

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

- I. CALL TO ORDER
- II. CITIZEN COMMENT
- III. SCHEDULED MEETINGS:
 - a. Public Hearing in accordance with RSA 31:95-b III (a) - Acceptance of \$47,453.26 from the State of NH as part of House Bill 2
- IV. OLD BUSINESS:
- V. NEW BUSINESS:
 - a. Main Street Change Order
 - b. 2024 Meeting Schedule
 - c. Community Power newsletter
 - d. Polling Place and hours
 - e. Manifest/Abatements
 - f. Minutes 11/15/23; Non public 9/6/23, 10/18/23, 11/1/23, 11/15/23
- VI. TOWN ADMINISTRATOR REPORT
- VII. COMMITTEE REPORTS
- VIII. RSA 91-A:3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.
- IX. OTHER/CITIZEN COMMENT
- X. ADJOURN

PUBLIC HEARING NOTICE
Town of Pembroke
Board of Selectmen

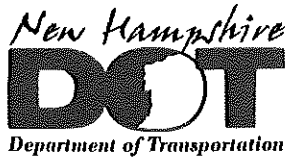
Notice is hereby given that the Pembroke Board of Selectmen will be holding a Public Hearing on Wednesday December 6 at 6:30 PM at the Pembroke Town Offices located at 311 Pembroke Street to discuss the following:

Acceptance of the following items in accordance with RSA 31:95-b III (a)

\$47,453.26 from the State of NH as part of House Bill 2 additional Funding for Highway Block Grant Aid

For questions, please call the Town Administrator at 485-4747, or email at djodoin@pembroke-nh.com.

Karen Yeaton, Chairman
Sandy Goulet, Vice Chairman



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Commissioner

David Rodrigue, P.E.
Assistant Commissioner

November 9, 2023

RECEIVED

Andre Briere, Colonel, USAF (RET)
Deputy Commissioner

NOV 14 2023

TOWN OF
PEMBROKE, NH

Karen Yeaton, Chair of Selectboard
Town of Pembroke
311 Pembroke Street
Pembroke, NH 03275

**Re: Pembroke Special One Time Highway Payment – in Accordance with House Bill 2
Payment for Maintenance, Construction and Reconstruction of Class IV and V Highways**

Dear Ms. Yeaton:

The following is notification of a one time highway payment being made available to your town in State Fiscal Year 2024 based on the passage of House Bill 2 (HB 2) effective in June 2023. HB 2 directs the department to divide and distribute a \$10 million one time payment between all New Hampshire municipalities based on the distribution methods of Block Grant Aid Apportionment A. This one time payment is separate from your regular quarterly payments.

This one time payment is anticipated to be available to the Town of Pembroke during the month of November 2023 as follows:

November 2023 Actual Payment: \$47,453.26

In generalized terms and in accordance with statutory provisions for distribution of Block Grant Aid "Apportionment A" funds, this one time highway payment is based on the municipalities' mileage of Class IV and Class V highways, as well as the municipalities' population.

Please contact us at 271-3344 if you have any questions.

Sincerely,

C. R. Willeke

C. R. Willeke, PE
Municipal Highways Engineer
Bureau of Planning and Community Assistance

CRW/dmp

State of New Hampshire
Vendor Payments

Check Number: 2359225

STATEMENT OF REMITTANCE

VOUCHER NUMBER	INVOICE NUMBER	DESCRIPTION	CONTACT INFORMATION	DATE	AMOUNT
5871331	044CW3341050106F	CW-334105-01 Pembroke Req 6F	(603) 271-0954 Cassandra.J.Thibeault@des.nh.gov	11/03/23	42,839.42
5872493	FY24 SPEC BLK GRANT A	FY24 SPEC BLK GRANT A	(603) 271-3466	11/08/23	47,453.26
	FY24 SPEC BLK GRANT A \$47453.26; FY24 SPEC BLK GRANT A \$0.00				

If you have further payment questions, reference the contact information provided next to the line item in question.

TOTALS: \$90,292.68

INFORMATION MESSAGE

Questions On Your Payment?

Please use the contact information provided above in the fourth column from the left.

Page 1 of 1

State of New Hampshire
Office of State Treasurer
25 Capitol Street - Rm. 121
Concord, NH 03301

State of New Hampshire
Vendor Payments

Bank of America
Concord, NH

11/09/23

2359225

DIRECT DEPOSIT ADVICE

PAY EXACTLY *VOID VOID VOID VOID VOID VOID VOID VOID*

\$ **90,292.68**

PAY TO THE ORDER OF
TOWN OF PEMBROKE
311 Pembroke St
Pembroke NH 03275
177458

NON-NEGOTIABLE

From: mmanh@googlegroups.com on behalf of Margaret Byrnes
<mbyrnes@nhmunicipal.org>
Sent: Tuesday, November 7, 2023 9:18 AM
To: Municipal Managers (mmanh@googlegroups.com) (mmanh@googlegroups.com)
Subject: [MMANH] Important State Aid Update
Importance: High

IMPORTANT State Aid Update HB 2 (SB 270)

Updated November 6, 2023

Certain provisions in **Chapter 79 (HB 2, Sections 520 and 521)** provide \$20 million in one-time property tax relief through additional direct payments to cities and towns for immediate infrastructure improvements: an additional \$10 million in municipal highway block grants and \$10 million for the repair and maintenance of municipally-owned bridges. This FAQ explains how this state aid will impact the local budget.

When can a municipality expect to receive these funds? The additional one-time lump-sum payment of highway block grant aid is expected to be disbursed by mid-November. The additional one-time lump-sum payment of bridge aid is expected to be disbursed in Late November – early December timeframe.

How can a municipality accept and expend these funds? The bill allows both categories of funds to be considered “unanticipated revenue.” Therefore, a municipality may accept and expend the funds under the provisions of **RSA 31:95-b, II-IV**, regardless of whether municipality has adopted that statute. For unanticipated money in the amount of \$10,000 or more, RSA 31:95-b requires the governing body to hold a public hearing on the action to be taken, with notice of the time, place and subject of the hearing published at least seven days before the hearing is held. For unanticipated money less than \$10,000, the governing body must post notice of the funds in the agenda and include notice in the minutes of the public meeting at which the money is discussed.

