

AGENDA
BOARD OF SELECTMEN
June 28, 2023 AT 6:30 PM
Pembroke Town Hall, Paulsen Room

- I. CALL TO ORDER
- II. CITIZEN COMMENT
- III. SCHEDULED MEETINGS:
 - a. Oddball Brewing – Request for outdoor seating. Continued discussion
 - b. VJ Ranfos DPW Director – Asset Management Software
 - c. Officer St. Jacques – K-9 Presentation
 - d. Chief Gaskell – Acceptance of grant in accordance with RSA 31:95-b III (b)
- IV. OLD BUSINESS:
 - a.
- V. NEW BUSINESS:
 - a. Large Gathering Permit Amoskeag Rowing Club
 - b. Manifest/Abatements
 - c. Minutes 6/7/23; 6/14/23
- VI. TOWN ADMINISTRATOR REPORT
- VII. COMMITTEE REPORTS
- VIII. OTHER/CITIZEN COMMENT
- IX. ADJOURN

**PREPARED FOR**

Town Of Pembroke ("Subscriber")

VJ Ranfos
Public Works Director
311 Pembroke Street
Pembroke, NH 03275

PREPARED BY

Brightly Software Inc ("Company")
11000 Regency Parkway, Suite 300
Cary, NC 27518

Dude Solutions is now Brightly. Same world-class software, new look and feel.

Meet Brightly at brightlysoftware.com

PUBLISHED ON

June 21, 2023



Q-336806

Sourcewell/NJPA purchasing contract

- <https://www.sourcewell-mn.gov/cooperative-purchasing/090320-sdi#tab-contract-documents> (<https://www.sourcewell-mn.gov/cooperative-purchasing/090320-sdi#tab-contract-documents>).
- Contract #090320-SDI

Term: 66 months (07/01/2023 - 12/31/2028)

Cloud Services				
Item	Start Date	End Date	Pricing Based On	Investment
Asset Essentials Professional Plus	7/1/2023	12/31/2023	7,115.00 Population	4,004.91 USD
- Storm Water Module	7/1/2023	12/31/2023		Included
- Fleet Module	7/1/2023	12/31/2023		Included
- Streets/Signs/Sidewalks Module	7/1/2023	12/31/2023		Included
- Asset Essentials Inventory	7/1/2023	12/31/2023		Included
- Dude Analytics	7/1/2023	12/31/2023		Included
Asset Essentials Connector Toolkit	7/1/2023	12/31/2023	7,115.00 Population	583.81 USD
2.0 Month(s) included at no additional cost on the first term 07/01/2023 - 08/31/2023				-1,546.20 USD
Subtotal:				3,042.52 USD



Professional Services		
Item	Pricing Based On	Investment
Asset Essentials Connector Toolkit Training	1.00 Day(s)	1,340.45 USD
		Subtotal: 1,340.45 USD
Total Initial Investment		4,382.97 USD



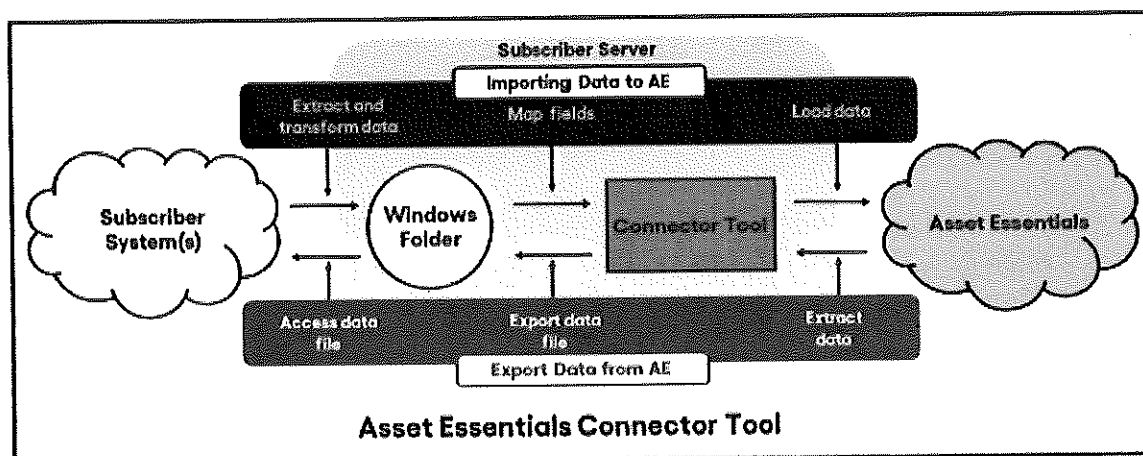
Subscription					
Item	Investment Year 2 Start Date: 01/01/2024	Investment Year 3 Start Date: 01/01/2025	Investment Year 4 Start Date: 01/01/2026	Investment Year 5 Start Date: 01/01/2027	Investment Year 6 Start Date: 01/01/2028
Asset Essentials Professional Plus	8,250.10 USD	8,497.61 USD	8,752.54 USD	9,015.11 USD	9,285.57 USD
- Storm Water Module	Included	Included	Included	Included	Included
- Fleet Module	Included	Included	Included	Included	Included
- Streets/ Signs/ Sidewalks Module	Included	Included	Included	Included	Included
- Asset Essentials Inventory	Included	Included	Included	Included	Included
- Dude Analytics	Included	Included	Included	Included	Included
Asset Essentials Connector Toolkit	1,202.65 USD	1,238.73 USD	1,275.89 USD	1,314.17 USD	1,353.59 USD
Total:	9,452.75 USD	9,736.34 USD	10,028.43 USD	10,329.28 USD	10,639.16 USD

Asset Essentials Connector Tool

Summary:

Company will provide specified professional consulting services to Subscriber to implement the Asset Essentials Connector Tool. The Connector Tool is an on-premises tool for exporting data from Asset Essentials into a folder or importing data from a folder in CSV (comma-separated value) file format. These professional services include meeting with a key Subscriber stakeholder to review data flow requirements, review field mapping for CSV file import, map Assets Essentials data fields to CSV file for export and train the Subscriber on all Connector Tool functionality.

Overview diagram (does not represent what is being delivered):



In Scope: The below will be considered in scope of this SOW:

1. Asset Essentials Connector Tool implementation
2. Asset Essentials Connector Tool training

Deliverables:

- Project initiation and discovery (discuss data flow requirements)
- System requirements and direction on where to download the Connector Tool provided
- Testing connectivity between Asset Essentials and the Connector Tool
- Training provided on: Asset Essentials available tables; field mapping, filtering, scheduling within the Connector Tool; CSV file import/export requirements based on data flow requirements
- Recommend changes needed to CSV file



- Demonstrate an export using the Connector Tool and import assuming the Subscriber is able to provide a compatible CSV file

Acceptance Process:

As each deliverable is completed, the Company Project Coordinator or Consultant will confirm with the Subscriber and document acceptance in the Project Community Portal.

- Project initiation and discovery completed
- Subscriber has downloaded and deployed the Connector Tool
- Company has trained Subscriber on the Connector Tool

Assumptions:

Subscriber Assumptions:

- There will be a single point of contact/project manager for the duration of the project.
- IT department is responsible for ensuring access to mobile devices, internet connections, email access, and web link access to the software such as white listing IP addresses.
- The appropriate resources will be available for all scheduled activities. Canceling or rescheduling consulting activities within 2 weeks of the scheduled activity may result in a rescheduling fee being assessed.
- For onsite activities, Subscriber will provide a dedicated space with adequate technology, including but not limited to monitor/projector, computers, mobile devices, quality phone and internet connections.
- Will provide relevant data to be loaded in a timely manner and in CSV format. Each record type will be provided in one file with one sheet with column headings and one record with corresponding attributes per row.
- If unable to provide data in an acceptable format for import, Consultant will guide Subscriber on how to manually create records.
- If importing data applies, import data file must be provided by Subscriber with required Asset Essentials fields.
- If exporting data applies, Subscriber is responsible for supplying mapping, creating a script (if applicable) to monitor the output location, and importing of the data file into any Subscriber systems.
- Responsible for providing an always on Windows environment to support the Connector Tool.
- Responsible for creating a Windows folder or SFTP site.

Company Assumptions:

- For on-site activities, Company will bill Subscriber for actual travel and associated expenses incurred.
- Any services not explicitly included in this SOW are assumed to be out of scope.
- Subscriber has up to (5) business days to confirm deliverable acceptance. No response will be



interpreted as acceptance.

- Company will not access or is not responsible for exporting or importing data out of Subscriber system(s) or creating any scripts to automate the process or transforming/modifying any CSV import files into the Connector Tool.
- Any API needs will be considered out of scope of this service.

Project Schedule:

From project initiation to demonstration, this service will take no longer than 8 hours to complete.

Change Management:

Subscriber may request that the Company add services not in the specifications by submitting a written proposed change order to the Company. Submitted change requests will be reviewed for approval. Approved change orders will become part of the applicable SOW when executed by both Parties, and the services described therein will become part of the services.

Invoicing:

Once all deliverables have been completed, this service will be billed at 100%.

Special Terms for Asset Essentials:

Asset Essentials pricing is based on a maximum storage limit of 200GB of data. Data storage that exceeds 200GB may subject to an additional fee of \$200 per year per additional 200GB of storage.



Order Form terms

- By accepting this Order Form, and notwithstanding anything to the contrary in any other purchasing agreement, Subscriber agrees to pay all relevant Fees for the full Services Term defined above.
- Payment terms: Net 30
- The "Effective Date" of the Agreement between Subscriber and Company is the date Subscriber accepts this Order Form.
- This Order Form and its Services are governed by the terms of the Brightly Software, Inc. Master Subscription Agreement found at <http://brightlysoftware.com/terms> (<http://brightlysoftware.com/terms>) ("Terms"), unless Subscriber has a separate written agreement executed by Brightly Software, Inc. ("Company") for the Services, in which case the separate written agreement will govern. Acceptance is expressly limited to these Terms. Any additional or different terms proposed by Subscriber (including, without limitation, any terms contained in any Subscriber purchase order) are objected to and rejected and will be deemed a material alteration hereof.
- To the extent professional services are included in the Professional Services section of this Order Form, the Professional Services Addendum found at <http://brightlysoftware.com/terms> (<http://brightlysoftware.com/terms>) is expressly incorporated into the Terms by reference.
- During the Term, Company shall, as part of Subscriber's Subscription Fees, provide telephone and email support ("Support Services") during the hours of 8:00 AM and 6:00 PM EST, (8:00 am – 8:00 pm EST for Community Development Services) Monday through Friday ("Business Hours"), excluding Company Holidays.
- Company maintains the right to increase Subscription Fees within the Services Term by an amount not to exceed the greater of prices shown in the investment table or the applicable CPI and other applicable fees and charges every 12 months. Any additional or renewal Service Terms will be charged at the then-current rate.
- Acceptance of this Order Form on behalf of a company or legal entity represents that you have authority to bind such entity and its affiliates to the order, terms and conditions herein. If you do not have such authority, or you do not agree with the Terms set forth herein, you must not accept this Order Form and may not use the Service.
- Proposal expires in sixty (60) days.
- Subscriber shall use reasonable efforts to obtain appropriation in the full amount required under this Order Form annually. If the Subscriber fails to appropriate funds sufficient to maintain the Service(s) described in this Order Form, then the Subscriber may terminate the Service(s) at no additional cost or penalty by giving prior written notice documenting such non-appropriation. Subscriber shall use reasonable efforts to provide at least thirty (30) days prior written notice of non-appropriation. Subscriber agrees non-appropriation is not a substitute for termination for convenience, and further agrees Service(s) terminated for non-appropriation may not be replaced with functionally similar products or services prior to the expiration of the Services Term set forth in this Order Form. Subscriber will not be entitled to a refund or offset of previously paid, but unused Fees.

Additional information

- Prices shown above do not include any taxes that may apply. Any such taxes are the responsibility of



Subscriber. This is not an invoice. For customers based in the United States, any applicable taxes will be determined based on the laws and regulations of the taxing authority(ies) governing the "Ship To" location provided by Subscriber. Tax exemption certifications can be sent to accountsreceivable@brightlysoftware.com (<mailto:accountsreceivable@brightlysoftware.com>).

- Billing frequency other than annual is subject to additional processing fees.
- Please reference Q-336806 on any applicable purchase order and email to accountsreceivable@brightlysoftware.com (<mailto:accountsreceivable@brightlysoftware.com>)
- Brightly Software, Inc. maintains the necessary insurance coverage for its products and professional services, including but not limited to liability and errors & omissions coverage. Proof of insurance can be provided upon request.



Signature

Presented to:

Q-336806

March 28, 2023, 8:46:45 AM

Accepted by:

Printed Name

Signed Name

Title

Date

**PREPARED FOR**

KV Partners, LLC ("Subscriber") for the Town of Pembroke, NH

Michael Vignale, P.E.

Principal Engineer

PO Box 432

New Boston, NH 03070

PREPARED BY

Brightly Software Inc ("Company")

11000 Regency Parkway, Suite 300

Cary, NC 27518

Dude Solutions is now Brightly. Same world-class software, new look and feel.

