



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TAX COLLECTORS OFFICE**
311 Pembroke Street, Pembroke, NH 03275
Tel: 603-485-4747 Fax: 603-485-3967

DEED WAIVER

The property located at tax map 266-27-2 (Off Pembroke Street) is due to be tax deeded to the Town of Pembroke, NH for non payment of 2020 taxes. The Town of Pembroke, Board of Selectmen hereby notifies the Tax Collector that they will not accept the Tax Collectors deed because "in its judgement acceptance and ownership of the real estate would subject the municipality to undesirable obligations or liability risks" per RSA 80:38 II-a.

Board of Selectmen

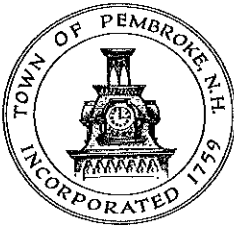
Karen Yeaton, Chairman

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Richard Frederickson



**TOWN OF PEMBROKE
TAX COLLECTORS OFFICE**
311 Pembroke Street, Pembroke, NH 03275
Tel: 603-485-4747 Fax: 603-485-3967

DEED WAIVER

The property located at tax map VE-15-1 (Broadway/Unknown) is due to be tax deeded to the Town of Pembroke, NH for non payment of 2020 taxes.

The Town of Pembroke, Board of Selectmen hereby notifies the Tax Collector that they will not accept the Tax Collectors deed because "in its judgement acceptance and ownership of the real estate would subject the municipality to undesirable obligations or liability risks" per RSA 80:38 II-a.

Board of Selectmen

Karen Yeaton, Chairman

Sandy Goulet, Vice Chairman

Richard Bean

Peter Gagyí

Richard Frederickson

David Jodoin

From: chris@oddballbrewingnh.com
Sent: Tuesday, April 25, 2023 1:54 PM
To: djodoin@pembroke-nh.com
Cc: Buildinginspector; Carolyn Cronin; joe friolet
Subject: Oddball Brewing Outdoor Seating Proposal
Attachments: Oddball Brewing Outdoor Seating Proposal.docx; Village Lane.jpg

Hi David,

Hope you are well. My name is Chris Glenn and I am one of the owners at Oddball Brewing on Glass St. I am providing a proposal that we at Oddball would like to put in front of the Board of Selectman to propose outdoor seating within the town next to our building. I've attached a written proposal and map of the space we would like to use.

I understand we will need to propose this plan to the Selectman at a town meeting, so if you can please provide a few dates and times available to meet with them, I greatly appreciate it.

If you have any questions or needs before the meeting, please let me know and I would be happy to provide any additional information that is needed.

Thank you for your time in reviewing this.

Chris

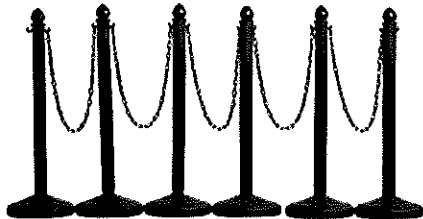
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Chris Glenn, Owner
6 Glass St, Suncook, NH 03275
oddballbrewingnh.com
603-325-5348

Oddball Brewing Outdoor Seating Proposal

Oddball Brewing would like to propose offering outdoor seating next to their building located at 6 Glass St. The current space, Village Lane, is used as a two-way road, mostly for deliveries to the local businesses located on Main St. The use is very limited and infrequent currently by the public.

We would like to ask the town's permission to close down the street for a specific time period: Friday 2-7pm, Saturday 11:30am-6:30pm, and Sunday 11:30am-4:30pm. This area would be roped off from our building to the other side of the street, not allowing cars to drive down or for people to come into the street where the tables would be set up. This is a requirement of the State Liquor Commission as well that we would be adhering to. We would use stanchions similar to the ones shown below:



Our goal is to set up seating for up to 20 - 30 people using various tables with chairs. These would be easily movable so if there was a moment we needed to move them out of the way for an emergency, they could be.