How much should my municipality expect to receive? The additional appropriations contained in **HB 2 (SB270)**, while less than the amount of **SB 401** from last session (\$36 million), still represent a significant state investment in local infrastructure. Assuming all variables remain the same, your municipality would receive approximately 33 percent of the prior year’s one-time funding for Class IV and V roads and 27 percent of the one-time bridge payment received last year.

What is the municipal distribution formula for roads and bridges? Every municipality with a municipally-owned bridge will receive a share of the \$10 million allocated for the repair, maintenance, and construction in addition to any state or federal funds committed or available for bridge projects. No local match is required.

- **Highway Block Grants.** The \$10 million allocated for roads will follow the Department of Transportation “Apportionment A” formula used when calculating the annual highway block grant each municipality receives. Therefore, funds will be distributed among the municipalities based on their population in proportion to the entire state’s population and the other half is disbursed based on a municipality’s Class IV and V road mileage in proportion to the total statewide Class IV and V mileage.
- **Municipally-Owned Bridge Allocation.** The appropriation for bridges will be based on a similar 50/50 formula, where \$5 million will be distributed based on a municipality’s deck area proportional to the total deck area for municipally-owned bridges, and \$5 million will be distribution based on a municipality’s total share of the state population.

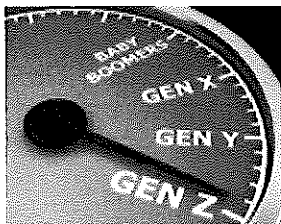
- **What can this money be used for?** HB 2 will provide funding with restricted uses, meaning that it may be used to supplement (not supplant) local budgets. The “supplement not supplant” provision requires that these funds must add to (supplement) and not replace (supplant) local budgeted funds when providing services that repair, maintain, and construct municipal bridges (bridge -aid); repair and maintain class IV and V roads ; or acquire the equipment necessary to maintain Class IV and V roads (additional highway block grant) including advancing sidewalk construction adjacent to a Class V Road.
 - RSA 32:7, IV, provides that money from a state grant for a specific purpose is non-lapsing;
 - The amount of additional grant will *not* be reported as “Highway Block Grant Revenue” on the municipalities 2023 MS-434 Report of Revised Estimated Revenue;
 - As dedicated state grant funds with a specific purpose outlined in the law, the additional funds will not become part of the unassigned fund balance;
 - Cities and towns are encouraged to inquire of their accountant or auditing firm to determine the appropriate fund where the money will be placed until obligated and expended: and,
 - It is not recommended these funds be placed in a Capital Reserve Fund. That action requires the vote of the legislative body, and the road and bridge funds are already restricted in their eligible use and may not be redesigned.

NHMA will continue to provide updated information and guidance on HB 2 as it becomes available to us.

Questions?

Please contact NHMA at 603.224.7447 or governmentaffairs@nhmunicipal.org

Margaret M.L. Byrnes
Executive Director
NH Municipal Association
 25 Triangle Park Drive
 Concord, NH 03301
 (603) 224-7447
mbyrnes@nhmunicipal.org
NHMA's 82nd Annual Conference!



Zap the Gap: How to Make Peace and Work Effectively in a Multigen
NHMA's 82nd Annual Conference and Exhibition
 November 15 & 16, 2023
 DoubleTree by Hilton Manchester Downtown Hotel, Manchester, NH

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 You received this message because you are subscribed to the Google Groups "Municipal Management Association of New Hampshire." To reduce the number of e-mails sent to MMANH members, please reply only to the original sender of the message unless you believe your response will benefit the majority of readers or you are adding to a group discussion. Please refrain from sending personal messages or well wishes to the entire MMANH group.

Access to this list serve is only available to current full members of MMANH (membership application

available at www.mmanh.org). If you have any other questions, e-mail group administrator Walter Johnson @ mmanhexecdir@outlook.com

You received this message because you are subscribed to the Google Groups "Municipal Management Association of New Hampshire" group.

To unsubscribe from this group and stop receiving emails from it, send an email to

mmanh+unsubscribe@googlegroups.com.

To view this discussion on the web visit

<https://groups.google.com/d/msgid/mmanh/DM4PR16MB541866E180EC1360A0B236FBBCA9A%40DM4PR16MB5418.namprd16.prod.outlook.com>.

Memorandum

From: Mike Vignale, KV Partners, LLC

Date: November 28, 2023

Re: Change Order Discussion – Main Street Project – Contract Change Order #1

Following is a discussion of the necessity and justification for each change order request submitted by Merrill:

- Merrill Change Request 1 – This change request was required to regrade the existing gravel base prior to placement of temporary paving in the late fall of 2022. Temporary paving was required since Liberty Gas and Consolidated were unable to relocate their utilities in time for Merrill to complete the roadway construction work.
- Merrill Change Request 2 – This change request was required to allow adequate funding for Merrill to remobilize on the site. This includes costs associated with extending the Performance and Payment bond dates, delivering equipment and personnel to the site, and starting up the project a year after it was suspended. Note that Merrill did not ask for an increase in costs due to inflation.
- Merrill Change Request 3 – This change request includes a slightly higher curb (2') due to the grade differential between the proposed sidewalk and adjacent parking lot and resetting that granite curb after it was installed. This curb is located near the parking lot across from Broadway. Curb relocation was required since Eversource agreed to relocate a utility pole (after saying it could not be relocated) to move it closer to the curb line and away from the middle of the sidewalk. A 5' clearance is required between the utility pole and curb line (back curb) and the new pole location did not provide that clearance without relocating the back curb.