Meet Brightly at brightlysoftware.com

PUBLISHED ON

June 21, 2023



Q-371176

Sourcewell/NJPA purchasing contract

- <https://www.sourcewell-mn.gov/cooperative-purchasing/090320-sdi#tab-contract-documents> (<https://www.sourcewell-mn.gov/cooperative-purchasing/090320-sdi#tab-contract-documents>).
- Contract #090320-SDI

Term: 12 months (07/01/2023 - 06/30/2024)

Town of Pembroke

Professional Services

Item	Pricing Based On	Investment
Asset Essentials Professional Implementation with Consulting	7,115.00 Population	7,900.00 USD
		Subtotal: 7,900.00 USD
Total Initial Investment		7,900.00 USD

Asset Essentials Implementation with Consulting Statement of Work

Summary:



Company will provide specified professional consulting services to Subscriber to implement Asset Essentials (AE), an on-line Computerized Maintenance Management System. These professional services include meeting with key stakeholders to ensure the set-up and configuration of the system will meet the client's operational needs; location and category hierarchies are configured appropriately; workflows meet the needs of the business; available data is cleaned, aligned and imported; and end users are trained and ready for go-live.

In Scope: The Deliverables below will be considered in scope of this SOW:

1. Asset Essentials Implementation with Consulting
2. Asset Essentials Training
3. Post Consulting Go-Live Support

Deliverables:

- Project initiation and discovery
- Available location, asset, user, PM schedule Data Loaded
- Account configuration
- User acceptance testing (UAT)
- End User training for Administrator and Full User roles
- Go-Live support

Acceptance Process:

As each deliverable is completed, the Project Coordinator will confirm with the Subscriber and document acceptance in the Project Community Portal.

- Project initiation and discovery
 - Kickoff call complete
 - Discovery call complete
 - Data, configuration, and training requirements documented
- Available data loaded
 - Available location, asset, user, PM schedule data is loaded in AE to meet documented data requirements.
- Account Configuration
 - Account has been setup and configured to meet documented configuration requirements.
- User Acceptance Testing
 - Consultant-led end-to-end walkthrough and client UAT has demonstrated to Subscriber functionality meets configuration requirements.
- End User Training
 - Administrator and Full User roles have received training on their role.
- Go-Live Support



- 30-day Go-Live Support period has been concluded.

Assumptions:**Subscriber Assumptions:**

- There will be a single point of contact/project manager for the duration of the project.
- IT department is responsible for ensuring access to mobile devices, internet connections, email access, and web link access to the software such as white listing IP addresses.
- The appropriate resources will be available for all scheduled activities. Canceling or rescheduling consulting activities within 2 weeks of the scheduled activity may result in a rescheduling fee being assessed.
- For onsite activities, Subscriber will provide a dedicated space with adequate technology, including but not limited to monitor/projector, computers, mobile devices, quality phone and internet connections.
- Will provide relevant data to be loaded in a timely manner and in Excel or CSV format. Each record type will be provided in one file with one sheet with column headings and one record with corresponding attributes per row.
- If Subscriber is unable to provide data in an acceptable format for import, Consultant will guide Subscriber on how to manually create records.
- Subscriber has up to (5) business days to confirm deliverable acceptance. No response will be interpreted as acceptance.

Company Assumptions:

- Consultant will not access any 3rd party systems for the purpose of exporting data.
- Once End User Training has been completed, 30-day Go-Live Support period begins, consisting of up to 4 weekly 30-minute check-ins with the Implementation Specialist. If client does not attend a scheduled check-in, it will be assumed no assistance was needed.
- For on-site activities, Company will bill Subscriber for actual travel and associated expenses incurred.
- Any services not explicitly included in this SOW are assumed to be out of scope.

Project schedule and approach:

- Kick-off Call with Project Coordinator
 - Confirm software and services purchased
 - Identify key stakeholders
 - Assign resources
 - Schedule key milestone dates, including anticipated project completion date
 - Access to Company's on-line Learning Management System
 - Access to an interactive project plan
- Discovery with Consultant
 - Interview key stakeholders to understand specific maintenance & operations objectives
 - Overview of AE with key stakeholders, including data import requirements
 - Determine optimal AE configuration to meet objectives and drive KPIs
 - Document data and configuration requirements
 - Schedule required consulting activities and confirm projected completion date



- Data loaded by Consultant
 - Review, cleanse, and load available user, location, asset, and scheduled PM data
- Account configuration by Consultant
 - Populate key drop-down menus
 - Review/modify request and work order templates
 - Configure workflow for request/approval/assignment of work orders
- User Acceptance Testing
 - Configuration demo to walk through the end-to-end workflow from request to completion
 - Demonstrate key functionality meets configuration requirements
- Consultant conducts End User Training for Administrator and Full User roles
 - End-to-end walkthrough for their role
 - Desktop and mobile training
- Go-Live Support
 - Company provides (4) weekly check-in calls with Implementation Specialist and Subscriber
 - Company Implementation specialist addresses any issues identified. Where issues require product support, Implementation Specialist will submit to Company Support
 - Implementation Specialist adjusts configurations as needed prior to project close
- Project Close

Sample Project Timeline (project timelines may vary):

Timeline Events	Day 1	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	Week 13
Project Kick Off Call														
LMS (Learning Management System) Review and Q&A														
Discovery Call														
Data Review														
Data Loading														
Account Configuration														
UAT (User Acceptance Testing)														
User Training														
Post-Consulting Call														
GLS (Go Live Support)														
Project Close														

Change Management:

Subscriber may request that the Company add services not in the specifications by submitting a written proposed change order to the Company. Submitted change requests will be reviewed for approval. Approved change orders will become part of the applicable SOW when executed by both Parties, and the services described therein will become part of the services.

Invoicing:



At the conclusion of Go Live Support, the main consulting milestone will be completed to trigger billing for the full consulting service.

8



Order Form terms

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- Acceptance of this Order Form on behalf of a company or legal entity represents that you have authority to bind such entity and its affiliates to the order, terms and conditions herein. If you do not have such authority, or you do not agree with the Terms set forth herein, you must not accept this Order Form and may not use the Service.
- Proposal expires in sixty (60) days.
- Subscriber shall use reasonable efforts to obtain appropriation in the full amount required under this Order Form annually. If the Subscriber fails to appropriate funds sufficient to maintain the Service(s) described in this Order Form, then the Subscriber may terminate the Service(s) at no additional cost or penalty by giving prior written notice documenting such non-appropriation. Subscriber shall use reasonable efforts to provide at least thirty (30) days prior written notice of non-appropriation. Subscriber agrees non-appropriation is not a substitute for termination for convenience, and further agrees Service(s) terminated for non-appropriation may not be replaced with functionally similar products or services prior to the expiration of the Services Term set forth in this Order Form. Subscriber will not be entitled to a refund or offset of previously paid, but unused Fees.

Additional information

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location provided by Subscriber. Tax exemption certifications can be sent to accountsreceivable@brightlysoftware.com (mailto:accountsreceivable@brightlysoftware.com).

- Billing frequency other than annual is subject to additional processing fees.
- Please reference Q-371176 on any applicable purchase order and email to Purchaseorders@Brightlysoftware.com (mailto:Purchaseorders@Brightlysoftware.com)
- Brightly Software, Inc. maintains the necessary insurance coverage for its products and professional services, including but not limited to liability and errors & omissions coverage. Proof of insurance can be provided upon request.



Signature

Presented to:

Q-371176

June 21, 2023, 10:40:25 AM

Accepted by:

Printed Name

Signed Name

Title

Date



June 20, 2023

Jim Gaudet, CPP
AGNE, Inc. Loss Prevention
11 Cooperative Way
Pembroke, NH 03247

Dear Jim,

I am excited to share that your nomination of the Pembroke Police & Fire was selected as the 2023 winner of the ASIS Foundation Public-Private Partnership Excellence Grant in honor of Matthew Simeone!

As one reviewer noted: "The ability and willingness of the private company to provide funding for equipment to area responder organizations demonstrates a true commitment to all. Outstanding and identifiably work over many years makes this application a true model for P3 use by organizations, both public and private."

The \$4,000 USD unrestricted grant may be used as needed to support this ongoing public-private partnership. Please let me know who I should contact to arrange the funds transfer.

The ASIS Foundation is honored to recognize this partnership and thank you for your service to the community.

Sincerely,

A handwritten signature in black ink, appearing to read "Gigi Portlock".

Gigi Portlock
ASIS Foundation & Governance Program Manager

TITLE III

TOWNS, CITIES, VILLAGE DISTRICTS, AND UNINCORPORATED PLACES

CHAPTER 31

POWERS AND DUTIES OF TOWNS

Miscellaneous

Section 31:95-b

31:95-b Appropriation for Funds Made Available During Year. –

I. Notwithstanding any other provision of law, any town or village district at an annual meeting may adopt an article authorizing, indefinitely until specific rescission of such authority, the board of selectmen or board of commissioners to apply for, accept and expend, without further action by the town or village district meeting, unanticipated money from the state, federal or other governmental unit or a private source which becomes available during the fiscal year. The following shall apply:

(a) Such warrant article to be voted on shall read: "Shall the town (or village district) accept the provisions of RSA 31:95-b providing that any town (or village district) at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen (or commissioners) to apply for, accept and expend, without further action by the town (or village district) meeting, unanticipated money from a state, federal, or other governmental unit or a private source which becomes available during the fiscal year?"

(b) If a majority of voters voting on the question vote in the affirmative, the proposed warrant article shall be in effect in accordance with the terms of the article until such time as the town or village district meeting votes to rescind its vote.

II. Such money shall be used only for legal purposes for which a town or village district may appropriate money.

III. (a) For unanticipated moneys in the amount of \$10,000 or more, the selectmen or board of commissioners shall hold a prior public hearing on the action to be taken. Notice of the time, place, and subject of such hearing shall be published in a newspaper of general circulation in the relevant municipality at least 7 days before the hearing is held.

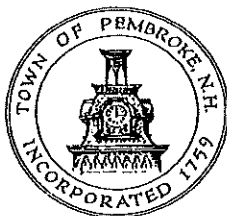
(b) The board of selectmen may establish the amount of unanticipated funds required for notice under this subparagraph, provided such amount is less than \$10,000. For unanticipated moneys in an amount less than such amount, the board of selectmen shall post notice of the funds in the agenda and shall include notice in the minutes of the board of selectmen meeting in which such moneys are discussed. The acceptance of unanticipated moneys under this subparagraph shall be made in public session of any regular board of selectmen meeting.

IV. Action to be taken under this section shall:

(a) Not require the expenditure of other town or village district funds except those funds lawfully appropriated for the same purpose; and

(b) Be exempt from all provisions of RSA 32 relative to limitation and expenditure of town or village district moneys.

Source. 1979, 42:1. 1991, 25:1. 1993, 176:3, eff. Aug. 8, 1993. 1997, 105:1, eff. Aug. 8, 1997. 2005, 188:2, eff. Aug. 29, 2005. 2014, 237:1, eff. Sept. 19, 2014.



TOWN OF PEMBROKE
Large Gathering License Application

For office use only

Date Filed _____

Fee Paid: _____

Issued/Denied by Board of Selectmen: _____

This application must be filed with the Town Administrator not less than sixty (60) days before the date of the event. A non-refundable application fee in the amount of \$100.00 made payable to "Town of Pembroke" is required with the completed application.

Name of Applicant or authorized agent:

Amoskeag Rowing Club c/o Jennifer Williams

Address of Applicant: 8 Pembroke Way Bedford, NH 03110

Home Telephone 603-488-5997

Work Telephone _____

Cell phone: 503-970-2292

Email: jhwrow@comcast.net

Is applicant a not-for-profit organization? ☒ Yes or No (See Attachment A)
(If yes, attach a copy of State of New Hampshire and IRS tax-exempt certificates.)

Name of Event: New Hampshire Championships

Location where event will be held: Memorial Field, Pembroke, NH

Is this property owned by the applicant? ☐ No (if no, attach a copy of the contract with or letter of authorization from the owner allowing use of the property for the event.)

Name of Promoter (if different from above): N/A

Telephone # N/A

Address: N/A

Date(s) of Event: October 15, 2023 Time (start and finish times): 6:00am - 6:00pm

Expected Attendance: 1,500 rowers plus 2,000 spectators

→ Set-up Saturday October 14, 2023 - 7:00 am - 4:00 pm

Description of Event (Attach a site plan and additional information if necessary)

See Regatta Central - www.regattacentral.com

See attached site map (preliminary) Attachment B

See attached Event Description (from 2022 - same this year (Attachment C))

See www.amoskeagrowing.com

Will food be sold and/or served at this event? yes

Will alcoholic beverages be sold and/or served at this event? no

Description of Property:

A: Seating Capacity: N/A permanent temporary other

B: Standing Room: N/A Square Feet

C: Number of toilets available permanent 50 portable Best Septic - delivered 10/13/23
Picked up 10/16/23

D: Number of parking spaces available: on site off site

E: Are all parking areas lighted? (Applicable only if event runs into evening hours.)
 Yes X No If no, which lots are not lighted? Not required

F: Source of potable water:

G: Refuse containers available (Number and Size): Two 20 ton dumpsters Naughten & Sons

H: Name of refuse disposal company (attach a copy of agreement to pick up refuse or describe plan for proper disposal of waste.)

