

**AGENDA**  
**BOARD OF SELECTMEN**  
**July 15, 2019 AT 6:30 PM**  
**TOWN HALL, PAULSEN MEETING ROOM**

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- I. CALL TO ORDER
- II. CITIZEN COMMENT
- III. SCHEDULED MEETINGS:
  - a. Continued hearing – 4<sup>th</sup> Range Road/Flagg Robinson road layout petition
  - b. Kevin Gagne – Trail Dawgs
- IV. OLD BUSINESS:
  - a. Street Light Update
  - b. 6 Howard Street
  - c. Letter from Sewer Commission RE: 4 Union Street
- V. NEW BUSINESS:
  - a. EMS Intermunicipal Agreement
  - b. Broadway/Fairview Drainage
  - c. Economic Development Committee
  - d. PA-28 Inventory Form
  - e. Letter regarding tax deed on Buck Street
  - f. Manifest/Abatements
  - g. Minutes 7/1/19. Non public 7/1/19
- VI. TOWN ADMINISTRATOR REPORT
- VII. COMMITTEE REPORTS
- VIII. OTHER/CITIZEN COMMENT
- IX. NON PUBLIC SESSION
- X. ADJOURN

# Rokeh Consulting, LLC

July 11, 2019

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

Re: *Robinson Road and Fourth Range Road Improvements*

Dear Members of the Board,

On behalf of San Ken Homes, Inc., we are requesting that the board of Selectmen continue the currently scheduled hearing next week on July 15<sup>th</sup> for the project to the August 19<sup>th</sup> hearing date. Our legal council, John Cronin from Cronin, Bission & Zalinsky, PC has requested time to review all prior correspondence and submitted material. We apologize for any inconvenience this may cause.

Sincerely,



Jon Rokeh, PE

cc. John Cronin  
Sandra Lehtonen  
Kenny Lehtonen  
Carolyn Cronin – Town Planner

357 Pembroke Hill Rd  
Pembroke, NH 03275

July 8, 2019

CERTIFIED MAIL  
RETURN RECEIPT REQUESTED

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

Planning Board and Selectmen:

This is to advise you of my intention to engage the Town of Pembroke in a lawsuit to estop any approval by the Planning Board of the current subdivision plan submitted by San Ken Homes, Inc. (Plan Application #18-09 for Tax Map 262, Lots 43 & 45) at 373 Fourth Range Road. The suit will be based upon failure by the Town to administer and enforce its subdivision code. The subdivision plan, as currently presented, does not comply with Chapter 205 of the Town of Pembroke Code. I have previously pointed out the specific deficiencies in letters to the Planning Board and the Board of Selectmen, dated January 18, April 8, April 11, April 18, and April 29, 2019, and in oral testimony at various public hearings. To date, the Planning Board has not advised the developer that correction of the deficiencies is required prior to approval of the subdivision. The deadline for a Board decision on the application is scheduled for later this month. I am advising you of my intent in the hope that the Planning Board will finally address these deficiencies before the deadline and avoid the cost of a lawsuit. The specifics of my legal case are summarized below.

The developer is proposing to upgrade Fourth Range and Robinson Roads to Class V status, and improve their intersection with Pembroke Hill Road, in order to provide access to the subdivision as required by Section 205-39 of the Town subdivision code. The street design standards specified in Article VI (Paragraphs 205-39 – 205-43) of the Town code are applicable to the improvement of these roadways. Paragraph 205-39C, in particular, states that “*Wherever an existing public street is substandard with regard to the standards established within this Article, said street shall be improved in all respects, ...so that it will conform to the standards set forth for public streets in this chapter.*” [Emphasis added].

The applicable stormwater drainage standards and requirements are specified in Article VII (Paragraphs 205-44 – 205-48). The required improvements to Fourth Range and Robinson Roads, and their intersection with Pembroke Hill Road, include a stormwater drainage system sufficiently sized to pass runoff from the 10-year frequency (10 percent annual chance) storm rainfall event (Paragraph 205-44C(5)). Paragraph 205-44C(3) states: “*Accommodation of upstream drainage areas. A culvert or other drainage facility shall, in each case, be large*



*enough to accommodate potential runoff from its entire upstream drainage area, whether inside or outside the development, assuming conditions of maximum potential watershed development permitted by the Zoning Ordinance.” [Emphasis added]*

The existing culvert, at the intersection of Pembroke Hill, Fourth Range, and Robinson Roads, carries stormwater from the northwest section of the developer’s property, under Robinson Road, then under Fourth Range Road, and then under my property to enter into an intermittent tributary to Hartford Brook. The culvert is 8 inches in diameter and over 400 feet in length. The culvert runs full every spring and at other times during heavy rains. The culvert has overtopped and failed at least once since I have lived here; severely eroding Fourth Range Road and requiring the Town to excavate and repair it. Town Public Works records should confirm this. The culvert is undersized now, and any development in the upstream watershed (including future development beyond the current subdivision) will only increase the frequency of its failure, overtopping of the roadways, and potential flooding of my property.

The developer’s initial subdivision plan showed that this culvert would be replaced by a 15-inch culvert, but for only 110 feet of its initial length. This would not be compliant with the Town’s subdivision code for two reasons. First, the entire length would not be upgraded. Second, the diameter of the culvert was too small to pass the 10-year design discharge (28.7 cubic feet per second) calculated in the developer’s stormwater-runoff analysis. These deficiencies have repeatedly been pointed out to the Planning Board in correspondence and testimony, as discussed above. I have also contended, in my letters of April 18 and April 29, 2019, that these deficiencies constituted sufficient cause for the Planning Board to reject the developer’s subdivision plan as incomplete. In my letter of April 29, 2019, I requested the Board to reconsider its April 23 finding of plan completeness. No action was taken by the Board on my request.

At the meeting of the Planning Board of June 25, 2019, I was made aware of yet a third revision of the developer’s intersection plan that was submitted by hand to the Town on June 18. This plan withdraws the earlier proposal for a 15-inch culvert and reverts to the 8-inch culvert currently in place. This is a step backward in fulfillment of the requirements of the Town subdivision code. At the June 25 meeting, the developer’s representative stated that, by installing curbing and a catch basin on a small section of Robinson Road, any increase in flow from the subdivision would be diverted to another drainage system. While this may be true, it in no way fulfills the requirement of the Town subdivision code to upgrade the existing culvert “*to accommodate potential runoff from its entire upstream drainage area, whether inside or outside the development, assuming conditions of maximum potential watershed development permitted by the Zoning Ordinance.*”

In conclusion, since I first raised the deficiencies of the subdivision plan relative to the culvert at this intersection on January 18, the Planning Board has repeatedly allowed the developer to circumvent submission of a plan that meets the requirements of the Town’s subdivision code. In letters from the Town Planner of April 16 and April 23, 2019, I was advised that this issue was not relevant to completeness of the plan and that the issue would be resolved through the review and hearing process. To date, the issue has not been resolved, and in fact, the latest plan submission suggests that the issue will simply not be addressed at all. The June 18 plan states that the existing culvert inlet will remain.