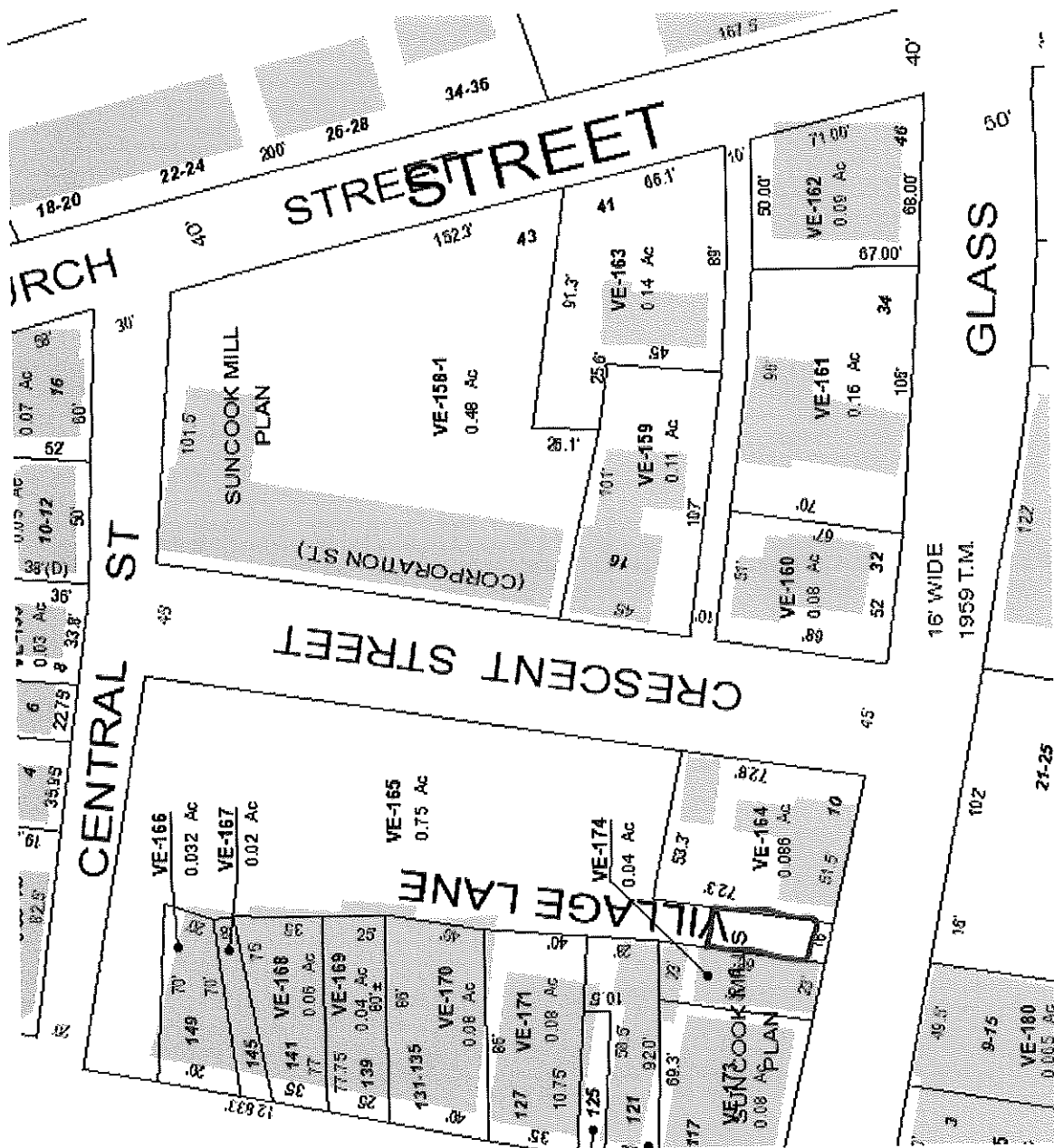
The space we would be using is 40 feet long by 16 feet wide shown on the map in red.