I: When will refuse be picked up? Monday October 16, 2023. Delivered Friday October 13, 2023

Public Safety:

J: Describe first aid/medical personnel and provisions: Same as prior years - Tri Town Ambulance

K: Describe fire/emergency equipment and availability: Same as prior years - Pembroke Fire Dept
CA-ARES - 5 radio operators. Request 25 Homeland security radios

L: Describe communication system: Request portable generator for use at start line

M: Number of certified police officers: Same as prior years - see below

N. Other security personnel (provide company name and qualifications):

Traffic police for Pembroke ←

-Pleasant & Broadway

-Main Street & Front Street

-Front Street & Bridge Street

-Pleasant & Exchange Streets

Traffic Plan:

O: Description of routes persons attending the event are likely to take, include number of traffic controllers and deployment descriptions Pleasant Street (buses, trailers, coaches, rowers, staff)

Front Street to Exchange (spectators). Make Exchange St one-way from Bridge to Pleasant from 6am - 11am

P: Describe methods used to publicize alternate routes of reaching the scene of the event.

https://www.regattacentral.com/regatta/?job_id=8106 (see #6740 for 2022)

Q: Provide statement of availability of private towing firms to remove disabled vehicles Never had before - do we need?

Other:

R. Name of liability insurance carrier (Attach proof of insurance) US Rowing Attachment D

S. Type of performance guarantee (i.e., escrow, bond, letter of credit): N/A

I have received a copy of the Mass Gathering Ordinance of the Town of Pembroke and hereby submit this application, which is true and complete to the best of my knowledge and ability.

Jennifer H. Williams 6/18/23
Signature of Applicant

Reviewed by: (Name and Date)

<u>[Signature]</u>	<u>6/22/23</u>	(Health Officer)
<u>Gary [Signature]</u>	<u>6/22/23</u>	(Fire Chief)
<u>[Signature]</u>	<u>6/20/23</u>	(Police Chief)
<u>[Signature]</u>	<u>6/23/2023</u>	(Public Works Director)
<u>Paul Bacon</u>	<u>6/20/23</u>	(Code Enforcement Officer)

Approved by: (Name & Date)

_____	(Selectperson)
_____	(Selectperson)
_____	(Selectperson)
_____	(Selectperson)
_____	(Selectperson)

Attachment A

872-C

Rev. March 1986

Department of the Treasury - Internal Revenue Service

Consent Fixing Period of Limitation Upon Assessment of Tax Under Section 4940 of the Internal Revenue Code

(See Form 1023 Instructions for Part IV, line 8.)

OMB No. 1545-0045
Copy to 2-61-80

To be used with Form 1023. Submit in duplicate.

Under section 5501(c)(4) of the Internal Revenue Code, and as part of a request filed with Form 1023 that the organization named below be treated as a publicly supported organization under section 170(b)(1)(A)(vi) or section 513(c)(2) during an advance ruling period,

Crashdown Rowing Club

(Exact legal name of organization)

95 Market St., Manchester, NH 03101

(Number, street, city or town, state, and ZIP code)

and the District Director of Internal Revenue

Consent and agree that the period for assessing tax (imposed under section 4940 of the Code) for any of the 5 tax years in the advance ruling period will extend 8 years, 4 months, and 15 days beyond the end of the first tax year.

However, if a notice of deficiency in tax for any of these years is sent to the organization before the period expires, then the time for making an assessment will be further extended by the number of days the assessment is prohibited, plus 90 days.

Ending date of first tax year Dec 31, 1988

Name of organization

Crashdown Rowing Club

Date

October 11, 1988

Officer or trustee having authority to sign

Signature

Charles M. Brennan

District Director

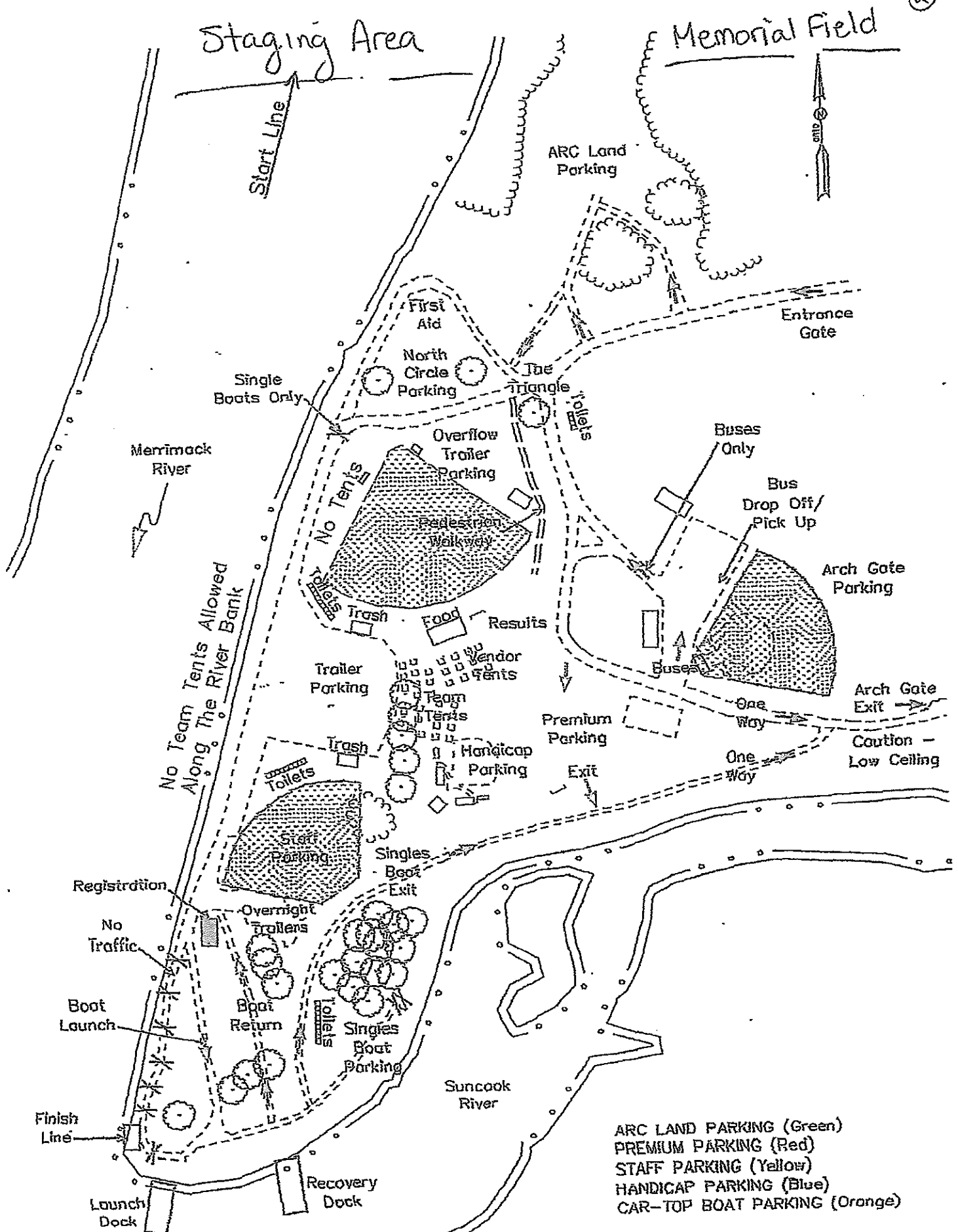
Frederick J. Hancock

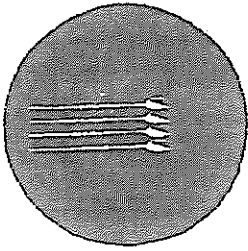
Date

October 11, 1988

Personal Representative, Corp. Manager

See Departmental Instruction 9611011, paragraph 1 of the Form 1023 Instructions.





AMOSKEAG ROWING CLUB

Why Consider Sponsoring the 2014 New Hampshire Championship Rowing Regatta?

The New Hampshire Championships Regatta ["NHCR"] is the largest New England rowing event north of Boston. The NHCR attracts over 2,000 athletes rowing nearly 400 boats (singles, doubles, fours, quads, and eights). Unlike the Olympics where all boats start together and the first boat over the line wins, in the format of this race each boat starts separately and is timed going down the course. Clubs, colleges, high schools, prep schools, and a few grade schools from all over New England and New York send teams to compete in this three-mile race on the Merrimack River. In addition, because the race is held annually the weekend before the Head of the Charles Regatta in Boston, the largest two-day rowing event in the world, even teams from the far reaches of the globe - such as Australia and New Zealand - often enter the NHCR to warm up before "the big one".

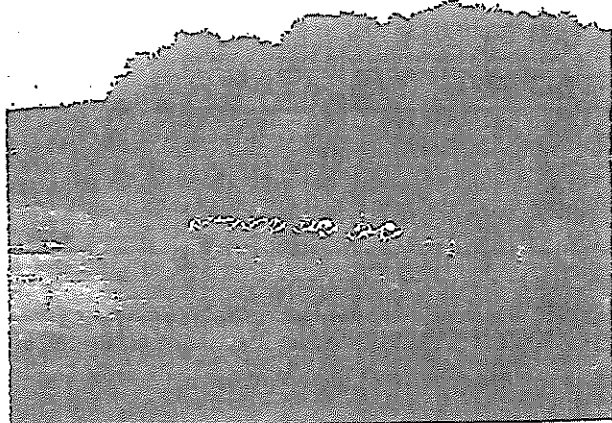
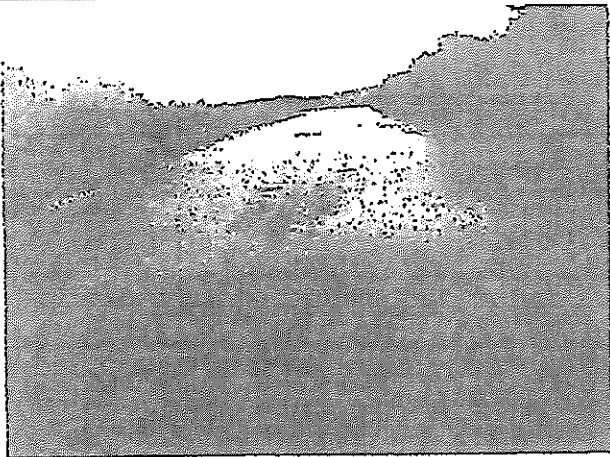
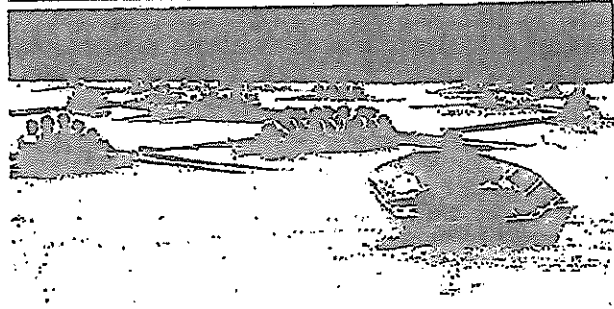
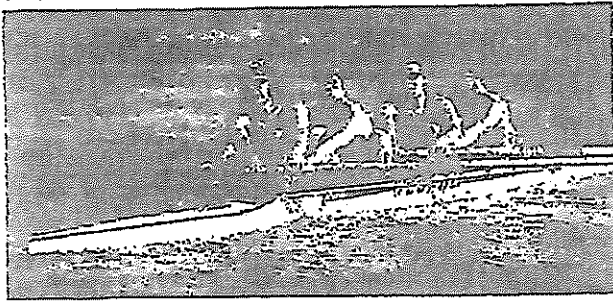
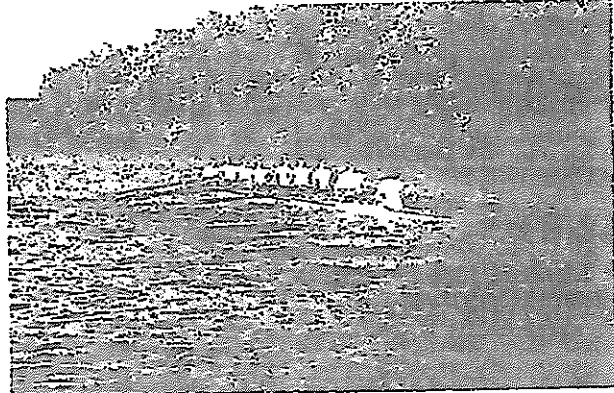
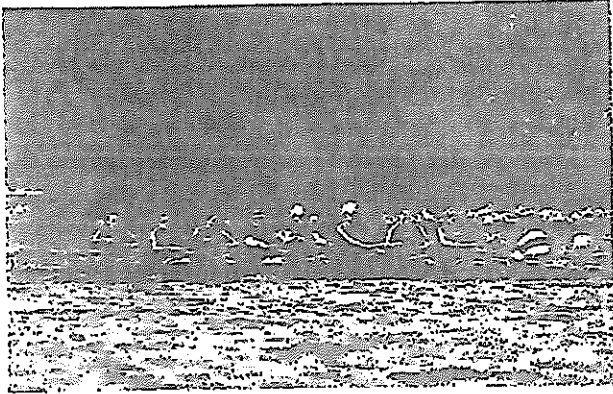
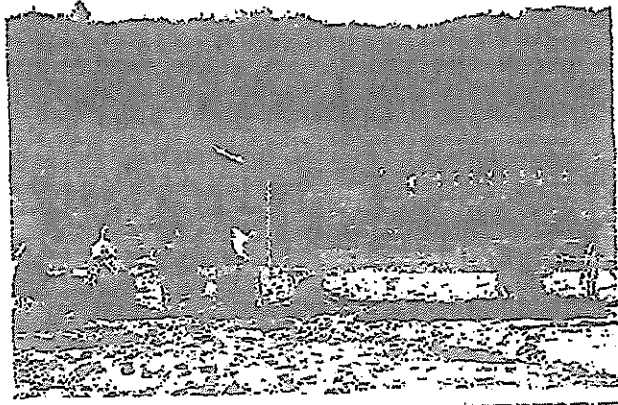
The event is held at Memorial Park in Suncook Village, part of Pembroke, NH. There is good spectator viewing in the park near the bottom of the course as the boats head for the finish. The NHCR historically attracts about 2,000 family, relatives, friends, and other spectators, who come to watch, picnic and party.