The Planning Board has the authority and the responsibility to reject the subdivision plan for noncompliance with the Town's subdivision code. I am requesting that the Board do so at its next meeting where the subdivision will be taken up and I am requesting that this letter be included as part of my testimony for the continued public hearing at that meeting. This is my last attempt to resolve this issue through the public hearing and review process. I hope that instead of continuing to skirt the issue, the Planning Board will take direct action to inform the developer that his plan must be revised to incorporate an intersection drainage system that meets the Town's subdivision code before any approval would be considered.

This letter should not be construed as my intention to pursue judicial review of only the matter discussed herein.

Sincerely,

Brian R. Mrazik

**JAMES L. GARVIN**  
FARRINGTON HOUSE

30 South Main Street · Building 1, Suite 201 · Concord, New Hampshire, 03301

[james@garvin.net](mailto:james@garvin.net)    [jlgarvin@mail.plymouth.edu](mailto:jlgarvin@mail.plymouth.edu)    <http://www.james-garvin.com>

10 July 2019

Ms. Tina Courtemanche, Chair  
Pembroke Board of Selectmen  
311 Pembroke Street  
Pembroke, New Hampshire, 03275

Re       :       Proposal to reclassify Class VI roads

Dear Members of the Board of Selectmen:

In reviewing the deliberations of the Pembroke Planning Board regarding Major Subdivision Plan Application No. 18-09, I see that the board has focused on a range of technical issues but has not confronted the more basic fact that the proposal to reclassify Class VI roads to Class V roads runs counter to the Pembroke Master Plan.

The Historic and Cultural Resources chapter of the current master plan, which was adopted by the Planning Board on June 8, 2004, directs the town to

- Preserve existing range roads as Class VI roads or as Class B trails, or upgrade only if necessary while preserving the historical integrity of the roadway.
- Protect and preserve stone walls along range roads and encourage landowners to consider retaining or rebuilding stone walls during alteration or development.
- Cooperate with other municipalities in seeking legislation to authorize the adoption of comprehensive policies for managing Class VI roads.

This chapter includes discussions of why Pembroke's range road system is historically significant and why range roads that are Class VI roads should be protected as such. It also includes a statement on the cultural and aesthetic importance of stone walls and their significance as physical representations of the town's original roadway and lot plan.

The 2019 draft of the "Community Heritage and Sense of Place" chapter of the Master Plan, which is now close to completion with the assistance of the Central New Hampshire Regional Planning Commission, retains the same directives.

I have participated in the research and drafting the relevant chapters of both the 2004 plan and the 2019 draft plan. The references cited above are based upon the town's repeated survey responses that emphasize

- The importance of historic character and cultural heritage to the overall quality of life of Pembroke;
- The town's desire to maintain rural aspects of Pembroke to preserve the quality of life and community character; and
- The town's expressed wish to focus new development near existing development in order to retain the existing rural character of presently undeveloped areas of town.



Garvin to Pembroke Board of Selectmen, 10 July 2019, page 2.

These priorities derive from town-wide surveys of residents that have been conducted on behalf of the town by the Central New Hampshire Regional Planning Commission. The master plan endeavors to reflect the values and wishes of residents of Pembroke.

Aspects of the Master Plan also derive from planning sessions and funding that were provided by the I-93 Community Technical Assistance Program (CTAP), administered by the New Hampshire Department of Transportation. NHDOT was required to provide this service to the Town of Pembroke to assist the town in anticipating and managing pressures for population growth and development that were/are expected to result from the widening of I-93.

Given the amount of research, analysis, and consulting time that has been invested in developing the 2004 and 2019 Master Plans over the past fifteen years, it is incumbent upon the town to adhere to the principle that Pembroke's Class VI range roads should be preserved as such or designated as trails for public benefit.

Sincerely,

James L. Garvin  
470 North Pembroke Road

## David Jodoin

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**From:** Kevin Gagne <kevingagne@gphac.com>  
**Sent:** Wednesday, July 10, 2019 2:59 AM  
**To:** David Jodoin  
**Subject:** Re: meeting

496-0970.

On Tue, Jul 9, 2019, 9:44 PM David Jodoin <[djodoin@pembroke-nh.com](mailto:djodoin@pembroke-nh.com)> wrote:  
Do you have a phone number

Sent from my iPhone

On Jul 9, 2019, at 9:41 PM, Kevin Gagne <[kevingagne@gphac.com](mailto:kevingagne@gphac.com)> wrote:

Can you have Mike C reach out to Mike Poulin our club president. Mike P has questions I cant answer.  
Kevin.

On Tue, Jul 2, 2019 at 3:35 PM David Jodoin <[djodoin@pembroke-nh.com](mailto:djodoin@pembroke-nh.com)> wrote:

[They still have concerns](#)

**From:** Kevin Gagne [mailto:[kevingagne@gphac.com](mailto:kevingagne@gphac.com)]  
**Sent:** Tuesday, July 02, 2019 3:10 PM  
**To:** David Jodoin <[djodoin@pembroke-nh.com](mailto:djodoin@pembroke-nh.com)>  
**Subject:** Re: meeting

Oh poo. I apologise. I forgot all about it and didnt put it in my calendar. What was said? Did they discuss? Can I get on next meeting.

On Tue, Jul 2, 2019, 11:52 AM David Jodoin <[djodoin@pembroke-nh.com](mailto:djodoin@pembroke-nh.com)> wrote:  
| Kevin where were you last night?



## David Jodoin

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**From:** Kevin Gagne <kevingagne@gphac.com>  
**Sent:** Monday, June 24, 2019 9:09 AM  
**To:** David Jodoin  
**Subject:** Fwd: Trail Dawgs

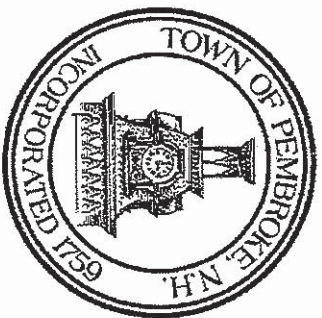
----- Forwarded message -----

**From:** **NH Trail Dawgs** <[traildawgsnh@gmail.com](mailto:traildawgsnh@gmail.com)>  
**Date:** Mon, Jun 24, 2019, 9:09 AM  
**Subject:** Fwd: Trail Dawgs  
**To:** <[kevingagne@gphac.com](mailto:kevingagne@gphac.com)>

----- Forwarded message -----

**From:** **NH Trail Dawgs** <[traildawgsnh@gmail.com](mailto:traildawgsnh@gmail.com)>  
**Date:** Sun, Jun 23, 2019, 10:45 PM  
**Subject:** Trail Dawgs  
**To:** <[djodoin@pembroke-nh.org](mailto:djodoin@pembroke-nh.org)>

Any word from selectmen as to how we look now hill is fill in? Can I come to next meeting and get sign permission?