CHANGE ORDER No. 1**Contractor: Merrill Construction****Contract: Main Street Roadway Improvement Project****Agency: Town of Pembroke, NH****Designer: KVPartners, LLC**

Date Issued: November 28, 2023

THE FOLLOWING CHANGES ARE MADE TO THE CONTRACT DOCUMENTS**A. ADJUSTMENTS IN CONTRACT PRICE**

(1) The Contract Price from the Agreement (Section 5.01 in the Agreement)	\$853,570.00
(2) Net adjustment in said Contract Price in prior Change Orders	\$0.00
(3) The amended Contract Price before this Change Order	\$853,570.00
(4) Net increase (decrease) from this Change Order	\$11,787.00
(5) The Contract Price including this Change Order will be	\$865,357.00

B. ADJUSTMENTS IN CONTRACT TIME

(1) The Contract Completion Date (Section 4.02 in the Agreement)	September 30, 2022
(2) Net adjustment in said Contract Time in prior Change Orders	398 days
(3) The amended Contract Time before this Change Order	October 31, 2023
(4) Net shortening (extension) by this Change Order	240 days
(5) The Contract Completion Date will be	June 30, 2024

C. OTHER PROVISIONS OF THIS CHANGE ORDER: It is expressly agreed and understood that the approval of this Change Order will have no effect on the Contract Documents other than with respect to this Change Order and the matters expressly provided in this Change Order.

D. ATTACHMENTS - The following additional documents are attached to and made a part of this Change Order by this reference: Contract Change Order worksheet from Merrill for CO #2 and CO # 3. CO #1 was approved in the field due to the urgency of the request for roadway grading prior to temporary paving last fall. The contract extension is for final paving and some minor remaining work.

E. RECOMMENDED**APPROVED**11-28-23

By the Designer

Date

By the Town

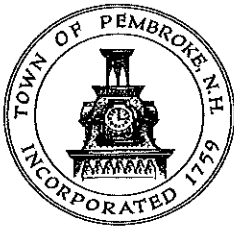
Date

F. CERTIFICATION, ACCEPTANCE & WAIVER OF FUTURE CLAIMS BY CONTRACTOR:

This is to certify to the best of my knowledge and belief that the cost and pricing data so summarized herein are complete, current, and accurate. The undersigned **Contractor** also acknowledges and agrees that the adjustment in Contract Price and Contract Time stipulated in this Change Order constitute an all-inclusive settlement for all changes and any delay and all costs, and the undersigned **Contractor's** signature represents a waiver of any and all rights to file a claim on account of this Change Order, the Work, or the Work involved in this and all prior Change Orders.

By the Contractor

Date



TOWN OF PEMBROKE
TOWN HALL
 311 Pembroke Street
 Pembroke, New Hampshire 03275
 Tel: 603-485-4747 Fax: 603-485-3967
 Web: pembroke-nh.com

2024
PEMBROKE BOARD OF SELECTMEN
MEETING SCHEDULE

Meeting Date	Day	Agenda Items Due by Tuesday***	Payment Vouchers due FRIDAY**
January 3	Wednesday	December 26	December 29
January 17	Wednesday	January 9	January 12
February 7	Wednesday	January 30	February 2
February 21	Wednesday	February 13	February 16
March 6	Wednesday	February 27	March 1
March 20	Wednesday	March 12	March 15
April 3	Wednesday	March 26	March 29
April 17	Wednesday	April 9	April 12
May 1	Wednesday	April 23	April 26
May 15	Wednesday	May 7	May 10
June 5	Wednesday	May 28	May 31
June 19	Wednesday	June 11	June 14
July 3	Wednesday	June 25	June 28
July 17	Wednesday	July 9	July 12
August 7	Wednesday	July 30	August 2
August 21	Wednesday	August 13	August 16
September 4	Wednesday	August 27	August 30
September 18	Wednesday	September 10	September 13
October 2	Wednesday	September 24	September 27
October 16	Wednesday	October 8	October 11
November 6	Wednesday	October 29	November 1
November 20	Wednesday	November 12	November 15
December 4	Wednesday	November 26	November 29
December 18	Wednesday	December 10	December 13

**** =All vouchers are due at the Town Hall Finance Office by NOON TIME on THE FRIDAY before the Selectmen's Meeting in order to have enough time to process the manifest for Selectmen signature on Wednesday. Any item not turned in will be placed on the next manifest.**

*****=In order to get the packet ready for the Board, all items need to be in by Noon If not the item will be placed on the next meeting agenda for discussion.**

David Jodoin

From: Richard Frederickson <RickFredSelectman@outlook.com>
Sent: Friday, November 17, 2023 5:22 PM
To: David Jodoin
Subject: Energy

David,

Please add Energy Committee to December 20th agenda. I will be sharing an information memo on the 15th with the board to review.

They can develop questions for the 20th meeting.

I will then have to be at the launch meeting on December 21st.

Rick

Get [Outlook for iOS](#)



To: Member Reps. & Authorized Officers of Wave 2 CPAs: Durham, Hudson, New London, Newmarket, Pembroke, Stratham, Warner, Webster, Westmoreland
Member Reps. & Authorized Officers of Operating CPAs: Canterbury, Cheshire County, Enfield, Exeter, Hanover, Harrisville, Lebanon, Nashua, Peterborough, Plainfield, Portsmouth, Rye, Walpole

From: Brian Callnan, CEO

Date: November 21, 2023

Subject: Spring 2024 Procurement, Rate Setting & Wave 2 Launch Schedule

This memo outlines CPCNH's procurement and rate setting timeline for the upcoming 6-month rate period (February through July 2024) along with key activities as we prepare to launch our second wave of Community Power Aggregations (CPAs).

The following Member towns have authorized Community Power launch by CPCNH and make up our "Wave 2" group:

Wave 2 Members	Population
Cheshire County (various towns)	TBD
Durham	15,490
Hudson	25,349
New London	4,400
Newmarket	9,430
Pembroke	7,207
Stratham	7,695
Warner	2,937
Webster	1,954
Westmoreland	1,706
Total	76,213

Key Dates for Authorized Officers

Authorized Officers of newly launching Wave 2 Members will be invited to attend the **Wave 2 Procurement Authorization Meeting** on Thursday, December 21 (either virtually or in person) and will be given the opportunity to elect to defer procurement on behalf of their CPA at the meeting. Calendar invitations to follow.