The Regatta is hosted by the Amoskeag Rowing Club ("ARC"). The ARC was founded in 1982 and has been growing ever since. The Club does its own rowing from its boathouse downriver just behind the Hooksett District Court at 110 Merrimack Street in Hooksett.

The NHCR is the largest fund raising event of the year for ARC. The proceeds of the event go to support the Club's various programs. Among other things, the Club holds a Learn-to-Row clinic every year during the summer. Beginners of all ages, from 11 to 70 +, can take classes that meet their rowing level, age, and interests. In fact, about half of the permanent members of the ARC never rowed before and learned the sport in one of the Club's instructional programs. The Club has also helped found rowing programs at numerous area colleges and high schools, several of which - Southern New Hampshire University, Manchester High School Central, The Derryfield School and Bedford High School - still row out of the ARC boathouse in Hooksett.

By sponsoring a business announcement in the NHCR program, you can help the Amoskeag Rowing Club fulfill its mission while at the same time helping yourself.

START





CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
06/13/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis Towers Watson Southeast, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: Willis Towers Watson Certificate Center PHONE (A/C No. Ext): 1-877-945-7378 FAX (A/C No): 1-888-467-2378 E-MAIL ADDRESS: certificates@willis.com
INSURER(S) AFFORDING COVERAGE	
INSURER A: BDI Global Specialty SE	NAIC # B0783
INSURER B: Everest Indemnity Insurance Company	10851
INSURER C: United States Fire Insurance Company	21113
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES

CERTIFICATE NUMBER: W29290699

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y	HDGL003700835	12/31/2022	12/31/2023	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input checked="" type="checkbox"/> Watercraft Liability					MED EXP (Any one person) \$
	<input checked="" type="checkbox"/> Sexual Abuse: \$1M/\$2M					PERSONAL & ADV INJURY \$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 3,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					PRODUCTS - COMP/OP AGG \$ 2,000,000
	OTHER:					\$
A	AUTOMOBILE LIABILITY		HDGL003700835	12/31/2022	12/31/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY					PROPERTY DAMAGE (Per accident) \$
						\$
B	UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB		SIEX01492-221	12/31/2022	12/31/2023	EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$ 2,000,000
	DED <input type="checkbox"/> RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH)					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$
C	Accident Medical Expense incl. volunteers & participants		U81872628	12/31/2022	12/31/2023	Limit \$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Name of Team / Club: Amoskeag Rowing Club

Event: 2023 NH Championship Regatta

Location: Pembroke, NH

Date: October 15, 2023

The Certificate Holder is included as Additional Insured under the Liability. Coverage is provided under this policy

CERTIFICATE HOLDER

CANCELLATION

Town of Pembroke, NH 311 Pembroke Street Pembroke, NH 03275	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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ACORD 25 (2016/03)

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SR ID: 24268057

BATCH: 3011551

AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Willis Towers Watson Southeast, Inc.		NAMED INSURED United States Rowing Association 1 S. Post Road Princeton Junction, NJ 08550	
POLICY NUMBER See Page 1			
CARRIER See Page 1	NAIC CODE See Page 1	EFFECTIVE DATE: See Page 1	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

only for the sponsored/supervised Rowing activities of the named insureds for which a premium has been paid. This certificate is issued on behalf of Amoskeag Rowing Club.



NEW HAMPSHIRE DEPARTMENT OF SAFETY
DIVISION OF STATE POLICE, MARINE PATROL
31 Dock Road, Gilford, NH 03249
603 293-2037

WATER EVENT PERMIT

AMOSKEAG ROWING CLUB

Applicant ID: 146

C/O Jennifer Williams
8 Pembroke Way
Bedford NH 03110-

Phone: (603) 488-5997 503-970-2292 (cell phone)

Issued to: AMOSKEAG ROWING CLUB 2023

Name of Event: New Hampshire Championships Regatta

Date(s) of Event: 10/15/2023

Starting Time: 7:00 am Ending Time: 5:00 pm

Body of Water: Merrimack River

Municipality: Pembroke

Detailed Description:

Rowing regatta - US Rowing Association sanctioned & insured. 3 Mile long race course on the Merrimack River in Pembroke/Suncook

Number of Participants: 1500-2000 Number of Boats: 375-400

CONDITIONS AND/OR RESTRICTIONS:**

NO PORTION OF THE RIVER SHALL BE BLOCKED FROM THE BOATING PUBLIC.

ALL BUOYS SHALL BE PLACED IN THE WATER. ALL BOATERS MUST FOLLOW NH BOATING LAWS AND RULES, INCLUDING RIGHT OF WAY AND SAFE PASSAGE REQUIREMENTS.

REQUESTING MARINE PATROL DETAIL ON SITE FROM 8:30 AM - 3:30 PM ON SUNDAY OCTOBER 16, 2022
PATROLLING ON OR NEAR THE RACE COURSE.

Participants must obey all New Hampshire boating laws, rules and regulations. This permit is limited to the terms of the submitted application, corresponding chart, and any restrictions or conditions imposed by the NH Department of Safety.

THIS PERMIT IS SUBJECT TO CANCELLATION AT ANY TIME IF COMPLAINTS ARE FILED REGARDING THIS EVENT.

** ANY person failing to comply with any of the above conditions applicable to the designated water event shall be guilty of a violation pursuant to RSA 270-D:9.

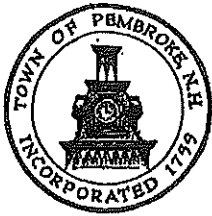
BOATING EDUCATION CERTIFICATION IS NOW REQUIRED FOR ALL OPERATORS OF VESSELS WITH MOTORS OF MORE THAN 25 HP. PLEASE CALL 603-267-7256 FOR FURTHER INFORMATION.

APPROVED BY:

Colonel Nathan A. Noyes
Robert L. Quinn, Commissioner

5/23/2023

Date



**Town of Pembroke
Memorial Field
Facility Use Request**

Date of submission: _____ Activity: NH Championships Regatta
Sponsoring Organization/Resident Amoskeag Rowing Club
Approximate number or people participating: 1,500 rowers + 2,000 Spectators
Date(s) Requested: October 14, 2023 and October 15, 2023
Event Times (start/finish): 10/14/23 - Set up 8am - 3pm 10/15/23 Race Day 5:30am - 7:00pm
* Request ALL DAY access to Middle Field (Soccer) on 10/14/23 for set-up

Request the use of the following: (Please check all that apply)
(Area beyond Major Field for overflow parking)

- | | |
|--|---|
| <input type="checkbox"/> Major Field | <input type="checkbox"/> Volleyball |
| <input checked="" type="checkbox"/> Middle Field (Soccer) | <input type="checkbox"/> Basketball Court |
| <input checked="" type="checkbox"/> Point Field | <input type="checkbox"/> Concession Stand |
| <input type="checkbox"/> Softball Field | <input type="checkbox"/> Gazebo |
| <input type="checkbox"/> Pavilion | <input type="checkbox"/> Bathroom |
| <input checked="" type="checkbox"/> Other: <u>Point Picnic Area, north circle picnic area, boat launch</u> | |

Person Responsible for Supervising and Paying Applicable Fees:

Name: Jennifer Williams Tel. # 503-970-2292
Address: 8 Pembroke Way Bedford, NH 03110

I agree on behalf of the organization herein named that all members and guests will observe the regulations, and that we, individually, and as an organization, will assume full financial responsibility for any and all damages done to Memorial Field property during the aforementioned period of use. We also agree that our organization will at all times hereafter indemnify the town of Pembroke against any loss, because of the use of the facilities by our organization, and we will further hold said Town harmless for loss or injury of any kind in connection therewith.

I have received and understand the policy and regulations regarding the use of Memorial Field. JHW
(Initials)

Signed: Jennifer H Williams Date: 6/18/23

Approved: ☐ Yes ☐ No _____ Date: _____
(Recreation Commission Representative)

Rental/User Fees? ☐ Yes ☐ No Received payment \$ _____ on _____

**Completed Facility Use Request must attach a copy of insurance coverage
and other permits/licenses as required by policy.**

The Pembroke Recreation Commission is an equal opportunity committee appointed by the Town of Pembroke Board of Selectmen and will not exclude or discriminate, with regard to its services, programs, and activities regardless of race, color, religion, sex, national origin, age, or disability. Users of the Memorial Field facility are also required to provide equal access.

The organization should retain a copy of the approved facility request form and have on site/on hand during use of Memorial Field.

**Memorial Field
Facility Use Agreement
And Release/Indemnification**

A. In consideration for being permitted to use the facilities of the town of Pembroke, the applicant names below agrees to indemnify and hold harmless the town of Pembroke, its officers, employees, insurers, and New Hampshire Local Government Center Insurance Programs, from and against all liability, claims, and demands, which are incurred, made or brought by any person or entity, on account of damage, loss, or injury, including without limitation claims arising from property loss or damage, bodily injury, personal injury, sickness, disease, death, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with the use of the facilities, whether any such liability, claims, and demands result from the act omission, negligence, or other fault on the part of the Town of Pembroke, its officers, or its employees, or from any other cause whatsoever.

B. By signing below, Applicant agrees that, in the event of any damage, loss, or injury to the facilities or to any property or equipment therein, the Town of Pembroke may deduct from the damage deposit the full amount of such damage, loss, or injury. Applicant further agrees that, if such damage, loss, or injury exceeds the amount of the damage deposit, Applicant will within thirty (30) days of filing reimburse the Town of Pembroke for all costs associated therewith upon billing by the town of Pembroke.

C. In addition, in consideration for being permitted to use the facilities, Applicant, on behalf of itself, and its officers, employees, members, and invitees, hereby expressly exempts and releases the Town of Pembroke, its officers, employees, insurers, and self-insurance pool, from and against all liability, claims, and demands, on account of injury, personal injury, sickness, disease, or death, that Applicant may incur as a result of such use, whether any such liability, claims, and demands result from the act, omission, negligence, or other fault on the part of the Town of Pembroke, its officers, or its employees, or from any other cause whatsoever.

Signed: Jennifer H Williams Date: 6/18/23
(Applicant)

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
June 7, 2023 at 6:30 PM**

DRAFT,

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

Staff: Town Administrator David Jodoin

Excused: Selectman Sandy Goulet

I. Call to Order:

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

II. Citizen Comment

None

III. Scheduled Meetings

Energy Committee

Matt Miller, Energy Committee, would like to schedule non-regular Selectboard sessions to go over information from electric suppliers. Matt is recommending two sessions; one to go over policies and procedures and another to go over the actual agreements. The Board scheduled the first meeting on Wednesday, June 14th at 5:30pm and the second meeting will be scheduled at that time.

Odd Ball Brewing – Outdoor Seating

Chris Glen, Owner of Oddball Brewing, discussed the potential for outdoor seating. Meis Restaurant and Big Bens Pizza have no issues with the proposal. The only pushback has been from Kettle to Keg because it would “change his quality of life”. He is currently out of business and the space is up for lease so the meaning of that is unclear. Police Chief Gaskell has previously mentioned the space may not be owned by the Town so Chris spoke to the neighbor that does own the property and he is fine with the outdoor seating. Oddball would look to put an orange-type construction sign at the very end of the road so no cars turn up into the ally and they would also not put chairs and tables right at the end so there is a buffer zone. The entire space would be 30 feet by 12 feet which leaves a 4-foot egress to go around. Selectman Frederickson stated they received a letter from Sewer concerning added seats and capacity. Chris stated the water they use does not go out the sewer. A batch of beer is around 150 gallons, the majority of that is going into cans to be sold. It is not going down the drain. It would likely have no change or impact to the capacity. The letter received

from Sewer is a concern because Chris and his partner would like to grow the business. The goal is to be open more hours than they currently are and maybe expand the space. The inability to have any increase going forward may force the business out of town.

David explained they had previous issues with people parking in the ally several years ago. In order to determine where the boundary markers were, they had the property surveyed. The survey came back and proved the Town never owned the lower portion because in the 1950's it was approved at Town Meeting but it was never finalized and recorded at the Registrar of Deeds. The Town was trying to negotiate to buy that piece of land but when there is a mortgage on a property, an owner cannot relinquish the rights because it is technically owned by the mortgage company. Those owners purchased another property and eventually sold it to someone else. Selectman Yeaton asked if there is a fire lane sign. Chief Gagnon stated there is a fire lane by Town ordinance. Selectman Yeaton asked how that works since it is technically private property. Chief Gaskell stated there is a right of way for the town. Selectman Yeaton shared concerns that the Town does not have the authority to have fire lanes and make decisions such as this one if it is private property. Chief Gaskell explained that since the Town has maintained it for so long, it is now considered a "way" under state law or a rite of passage. Selectman Yeaton stated that even as a right of way or easement, it does not grant the Town the ability to approve use for any other purpose. Chris stated regardless of all of that, he wants everyone to agree that this is good for the town and space. Chief Gaskell stated if this becomes an issue of negotiation between the departments and the property owners, he would not be comfortable in any with jersey barriers. Chief Gagnon stated the main concern for him is fire safety. There are buildings where the best access is from the back in that space. It is also the best access for ambulances. David shared concerns that the Town does not own the property but a lot of money has been spent to alleviate parking issues. If the tables goes out, people will start parking again. Selectman Yeaton stated respecting all the history and time that has gone into sorting this out, this is a property rights issue which is not the purview of the Selectboard and the Towns authority over that property is not super clear. VJ Ranfos, Public Works Director, suggested using the municipal parking lot and taking over a few spots because parking isn't an issue in that lot in the summer and the town could put up barriers to protect the public. Chris stated the Liquor Commissioner wouldn't sign off on that because it is too far away from the business. David suggested having the lawyer look at everything again in order to get a better understanding of the land use issues for the next Selectboard meeting.