## *Town of Pembroke*

### *Department of Public Works*

8 Exchange Street, Pembroke, NH 03275

Phone: (603) 485-4422 Fax: (603) 485-2613

**To:** David Jodoin  
**From:** James Boisvert  
**Date:** June 25, 2019  
**Re:** Howard Street

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Once the town auctions off the town owned property on Howard Street, they will be creating a dead end with no cul-de-sac or hammerhead to allow for town trucks to turn around. We have been using that lot for a turn around. Without this option, a 'back up' issue is being created for our trucks. It would be greatly appreciated if a hammerhead could be made (like Haleigh's Court) to accommodate our trucks when snow plowing and collecting trash/recycling.

Thank you for your consideration of this matter.

Jim



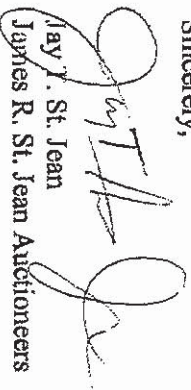
D. Town of Pembroke cancels sale once marketing effort commences or fails to deliver good title to property at closing:

1. Flat fee of \$500.00 charged to Town of Pembroke
2. Advertising paid by the Town of Pembroke

**SERVICES PROVIDED FOR AUCTION INCLUDE:**

- auction posted on our website: [www.jsjauctions.com](http://www.jsjauctions.com) for three weeks prior to sale
- showing property as requested by potential bidders
- marking boundary lines on property if permitted
- brochure mailed to all abutters
- signs displayed on property
- copies of Agreement and Deposit Receipt, brochures and plot plan property displayed at auction sale
- outstanding real estate taxes including interest and cost through day of sale made available (if applicable)
- voice recording of sale

Sincerely,

  
Jay J. St. Jean  
James R. St. Jean Auctioneers

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

For: **TOWN OF PEMBROKE**

# James R. St. Jean

## A U C T I O N E E R S

June 20, 2019

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

RE: **6 HOWARD STREET, PEMBROKE, NH** - Proposed Single Site Auction  
Proposal

Dear David,

The following is a breakdown of advertising and the fee structure for the sale of the tax deeded property located at 6 Howard Street in Pembroke, NH. Please note that this budget & fee structure is based on the premise that the property will be sold subject to a reserve bid yet to be established by The Town of Pembroke. St. Jean Auctioneers recommends a \$5,000.00 deposit on the day of sale with a closing to be held within 30 days from the date of sale.

# Of Ads	Publication
2	Manchester Union Leader
2	Concord Monitor
2	Suncook Valley Sun
**	Auction Sign Posted on Property

In addition to the above advertisements, a two-color, one-page E-blast brochure detailing the auction property will be produced and forwarded electronically to over 7,500 individuals on our E-mail list who have expressed interest in similar auction properties. The brochure will also be mailed via first class mail to the abutters of this property.

**TOTAL APPROXIMATE ADVERTISING:**

**\$1,850.00**

### FEE STRUCTURE

- A. Third party bids and closes on the property:
  - 1. 10% buyer's premium charged to buyer.
  - 2. All expenses and advertising paid by St. Jean Auctioneers.
  - 3. **NO FEES OR EXPENSES CHARGED TO THE TOWN**
- B. High bid fails to reach town minimum bid at sale:
  - 1. Flat fee of \$500.00 paid to St. Jean
  - 2. Advertising paid by the Town of Pembroke (not to exceed \$1,850.00)
- C. Third party bids and fails to close on property:
  - 1. Town retains bidder's deposit
  - 2. Fee of 50% of retained deposit paid to St. Jean Auctioneers
  - 3. Advertising cost split 50/50 between town and St. Jean Auctioneers





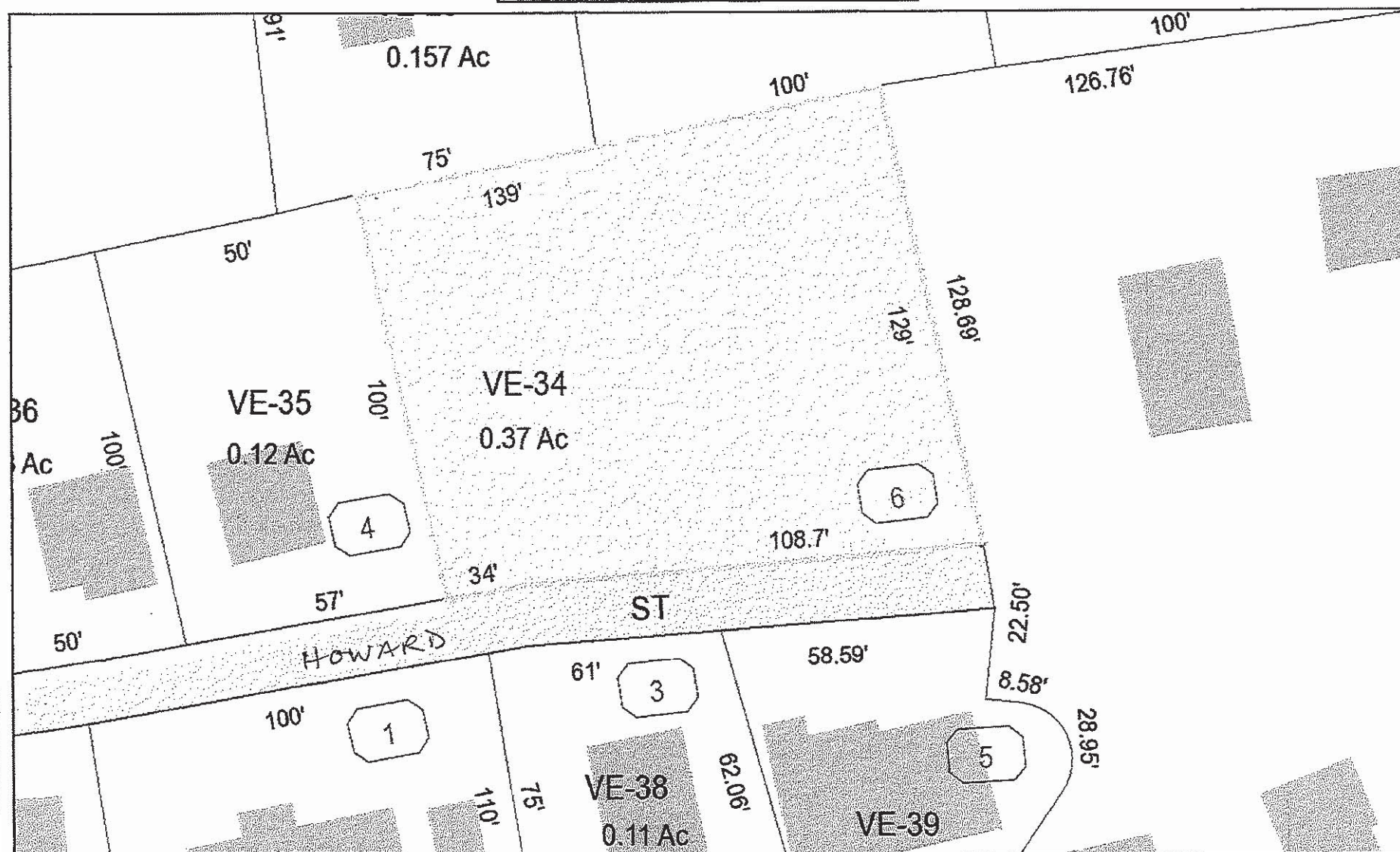
Pembroke, NH

1 inch = 34 Feet

July 9, 2019

**CAI Technologies**  
Premier Managed Cloud and Solutions

[www.cai-tech.com](http://www.cai-tech.com)