In advance of the meeting, initial rate recommendations will be sent out for Member review on December 15. After procurement has been authorized on behalf of participating Wave 2 CPAs, and after a public ratesetting consultation meeting, final rate recommendations will be sent to the Board late in the day on December 21.

Between December 21 and 28 (when the Board meets to approve rates), all CPA Authorized Officers (or alternatively, member governing bodies) will be invited to elect rate products. Absent any election, Granite Basic will be set as the Member CPA's default product, with Granite Plus, Clean 50, and Clean 100 as opt-up products.

Procurement and Rate Setting

Thursday, December 11: Risk Management Committee meets to evaluate market conditions and hedge recommendation memo.

Thursday, December 14: Eversource, Liberty, Unitil rates known for period 2/1 – 7/31 2024.

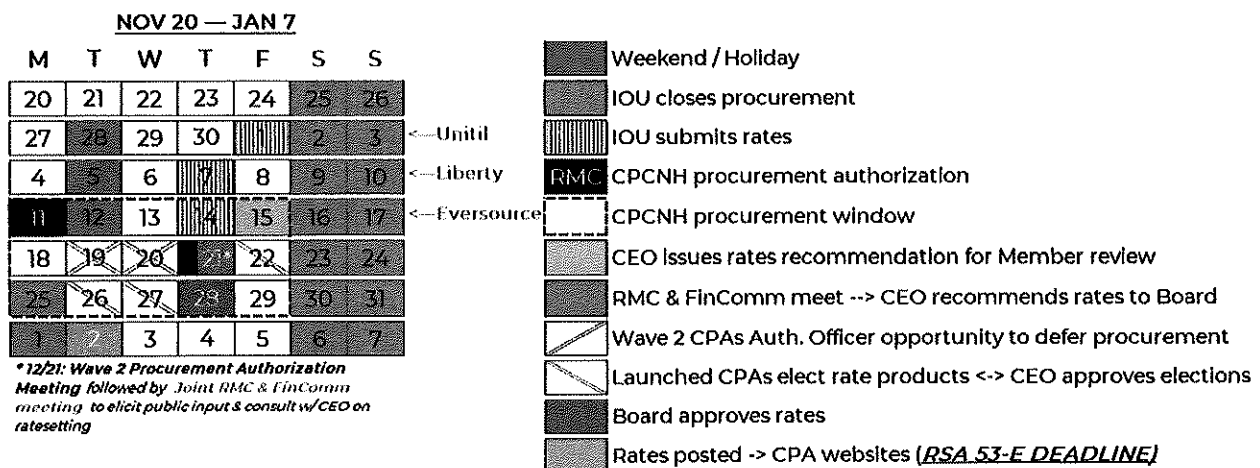
Tuesday, December 15: CEO issues rate recommendation for review by Members, including Authorized Officers of Wave 2 Members.

Thursday, December 21:

1. Risk Management Committee meets and entertains a hedge recommendation memo for Operating CPAs and to authorize procurement for Wave 2:
 - ✓ Wave 2 Authorized Officers will be invited to attend (virtually or in-person) and provided an opportunity to elect to defer procurement.
 - ✓ Note that absent an election to defer, Wave 2 CPAs will be included in procurement.
2. Risk Management & Finance Committees meet jointly on CEO rate recommendation:
 - ✓ CEO presentation on utility default supply rates and competitive offerings for the February through July 2024 period.
 - ✓ CEO presentation on CPCNH rate setting revenue requirements (expected costs, expenses, financial reserves) and recommended supply rates.
 - ✓ Public comment and input on recommended changes to default supply rates.
 - ✓ Joint Committee deliberation and consultation with CEO on recommended rates.
3. CEO finalizes and sends recommended rates to Board for review.

Thursday, December 28: CPCNH Board of Directors sets rates.

- ✓ Deadline for Launched CPA Authorized Officers to make changes in default and opt-in rate products, otherwise elections from current rate period will remain.
- ✓ **Tuesday, January 2:** RSA 53-E statutory deadline for CPCNH to publicly post new supply rates for the period effective 2/1/24 through 7/31/24.



Noticing and Launch

Wednesday, January 3: Public Engagement Kickoff Meeting (virtual).

Monday, January 8: Deadline for Members to schedule a public information session for the week of January 29 so details may be included in customer enrollment letters.

Monday, January 22: Target date to mail Wave 2 customer enrollment letters; contact center and CommunityPowerNH.gov webpages go-live.

Week of January 29: Target week for mandatory public information sessions (which must be held within 15 days after the mailing).

March 2024: Target month for Wave 2 launch and customer enrollments.

January 1 to February 4							
M	T	W	T	F	S	S	
1	2	3	4	5	6	7	Weekend / Holiday
8	9	10	11	12	13	14	Rates posted -> CPA websites
15	16	17	18	19	20	21	Wave 2 CPA Public Engagement Workshop (virtual)
22	23	24	25	26	27	28	Wave 2 CPAs schedule public information sessions
29	30	31	1	2	3	4	Wave 2 notices mailed to customers
							Wave 2 CPAs hold public information sessions

David Jodoin

From: Jim Goff <jgoff@pembroke-nh.com>
Sent: Monday, November 27, 2023 11:53 AM
To: 'Tom Serafin'; 'David Jodoin'; 'patty sherman'
Cc: 'Andy Camidge'
Subject: RE: School District Meeting

The polling place and hours for the town election and meeting are set by the Board of Selectmen so I would imagine that the Town Administrator will be putting this on the next BOS meeting agenda.?

Jim
James F. Goff
Town Clerk
Pembroke, NH

From: Tom Serafin [mailto:tserafin@crhc.org]
Sent: Monday, November 27, 2023 10:56 AM
To: David Jodoin <djodoin@pembroke-nh.com>; jgoff@pembroke-nh.com; patty sherman <psherman@sau53.org>
Cc: Andy Camidge <acamidge@sau53.org>
Subject: Re: School District Meeting

We would have to confirm with the minutes, but as I recall, I took a "straw poll" about earlier start times for both meeting and the strong consensus was to start earlier.