Public Hearing per Town Code Chapter 160 – Cemetery Fee Updates

VJ Ranfos stated Dignified Cemetery Services has raised their fees a few times over the last several years after not raising any fees for a very long time. The Town needs to raise the fees in the Town Code to match in order to recoup what has been paid. The Town does not make a profit off these fees.

Selectman Yeaton opened the public hearing at 7: 47 pm.

Gerry Fleury, 21 Kimball Street, stated in the Town Code, Chapter 155-12, it states no burials will be held on Sundays or Holidays with the exception of an emergency. An emergency is not defined anywhere in the Town Code. At Town Meeting, \$2,500 was approved to do ground penetrating radar and it has yet to happen. VJ Ranfos explained the bids came in above the \$2,500 allotted so they have been unable to do it, however, they were able to do a small portion a few years ago. Gerry suggested adding a wall similar to the Veterans Cemetery in Boscawen for cremations to save space and money. VJ explained there is a 6-year plan and it includes a cemetery re-design that looks at doing that.

Selectman Yeaton closed the public hearing at 7:54 pm.

Selectman Frederickson made a motion to approve the new cemetery fees as presented. Selectman Gagyí seconded the motion. Motion passed 4-0.

VJ gave an update on the Main Street project. Water line relocation, drainage installation, new curb, and pavement has been completed from Turnpike St. to Main St. Utility poles have been installed but require some modifications. Items remaining are moving the lines to the new poles, gas main relocation, replacing gravel, finishing paving, loam and seeding. Project should be completed by the end of October.

DPW Truck Upgrade

There is a retired firetruck in Town that can either go to auction or can be used at DPW as a plow or trash truck. The truck is 20+ years old and the fire apparatuses would need to be removed. The cost would range between \$125-150,000 to retrofit it. A new truck is \$250,000. The Board is not in favor of this proposal.

IV. Old Business

None

V. New Business

Approval of Auditors Governance Letter

Selectman Frederickson made a motion to authorize the Chairman of the Selectboard to sign the audit governance letter. Selectman Bean seconded the motion. Motion passed 4-0.

Selectman Frederickson made a motion to authorize the Chairman of the Selectboard and the Town Administrator to sign the 2022 audit engagement letter with Vachon Clukay and Company, PC. Selectman Bean seconded the motion. Motion passed 4-0.

Adoption of Flowchart Re: Class VI Roadways

The chart has been reviewed by Town Counsel, Planning Board, and Zoning Board. They are all in favor of the document

Selectman Frederickson made a motion to approve the Class VI Roadway Flowchart as presented. Selectman Gagyí seconded the motion. Motion passed 4-0.

Manifest/Abatements

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

Minutes 5/24/23

Selectman Frederickson made a motion to approve the minutes of May 24, 2023 as presented. Selectman Bean seconded the motion. Motion passed 4-0.

VI. Town Administrator Report

Merrimack County is inviting the Board to the 200th bicentennial anniversary celebration on September 30, 2023 at the County Complex.

Brian Mrazik sent a letter requesting a stop sign at the corner of Pembroke Hill and 4th Range Road. The letter will be sent to Police, Fire, and DPW for comment as it will need a public hearing before any decisions are made.

VII. Committee Reports

Selectman Yeaton – None

Selectman Fredrickson – None

Selectman Bean – None

Selectman Gagyí – None

VIII. Other/Citizen Comment

None

IX. Non-Public

None

X. Adjourn

Selectman Gagyi made a motion to adjourn at 8:34 PM. Selectman Bean seconded the motion, and it was approved unanimously.

Karen Yeaton, Chairman

For more detailed information, the meetings are now taped and can be seen on www.townhallstreams.com click on Pembroke NH and look for the day of the meeting under the month.

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
June 14, 2023 at 6:30 PM**

DRAFT,

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

Staff: Town Administrator David Jodoin

Excused: Selectman Sandy Goulet

I. Call to Order:

Chairman Yeaton called the meeting to order at 5:32pm.

II. Scheduled Meetings

Energy Committee

Matt Miller, Energy Committee, reviewed the three main energy policies of Community Power Coalition of New Hampshire (CPCNH), data security, and privacy policy. Documents are public and on their website. These documents are not available from Standard Power for this meeting, but they have offered to meet with the Energy Committee and Matt can get them to the Selectman at a later date. This contrast in availability of policies and procedures is one of the reasons Matt recommends CPCNH.

Matt discussed the financial reserve policy. Financial reserve contributions will be relative to the number of accounts in each town. Selectman Gagy asked if this will lead to fluctuating costs. Matt explained the fluctuation wouldn't show on a month-by-month basis. CPCNH is trying to meet their reserve goal over the next three years to minimize impact to account holders. The rate is expected to adjust every 6 months to calibrate with utilities that also change rates every 6 months. They are working to ensure the rate is always less than traditional utilities. Selectman Gagy asked if Eversource has a financial reserve. Matt answered all utilities do and it is baked into the price. No one would trade with a company without one. Selectman Gagy asked how CPCNH procured power for the first wave if they did not have reserves to prove to the market they could purchase the power. Matt stated CPCNH has credit and a co-signer. It was part of an agreement they made with outside companies to provide start up support. As CPCNH matures and gets to a steady state operation, they will be able to self-finance and reduce procurement costs.

Selectman Yeaton stated there is a lot of transparency with CPCNH. Can the Town expect to see that level of transparency in a broker. Matt stated there will be annual forecasts and monthly forecasts and that would be available from everyone. In a

broker model, there would be some reports that would be unavailable due to them being considered confidential business reports. There may be ways around that. They have not seen evidence that it would be as transparent as CPCNH. Selectman Frederickson asked if the monthly forecasting reporting would always go out 6-months. Matt explained the 6-month forecasting window may change. They will always be searching the market for the best rates.

Selectman Yeaton asked if there is a difference between CPCNH methodology and ideology of financial reserves vs. a broker. Matt answered they will be using best accounting practices. JJ Smith, Energy Committee, stated the current CEO was the head of the NH Electric Coop and would operate the same way.

Matt discussed the Risk Philosophy Policy of CPCNH. Selectman Gagy asked who the policy is talking about when it says, "*unlike a private-sector supplier...*". Matt answered it means any for-profit private sector supplier that will prioritize shareholders or value maximization. Selectman Gagy asked what "*other objectives established by the Board...*" would be referring to under the section of transacting objectives. Matt gave examples of objectives such as requirements for CPCNH to meet NH statutory requirements for renewable content. The Board has not established any new objectives but for example; there are talks about having a certain content of locally sourced content in the future. Selectman Gagy discussed concerns that larger communities may have the ability to advocate for better rates for themselves or objectives that suit their needs best. Matt explained that in the Joint Powers Agreement has addressed the issue by putting language that every community has equal representation. The votes do not scale to the size of the community.

Selectman Frederickson asked if a larger community put in a solar array and are now contributing into the grid, would they receive a better rate because they are contributing. JJ Smith explained they wouldn't get a better rate but they would be buying less power which is a savings. If they over produce, they could sell it but they could sell it to anyone not just CPCNH.

Selectman Gagy asked if people opt out of the program after a certain amount of time, would they get a refund for their reserve contributions. Matt answered they would not but should the town opt-out or let the agreement lapse, they would be entitled to the share of the reserve and then the Selectman would have to decide what to do with it.

Selectman Gagy asked why they would look to enter into transactions with entities that have a rating as low as BBB-. Matt explained that the highest rating is AAA+. Some energy companies have low ratings simply because the markets don't like them. For example, anyone who deals in coal. The company could be reputable and do great things, but they have coal generators and receive a junk rating. They will need to evaluate the lower rated companies prior to entering into agreements.

Matt discussed the Risk Management Committee and the Roles, Responsibility & Organization of CPCNH. Selectman Gagyi asked how much the overhead effects the cost. Matt explained it is a fraction of a cent per kilowatt hour. He cannot remember the exact amount, but it is in one of the publicly available documents on the website.

Selectman Yeaton asked if the Board of Directors being made up of community members is a key distinction between CPCNH and a broker model. Matt answered yes because the coalition is pooled. The broker may pool a few communities, but it will not be a collection.

Selectman Gagyi asked if the Board of Directors has Selectboard members on it. Matt answered yes. Some towns have Selectman as the community member representative and the meetings are all public so anyone can attend.

Matt reviewed the Retail Rates Policy, Policy Amendments Process, and the Default Rate Setting Process, rate structure types, and the Financial Reserve Policy and how it can be used.

Selectman Gagyi asked what is meant by "*the end result is financially stable and able to develop projects for members...*". Who determines the projects. Matt answered it would be the individual towns. If there is a project that a community is interested in, there is a Projects Committee to discuss it with and get help from.

Selectman Gagyi asked if they can get out of the contract at 3 years and 1 day. Matt clarified that the Town needs to give a 3-year notice so that power is not negotiated for or purchased on their behalf in a long-term contract. In the first 3-year contract, there is a provision that stated in the first 12-months, the Town is given the ability to cancel at the end of the 3 years. After that, it becomes a rolling 3-year window.

Selectman Yeaton clarified that regardless of if the Town goes with CPCNH or Broker model, there will be a contract. Matt answered yes and they would be similar structures.

The next time the Board and Energy Committee meet to review the contracts on Thursday, July 13th at 5:30pm.

III. Adjourn

Selectman Frederickson made a motion to adjourn at 7:34 PM. Selectman Gagyi seconded the motion, and it was approved unanimously.

Karen Yeaton, Chairman

For more detailed information, the meetings are now taped and can be seen on www.townhallstreams.com click on Pembroke NH and look for the day of the meeting under the month.



Pembroke and Allenstown Old Home Day

Pembroke Town Hall
311 Pembroke St.
Pembroke, NH 03275

RECEIVED

JUN 19 2023

TOWN OF
PEMBROKE, NH

Dear Selectmen:

We would like to invite all Selectmen to participate in our upcoming parade on Saturday, August 26, 2023. The Pembroke and Allenstown Old Home Day Parade starts at 10 a.m. Please be at lineup by 9:30 a.m. at the base of Letendre Ave. If anyone is unable to walk, we have a transport golf cart that is available. Please let me know how many will be participating in the parade.

Historically, the Selectmen have judged the floats in the parade. We would love to have this tradition continued. The floats can be previewed between 9 and 9:30 a.m. on Valley Street prior to parade.

Please stop at reviewing stand downtown where you can pickup clipboards with the judging sheets. Please judge the floats as they pass the reviewing stand and give clipboards to Pat Fowler upon completion of the parade.

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

We look forward to your participation and appreciate your help with the float judging. If you cannot make it, please give me a call.

Any questions, feel free to call Lorette Girard 603-630-2540

Thank you! See you on August 26th!

PEMBROKE AND ALLENSTOWN OLD HOME DAY COMMITTEE

Pembroke and Allenstown Old Home Day

Pembroke Town Hall
311 Pembroke St.
Pembroke, NH 03275



RECEIVED

JUN 19 2023
TOWN OF
PEMBROKE, NH

Dear David,

Would you please pass on to the following boards:

Sewer Commissioners
Cemetery Commissioners
Pembroke Water Works
Planning Board
Zoning Board
School Board
ETC.

Our invitation to this year's Old Home Day event.

We hope to see many of you there.

Thank you.

Sincerely

A handwritten signature in cursive script that reads "Lorette Girard".

Lorette Girard

Old Home Day Committee Member



Pembroke and Allenstown Old Home Day

**Pembroke Town Hall
311 Pembroke St.
Pembroke, NH 03275**

Dear Chairmen:

We would like to invite all members of your Board to participate in our upcoming parade on Saturday, August 26, 2023. The Pembroke and Allenstown Old Home Day Parade starts at 10 a.m. Please be at lineup by 9:00 a.m. at the base of Letendre Ave.

This year's theme is "Kindness Matters".

We look forward to your participation.

Any questions, feel free to call Lorette Girard 603-630-2540

Thank you! See you on August 26th!

PEMBROKE AND ALLENSTOWN OLD HOME DAY COMMITTEE



COUNTY OF MERRIMACK

333 DANIEL WEBSTER HIGHWAY, SUITE 2
BOSCAWEN, NEW HAMPSHIRE 03303-2415
(603) 796-6800 FAX: (603) 796-6840
www.merrimackcounty.net

RECEIVED

JUN - 5 2023

TOWN OF
PEMBROKE, NH

COMMISSIONERS

TARA REARDON, Chair, Concord
STUART D. TRACHY, Vice Chair, Franklin
DAVID M. LOVLIN JR., Clerk, Pembroke

COUNTY ADMINISTRATOR
ROSS L. CUNNINGHAM

June 1, 2023

Dear Community Members,

The County is pleased to invite you to our 200th Bicentennial Celebration and Community Event being held on September 30th, 2023. We are very proud of our County and look forward to bringing together community members and county employees to celebrate.