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



# *Town of Pembroke Sewer Commission*

4 Union Street, Pembroke, NH 03275

Phone: (603) 485-8558

Fax: (603) 485-2142

E-Mail: [sewerdept@pembroke-nh.com](mailto:sewerdept@pembroke-nh.com)

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

July 3, 2019

Board of Selectmen  
Town of Pembroke  
311 Pembroke Street  
Pembroke N.H. 03275

RE: Pembroke Sewer Commission

Dear Board of Selectmen:

The Pembroke Sewer Commission wanted to follow up on the meeting of June 13, 2019 with the Pembroke Selectmen. Since that meeting, the Commissioners have discussed the issue of the purchase of 4 Union Street. While the Commission believes it has an enforceable right of first refusal, it is willing to waive the right of first refusal if the following conditions are met.


1. The Sewer Commission receives assurance that its occupancy through the term of the current lease can be guaranteed on the same terms and conditions. To this end, the Commission would be propose that the Town prepare an Assumption of Lease for execution by the prospective purchaser and the Commissioners. The Assumption of Lease needs to be recorded in the Merrimack County Registry of Deeds; and
2. That Town reimburse the Sewer Commission for the extra work done on the garage door (\$5,400) out of the proceeds from the closing on 4 Union Street; and

3. The Town deliver to the new owner the rental payments already made by the Commission covering the period from the date of closing through December 31, 2019.
4. The Board of Selectmen will work with the Sewer Commission to secure a permanent home for the department by December 2026.

Sincerely,

Pembroke Sewer Commission

  
\_\_\_\_\_  
Harold Thompson Chairman

  
\_\_\_\_\_  
Jules Pellerin

  
\_\_\_\_\_  
Daniel Driscoll



**INTERMUNICIPAL AGREEMENT FOR  
EMERGENCY MEDICAL SERVICE  
BETWEEN THE TOWNS OF  
ALLENSTOWN AND PEMBROKE**

THIS AGREEMENT is entered into between the Town of Allenstown and Pembroke (hereinafter, the “Towns”), and each understands and agrees to the commitments, terms and conditions contained in this inter-municipal Agreement (the “Agreement”).

WHEREAS, the Towns seek to share the costs of an emergency medical service;

WHEREAS, both Towns have shared emergency medical service through Tri-Town Ambulance in the past;

WHEREAS, Chapter 53-A of the New Hampshire Revised Statutes, Annotated, permits “municipalities and counties to make the most efficient use of their powers by enabling them to cooperate with other municipalities and counties on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of government organization that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities[.]” RSA 53-A:1 (2012).

— THEREFORE, pursuant to RSA 53-A, the Towns enter into this Agreement for emergency medical services, as follows:

**1. DEFINITIONS.**

The following definitions shall apply to the terms appearing in this Agreement:

- A. “Agreement” shall mean this document, the Inter-municipal Agreement for Emergency Medical Services between the Towns of Allenstown and Pembroke.
- B. “Emergency Medical Services (EMS)” shall mean all the duties relative to providing emergency medical services as that term is defined in RSA 153-A:2, VI (as amended) and N.H. Code of Administrative Rules, Saf-C 5900.40 (eff. 08 SEPT 2010).
- C. “Fiscal Year” shall mean the calendar year beginning January 1 and ending December 31.
- D. “Tri-Town Board of Directors” shall mean the oversight Board required by RSA 53-A:3, II(b) established in Section 4 of this Agreement. The Tri-Town Board of Directors shall constitute the governing body for the Tri-Town Emergency Medical Service.

E. The "Service" shall mean the emergency medical service established by this Agreement. The Service shall come into existence on or after July 1, 2012, and shall thereafter be responsible for emergency medical service in the Towns of Allenstown and Pembroke.

F. "Towns" shall mean both the Town of Allenstown and the Town of Pembroke.

2. NAME.

The Towns hereby constitute an emergency medical service to serve the interests of the citizens of the Towns. The name of the service shall be "Tri-Town EMS."

3. PURPOSE OF AGREEMENT.

The purpose of this Agreement is to allow the Towns to jointly provide 24/7 emergency medical service and to share the costs associated with emergency medical service functions, including salary, benefits, training and equipment.

4. DURATION OF AGREEMENT.

This Agreement shall have an initial term of three (3) years, commencing April 1, 2012 and ending December 31, 2015. The initial term shall renew automatically on January 1, 2016, and every three (3) years thereafter for additional three (3) year terms unless earlier terminated under the provisions of Section 7 of this Agreement.

5. BOARD OF DIRECTORS.

Pursuant to RSA 53-A:3, II(b), a Tri-Town Board of Directors is hereby created to administer the service. The members shall be appointed in the manner described below. The initial term of appointment for all members shall commence on April 1, 2012 and end on December 31, 2013, and appointments thereafter shall be for a term of three (3) years.

A. Members. The Board shall consist of seven (7) members, consisting of the following:

1. the Town Administrators from each Town, appointed by the Select Boards of each Town; No expiration date.
2. the Fire Chiefs from each Town, appointed by the Select Boards of each Town; No expiration date.
3. two (2) at-large members, one from each Town, who shall each be residents of the said Town and appointed by the Select Boards of each Town;



4. one (1) employee of the Service, who shall be elected by the ~~part-time~~, per diem and full-time paid employees of the Service from among non-management, part-time, per diem and full-time paid employees of the Service. An employee representative to the Board of Directors may serve an unlimited number of terms over the course of this agreement and any renewals which may occur ~~but an employee representative may not serve two (2) terms consecutively~~. In the event the Employee Representative shall not be elected on or before January 31<sup>st</sup> of a given election year, the Board of Directors shall appoint an employee to serve a one-year term or until the next election in the following December.

5. Voting procedures for electing the Employee Representative shall comply with the following procedures.

1. Qualifying employees who wish to be a candidate for election as the Employee Representative will announce their candidacy with the Director in writing no later than November 30<sup>th</sup> of any given election year.

2. Election shall be by sealed ballot.

3. Ballots will be issued by the Director to each member of the service who is qualified to vote.

4. Voting members may hand deliver or mail their ballot to the Pembroke Town Clerk.

5. Voting will ~~be~~ begin on December 5<sup>th</sup> and close on December 15<sup>th</sup> of any given election year.

B. Purpose of the Board of Directors. The Board of Directors shall constitute the governing body of the Tri-Town Emergency Medical Service.

C. Officers. At its first meeting, and then annually thereafter, the Board of Directors shall elect a Chairperson, Vice Chairperson and a Secretary from among its members. The Chair shall have the authority to call regular meetings, decide questions of order (subject to a vote of the Board of Directors) and to do any other thing commonly committed to the Chair under generally accepted rules of order (e.g. Roberts Rules of Order) or the common law; provided, however, that the Members of the Board of Directors may enact rules of procedure that specifically define the role of its officers.

D. Meetings. Subparagraph C notwithstanding, the Board of Directors shall meet no less than quarterly. All meetings shall be subject to the New Hampshire Right to Know Law, set out at RSA 91-A, as amended. The Chairperson shall ensure the posting of a proper notice of any meeting of the Board of Directors and shall record minutes as required by law.

I. Vacancies.

~~H.~~ (1) Members of the Board of Directors who may resign shall deliver to the ~~Chair of the Board~~ ~~Director of the Service~~ a written letter of resignation. ~~In~~



~~any event, the Director shall provide written notice of any vacancy for any reason to the Board of Directors within seven (7) days of said vacancy.~~

(2) The Service Employees or the Select Board of the Town wherein the vacancy occurs shall appoint a successor within thirty (30) days of written notice of the vacancy ~~by the Director~~. In the event no successor is appointed, the Board of Directors shall appoint a successor to serve the balance of the vacant seat.

F. The at-large members shall not:

- be a member of the fire department of either Town at any time during the last five (5) years;
- be a member of Tri-Town EMS at any time during the last five (5) years;
- be an employee of either Town;
- be a family member of any such individual. "Family Member," for purposes of this Agreement, shall mean the spouse, parent, domestic partner, room-mate, sibling, first cousin, or child of a member of either Town, Tri-Town EMS, either Select Board or either Town Administrator.

G. (1). Acquisition of Real or Personal Property. The Board of Directors is authorized to acquire any interest in any real and personal property which may be necessary for the operation of the service. Title to any such real or personal property shall be held by the Service.

(2). Majority Required. All motions before the Board of Directors shall require a majority vote to pass, and any tie vote shall result in the defeat of any motion; provided, however, that any motion or act, including, without limitation, any budget item, that proposes to spend more than Fifteen Thousand Dollars (\$15,000) shall require the support of not less than six (6) members of the Board of Directors.

## 6. FINANCIAL AGREEMENT.

A. Apportionment of Costs. Pursuant to RSA 53-A:11 (d), the Towns agree that they will apportion costs of the service as based on the ratio of each Town's number of calls to the total number of calls for the preceding three (3) calendar years in which data is available for the two towns.

B. Apportionment of Revenue. Revenue shall be apportioned between the Towns based on the origin of the call that produces any such revenue. In the event that revenue is generated from a call not originating in either Town, then the revenue shall be apportioned equally between the Towns.

C. Employment.

(1) The Town of Pembroke shall be the employer of record for employees of the Service and shall be responsible for managing employment related expenses, including, but not limited to the payment of wages, benefits, retirement, payroll taxes and any applicable insurance coverage. The Town of Pembroke, however, has delegated all supervisory authority to the Board Directors, as described in Section 5, ~~and none of the employees of the Service shall be subject to the personnel policies of the Town of Pembroke.~~

(2) The Town of Pembroke shall submit a statement of actual expenditures associated with employment related expenditures to the Town of Allenstown for Allenstown's share of said expenditures within the first week of every quarter, beginning the week of July 1, 2012. Allenstown shall pay said expenditures within thirty (30) days of its receipt of the statement thereof.

D. Establishment and Maintenance of Budget. On or before August 15 of each year, the Director of the Service shall submit a proposed operating budget for the following fiscal year to the Board of Directors. The Board of Directors shall thereafter review the budget at its next scheduled meeting and make necessary revisions thereto. On or before October 1 of each year, the Board of Directors shall submit the final operating budget to the Town Administrators of the Towns for dissemination to the Select Boards and Budget Committee(s) as may be required under the particular forms of government then in effect therein.

E. Consideration of the Budget. The Towns agree that their residents expect regular, uninterrupted ambulance service. Therefore, in the event that the legislative bodies in either or both Towns do not raise or appropriate the full amount necessary to fund that Town's obligations under this Agreement for a particular fiscal year, then the governing body of the said Town shall take all reasonable steps available under the Municipal Budget Act, set out at RSA 32, as amended, or any other statute then in force to supply said deficiency.

F. In the event any Town changes its Fiscal Year designation, the Board of Directors shall make a determination as to whether and how to change the apportionment formulas established in Section 6.

7. TERMINATION.

A. Mutual Agreement. This Agreement contains the entire agreement between the parties.



B. Termination Without Penalty.

- (1) Either Town may terminate the Agreement at the end of the term then in effect upon affirmative vote of the said Town's governing body. The Select Board voting to terminate shall notify the other Town's Select Board and the Board of Directors established by this Agreement in writing at least one (1) year prior to the expiration of the term.
- (2) The withdrawing Town shall be responsible for its share of employment related costs until the completion of the term.
- (3) Termination under this subsection entitles the withdrawing Town to participate in the ~~in the~~ distribution of joint property as provided for in subsection (E) as set out below.

C. Termination With Penalty.

- (1) Either Town may terminate the Agreement before the expiration of the term then in effect by affirmative vote of said Town's governing body. The Select Board voting to terminate shall notify the other Town's Select Board and the ~~Board~~ of Directors established by this Agreement in writing not less than three (3) months prior to the expiration of the term.
- (2) ~~The~~ withdrawing Town shall be responsible for its share of employment related costs until the completion of the term.
- (3) ~~The~~ Termination under this subsection shall prohibit the withdrawing Town from participating in the distribution of joint property as provided for in subsection (E) as set out below.

D. Presumption of Renewal. In the event no notice is given of an intent to terminate as provided in subsections (B) or (C), both Towns are presumed to have consented to a renewal of the term as provided for in Section 3 of the Agreement.

E. Joint Property. Joint property of the Service shall be held by the Town of Pembroke during the term(s) of this Agreement. Upon termination, the Board of Directors shall commission a fair-market appraisal of the joint property on commercially reasonable terms. Selection of the appraiser shall be by competitive, sealed bids, The Appraiser shall render an opinion of value, which opinion shall be binding of the Towns. The value of the joint property shall be divided evenly between the Towns.



8. MISCELLANEOUS PROVISIONS.

- A. Pursuant to RSA 53-A:3, IV, this agreement does not relieve either Town of any obligation or responsibility imposed upon it by law except to the extent of actually and timely performance thereof by a Board of Directors. Said performance may be offered in satisfaction of the obligation or responsibility.
- B. Pursuant to RSA 53-A:3, V, this Agreement shall be submitted to the Attorney General, who shall determine whether the Agreement is in proper form and compatible with the laws of the State of New Hampshire.
- C. Pursuant to RSA 53-A:4, this Agreement shall be filed with the Clerk of each Municipality and with the New Hampshire Secretary of State.
- D. Pursuant to RSA 53-A:5, this Agreement shall be submitted to the Department of Revenue Administration as a condition precedent to its entry into force. This submission and approval shall be in addition to and not in substitution of the requirement that it be submitted to and approved by the Attorney General.