>>> "sherman, patty" <psherman@sau53.org> 11/27/2023 9:03 AM >>>

* **CAUTION** - This is an EXTERNAL email - DO NOT open attachments or links in unexpected emails or from unknown senders *

Good morning,

I am contacting all of you on behalf of the Pembroke School Board. Last year there was a brief discussion regarding changing the start time of the meeting to 9:00 AM.

The Board asked that I contact you to see if there is interest in changing the town meeting in order to avoid confusing the public with 2 different start times.

Please let me know once all parties have been consulted.

I hope you all had a nice Thanksgiving.

Patty

--

Patty Sherman
Superintendent of Schools
Pembroke and Deerfield School Districts
267 Pembroke Street
Pembroke, NH 03275
(603)485-5187

David Jodoin

From: Elaine Wesson <ewesson@pembroke-nh.com>
Sent: Monday, November 27, 2023 2:56 PM
To: Dave Jodoin; MRicciotti@pembroke-nh.com; AAlley@Pembroke-nh.com; Gary Gaskell - Police; dshea@pembroke-nh.com
Subject: FW: Pembroke Revised Inventory Monitoring

From: DellaPelle, Stephen [mailto:Stephen.C.DellaPelle@dra.nh.gov]
Sent: Monday, November 27, 2023 2:14 PM
To: ewesson@pembroke-nh.com
Cc: Monica Hurley <mkchurley@comcast.net>
Subject: Pembroke Revised Inventory Monitoring

Hello,

This is Steve with the DRA and I'm just letting you know that I'll be starting our 2023 Revised Inventory Monitoring tomorrow 11/28. It will likely take me 2 full days to complete so I'm also planning on being there Wednesday 11/29.

I'll make sure to stop into the Town Hall as well as the local Police Department before I begin.

Any questions let me know!

Thanks,

Stephen Della Pelle
Real Estate Appraiser, East & West District
NH Department of Revenue Administration
109 Pleasant Street, PO Box 487
Concord, NH 03302-0487
Phone: 603-230-5968
Email: Stephen.C.DellaPelle@dra.nh.gov

STATEMENT OF CONFIDENTIALITY The information contained in this electronic message and any attachment to this message is confidential and is intended only for the named recipient(s). It may contain information that is subject to privilege from disclosure under applicable state and federal laws and rules. If you have received this message in error, or are not the named recipient(s), please immediately notify the sender and delete this message and any attachment from your computer system and destroy all copies.

ROBERT FROST PARK



A serene location along the Suncook River as viewed from Buck Street in Pembroke depicting autumn foliage.

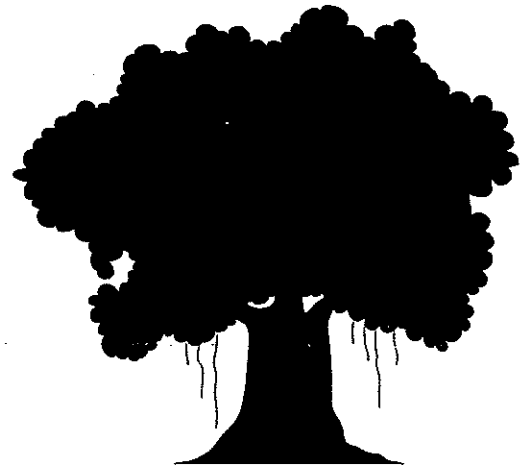
Thanks to the coordination of Meet Me In Suncook (MMIS) and the initial clearing of invasives by Girard Tree Service, LLC, the Robert Frost Park has been restored to its natural beauty. Mums and perennials were planted by MMIS member Lorette Girard. Invasive plants that periodically hinder the view of the river will be dealt with by Pembroke's Department of Public Works with the guidance of Chris Girard.

WHAT'S NEW? PLENTY!



The “Welcome Bag Program”, is the latest MMIS project. The bags will be delivered to new homeowners in Pembroke and Allenstown. It will contain a heartfelt “Bienvenue” letter from MMIS, local points of interest, gifts from Suncook Village merchants, a Pembroke and Allenstown municipal directory of important telephone numbers (ideal for quick referencing), a Suncook Historic Self-Guided Walking Tour brochure and an MMIS newsletter.

It has been many years since Pembroke Economic Development Committee and Meet Me In Suncook combined efforts to plant trees along Main Street. Over the years, the trees have thrived but now need a professional haircut. Thanks to one of MMIS’ wonderful supporters, Girard Tree Service, in cooperation with the Pembroke Department of Public Works, the trees will be given the attention necessary to continue to grow and enhance our downtown.



As a way to bring Main Street alive for the holidays, MMIS, once again, will provide Christmas wreaths to be hung along Main Street by the ever-supportive Pembroke firefighters in time for Christmas in the Village Sunday, December 3, 2023. This annual celebration, sponsored by the Pembroke Woman’s Club, brings out the best in Suncook.

**Meet Me In Suncook sends warm wishes to all this
Christmas season!!!**

HOLIDAY GIFT IDEAS

NOTE CARDS

\$10

Set of 5

\$10

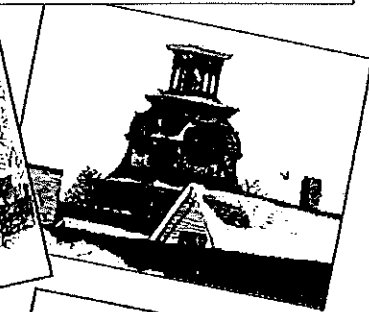
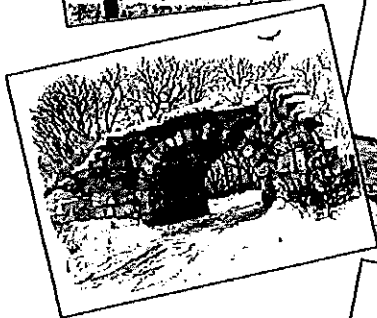
(one of each image)

To Order....