This event will be held rain or shine at the Merrimack County complex, 325 Daniel Webster Highway, Boscawen, NH 03303. We hope you can join us to share in some great, fun, food and community engagement!

For more information please contact Melinda Harrison at (603) 796-6872 or mah@merrimackcounty.net.

We look forward to seeing you on September 30th!

Merrimack County Administration

JOIN THE CELEBRATION!



FAMILY *fun day*

- ★ FOOD
- ★ MUSIC
- ★ RAFFLES

ADMISSION IS
FREE

DATE:

Saturday, September 30th

TIME:

11AM – 3PM

LOCATION:

Merrimack County Complex
325 Daniel Webster HWY
Boscawen, NH 03303

357 Pembroke Hill Rd
Pembroke, NH 03275

June 1, 2023

RECEIVED

JUN - 2 2023

TOWN OF
PEMBROKE, NH

David M. Jodoin
Town Administrator
Town of Pembroke
311 Pembroke St.
Pembroke, NH 03275

Dear David,

I am writing to request that the Town install stop signs at the intersection of Pembroke Hill and Fourth Range Roads. Placement of these signs is long overdue.

I have lived at this location since 1990 and have seen many automobile accidents at this site. These accidents are usually due to attempted high-speed turns from Fourth Range onto Pembroke Hill. The number of accidents can be verified from Pembroke Police Department records, although many unreported accidents have also taken place when the vehicle involved was still drivable.

More than 30 years ago, I petitioned the Town to place a sharp turn sign on Fourth Range above the intersection. A right curve sign was placed but does not reflect the true hazard of this abrupt ninety degree turn and has not had much effect in reducing accidents. Since that time, the amount of traffic through this intersection has increased substantially and so has the speed. This intersection is also now a school bus stop.

The most recent accident occurred on May 24, in which a driver lost control of his vehicle due to excessive speed on the corner. The vehicle was totaled when it crashed into the stone wall in front of my yard. This accident destroyed 50 feet of the wall and threw boulders, as large as a basketball, some 40 feet uphill into my yard. I have had to rebuild this wall many times, dealing with responsible parties, insurance companies, and stone masons in the process. As you can imagine, this scenario is getting very old. Five years ago, I placed lights on the wall, which has reduced the number of nighttime collisions, but the recent accident was in broad daylight.

The placement of Blane Circle, a private road into the San-Ken subdivision, has also created additional hazards here. Vehicles are now continuing, without speed reduction, directly from Pembroke Hill onto Blane Circle, thus making left-hand turns from Fourth Range to Blane Circle, or to the class 6 section of Fourth Range, extremely dangerous. This problem is exacerbated because the view of traffic entering the intersection from Pembroke Hill is obstructed to drivers on Fourth Range by thick vegetation on the corner. The attached figure illustrates these hazardous traffic patterns and the suggested placement of new stop signs.

The number of vehicles using Blane Circle will increase substantially as the subdivision develops. Prudence would suggest that something be done now, in advance of a serious accident. The original plan for the subdivision called for the placement of stop signs at all entrances to this intersection. The stop signs were deleted in subsequent plans. Nevertheless, the Town should follow through on this as a matter of public safety.

Thank you for your consideration of this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'B. Mrazik', with a stylized flourish at the end.

Brian R. Mrazik



May 30, 2023

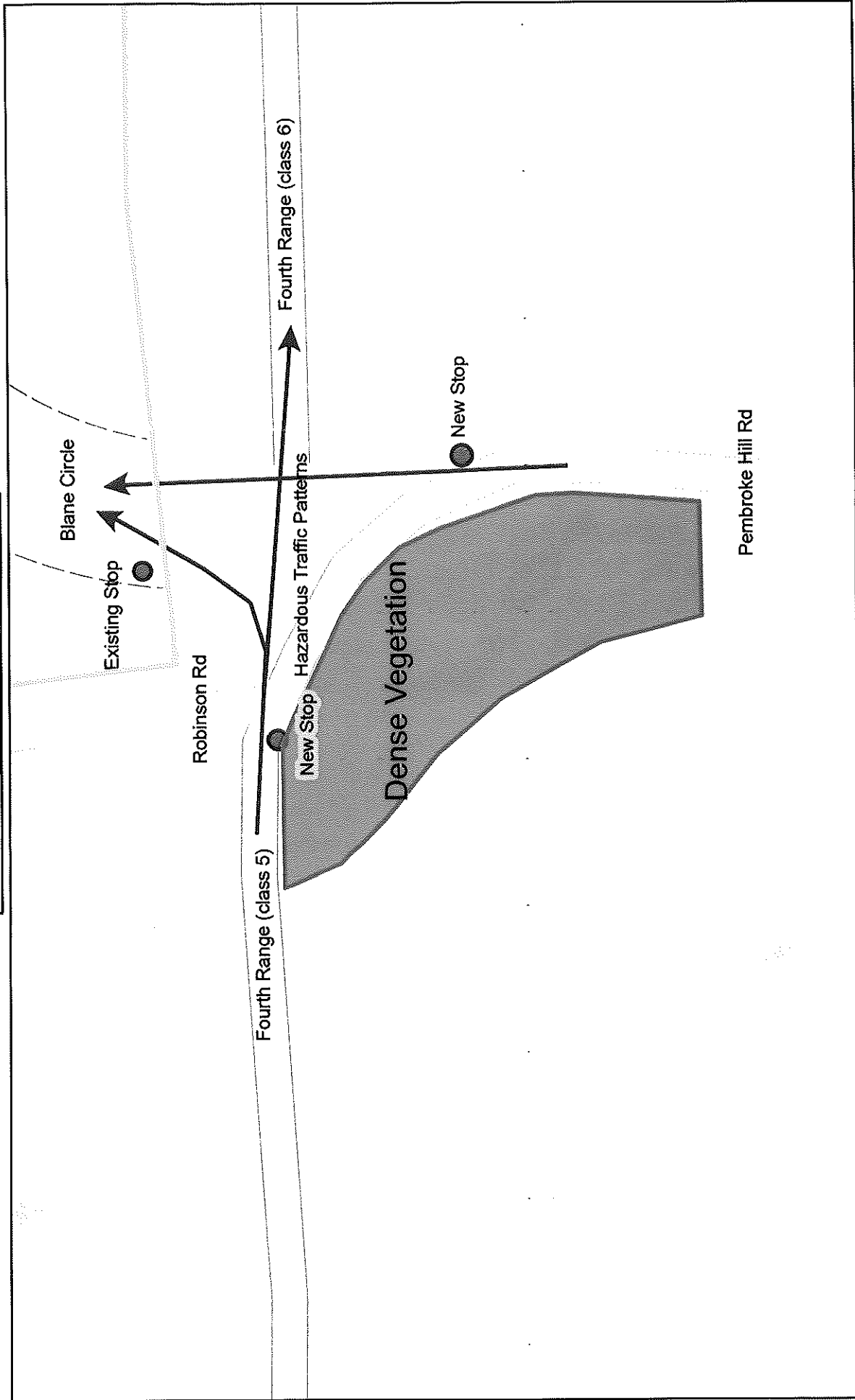
Town of Pembroke, NH

1 inch = 47 Feet



CAI Technologies
Precision Mapping. Geographic Solutions.