ADOPTED BY THE SELECT BOARDS OF THE TOWN OF ALLENSTOWN AND THE TOWN PEMBROKE, in regular session, on the dates indicated below and ~~supersedes~~supersedes any previous document:

TOWN OF ALLENSTOWN:

RYAN CARTERJASON TARDIFF, Chairman Date: \_\_\_\_\_, 20159

SANDRA MCKENNEYJEFFREY GRIVVAH, Selectwomen Date: \_\_\_\_\_, 20159

MAUIREEN HIGHAMKATE WALKER, Selectwomen Date: \_\_\_\_\_, 20159

Attest: \_\_\_\_\_  
KATHLEEN RODGERS, Town Clerk



**TOWN OF PEMBROKE**

JUSTINE M. COURTEMANCHE, Chair \_\_\_\_\_ Date: \_\_\_\_\_, 201~~5~~9

~~ANN BOND~~FRED KLINE, Vice Chair \_\_\_\_\_ Date: \_\_\_\_\_, 201~~5~~9

~~SANDY~~~~RA~~ GOULET~~DAVID A. SHELDON, JR., Select~~women \_\_\_\_\_ Date: \_\_\_\_\_, 201~~5~~9

~~RICHARD BEAN~~VINCENT E. GRECO, Selectmen \_\_\_\_\_ Date: \_\_\_\_\_, 201~~5~~9

MICHAEL CROCKWELL, Selectmen \_\_\_\_\_ Date: \_\_\_\_\_, 201~~5~~9

Attest: \_\_\_\_\_  
JAMES GOFF, Town Clerk



***Town of Pembroke  
Roads Committee***

8 Exchange Street, Pembroke, NH 03275

**To:** Board of Selectmen  
**CC:** David Jodoin  
**From:** Roads Committee  
**Date:** July 10, 2019  
**Re:** Broadway/Fairview Drainage

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The Roads Committee recommends to the Board of Selectmen that the town fix the drainage issue only with the agreement that the property owners 'own' the easements after the fix. Their deeds would have to reflect this agreement.

## CHAPTER 17

### ECONOMIC DEVELOPMENT COMMITTEE

[HISTORY: Adopted by the Board of Selectmen 6-28-1993. Amendments noted where applicable.]

#### § 17-1 Objectives and purposes.

A. The general purposes of the Pembroke Economic Development Committee center on:

- (1) The creation and retention of jobs in the Town of Pembroke to preserve economic opportunity for households in the town and region.
- (2) The expansion of the nonresidential taxable property valuation of the Town of Pembroke such that the town can sustain quality municipal and educational services at a reasonable tax rate.

B. To the extent consistent with these broad public purposes, the Pembroke Economic Development Committee shall pursue activities including but not limited to the following:

- (1) Education and promotion;
- (2) Inform, educate, advise and act as a forum for businesses interested in expanding or locating in Pembroke;
- (3) Providing updated community statistical profiles of Pembroke for state agencies and interested parties;
- (4) Maintain and distribute informational brochures promoting Pembroke as a business location;
- (5) Periodically publish and update or assist in the development of a directory of businesses located within Pembroke.

C. Policy development.

- (1) Work with the Planning Board on such planning and regulatory matters, including economic development planning, Master Plan amendments, rezoning and regulatory revisions which support reasonable

standards for business development and expansion in appropriate locations consistent with sound overall community planning;

(2) Attend statewide, regional and local conferences and meetings dealing with issues of private investment and public infrastructure development which may influence business growth and development in Pembroke;

(3) Represent the town, where specifically designated by the Board of Selectmen on intergovernmental committees or other regional development associations having influence on future economic growth in Pembroke;

(4) Work with existing businesses and local and state government agencies to foster a better relationship among businesses, residents and regulators of development.

D. Retention and development of economic base.

(1) Develop updated information including maps and appropriate data base on the status of salable, developable land within Pembroke's business and commercial zoning districts;

(2) Support specific businesses, developments and infrastructure investments which help retain, expand or generate the commercial and industrial economic base of the Town of Pembroke;

(3) Identify development opportunities within the business and commercial zoning districts of the town and investigate and pursue available sources of financing and assistance available to the town and to public/private partnerships which achieve local economic development goals.

**17-2 Membership and terms of office.**

A. Constitution of membership. The Pembroke Economic Development Committee shall consist of eleven (11) members. Eight (8) members (hereinafter referred to as "regular members") may be either Pembroke residents or owners of businesses or property located within Pembroke. Three (3) other members shall be designated as ex officio representatives to the Committee by their respective Boards: the Board of Selectmen; the Planning Board; and the Budget Committee. The Committee may present annual recommendations for membership appointments which promote both broad representation of the town's population as well the incorporation of members having specialized



expertise or experience which is of benefit to the achievement of Committee objectives.

**B. Appointment and terms.**

(1) Designation of ex officio members shall be requested of the Board of Selectmen, the Planning Board and the Budget Committee on an annual basis by the Committee Chairperson. Initially, the eight (8) members of the Committee appointed by the Board of Selectmen shall have staggered terms of appointment as follows:

(a) Three (3) members appointed for a three-year term;

(b) Three (3) members appointed for a two-year term;

(c) Two (2) members appointed for a one-year term.

(2) Subsequent appointments shall be for three-year terms. Members shall be sworn into office by the Town Clerk under the same oath of office administered for other town appointed positions. Annual appointments shall be made in March of each year following the Annual Town Meeting.

## **The Pembroke Economic Development Committee (PEDC)**

**SECTION I: GENERAL:** The Pembroke Economic Development Committee (PEDC) was established on \_\_\_\_\_ and authorized by the Pembroke Board of Selectmen, in order to better assist, counsel, and advise the residents of Pembroke, the Board of Selectmen, other Town Boards and Departments, and Pembroke businesses, both existing and proposed, on the merits of Economic Development and the PEDC was create as a Town of Pembroke Committee.

### **SECTION II: DEFINITIONS:**

- A) Pembroke Economic Development Committee (PEDC)
- B) Member of Pembroke Business Community: A person who owns, manages, or works for a Pembroke business.
- C) Pembroke Resident: A resident of the Town of Pembroke who would not be considered a "Member of the Pembroke Business Community", as defined above.

### **SECTION III: FUNCTIONS:**

#### **A) MISSION STATEMENT:**

The Pembroke Economic Development Committee's mission is to enhance the vitality of the local economy by supporting existing business and attracting new businesses to Pembroke and encouraging economic development consistent with the Pembroke Master Plan.

#### **B) GOALS:**

1. Promote growth in property valuation that generates tax revenue, which exceeds municipal costs, in order to reduce the tax burden on residents.
2. Promote Pembroke as a destination for new businesses.
3. Establish and nurture supportive relationships with existing businesses and property owners.
4. Provide input to the Board of Selectmen, Planning Board, and Zoning Board of Adjustment to project a welcoming and helpful image to the business community.
5. Provide education and outreach opportunities to encourage and facilitate economic development.
6. Work collaboratively and seek out support for Pembroke economic development from local, regional, and state organizations.
7. Identify and pursue funding sources, on behalf of the Town of Pembroke, which would enable PEDC to meet the mission and goals set forth in this document.
8. Promote economic growth that provides employment opportunities in the Town of Pembroke.