Call 603-485-7101

Or email

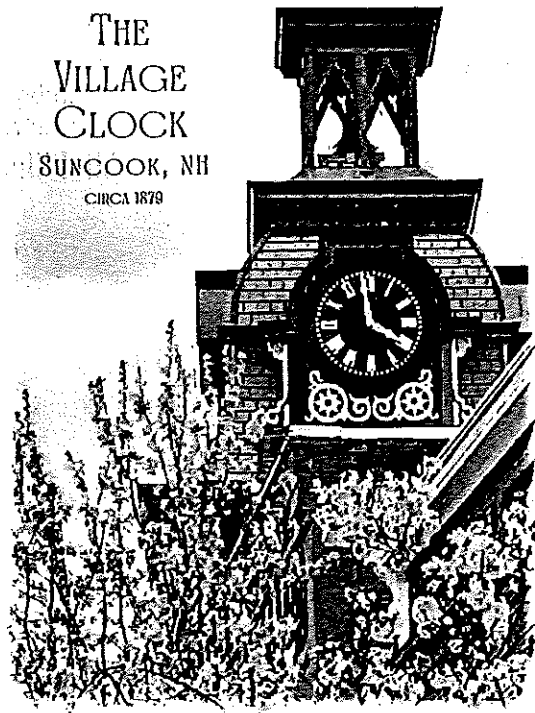
MeetMeInSuncookNH@gmail.com



504 PIECE PUZZLE \$25

Call 603-485-7101

THE
VILLAGE
CLOCK
SUNCOOK, NH
CIRCA 1879



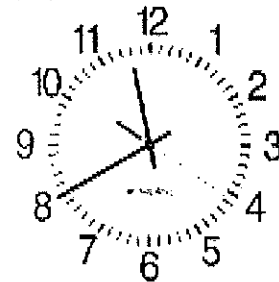
Choose a commemorative minute in time on the historic Town Clock and receive a certificate perfect for framing. \$10 each.

A Minute in Suncook

Be it known by all whom these presents shall come to the effect of and intention to the restoration of the E. Howard & Company clock located in the clock tower, built in 1879, and located at the corner of Main and Front Streets in the Historic Village of Suncook, New Hampshire, and further be acknowledged as the most minute of ... at the ... of the clock face

Presented this ... day of ...

Buy Your Own
Town Clock
Minute



\$10.00

For Clock Minutes, Call (603) 848-1351



Meet Me In Suncook
PO Box 1
Suncook, NH 03275

RECEIVED

NOV 16 2023

TOWN OF
PEMBROKE, NH

PRESORT STD
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CONCORD, NH
PERMIT #192

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Pembroke Town Hall

311 Pembroke St.

Pembroke NH 03275-3234



MEMBERSHIP FOR 2024!

To support MMIS and continue receiving its newsletter, become a member or renew your existing membership for 2024. Please complete the form below and send your \$15 annual membership fee, to: Meet Me in Suncook, PO Box 1, Suncook, NH 03275. The annual fee will help defray the costs of creating this newsletter and other MMIS activities.

The Meet Me in Suncook Committee was established as a nonprofit organization in 1998 for the purpose of "fostering an appreciation of the history of Suncook and to encourage preservation of its architecture as well as to promote the growth and prosperity of the Village."



Yes, I would like to become a member/renew my membership with Meet Me In Suncook. Enclosed is my \$15 annual membership fee for 2024.

Name: _____
Address: _____
Email: _____



RECEIVED

NOV 20 2023

TOWN OF
PEMBROKE, NH

November 17, 2023

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

Re: Important Information—Price Changes

Dear Members of the Board:

At Comcast, we are always committed to delivering the entertainment and services that matter most to our customers in your community, as well as exciting experiences they won't find anywhere else. We are also focused on making our network stronger in order to meet our customers' current needs and future demands. As we continue to invest in our network, products, and services, the cost of doing business rises. Rising programming costs, most notably for broadcast TV and sports, continue to be the biggest factors driving price increases. While we absorb some of these costs, these fee increases affect service pricing. As a result, starting December 20, 2023, prices for certain services and fees will be increasing, including the Broadcast TV Fee and the Regional Sports Network Fee. Please see the enclosed Customer Notices for more information.

Should you have any questions, please do not hesitate to contact me at Bryan_Christiansen@comcast.com.

Very truly yours,

Bryan Christiansen

Bryan Christiansen, Director
Government Affairs

Important information regarding your Xfinity services and pricing

Effective December 20, 2023

Xfinity TV Services	Current	New
Broadcast TV Fee	\$27.25	\$31.10
Franchise Costs		
Concord	\$0.42	\$0.50
Hampstead	\$1.08	\$0.86
Nashua	\$0.19	\$0.15
Pembroke	\$0.15	\$0.17
Ploistow	\$0.87	\$0.85
Seabrook	\$0.27	\$0.31
Regional Sports Fee	\$12.00	\$12.45
Choice TV Select	\$37.50	\$43.50
Choice TV Select - with TV Box (Flex upgrade)	\$47.50	\$53.50
HBO, MGM+, and DVR	\$30.98	\$31.98
Netflix, HBO, Showtime, and DVR	\$58.47	\$59.47

Xfinity Internet	Current	New
Connect	\$65.00	\$68.00
Connect More	\$87.00	\$90.00
Fast	\$102.00	\$105.00
Superfast	\$107.00	\$110.00
Gigabit	\$112.00	\$115.00
Gigabit Extra	\$117.00	\$120.00
Gigabit x2	\$130.00	\$120.00

Xfinity Home	Current	New
Pro Protection	\$50.00	\$55.00
Pro Protection Plus	\$60.00	\$65.00

Allentown, NH

87732000 (0810,1260,1290,1370,1380,1500,1550,1580,1610,1620,1630,1800,1820,3210)

P457AJ24

Important Information – Price Changes
December 20, 2023
Additional Information Continued

SERVICES NO LONGER AVAILABLE FOR NEW SUBSCRIPTIONS		
	Current	New
Basic Latino TV	\$ 28.27	\$ 32.95
Extreme 150	\$ 38.00	\$ 35.00
Digital Preferred Tier w/HBO	\$ 34.99	\$ 35.99
Economy Latino TV	\$ 39.27	\$ 42.27
Choice TV Select	\$ 32.50	\$ 43.50
Economy Plus Latino TV	\$ 47.27	\$ 50.27
Pro Protection	\$ 50.00	\$ 55.00
Digital Preferred Tier w/Sports and 4 Premiums	\$ 62.00	\$ 65.00
Performance Starter	\$ 65.00	\$ 68.00
Digital Preferred Tier w/Sports and 5 Premiums	\$ 66.00	\$ 69.00
Performance Internet Additional Outlet with TV or Voice service	\$ 67.00	\$ 70.00
Digital Preferred Tier w/ 5 Premiums	\$ 67.00	\$ 70.00
Starter Latino TV	\$ 67.27	\$ 70.27
Nuevo Completo	\$ 83.17	\$ 87.85
HSD AO	\$ 87.00	\$ 90.00
Performance Internet Additional Outlet	\$ 87.00	\$ 90.00
Internet Plus Latino Double Play	\$ 90.99	\$ 96.99
Internet Plus Double Play with HBO	\$ 90.99	\$ 96.99
Choice TV Double Play	\$ 90.99	\$ 96.99
Limited Basic + Performance Internet Double Play	\$ 96.74	\$ 99.74
Preferred Double Play	\$ 94.89	\$ 100.89
Internet Pro Plus w/Showtime Double Play	\$ 94.99	\$ 100.99
Blast! Extra Double Play	\$ 95.99	\$ 101.99
Internet Pro Plus Double Play with HBO	\$ 97.99	\$ 103.99
Choice TV Triple Play	\$ 100.99	\$ 106.99
Economy Double Play	\$ 102.99	\$ 108.99
Blast! Plus Double Play	\$ 105.99	\$ 111.99
Performance Internet and Unlimited Voice Double Play	\$ 111.95	\$ 114.95
Blast Plus Double Play with HBO	\$ 112.99	\$ 118.99
Standard+ Double Play	\$ 114.99	\$ 120.99
Basic Pro Triple Play	\$ 115.99	\$ 121.99

SERVICES NO LONGER AVAILABLE FOR NEW SUBSCRIPTIONS		
	Current	New
Preferred Triple Play	\$ 120.99	\$ 126.99
Select Double Play	\$ 122.99	\$ 128.99
Economy Pro Triple Play	\$ 123.99	\$ 129.99
Digital Premier with Sports and 4 Premiums	\$ 129.27	\$ 132.27
Blast Internet and Unlimited Voice Double Play	\$ 131.95	\$ 134.95
Digital Premier with Sports and 5 Premiums	\$ 133.27	\$ 136.27
HD Preferred Triple Play	\$ 130.99	\$ 136.99
Extra Double Play w/ Performance Internet	\$ 134.27	\$ 137.27
Digital Premier With 5 Premiums	\$ 134.27	\$ 137.27
Standard+ More Triple Play	\$ 131.99	\$ 137.99
Preferred Extra Triple Play	\$ 132.99	\$ 138.99
Starter Latino Double Play	\$ 134.27	\$ 140.27
Select+ Double Play	\$ 141.99	\$ 147.99
HD Preferred Plus Triple Play	\$ 142.99	\$ 148.99
Signature Double Play	\$ 142.99	\$ 148.99
Value Plus Triple Play	\$ 145.99	\$ 151.99
Economy Plus Latino Triple Play	\$ 145.99	\$ 151.99
Extra Double Play with Blast! Internet	\$ 154.27	\$ 157.27
Select Triple Play	\$ 151.99	\$ 157.99
Digital Preferred Double Play w/Performance Pro Internet	\$ 154.99	\$ 160.99
Starter Triple Play	\$ 157.99	\$ 163.99
Select+ More Triple Play	\$ 160.99	\$ 166.99
HD Starter Triple Play	\$ 165.99	\$ 171.99
Preferred Triple Play	\$ 170.99	\$ 176.99
Digital Premier Double Play with Sports and Voice	\$ 174.22	\$ 177.22
Signature Triple Play	\$ 171.99	\$ 177.99
Signature+ Double Play	\$ 171.99	\$ 177.99
Super Double Play	\$ 172.99	\$ 178.99
Digital Preferred Double Play w/ Blast! Internet	\$ 174.27	\$ 180.27
HD Preferred Triple Play with Hltz	\$ 180.99	\$ 186.99

SERVICES NO LONGER AVAILABLE FOR NEW SUBSCRIPTIONS		
	Current	New
Preferred Extra Latino Triple Play	\$ 180.99	\$ 186.99
HD Preferred Plus Triple Play	\$ 190.99	\$ 196.99
Signature+ More Triple Play	\$ 190.99	\$ 196.99
Super+ Double Play	\$ 191.99	\$ 197.99
Premier Double Play w/Performance Pro Internet	\$ 192.99	\$ 198.99
HD Preferred Extra Triple Play	\$ 197.99	\$ 203.99
HD Preferred Plus Triple Play with Hitz	\$ 200.99	\$ 206.99

SERVICES NO LONGER AVAILABLE FOR NEW SUBSCRIPTIONS		
	Current	New
Super Triple Play	\$ 201.99	\$ 207.99
Multilatinno HD Total Triple Play	\$ 220.99	\$ 226.99
HD Premier Triple Play w/ Blast! Internet	\$ 225.99	\$ 231.99
HD Premier XF Bundle Triple Play	\$ 225.99	\$ 231.99
HD Complete XF Triple Play	\$ 244.99	\$ 250.99



November 17, 2023

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

Dear Members of the Board:

We are writing again to share with you the emergency/trouble reporting procedure in the event a **municipal building** experiences problems with downed cable drops, signal transport issues with I-NET or Video Return Lines, Public, Education and Government (PEG) Access channels or to have our technical or construction staff on-site during an emergency.

MUNICIPAL - EMERGENCY/TROUBLE REPORTING PROCEDURES

(Please note the XOC telephone number listed below IS NOT for public dissemination)

- **STEP 1** Call 1-877-359-1821 (24/7 – XOC)
- **STEP 2** Select Option # 1 - Municipalities, Utilities, Police & Fire
- **STEP 3** Prompted for Reason for call:
 - Option # 1 - Down Wires (will be prompted to enter zip code)
 - Option # 2 – Pole hits, pole transfers or all other Municipal Issues
- **STEP 4** Speak with Rep. and obtain job reference #

The above steps will put you in touch with our Excellence Operations Center (XOC), 24-hours a day, and seven days a week.

Please do not hesitate to contact me with any questions at Bryan_Christiansen@comcast.com.

Sincerely,

Bryan Christiansen

Bryan Christiansen, Director
Government & Regulatory Affairs

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
November 15, 2023 at 6:30 PM**

DRAFT,

Present: Selectman Karen Yeaton, Selectman Peter Gagyi, Selectman Richard Bean, Selectman Sandy Goulet, Selectman Frederickson

Staff: Town Administrator David Jodoin

I. Call to Order:

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

II. Non-Public Meeting

Selectman Goulet made a motion to enter into non-public session in accordance with RSA 91-A: 3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the requests shall be granted, seconded by Selectman Frederickson 6:31 pm

Roll Call Vote:

Chairman Yeaton	Yes
Selectman Goulet	Yes
Selectman Bean	Yes
Selectman Gagyi	Yes
Selectman Frederickson	Yes

The Board came out of non-public session at 7:00 PM

Selectman Goulet made a motion to enter into non-public session in accordance with RSA 91-A: 3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the requests shall be granted, seconded by Selectman Frederickson 7:01 pm

Roll Call Vote:

Chairman Yeaton	Yes
Selectman Goulet	Yes
Selectman Bean	Yes
Selectman Gagyi	Yes

Selectman Frederickson Yes

The Board came out of Non-public session at 8:00 PM

Selectman Goulet made a motion to enter into non-public session in accordance with RSA 91-A: 3 II (b) Hiring, seconded by Selectman Frederickson 8:01PM

Roll Call Vote:

Chairman Yeaton	Yes
Selectman Goulet	Yes
Selectman Bean	Yes
Selectman Gagy	Yes
Selectman Frederickson	Yes

The Board came out of non-public session at 8:20 PM

III. Scheduled Meetings

None

IV. Old Business

None

V. New Business

Acceptance of Recreation Donation in Accordance with RSA 31:95-III (b)

Selectman Goulet made a motion to accept the donation from the Amoskeag Rowing Club in the amount of \$1,000 in accordance with RSA 31:95 III (b). Selectman Bean seconded the motion. Motion passed 5-0.

Approve Assessing Contracts Cycled Inspections and Revaluation

Selectman Goulet made a motion to approve the contract and to authorize the Town Administrator to sign all necessary documents. Selectman Frederickson seconded the motion. Motion passed 5-0.

Requests for trust fund reimbursements

The trust fund requests are as follows; transfer \$8,735.65 from the Town Building Fund for Sewer Line and Generator Repair, \$6,568.42 from the Police Small Equipment Fund for AED's, \$362,414.29 from the Fire Small Equipment Fund for Air Packs and a Compressor, \$9,225 from the Cemetery Improvement Fund for Pembroke Hill Paving, \$18,371.10 from the Recreation Fund for Dugouts/Soccer

Roof, \$407,541.50 from the Town Equipment Fund for a Chipper, 6-Wheel, and the Balance of a 10-Wheeler from 2022, \$69,631.19 from the Police Cruiser Fund for the balance of a cruiser from 2022 and a new cruiser, and \$18,173.76 from the Property Revaluation Fund for revaluation work for a total of \$990,660.91 to the General Fund.

Selectman Goulet made a motion to accept the trust fund reimbursements. Selectman Gagyí seconded the motion. Motion passed 5-0.

Manifest/Abatements

Selectman Goulet made a motion to accept the manifests and abatements as presented. Selectman Gagyí seconded the motion. Motion passed 5-0.

Minutes 11/1/23

Selectman Goulet made a motion to approve the minutes of November 1, 2023 as presented. Selectman Frederickson seconded the motion. Motion passed 4-0. Selectman Goulet abstained.

VI. Town Administrator Report

NH House Bill 2 gave additional funds from the highway block grant. Pembroke will receive \$47,453.26 that will need to be formally accepted at the next meeting.

Mary Ann Ricciotti has submitted for retirement effective February 15, 2024 after 30 years of service. The Chief has requested a 2.5% merit increase based on her most recent review. Selectman Goulet made a motion to approve the 2.5% increase and for it to be a lump sum payment. Selectman Gagyí seconded the motion. Motion passed 5-0.

Selectman Goulet made a motion to approve a 2.5% merit increase for Adam Mendoza. Selectman Frederickson seconded the motion. Motion passed 5-0.

Selectman Goulet made a motion to approve a stipend for the Department of Public Works employees due to being down three employees who normally plow. The stipend will be paid in two installments, one this year and one in April after plowing season is done, Selectmen Frederickson seconded the motion. Motion passed 5-0.

VII. Committee Reports

Selectman Yeaton – None

Selectman Bean – None

Selectman Gagy – Budget discussed the library budget. They are looking to increase the hours of the children's librarian and to also add a part time position to help with shortages in staffing. Gerry discussed the SAU budget and his concerns that he still has not received the most recent audited financial statements. Tomorrow night they will discuss Fire and Ambulance.

Selectman Frederickson – Planning met with Steven Whitley regarding some proposed zoning changes to define what a single-family home is. The sober living facility would not be effected by any future zoning changes. They also discussed warrant articles for the upcoming year.

Selectman Goulet - None

VIII. Other/Citizen Comment

None

IX. Adjourn

Selectman Goulet made a motion to adjourn at 8:46 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.