We would like to utilize this space from April 1st - October 1st, depending on weather.

An outside camera system would be put into place with sound so employees can view the space while inside the building.

Below we've included a few items on why we believe this will help Suncook/Pembroke and the community:

- Allows our business to grow and hopefully expand into bigger areas of the town
- Attracts more people to our community as both visitors and possible citizens
- Allows us to continue to be a gathering place for the community
- Allows us to grow which will bring new jobs to the community
- Participate within the community and events such as Old Home Day, Christmas in the Village, etc.



AGREEMENT

SUBJECT: A Contract to provide utility valuation services to the Town of Pembroke, New Hampshire to value, as of April 1, 2023, for *ad valorem* taxation purposes, the utility properties located in the Town of Pembroke.

CONTRACT SCOPE ATTENTION AND DELINATION: The New Hampshire Legislature has created new laws mandating certain methods of valuation of certain utility property. They also have mandated a defined reporting form for these certain utilities as of April 1, 2020. As part of the new law, the legislature allowed for a 5-year phase-in of the impacts of the law on the present utility values both up and down as measured against the 2018 value issued by the Town on its MS-1 form. This phase-in is 20% per year up or down for 5 years. This contract scope intends to continue the phase-in methodology and formulas and produce the fourth year, April 1, 2023 value, based on a 80% phase-in. This work scope will create the basis for the next year for valuation methodology under the new law. The scope of work in this contract also separates the RSA 72:8-d utilities from the non-RSA 72:8-d utilities for the Town.

The Town of Pembroke, hereinafter called the Town, and George E. Sansoucy, P.E., LLC d/b/a Sansoucy Associates, who employs Certified General Appraisers (16 states) and Professional Engineers (NH, ME, SC) having a principal place of business at 148 Main Street, Lancaster, New Hampshire 03584 in the County of Coos, State of New Hampshire, hereinafter called Sansoucy, hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATION

1.1 Client: Town of Pembroke

1.1.1 Name: Board of Selectmen
Town of Pembroke
311 Pembroke Street
Pembroke, NH 03275

1.1.2 Contracting Official: Board of Selectmen

1.1.3 Authorized Contact: David Jodoin, Town Administrator
Tel: 603-485-4747 ext. 1202
Email: djodoin@pembroke-nh.com

1.2 Consultant: Sansoucy Associates

1.2.1 Name: Sansoucy Associates
Address: 148 Main Street, Lancaster, NH 03584
Tel: (603) 788-4000
E-mail: gsansoucy@sansoucy.com

Remittance address: 86 Reed Road, Lancaster, NH 03584

2. GENERAL SERVICES TO BE PERFORMED BY SANSOUCY

2.1 Scope of Work:

The scope of this work is for the revaluation of all taxable utility property in the Town of Pembroke not currently subject to any settlement agreements or PILOTs. The utility value update values will be provided by September 1st or thereafter as soon as all utility reporting has been submitted.

The valuations for the utility properties shown in the "RSA 72:8-d Utilities" table below will be developed based on the RSA 72:8-d legally required methodology for valuation of the distribution utilities.

Those utilities which are not governed by RSA 72:8-d, and/or are FERC regulated, such as high voltage transmission lines are shown in the "Non-RSA 72:8-d Utilities and Telecommunications" tables below. These non RSA 72:8-d utilities will be valued based on fair market value criteria and mass appraisal principles. These revaluations will be based on cost new less depreciation with consideration for market sales and income, where applicable, if any, in accordance with USPAP. The high voltage transmission public utility property to be valued will include utility land, easements, and land rights based on the most recent Town-wide mass appraisal land value schedules provided by the Town to us.