### **SECTION IV: ADMINISTRATION:**

#### **A) MEMBERSHIP:**

1. As established by the Board of Selectmen, the PEDC shall consist of eleven (11) voting and up to two (2) alternates members:;
2. The terms of office for regular and alternate members shall be three years, except that in order to ensure a staggered appointment schedule, the initial appointments to the PEDC shall be as follows:
  - Two (3) Ex-Officio members (Board of Selectmen, Planning Board & Zoning Board)
  - Three (3) members for three (3) year terms from Business Representative Companies



Three (3) members for two (2) year terms from residents of the Town of Pembroke  
Two (2) members for a one (1) year term from Meet Me in Suncook  
Two (2) alternate members

Terms shall run from June 1 to May 31.

3. The PEDC may recommend to the Board of Selectmen the removal of any member having unexcused absences from either three (3) consecutive meetings, or a total of five (5) unexcused absences in anyone rolling 12-month period.

4. CONFLICT OF INTEREST: Members shall adhere to the Town of Pembroke's Conflict of Interest Policy and copy of which will be provided to each PEDC member upon appointment to the Committee.

5. MEMBERSHIP REPLACEMENT: When a vacancy occurs or when a membership term expires, the PEDC shall notify the Board of Selectmen, who shall then proceed to fill the vacancy using the Town's Appointment Guidelines.

6. SUBCOMMITTEES: Subcommittees may be established by PEDC to work on specific projects and/or initiatives and report back to the PEDC.

a) The Chair of the Subcommittee will be a member of PEDC and be appointed by the PEDC membership.

b) Members of the Subcommittee are appointed by the PEDC but do not have to be members of PEDC, except for the Subcommittee Chair, and may be made up of residents and members of the Pembroke Business Community.

c) All subcommittees must follow the requirements as outlined in NH RSA 91-A. B) MEETINGS:

1. A quorum must be present in order to conduct any meeting. A quorum shall be a simple majority of the committee membership. Except as prescribed in other sections of these Rules, Committee decisions shall require a vote of the simple majority of members present at a meeting.

2. The PEDC meetings shall be open to the public in accordance with NH RSA 91-A, and be held, whenever possible, at a regular time and place to be determined by the first seated committee. The time and place of each meeting shall be posted in accordance with RSA 91-A. All records and minutes of PEDC meetings or actions shall be filed with the Town of Pembroke Town Manager and be made available to the public in accordance with State statutes.

3. Special meetings may be called by the Chairman provided that at least 2 business day's prior notice is given of the time and place. The time, place and business to be discussed shall be provided to each member of the PEDC and shall be posted in accordance with RSA 91-A.



C) ELECTION OF OFFICERS: The PEDC shall conduct annual elections in the month of July. Officers shall be the Chair, Vice Chair and Secretary. Ex-Officio members cannot hold Officer positions.

**D) DUTIES OF OFFICERS:**

1. The duties of the Chair shall be to:

- a) Preside at all meetings of the PEDC
- b) Set the agenda for all meetings, with input and recommendations from the Committee, as needed
- c) Act as the voice of the committee, but only as authorized by the committee
- d) Act as the liaison to the Office of Community Development, and to other Pembroke Boards and Departments

2. The duties of the Vice Chair shall be to assume the duties of the Chairman in his or her absence.

3. The duties of the Secretary shall be to:

- a) Keep minutes of all meetings and proceedings of the PEDC and record any actions taken
- b) Prepare and distribute draft copies of meeting minutes prior the next meeting
- c) Supply a copy of each set of minutes to the Office of Community Development

**SECTION V: WAIVERS:**

Any provisions of these Rules may be temporarily waived by a majority vote of the Board of Selectmen for good cause shown.

**SECTION VI: AMENDMENTS:**

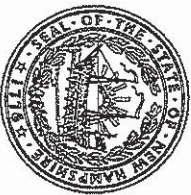
At least annually, or more often should the PEDC consider it necessary, the PEDC shall review these PEDC Rules and recommend any amendments in writing to the Board of Selectmen for adoption. Said recommendations shall be approved by the PEDC by a 2/3 majority vote of the full committee membership. Written notice of intent to consider amendments must be publicly posted, provided to each member of the PEDC, and provided to the Pembroke Board of Selectmen, at least fourteen (14) days prior to the Board of Selectmen meeting at which the proposed action is to be taken.

**SECTION VII: EFFECTIVE DATE:**

These Rules of Procedure shall be effective upon a majority vote of approval by the Board of Selectmen.

Approved and adopted by the Pembroke Board of Selectmen this day

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State of New Hampshire  
Department of Revenue Administration

109 Pleasant Street  
PO Box 487, Concord, NH 03302-0487  
Telephone (603) 230-5000  
www.revenue.nh.gov



MUNICIPAL AND PROPERTY  
DIVISION

Lindsey M. Stepp  
Commissioner  
Carolynn J. Leair  
Assistant Commissioner

James P. Gerry  
Director

TOWN OF PEMBROKE  
OFFICE OF SELECTMEN  
311 PEMBROKE STREET  
PEMBROKE NH 03275

Re: PA-28 Inventory of Taxable Property Form for 2020

Dear Assessing Official,

This is our annual request to municipalities to determine whether the municipality will be utilizing the Form PA-28, Taxpayer Inventory Blank in accordance with RSA 74:4 for 2020. If Yes, please check the "WILL" Box below and indicate the number of forms needed. If your municipality has elected Not to use the Inventory form, in accordance with RSA 74:4-a, please check the "WILL NOT" Box below.

Please return this entire form with the section below completed and *signed* no later than August 16, 2019 to the Department of Revenue Administration, PO Box 487, Concord, NH 03302-0487 or e-mail to [equalization@dra.nh.gov](mailto:equalization@dra.nh.gov).

If you are electing to use the form, it is our suggestion that you indicate your municipalities telephone number on your return-mailing label, should the taxpayers need to contact your municipality.

Please feel free to contact Cindy Paige at (603) 230-5971 if you require additional information.

Sincerely,

Linda C. Kennedy  
Manager

☐ WILL NOT be using the PA-28 Form in 2020  
Or

☐ WILL be using the PA-28 Form in 2020

Number of PA-28 Forms Requested by the Municipality for 2020 # \_\_\_\_\_  
(Our print order is based upon what is needed, so please be sure to order an adequate amount.)

Print Name of Contact Person	Date	Contact Telephone #
Signature of Assessing Official	Date	
Signature of Assessing Official	Date	
Signature of Assessing Official	Date	

TDD Access: Relay NH 1-800-735-2964

Individuals who need auxiliary aids for effective communication in programs and services of the  
Department of Revenue Administration are invited to make their needs and preferences known to the Department.