www.cai-tech.com



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May 30, 2023

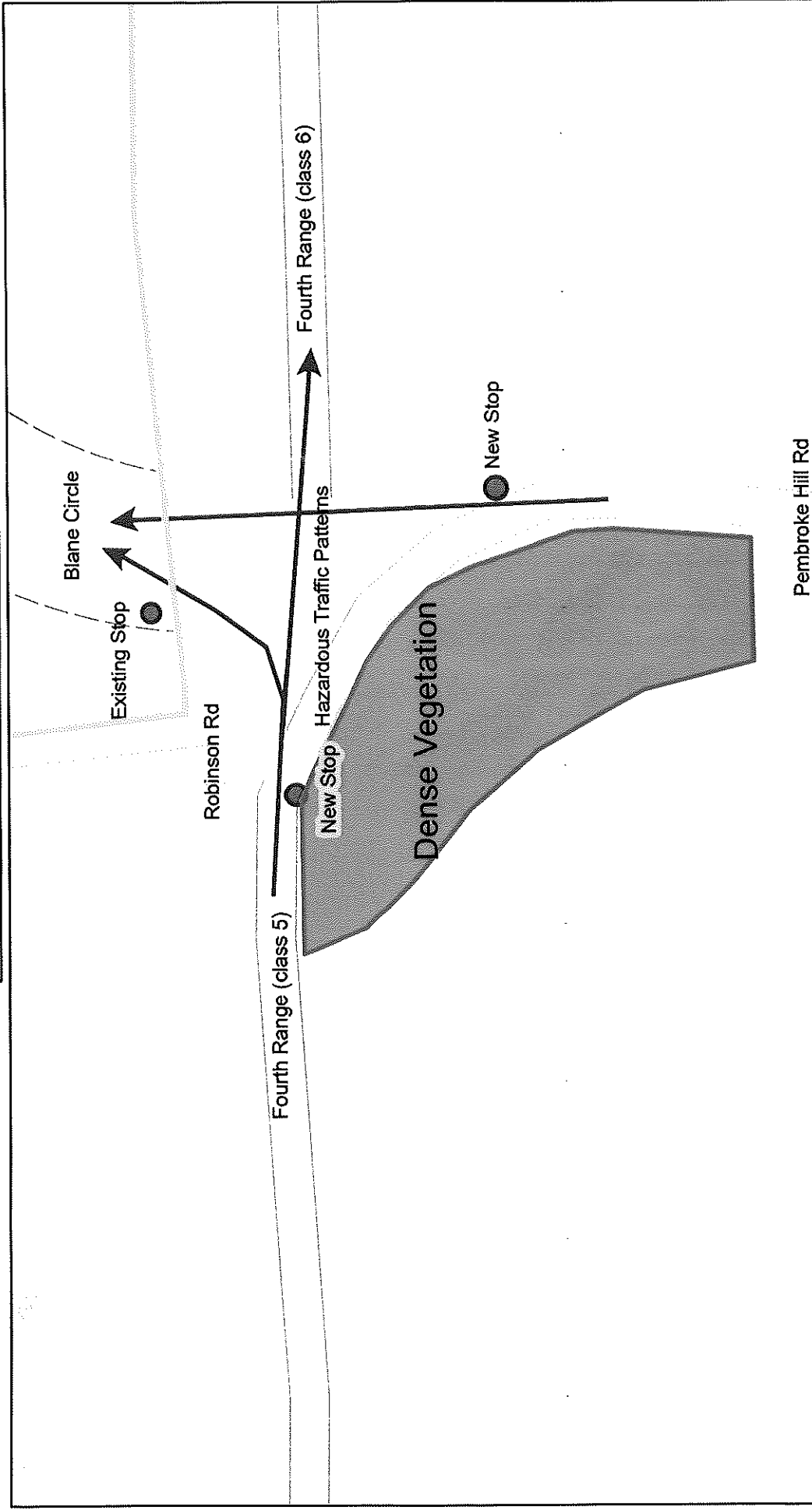
Town of Pembroke, NH

1 inch = 47 Feet



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May 30, 2023

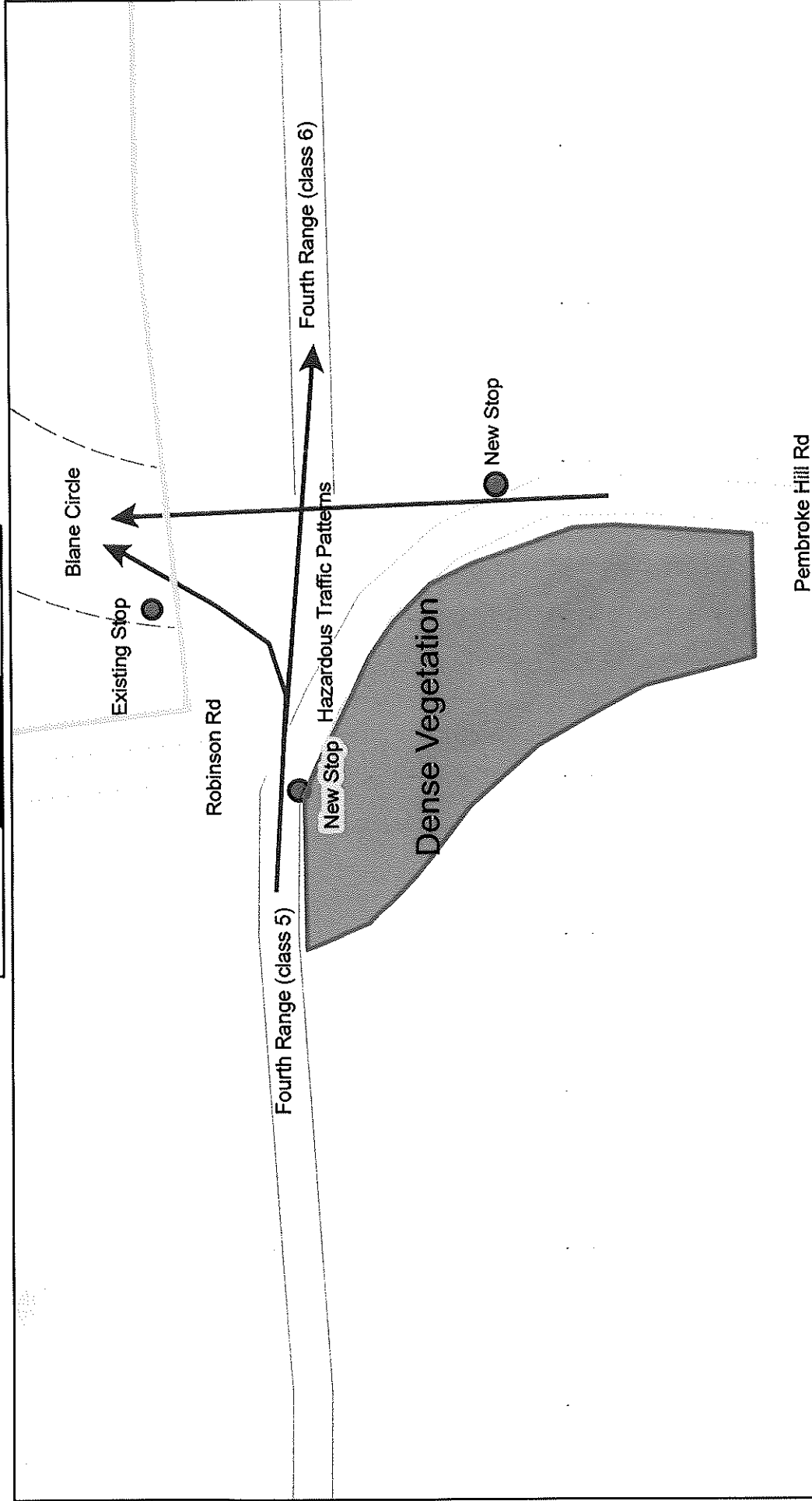
Town of Pembroke, NH

1 inch = 47 Feet



CAI Technologies
Project Mapping - Geospatial Solutions

www.cai-tech.com





Town of Pembroke, NH

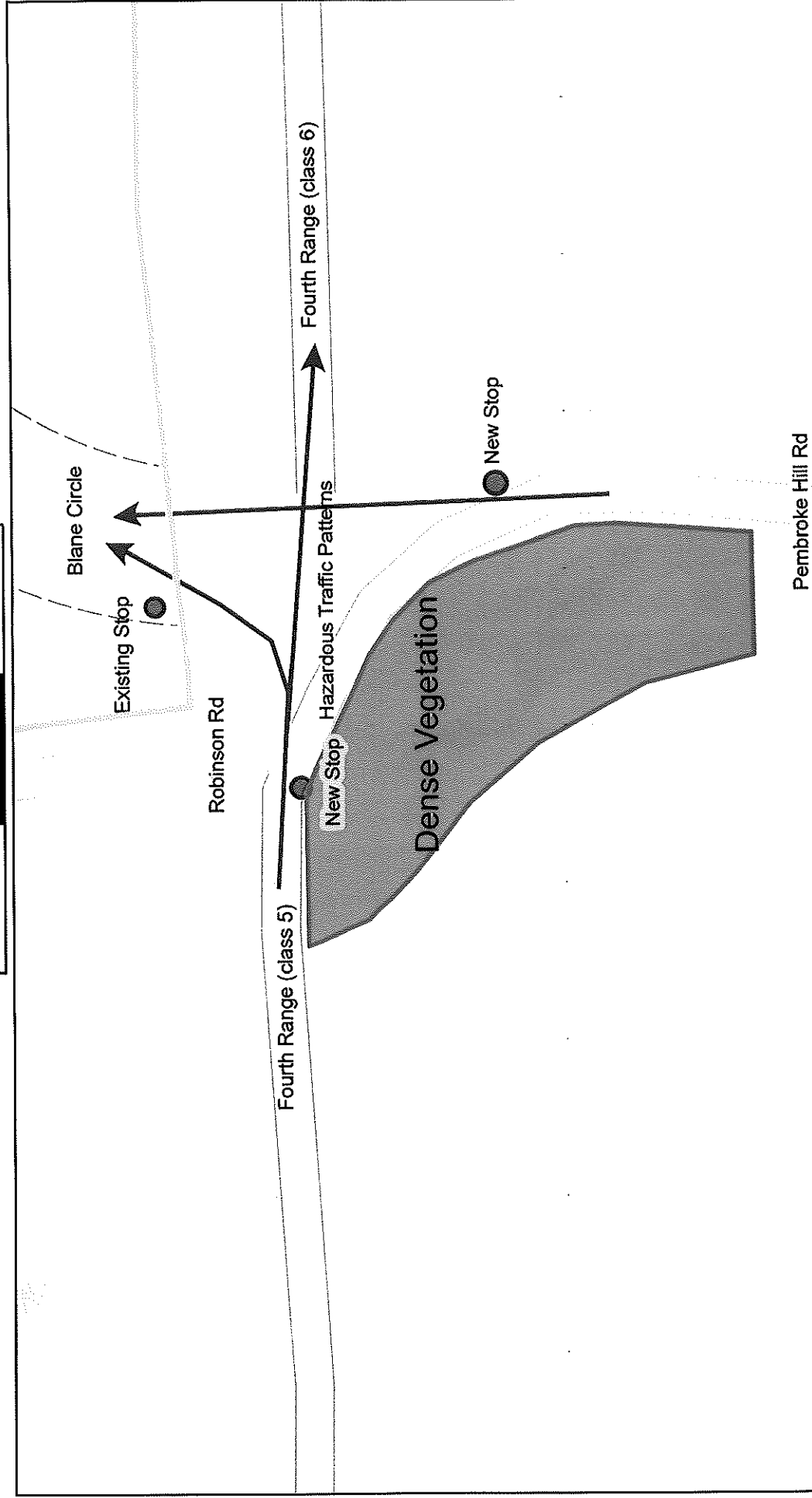
1 inch = 47 Feet

May 30, 2023



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www.cai-tech.com





May 30, 2023

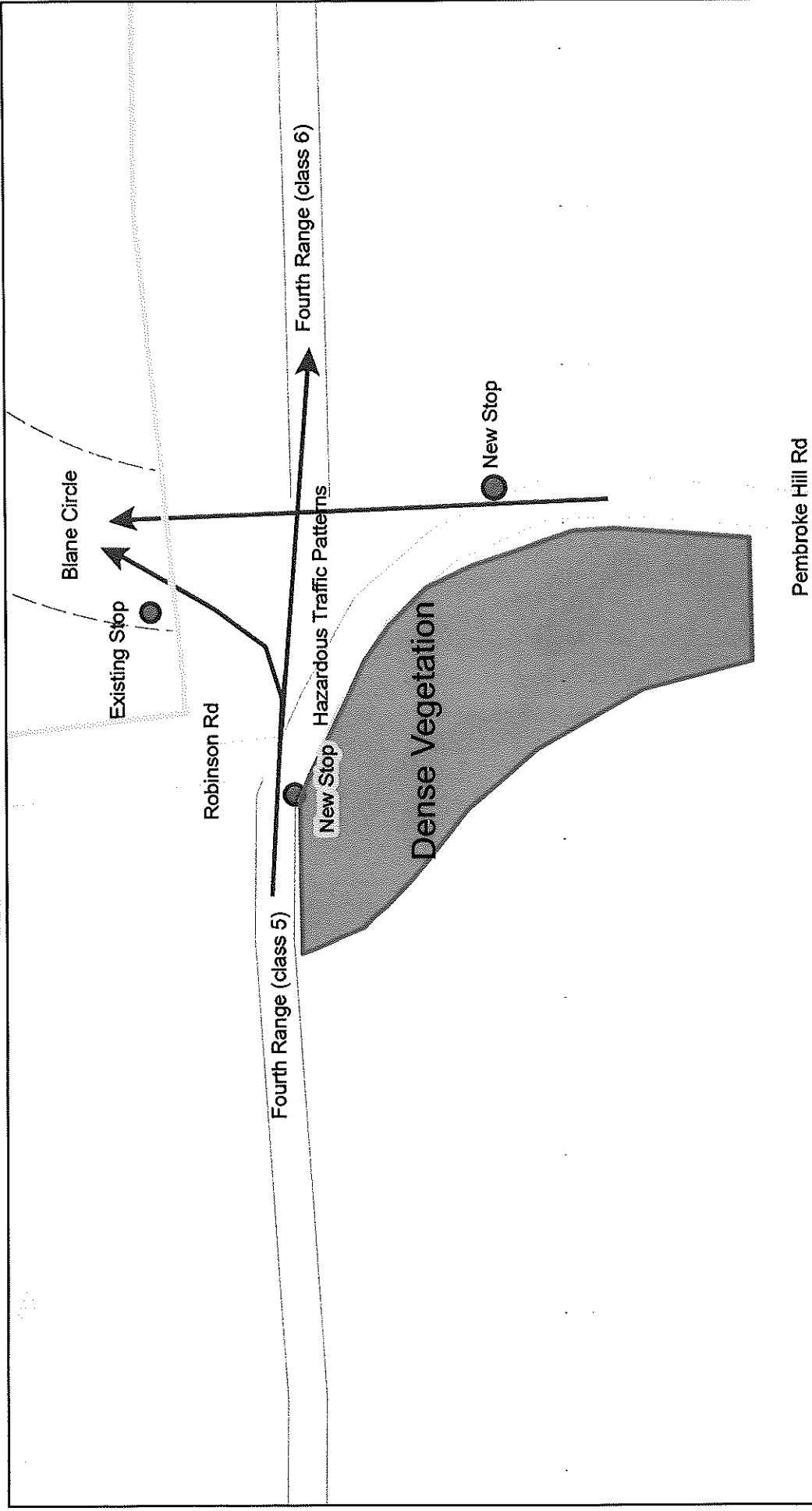
Town of Pembroke, NH

1 inch = 47 Feet



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www.cai-tech.com





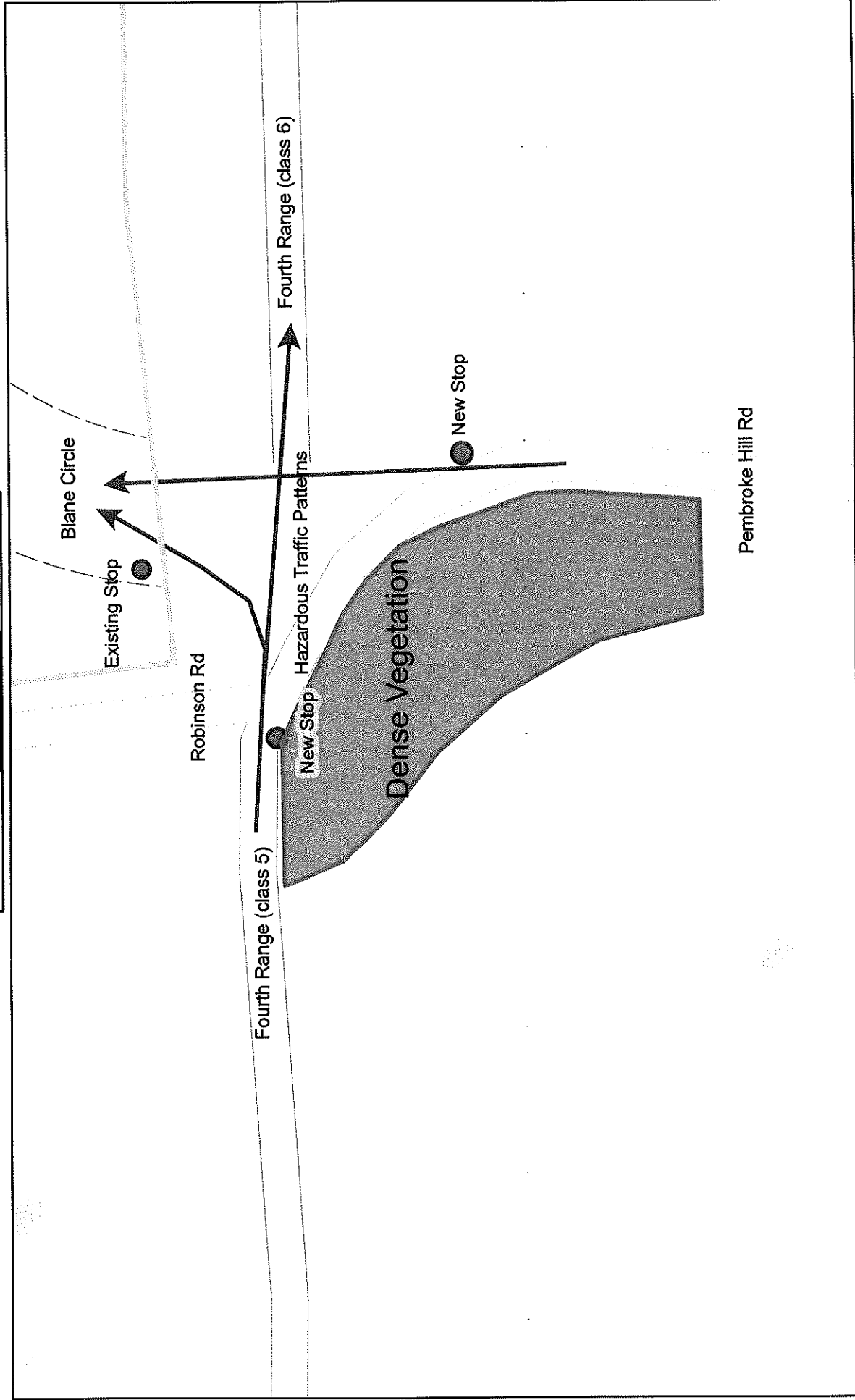
May 30, 2023

Town of Pembroke, NH

1 inch = 47 Feet



www.cai-tech.com



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June 12, 2023

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

RECEIVED
JUN 15 2023
TOWN OF
PEMBROKE, NH

RE: Price Change to Starz Channel

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:

- *Starz will be increasing its per month price from \$8.99 to \$9.99 effective with a customer's July 2023 billing statement.*

Please do not hesitate to contact me should you have questions at Bryan_Christiansen@comcast.com.