Other assignments that may be added to this contract include such items as cell towers. Cell towers are priced at \$2,500 each for the first-time value, and then \$1,000 each per year for each subsequent update. Updates for cell towers are not required each year, and are elective. Other assignments are not part of this contract and, if requested, will be performed on a time and material basis.

The utilities to be included are:

RSA 72:8-d UTILITIES
EnergyNorth Natural Gas
Public Service Company of New Hampshire d/b/a Eversource Energy
Unitil Energy Systems

NON RSA 72:8-d UTILITIES
Eagle Creek Renewable d/b/a Pembroke Hydro Associates
One Wall Allenstown, LLC
Public Service Company of New Hampshire d/b/a Eversource Energy
Tennessee Gas Pipeline

TELECOMMUNICATIONS (Poles, Conduit, & Use of Public ROW)
Consolidated Communications
Freedom Ring Communications d/b/a Bayring Communications
New Hampshire Optical Systems, LLC
segTEL, Inc.

OTHER
n/a

The first step of this scope and valuation will include continued modeling, developing the 2018 base year glide path for 2023, under the law, and any reductions over the mandated five-year glide path period. This will also include construction work in progress (CWIP), and the separation and valuation of contributions in aid of construction (CIAC). This scope also will seek to sort out and make certain that undistributed plant constructed by the utilities but not yet distributed to their books, and CWIP, is sought after, added to, and valued for each of the utilities.

The next step of the scope is intended to address the non-RSA 72:8-d properties (shown in the "Non-RSA 72:8-d Utilities and Telecommunications" table) and the non-regulated utilities and telecommunication properties.

Fee land, buildings, office buildings, warehouses, service centers, etc. are specifically excluded from RSA 72:8-d in the law and are to be valued separately, either as part of the utility property herein or utilizing the CAMA system. We will guide that breakup as part of the modeling and value the buildings in their

appropriate categories of property, either RSA 72:8-d, non-RSA 72:8-d, or non-utility buildings using the CAMA system.

The statutory phase in of RSA 72:8-d occurs fully at 100% in 2024.

Updated values will be provided for 2023 by September 1st or thereafter.

Sansoucy will defend its appraisal at the local level. Should a taxpayer file an abatement, Sansoucy will defend the values from the beginning of the valuation process through the local abatement process as part of this contract, which will end on June 30 of the following year of the year of valuation. Should a defense be required beyond the local abatement process for an appeal or should any settlement work be required, additional charges on a time and material basis in accordance with the attached rate sheet will apply.

2.1.1 Scope of the Work Products

Sansoucy will provide updated values for 2023 in the form of a summary letter by September 1st or no more than seven days after the revaluation land schedules are completed and provided to Sansoucy, whichever is later.

2.1.2 Services to be Provided by the Town:

Sansoucy will provide the Town with a detailed request for information and site tours to be sent by the Town to the utilities. The Town will provide access to Town records, tax maps, and information provided by the utilities, and will request that the utilities provide information directly to Sansoucy.

The Town will provide for this Town-wide revaluation, where applicable, the following information to the best of its ability:

- Each company's 2022 tax cards, including cell tower host sites, and tax bills;
- Any company's 2023 Inventory of Taxable Property Form PA-28;
- The 2022 MS-1;
- For the companies that are required to report, the companies' PA 80, 81 and 81E, and accompanying PA 84s;
- Copy of, or authorized access to, the most recent tax maps;
- Any recent building permits;
- Any current settlement agreements;
- Any PILOTs for the companies (if applicable);
- Any leases for cell towers or cellular carriers (if applicable);

- Any cell tower current use / land use change tax forms (if applicable);
- Any municipal GIS mapping indicating utility location and data;
- Pole license / franchise agreements (cable/telephone/fiber optic/attachers);
- Most recent land valuation schedules; and
- The final value used for the MS-1.

2.2 Completion of Work:

All annual update valuations will be completed by September 1 of each year, or no more than 10-days after the receipt of all information from the utilities.

Sansoucy will not be responsible for consequential or compensatory damages arising from the late performance or non-performance of the agreement caused by circumstances which are either outside Sansoucy's scope of services, beyond Sansoucy's control, or as a result of non-performance of any other party, person, or entity affecting this contract.

2.3 Personnel:

All work will be overseen and reviewed by a DRA-certified Assessor or Assessor Supervisor.

All personnel and necessary field assistants employed by Sansoucy will be competent to perform the work they are called upon to do in a good and workmanlike manner and in accordance with all applicable laws and rules in effect at the time of the agreement.

All personnel performing *ad valorem* valuation tasks will be approved by the State of New Hampshire Department of Revenue Administration at an approval level commensurate with their level of appraisal involvement. The Assessor Supervisor is George Sansoucy and the manager of field listings and assessor assistant is Austin Sansoucy.

2.4 Public Relations:

The Town and Sansoucy, during the progress of the work, will use their best efforts and that of their agents and employees to promote full cooperation and amiable relations with the utilities. All publicity and news releases, if any, will be sent out only by the Town, or its authorized representative(s), and not Sansoucy.

2.5 Confidentiality:

Sansoucy agrees to not disclose to anyone except to the Town or its authorized representative(s) or a court of law or tribunal, any information discovered for any purpose, or to permit anyone to use or peruse any of the data on file in connection with the report, unless specifically authorized by the Town or under the New Hampshire freedom of information statutes.

2.6 Compensation and Terms:

The Town of Pembroke, in consideration of the services hereunder to be performed by Sansoucy, agrees to pay Sansoucy a fixed fee of \$14,400 per year for the term of the contract. Invoices are due and payable net 30 days.

Should a taxpayer file for an abatement of taxes, Sansoucy will defend its values through the local abatement process as part of this agreement.

Any appeals, settlement work, assistance or testimony at the BTLA or Superior Court hearings, depositions, or trial preparation, as well as any litigation support in the future related to these valuations, will be charged on a time and material basis per the attached rate sheet. This rate sheet will be fixed for the time duration of this contract (12/31/2023).

3. INSURANCE

3.1 Sansoucy will maintain general liability insurance with an endorsement for hired and non-owned automobile liability.

3.1.1 The liability insurance will be in the form of commercial general liability with limits of \$2,000,000 per occurrence/person for bodily injury, and \$4,000,000 general aggregate for the life of the policy.

3.1.2 The hired and non-owned automobile liability endorsement will have a limit of \$2,000,000 each accident.

3.2 Sansoucy will provide a certificate of insurance confirming the above insurance coverages. All insurance will be valid in the State of New Hampshire.

4. ASSIGNMENT

This Contract and the duties of Sansoucy hereunder will not be assigned.

5. AMENDMENTS

This Agreement will not be amended, waived, or discharged, unless by mutual written consent of both parties.

Date: _____

In witness thereof, the Town of Pembroke has caused these presents to be signed by its Board of Selectmen, thereunto lawfully authorized and caused its corporate (if appropriate) seal to be affixed and George E. Sansoucy, P.E., LLC d/b/a Sansoucy Associates has caused the same to be signed by his lawfully authorized representative on the date and year first above written.

In the presence of:

Town of Pembroke, New Hampshire

_____	by: _____
_____	by: _____
_____	by: _____
_____	by: _____

Witness

Board of Selectmen

Billing Address: (Please fill out)

Attn: _____

In the presence of:

George E. Sansoucy, P.E., LLC
d/b/a Sansoucy Associates

Emalie Call
Witness

by: *George Sansoucy*
George E. Sansoucy, P.E.
Certified General Appraiser – #NHCG-774



**SANSOUCY
ASSOCIATES**

Complex Utility and Property Valuations, and Regulatory Consulting

2023

ENGINEERING AND APPRAISAL RATE SCHEDULE*

Principal engineers, senior appraisers, MBAs, including court testimony and deposition attendance	\$325.00/hour
Research engineers, associates, appraisers	\$275.00/hour
Technical personnel	\$200.00/hour
Clerical personnel	\$150.00/hour

- * All rates are portal to portal from Lancaster, N.H. or Fountain Inn, S.C. Rates include general office expenses, such as: non-specific in-house copies, meals, non-specific mileage, office supplies, non-specific postage, telecommunications charges, and tolls.

Job-specific and identifiable expenses are billed at cost in addition to the rates shown, including but not limited to: transportation (air fare, car rental, taxi fare, specific parking, specific mileage, etc.), lodging, document printing and reproduction at \$0.10 for black and white and \$0.50 for color, research materials such as publications, subscriptions, and database purchases, etc.

Rev. 1/10/2023

TITLE LXIII ELECTIONS

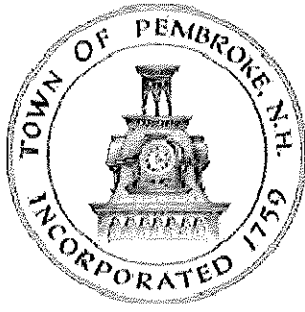
CHAPTER 669 TOWN ELECTIONS

Filling of Vacancies

Section 669:75

669:75 Vacancies in Other Offices. – Vacancies in the offices of constable, sewer commissioner, town assessor, overseers of public welfare, library trustee, and any other optional offices where no other method of filling a vacancy shall be provided by vote of the town shall be filled by appointment made by the board of selectmen.

Source. 1979, 410:1, eff. July 1, 1979.



Town Of Pembroke Sewer Commission

4 Union Street, Pembroke, NH 03275

Phone: (603) 485-8658

Fax: (603) 485-2142

E-Mail: sewerdept@pembroke-nh.com

Office Hours: Monday - Friday 8:00 am - 4:00 pm

April 19, 2023

Town of Pembroke
Board of Selectmen
311 Pembroke St.
Pembroke, NH 03275

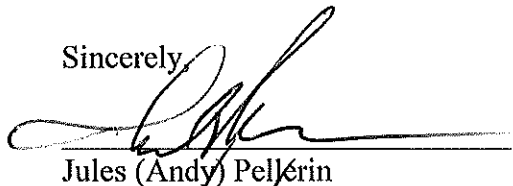
Re: Recommendation

Dear Board Members:

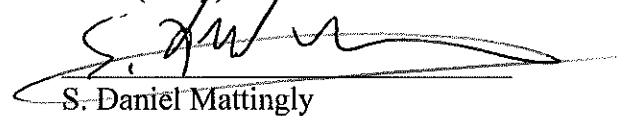
The Pembroke Sewer Commission would like to recommend that the Board of Selectmen appoint Paulette Malo as a Sewer Commissioner for the term ending in March 2024

Should you have any questions regarding this matter please do not hesitate to call us.

Sincerely,



Jules (Andy) Pellerin



S. Daniel Mattingly

Cc: Sewer files



April 14, 2023

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

RECEIVED

APR 20 2023

TOWN OF
PEMBROKE, NH

Dear Chairman and Members of the Board:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. Accordingly, please note the following change to the Xfinity channel lineup provided in your community:

- The programmer carried on Leased Access channel 1098 has terminated their agreement effective May 9, 2023. Leased Access will no longer be available on Xfinity channel 1098 as of May 9th.
- The programmer carried on Leased Access channel 1094 has terminated their agreement effective May 12, 2023. Leased Access will no longer be available on Xfinity channel 1094 as of May 12th.

Customers are receiving notice of these changes in their bill. Please do not hesitate to contact me with any questions at Bryan_Christiansen@comcast.com.

Very truly yours,

Bryan Christiansen

Bryan Christiansen, Sr. Manager
Government Affairs