## David Jodoin

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**From:** Kimberlee Pelkey <[kim.pelkey3@gmail.com](mailto:kim.pelkey3@gmail.com)>  
**Sent:** Monday, July 08, 2019 4:24 PM  
**To:** David Jodoin  
**Subject:** Payment on Property @ 212 Buck St

David- as per your request I am emailing to confirm that I will be making a payment of \$2444.39 via bank check to bring current and regain the property located at 212 Buck Street. I have also sent a certified letter, return receipt requested, today stating the same. I am on vacation visiting family out of state this week, but plan to bring the check to Town Hall early next week. Thank you for your assistance in this matter. Please let me know if I need to do anything further. Thank you again.

Kim Pelkey  
(603) 369-9788  
[kim.pelkey3@gmail.com](mailto:kim.pelkey3@gmail.com).





STATE OF NEW HAMPSHIRE  
THE ADJUTANT GENERAL'S DEPARTMENT  
BUSINESS ADMINISTRATION  
STATE MILITARY RESERVATION  
4 PEMBROKE ROAD  
CONCORD, NEW HAMPSHIRE 03301-5652

David J. Mikolaities, Major General  
*The Adjutant General*

Phone: 603-225-1360  
Fax: 603-225-1341  
TDD Access: 1-800-735-2964

Warren M. Perry, Colonel (ret.)  
*Deputy Adjutant General*

Erin M. Zayac  
*Administrator*

July 3, 2019

Board of Selectmen  
Town of Pembroke  
Town Hall  
311 Pembroke Street  
Pembroke, New Hampshire 03275

Re: Purchase of 720 Riverwood Drive

Dear Members of the Board of Selectmen,

The State of New Hampshire – Adjutant General's Department is planning to purchase property located at 720 Riverwood Drive in Pembroke. This parcel is noted on the Tax Map #632, 18, 5 (map, block, lot). The five acre sized property is owned by Riverwood Drive, LLC.

This undeveloped parcel abouts the Adjutant General's Department property that is referred to as the Edward Cross Training Center which is home to the New Hampshire Army National Guard's Regional Training Institute (RTI). The Adjutant General's Department intended use for this property is to add additional parking spaces, prevent future encroachment and maintain anti-terrorism-force protection setbacks. These intended uses support our long term master plan while sustaining the viability of our Edward Cross Training Center facilities for the Army National Guard.

Please feel free to contact Erin Zayac at 225-1361 if you have any questions regarding the process and to receive updates as we progress. We would be more than happy to meet to discuss our intentions.

Respectfully Submitted,

David J. Mikolaities  
Major General, NHANG  
Adjutant General

Assessment  
239, 600



U.S. Department of Homeland Security  
FEMA Region 1  
99 High Street, 6th Floor  
Boston, Massachusetts 02110-2320

**FEMA**

**RECEIVED**  
**JUN 26 2019**  
**TOWN OF**  
**PEMBROKE, NH**

June 19, 2019

Tina Courtemanche, Chairperson  
Board of Selectmen  
Town of Pembroke  
Town Hall  
311 Pembroke Street  
Pembroke, New Hampshire 03275

Subject: Town of Pembroke, Merrimack County, New Hampshire  
Community No.: 330119

Dear Ms. Courtemanche:

The effective Digital Flood Insurance Rate Maps (DFIRM)s for Merrimack County were issued on April 19, 2010, under the Map Modernization program. Your community received communication in July 2015 informing you that the flood hazard mapping for Merrimack County will continue under the Federal Emergency Management Agency's (FEMA's) Risk Mapping, Assessment, and Planning (RiskMAP) program. Due to flood map improvements initiated under the RiskMAP program, the U.S. Geological Survey (USGS), who is serving as FEMA's mapping partner, has updated the engineering analysis on several river reaches in Merrimack County. The USGS would like to invite your community to review the workmaps.

For your convenience, we have scheduled three Flood Risk Review meetings (also known as workmap meetings) for communities to review their workmaps. The content of all three meetings will be the same; you may attend any of them. We will begin with a brief presentation, after which we will issue to each community a set of workmaps and give you a chance to discuss them with project team members.

- **Tuesday, July 16, 2019 at 1:30 PM, Haverhill Library (Johnson Auditorium), 99 Main Street, Haverhill, MA 01830.** Parking is available in the library/courthouse lot off Stage Street (behind the library) and on Main Street.
- **Wednesday, July 17, 2019 at 9:00 AM, Manchester Department of Public Works, 475 Valley Street, Manchester, NH 03103.** Parking availability is unknown.
- **Wednesday, July 17, 2019 at 1:00 PM, New Hampshire Fire Academy, Dormitory Building, Classroom 5-6, 98 Snokey Bear Boulevard, Concord, NH 03301.** Parking is available at the academy.

Please RSVP to the Project Manager, Scott Olson, at [solson@usgs.gov](mailto:solson@usgs.gov) or by telephone at (603) 226-7815.

## David Jodoin

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**From:** cmsmailer@civicplus.com on behalf of Contact form at Town of Pembroke NH  
<cmsmailer@civicplus.com>  
**Sent:** Friday, July 05, 2019 11:44 PM  
**To:** djodoin@pembroke-nh.com  
**Subject:** [Town of Pembroke NH] Signage (Sent by Sarah Gibson, saraheliz1211@comcast.net)

Hello djodoin,

Sarah Gibson (saraheliz1211@comcast.net) has sent you a message via your contact form (<https://www.pembroke-nh.com/user/23/contact>) at Town of Pembroke NH.

If you don't want to receive such e-mails, you can change your settings at <https://www.pembroke-nh.com/user/23/edit>.

Message:

Hello,

I am hoping you may be able to point me in the right direction as I am new to this. I would like to request "Children at Play" signs on Whittemore Road for my neighborhood due to excessive speeding issues. How would I go about making such a request to the town? I tried to do my homework and read through meeting minutes of the Selectman and it appeared the request had to go before them? But I am not entirely sure.

Thank you for your assistance.  
Sarah



James Quinzani  
444 Sixth Range Rd.  
Pembroke, NH 03275  
603-224-8759

Town of Pembroke  
Pembroke, NH 03275

July 2, 2019

Dear Board of Selectman,

I live at the end of Sixth Range Road, on the right, which as you know is a dead end street. The road continues into the woods as a class 6 road. A piece of my property at the end of the road has a small section of land that is for my use, however on many occasions, vehicles park on this piece of land with their vehicles and trailers carrying off road vehicles to ride on the trails. These vehicles many times park on my land overnight. They gather there to off load their 4 wheelers, at times partying and leave their vehicles overnight or staying into the late hours of the night. They also rev their off road vehicles, riding up and down the road very fast, then gathering back on my side of the road late into the wee hours of the night. They often leave their litter and cigarette butts all over the land.

On many occasions, I have heard gun shots, target practicing well into the night. Some people park there and then go camping in the woods overnight leaving their vehicles parked on my property. Again, although this is private property, where they are going into the woods to party and ride their vehicles are not. There have been fires out there, and also injuries that have needed attention by rescue personnel.

It is a shame that the action of a few ruin it for the responsible ones that use the land properly and with respect.

I don't believe, or want the responsibility of these vehicles parking there overnight. I would like to request that a town sign be put up to state:

No overnight parking, no parking after dark or something along that line, per order of the Town of Pembroke.

Please let me know if you will be able to grant my request.

Respectfully,

James Quinzani