Sincerely,

Bryan Christiansen

Bryan Christiansen, Director
Government & Regulatory Affairs

Property & Liability Coverage Updates

Dear Primex³ Property and Liability Member,

We are writing to you as a valued member of our Property and Liability Coverage Program to update you on changes to your coverage that will take effect in your next coverage period. As part of our normal operations, we evaluate coverages annually for potential improvements, clarifications and, when necessary, limitations. Our process involves the monitoring of court opinions, existing and new legislation, loss trends, claims and risk management experience, coverage matters, reinsurance contracts, market conditions, and, most importantly, the risk environments within which our members operate. Our goal is to continue to deliver meaningful protections tailored to your operational risk as a New Hampshire local government entity while also maintaining the risk pool's strength so that it can protect and serve you for many years to come.

This year's approved changes involve the Primex³ Public Entity Liability Coverage, Property Coverage, and Public Officials Bond. For your ease of reference, the changes are categorically summarized below. This summary is a general informational bulletin; the terms and conditions of the Primex³ coverage documents exclusively govern all coverage determinations. The Primex³ coverage documents are posted in P3 for your review or may be obtained separately upon request.

Public Entity Liability Coverage

- **Sewer Back-Up:** We have increased the no-fault liability coverage for third-party claims from \$3,500 per incident to \$5,000.
- **Employment Practices Claims:** We have increased the pay and benefits sublimit from \$100,000 to \$300,000.
- **Whistleblower Claims:** We have revised our administrative proceedings exclusion so that we may provide defense of matters filed at the NHDOL and not just those filed in court.
- **Inverse Condemnation and Regulatory Takings:** We have expanded the coverage to include state law takings claims, which had been excluded, subject to a sublimit of \$1,000,000 per property taken with a \$2,000,000 annual member aggregate.
- **Housing Discrimination:** We've expanded coverage from the current defense cost only sublimit to allow for coverage of damages claims up to a limit of \$1,000,000 per occurrence and \$2,000,000 aggregate.
- **Limits of Liability Coverage:** Limits have changed from \$5,000,000 per occurrence and no member aggregate to \$2,000,000 per occurrence and a \$10,000,000 member aggregate.
- **Written Employment Contracts:** We've revised the breach of contract exclusion to clarify we exclude all liability for the balance due (e.g. wages and benefits) on the remainder of an employment contract for a fixed term.
- **Pollution Exclusion:** We've clarified that the definition of pollutants includes PFAS in all settings.
- **Assault Claims:** We've revised our language to clarify there is no coverage for assaults that violate the NH Criminal Code.

- **Interrelated Acts:** We've clarified existing language to highlight that in sexual misconduct cases, as in all cases, multiple Primex³ coverage documents do not apply to a series of interrelated acts spanning years. All interrelated acts are aggregated and assigned to the single coverage period in which they first began.
- **Sexual Molestation:** We've clarified existing language to exclude coverage for a perpetrator of molestation, sexual assault, or child pornography.
- **Sexual Misconduct and Sexual Harassment:** We've clarified that claims against members based on sexual misconduct or harassment cannot be stacked with multiple Primex³ coverages for multiple limits.

Public Entity Property Coverage

- **Sewer Back-up Damage to Members:** We've added coverage of \$10,000 per occurrence/\$100,000 annual aggregate per member for a member's own sewer back-up losses.
- **Smoke and Soot:** We've revised the pollution exclusion to cover smoke and soot damage to a member's structure and business personal property so long as it originates from a covered cause of loss occurring in a member structure or on a member's covered property. There is a sublimit of \$500,000 per occurrence and \$2,000,000 annual aggregate for each member.
- **Pollution Exclusion:** We've clarified that the definition of pollutants includes PFAS in all settings.
- **Fine Arts:** We've revised the terms to require scheduling and an appraisal on file that is not older than 10 years for fine arts over \$10,000 in value. We've reserved the right to appraise fine arts at the time of loss, and established scheduled fine art limits of \$500,000 per fine art and \$5,000,000 annual aggregate per member. Coverage for unscheduled fine art has also been increased up to \$10,000 in value at the time of loss, minus the \$1,000 property deductible.
- **Landscaping Coverage:** We've clarified that coverage does not apply to grass unless it is sod.
- **Loaner Fire Trucks:** We've established that fire trucks and ambulances on loan from non-members of the pool will be valued at actual cash value at time of loss.
- **Loss Valuation:** We've clarified that scheduled property values are for administration purposes only and do not constitute loss payment value at the time of loss.

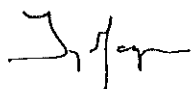
Public Officials Bond

- We've clarified that coverage is extended to the positions and amounts required by New Hampshire statutes and regulations; established a \$100,000 limit where state law specifies a position for bonding but not a limit; and disallowed stacking with other coverages for the same covered loss.

If you have any questions or concerns about these changes or your coverage in general, please contact Mike Ricker, General Counsel, or Mary Beth Purcell, Director of Claims.

We thank you again for your continued partnership.

Sincerely,



Ty Gagne, CEO



Mary Beth Purcell, Director of Claims

Trust. Excellence. Service.

Bow Brook Place, 46 Donovan Street ■ Concord, NH 03301-2624
(603) 225-2841 ■ (800) 698-2364 ■ nhprimex.org

David Jodoin

From: mvignale@kvpllc.com
Sent: Tuesday, June 20, 2023 6:07 PM
To: 'David Jodoin'; 'VJ Ranfos'
Subject: RE: Safety issue at Memorial Field

Hi David,

Met with VJ, Deb (NHDES), and the geomorphologist (via Zoom) today regarding SRF project and we discussed the erosion at the park. Bottom line is there is no quick fix for the area in the picture you sent (didn't think there was). I suppose someone could fall into the river but that is true at most locations in the park. The difference here is that there is a few foot drop off to pretty deep water. Doesn't seem that dangerous to me at current river levels but it's probably a lot worse at high flows.

Probably impossible keeping people out of there using fencing or some other barrier but some safety signing indicating there is a hazard there and access to that area is at your own risk might help people be more careful and reduce liability potential should something happen. Maybe the Town's attorney could weigh in on the potential liability and signing.

Mike

From: David Jodoin <djodoin@pembroke-nh.com>
Sent: Monday, June 19, 2023 11:31 AM
To: VJ Ranfos <vranfos@pembroke-nh.com>; Vignale Mike <mvignale@kvpllc.com>
Subject: FW: Safety issue at Memorial Field
Importance: High

Can we have a discussion on this as to what remedies may be available.

Thanks

David

From: Gerard Fleury [<mailto:muddjelly@aol.com>]
Sent: Sunday, June 18, 2023 6:34 AM
To: David Jodoin <djodoin@pembroke-nh.com>
Subject: Safety issue at Memorial Field

Hello David,

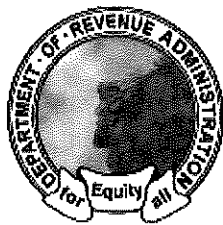
For several years now, I have been monitoring an erosion issue on the Suncook River edge of Memorial Field. I don't know how obvious it may be to those not tracking events there, but the river is slowly changing course and the main flow of the stream over the last twenty years has shifted northward to Pembroke. At one time, there was a shoreline road leading from the point where the boat ramp is, back toward the stone arch leading to Front Street. That roadway was washed away years ago but pedestrian foot traffic forged a path from the point side of where the road ended, up to the shore road which ends by the point ball field.

This winter, high water carved further into the erosion area in question and shoreline that was there last summer is now gone. A few trees were lost but of greater importance to public safety, the place where the foot trail had been established was also compromised, some of it just recently by heavy rains. I took a photo and attached it which may not adequately reveal the magnitude of the hazard. A portion of what remains of the path is undermined and with continued use, I believe that it will most likely slide into the river, which measures about four feet deep at the water edge. As the photo will reveal, if the path collapsed when someone was walking there, I won't predict what would happen but injury and a lawsuit quickly jumped to mind. This area might be a good candidate for warning signs to the effect that the shoreline is unstable and that the public should stay clear.

Maybe someone else has already thought of this and I'm just being paranoid but I'll feel terrible if I said nothing and then someone got hurt, or worse, and litigation resulted. Please pass my observations and concerns along to Public Works, Recreation, or whoever else should be informed.

Gerry

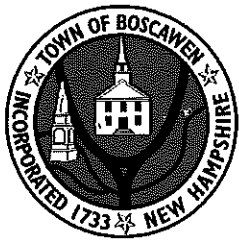
COMMUNITY ACTION REPORT



New Hampshire Dept. of Revenue
Municipal and Property Division
PO Box 487
109 Pleasant Street
Concord, NH 03302-0487

Visit Subject	
1. Assessment Review	<input checked="" type="checkbox"/>
2. Monitoring	<input type="checkbox"/>
3. Education/Training	<input type="checkbox"/>
4. Other	<input type="checkbox"/>
Visit Method	
In Person	
AR Year	2023

Municipality Name				Date of Visit			
Pembroke				Jun 19, 2023			
*Median Ratio	65.6	PRD	1.01	COD	12.2	**Weighted Ratio	67.1
*Measure of central tendency ratio used to compare individual property.							
**Weighted average ratio that the state applies to equalize a municipality's total value.							
Person(s) Contacted & Titles							
Name	Elaine Wesson			Title	Planning & Land Use Clerk		
Report							
On June 19, 2023 Ben Lafond and I held the Assessment Review Conference with the town's contracted assessor Monica Hurley and discussed the recent changes to Assessment Review Standards.							
The above statistics are the results of the Department's 2022 equalization study. They indicate a low level of assessment (65.6%), the result of market appreciation since the last revaluation. Current measures of uniformity and proportionality of property assessments remain within the IAAO and Assessing Standards Boards ranges. Per RSA 75:8-a the next required revaluation for the town is 2024. However, the Department recommends that the town and their assessor be vigilant of local market forces.							
Other Comments							
Please contact me anytime with assessing-related questions at 230-5961 or at Allison.M.Auger@dra.nh.gov							
Tentative Date and Time of Next Visit or Follow-Up							
Date	TBD			Time	TBD		
Items to be Covered at Next Visit							
TBD							
DRA Employee	Allison Auger			Date	June 19, 2023		
Signature	BL 6/21/23						



Town of Boscawen

116 North Main Street, Boscawen, NH 03303 | Telephone: 603.753.9188

Planning Board Members

Loren J. Martin
Chair

Barbara Randall
Vice-Chair

Edward J. Cherian, Jr.
Member

Gary Tillman
Member

Mark Varney
Member

Roberta Witham
Member

Lorrie J. Carey
Member Ex-Officio

Planning Board Alternates

Josh Crawford
Alternate Member

Bill R Bevens
Alternate Ex-Officio

Planning & Community Development Staff

Kelley Jo Easler
Director

Kearsten O'Brien
Deputy Director

Kara Gallagher
*Assistant &
Recording Secretary*

Amy Forbes
Clerk

PUBLIC NOTICE

RECEIVED

JUN 20 2023

TOWN OF
PEMBROKE, NH

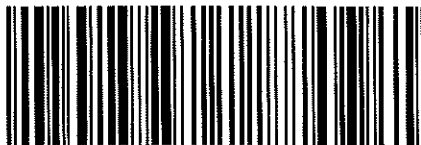
Notice is hereby given in accordance with NH RSA 676:4, I, D1, NH RSA 674:54, NH RSA 12-K:7, and the Town of Boscawen Land Development Regulations and Zoning Ordinance that the Planning Board will meet on Wednesday, July 5, 2023 after 6:30 PM at the Boscawen Municipal Complex, 116 North Main St, during a *regular meeting* of the Board, to hear a request to for a **Conditional Use Permit and Major Site Plan to construct and operate a 120' wireless telecommunications facility**, submitted by **Nixon Peabody for Bell Atlantic Mobile Systems LLC, d/b/a Verizon Wireless of 900 Elm Street, Manchester, NH 03303** with a location of **Map 49, Lot 21, 335 Daniel Webster Highway, located in an AR zone**. Upon a finding by the Board that the request meets the requirements of the Zoning Ordinance and the Land Development Regulations, the Board may conduct a Public Hearing on the merits of the proposal. Should a decision not be reached at the public hearing, this application will stay on the Planning Board agenda until such time as it is either approved or disapproved.

Copies of the Planning Board applications and associated materials are available for review at the Boscawen Municipal Complex, 116 North Main Street, during normal **business hours: Monday through Thursday, 8:30 AM to 4:30PM**. Material is also available online at www.boscawennh.gov. Phone (603) 753-9188 Ext 2325.

Per order of the Planning Board,

Kearsten O'Brien, Deputy Director
Planning & Community
Development

Kearsten O'Brien
Town of Boscaawen
116 North Main St 4th floor
Boscaawen, NH 03303



9314 8699 0430 0109 0496 90

RETURN RECEIPT (ELECTRONIC)



Total Postage: \$6.85

Town of Pembroke
311 Pembroke Street
Pembroke, NH 03275

Reference Number: