

AGENDA
BOARD OF SELECTMEN
December 2, 2019 AT 6:30 PM
TOWN HALL, PAULSEN MEETING ROOM

- I. CALL TO ORDER
- II. CITIZEN COMMENT
- III. SCHEDULED MEETINGS:
 - a. Library Trustees – Little Library Program
- IV. OLD BUSINESS:
 - a. Upper Beacon Range Road opening
- V. NEW BUSINESS:
 - a. Manifest/Abatements
 - b. Minutes 11/18/19
- VI. TOWN ADMINISTRATOR REPORT
- VII. COMMITTEE REPORTS
- VIII. OTHER/CITIZEN COMMENT
- IX. NON PUBLIC SESSION
- X. ADJOURN

PETITION TO OPEN A TOWN ROAD
RSA 231, SECTION 231:8

November 7, 2019

To: Board of Selectmen, Town of Pembroke, NH

Re: 225-229 Beacon Hill Road, Pembroke, NH, Tax Map 563, Lot 15

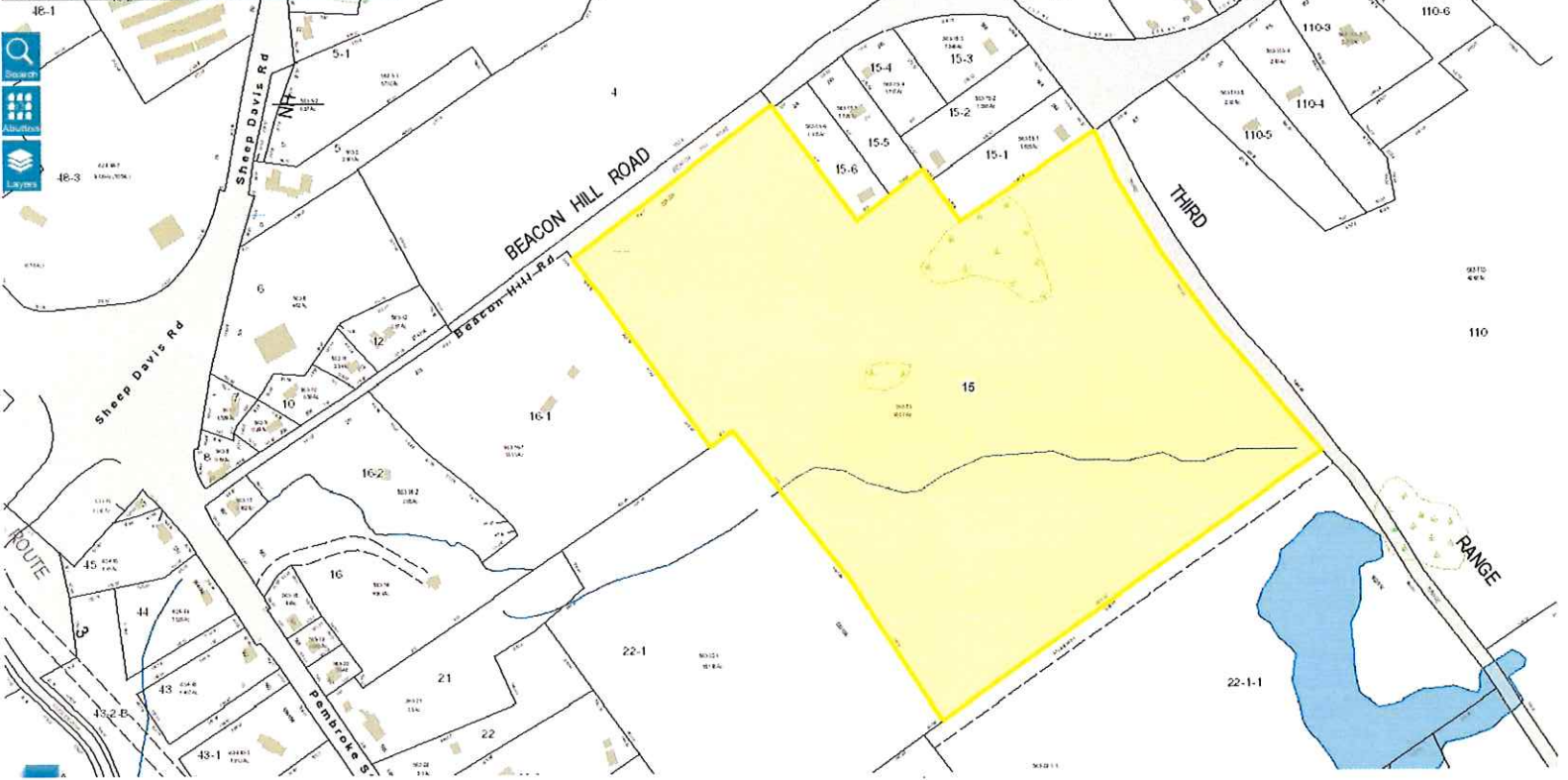
From: William E & Mary Lou Evans, Trustees

Pursuant to RSA 231, Section 231:8 and our recent meeting on October 21, 2019 we are petitioning the Board of Selectmen to layout a portion of Beacon Hill Road located at the subject address for access to the property that we own.

Please see attached a copy of a conceptual plan showing the proposed locations for access off of Beacon Hill Road and the CAI tax map showing the general area around the subject property. These locations will be marked in the field for your general reference.

I have also attached a list of the abutters to the property.

Pembroke, NH
Contact



Abutters List

Evans, William E. & Mary Lou, Trustees
Tax Map 563, Lot 15
225-229 Beacon Hill Road, Pembroke, NH
November 7, 2019

BOYER, DANNY S. & JULIE A.
223 BEACON HILL ROAD
PEMBROKE, NH 03275
TAX MAP 563, LOT 16-1

RIVERWOOD COMMERCIAL PROPERTIES
4 PARK STREET
CONCORD, NH 03301
TAX MAP 561, LOT 4

TURSUBOVIC, SAMIR & KELLIE
241A BEACON HILL ROAD
PEMBROKE, NH 03275
TAX MAP 563, LOT 15-6

TIERNEY, PATRICK & MARIANNE
243B BEACON HILL ROAD
PEMBROKE, NH 03275,
TAX MAP 563, LOT 15-5

FARETRA, MICHAEL C. & ROBIN C., TRUSTEES
MICHAEL C. & ROBIN C. FARETRA REVOCABLE TRUST
152 SNOW POND ROAD
CONCORD, NH 03301
TAX MAP 563, LOT 15-2

COREY, PETER &
MARGARET J., TRUSTEE
PEMACOR FAMILY TRUST 2017
38 SOUTH WHITEFIELD ROAD
WHITEFIELD, NH 03598
TAX MAP 563, LOT 15-1

PEMBROKE, TOWN OF
CONSERVATION COMMISSION
311 PEMBROKE STREET
PEMBROKE, NH 03275
TAX MAP 563, LOT 110

David Jodoin

From: David Jodoin <djodoin@pembroke-nh.com>
Sent: Monday, November 18, 2019 10:18 AM
To: Ann Bond ; Michael Crockwell (Michael.Crockwell@gmail.com); Richard Bean; Sandy Goulet ; Tina Courtemanche (JMCourtemanche2@gmail.com)
Subject: FW: road maintenance

FYI in case it comes up. Primex our insurance carrier also suggests the same.

David

From: Steven Whitley [mailto:steven@mitchellmunigroup.com]
Sent: Tuesday, November 05, 2019 10:18 AM
To: David Jodoin <djodoin@pembroke-nh.com>
Subject: RE: road maintenance

David,
Thank you for speaking just now.

I recommend against allowing a private person to perform maintenance on a public road, until and unless the town has entered into an agreement with that person authorizing them to do so under the terms and conditions agreeable to the town. Among those required conditions are ensuring adequate insurance, naming the town as additional insured, and establishing the town's expectations for the work. In the absence of these protections, both the contractor and the town are at risk of liability exposure should something happen.

If you have further questions, just let me know. Thanks,

Steven

Steven Whitley, Esq.
Mitchell Municipal Group, P.A.
25 Beacon Street East
Laconia, NH 03246
Ph.: 603-524-3885
steven@mitchellmunigroup.com
www.mitchellmunicipalgroup.com



David Jodoin

From: Chris Addington <caddington@pembroke-nh.com>
Sent: Thursday, November 21, 2019 1:11 PM
To: 'David Jodoin'
Subject: RE: cemetery

Dignified charges us **LESS** than the people pay for the burial.

The date of burial is arranged prior to them billing us, so the correct fee for the correct day is charged to the family prior to the burial. There is no need to bill any one for an additional amount.

From: David Jodoin [mailto:djodoin@pembroke-nh.com]
Sent: Thursday, November 21, 2019 12:55 PM
To: 'Chris Addington' <caddington@pembroke-nh.com>
Subject: RE: cemetery

So the question is if it normally costs us say \$400 for dignified to open the lot during the week and for some reason it is done on a holiday or weekend and they charge us say \$50 more, do we bill someone to get that overage. Jim said yes.

From: Chris Addington [mailto:caddington@pembroke-nh.com]
Sent: Thursday, November 21, 2019 12:46 PM
To: 'David Jodoin' <djodoin@pembroke-nh.com>
Cc: jboisvert@pembroke-nh.com
Subject: RE: cemetery

The cost of a plot is separate from the cost to open for burial. Attached is our current list of cemetery fees.

Sometimes the families pay the town directly for the plot(s) and the burial, sometimes they pay the funeral home who in turn pays the town. And we in turn pay Dignified for their service (who charges us \$50-\$75 less than the town collects from the families).

Chris

From: David Jodoin [mailto:djodoin@pembroke-nh.com]
Sent: Thursday, November 21, 2019 11:52 AM
To: 'Chris Addington' <caddington@pembroke-nh.com>
Subject: cemetery

I am not sure what you were told about this.

The question is this. If I pay for a plot it costs me \$400 to be buried. If It is done on a time where there is an extra cost, say its Saturday and now the bill is \$450. Do we bill them the extra \$50 and if so where does it show up?

David

**THE STATE OF NEW HAMPSHIRE
JUDICIAL BRANCH
NH CIRCUIT COURT**

6th Circuit - District Division - Hooksett
101 Merrimack St.
Hooksett NH 03106

Telephone: 1-855-212-1234
TTY/TDD Relay: (800) 735-2964
<http://www.courts.state.nh.us>

**LANDLORD/TENANT ACTION – NOTICE OF DEFAULT
(Pursuant to 547:3, III/547:3-I and 540:13, V)**

**STEVEN M. WHITLEY, ESQ
MITCHELL MUNICIPAL GROUP PA
25 BEACON STREET EAST
LACONIA NH 03246**



Case Name: **Town of Pembroke v. Todd Heger, Adult Occupant, Tyler Heger**
Case Number: **447-2019-LT-00082**

- ☐ The tenant filed an appearance with the court, but failed to appear at the hearing on the merits, and has defaulted in the above referenced matter.
- ☒ The tenant did not file an appearance with the court, and has defaulted in the above referenced matter.

A writ of possession will issue on **11/26/2019** upon filing of a military affidavit, unless default is stricken.

- ☐ This will be mailed to the landlord/landlord's attorney.
- ☒ This will be mailed to the landlord/landlord's attorney unless pick up arrangements are made with the court prior to the issue date.

Damages for rent owed in the amount of \$, plus costs in the amount of **\$229.00**, are owed by the tenant to the landlord. Payment of damages and costs will be due upon issuance of Notice of Default Judgment.

No default shall be stricken off, except by agreement, or by the filing of a motion to strike default and order of the court upon such terms as justice may require.

A motion to strike default **shall**:

1. Set forth all the facts and circumstances explaining why the tenant defaulted and all the reasons why the court should strike the default;
2. Specifically set forth the defendant's (tenant's) defense to the landlord-tenant writ filed by the plaintiff (landlord) and all the facts upon which the defense is based; AND
3. State that the defendant (tenant) understands that making a false statement in the pleading may subject the defendant (tenant) to criminal penalties.

Nancy Ringland

November 19, 2019

Nancy E. Ringland, Clerk of Court

(959)

C: Todd Heger; Tyler Heger

Hill School Renovation Committee
300 Belanger Driver
Pembroke, NH 03275

FOR CONSIDERATION OF HILL SCHOOL OPTIONS

November 14, 2019

RECEIVED

NOV 22 2019

TOWN OF
PEMBROKE, NH

To Whom It May Concern,

I understand the Hill School is undergoing review for renovations and future expansion planning. I am writing to alert the Town that 245 Pembroke Hill Road, my 14 acre parcel of land bordering on Belanger Drive, is currently for sale at \$99,999. I offer the following for your consideration of all options with regard to the Hill school.

Parcel was recently re-assessed for \$123,200.

It has access to Pembroke Hill Road and runs all along Belanger Drive. GIS Map image is attached.

There are several benefits in obtaining this land for the Town and/or School, including but not limited to:

- Space for Athletic Fields
- Parking & Storage
- Additional Facilities
- Future Expansion
- Drainage Control
- Access Control/Security
- Traffic Flow Options
- Solar Farm to Power/Heat the School
- Or merely to guarantee the quality and safety of the neighborhood into perpetuity

I'd also point out that many builders have a keen interest in the parcel if they could "cut-in" on Belanger Drive. At this time, it appears as though the Town would be the only entity authorized to grant such access.¹ If you were to do that, the value of the parcel would increase exponentially and the Town could therefore profit handsomely from the acquisition.

Please **email me** with any questions or to move forward with a purchase or proposal. Thank You very much for your time and consideration.

Very Truly Yours,



John "Jake" Skinner [Owner/Broker]

Jake@ClosingNewEngland.com

603.391.5668

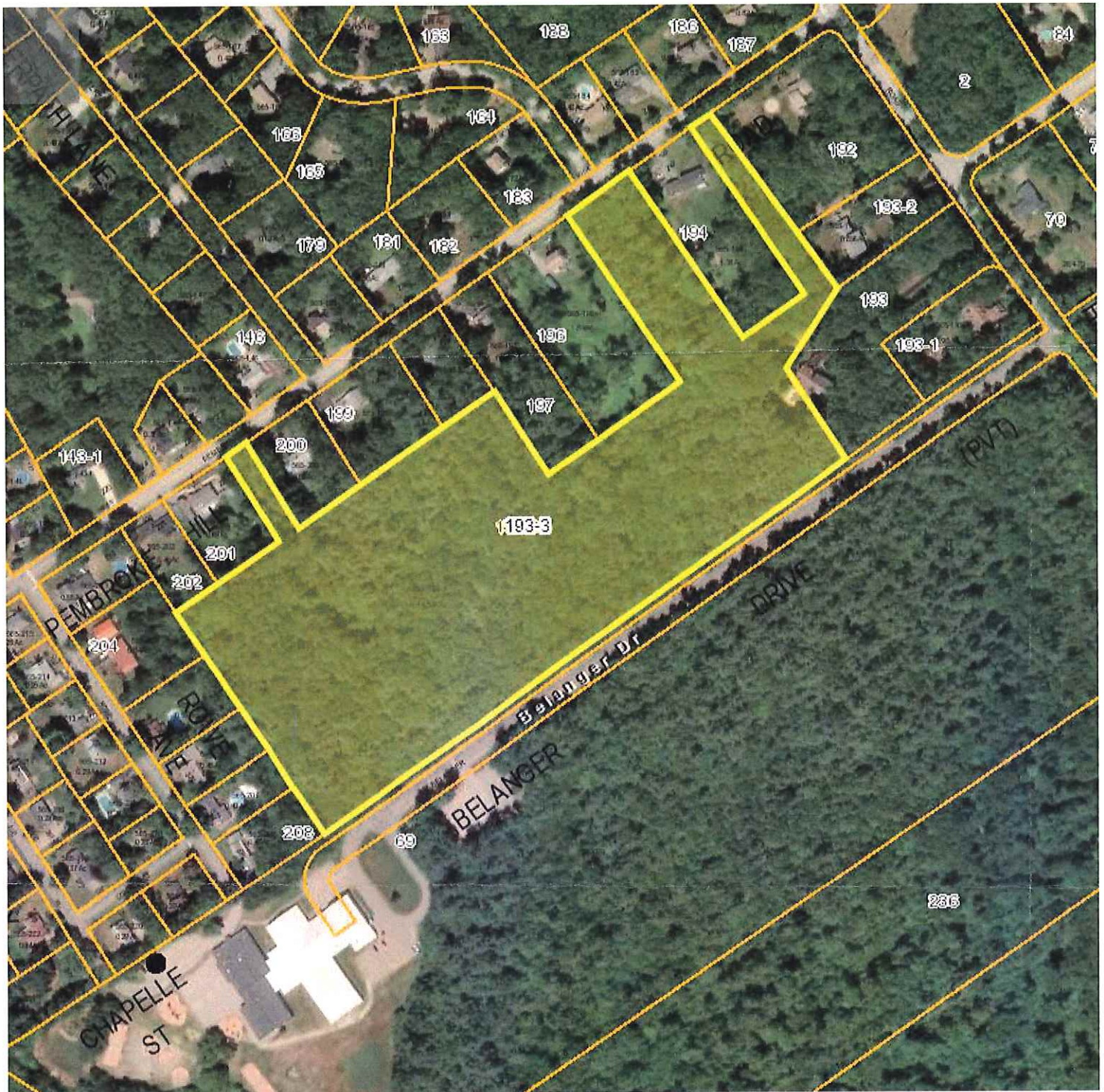
For Pembroke Hill Estates LLC As Manager

CC: Pembroke School Board
267 Pembroke Street
Pembroke, NH 03275

Pembroke Board of Selectmen
311 Pembroke Street
Pembroke, NH 03275

¹ Belanger Drive is listed as a private road. However, since it is private road to a public school it may be a grey area.

FOR CONSIDERATION OF OPTIONS IN RENOVATION/REDEVELOPMENT OF HILL SCHOOL



14.5 ACRES AT 245 PEMBROKE HILL ROAD

\$99K



TOWN OF PEMBROKE

TOWN HALL • 311 PEMBROKE STREET • PEMBROKE, NH 03275

MEMO

TO: DAVID
FROM: ISABELLE
RE: GRANGE
DATE: FEB. 9, 1996

Mr. John Saturley was in and gave me the following note
re: Grange.

Pembroke Grange #111 leased brick school building from
Pembroke School District Nov. 1, 1966.

The school district closed the building permanently June, 1948. At a school district meeting the Town voted to keep the building, as it was never to be sold. The building is owned by the school and is leased by the Grange.

The Pembroke Woman's Club used the building for several years previous to the Grange taking over (1950-1966).

The school district closed the building for a few years after 1932, and opened it again during the 1940's.

The Odd Fellows Lodge and Mary Gordon Bartlett Rebekah Lodge moved to the building in 1978 with the Grange.

Mr. Saturley's tel. no. is: 798-5781. He wanted to see the picture that we are using - he said he really liked it and was happy that we were doing this.



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

November 6, 2019

William Cass, P.E.
Assistant Commissioner

David Cedarholm, City Engineer
Engineering Services Division
City of Concord
41 Green Street
Concord, NH 03301

RE: CONCORD-PEMBROKE, #14841A
North Pembroke Road over Soucook River – Br. #183/156
FINAL DESIGN SCOPE AND FEE APPROVAL

Dear Mr. Cedarholm:

The Department has reviewed the scope and fee for Final Design engineering prepared by HDR, Inc. for the above-referenced project and finds it to be acceptable. While the fee is larger than might ordinarily be expected in a State Bridge Aid project, the bridge has a level of complexity that warrants a larger than normal engineering effort.

HDR may proceed to preparation of the Final Plans. Those plans will need to be submitted to the Department for review and concurrence before moving further.

The following table summarizes the anticipated costs for this project.

Phase	\$
Preliminary Engineering (Engineering Study)	\$95,062.00
Preliminary Engineering (Final Design)	\$229,519.46
Construction (estimated)	\$1,661,858.00
Construction Engineering (estimated)	\$132,949.00
Total (estimated)	\$2,119,388.46

If you have any questions, please contact us.

Sincerely,

Ronald L. Kleiner, Jr., PE
Community Assistance Bridge Engineer
Bureau of Planning and Community Assistance
Telephone: (603) 271-4417

RLK/dmp

cc (via email): David Jodoin, Town of Pembroke, Tom French, HDR, C.R. Willeke, NHDOT,
Courtney Collins, NHDOT, Meg Seymour, NHDOT

David Jodoin

From: Cedarholm, David <DCedarholm@ConcordNH.gov>
Sent: Tuesday, November 05, 2019 3:38 PM
To: 'jboisvert@pembroke-nh.com'; 'David Jodoin'
Cc: French, Thomas
Subject: North Pembroke Road Bridge Project Schedule
Attachments: Design Schedule Concord NH_Pembroke Road Bridge 10-11-19.pdf

Hi Jim and David,

I apologize for the lack of communication regarding the North Pembroke Rd Bridge project. Apparently, there has been a major backlog of reviews at NHDOT and this has resulted in an extended delay in getting NHDOT to approve the scope and fee for the final design and bid phases of the project. I am told our project is now at or near the "top of the stack" and we should be receiving the approval to move forward with final design any day now. Attached is a estimated project schedule provided to me by HDR a couple of weeks ago.

Please call or email if you have an questions or need more information.

Thank you for your patience.

Dave

David Cedarholm, PE
City Engineer

Engineering Services Division
City Hall
41 Green Street
Concord, NH 03301
(603) 225-8520
(603) 230-3614, direct
dcedarholm@concordnh.gov
www.concordnh.gov

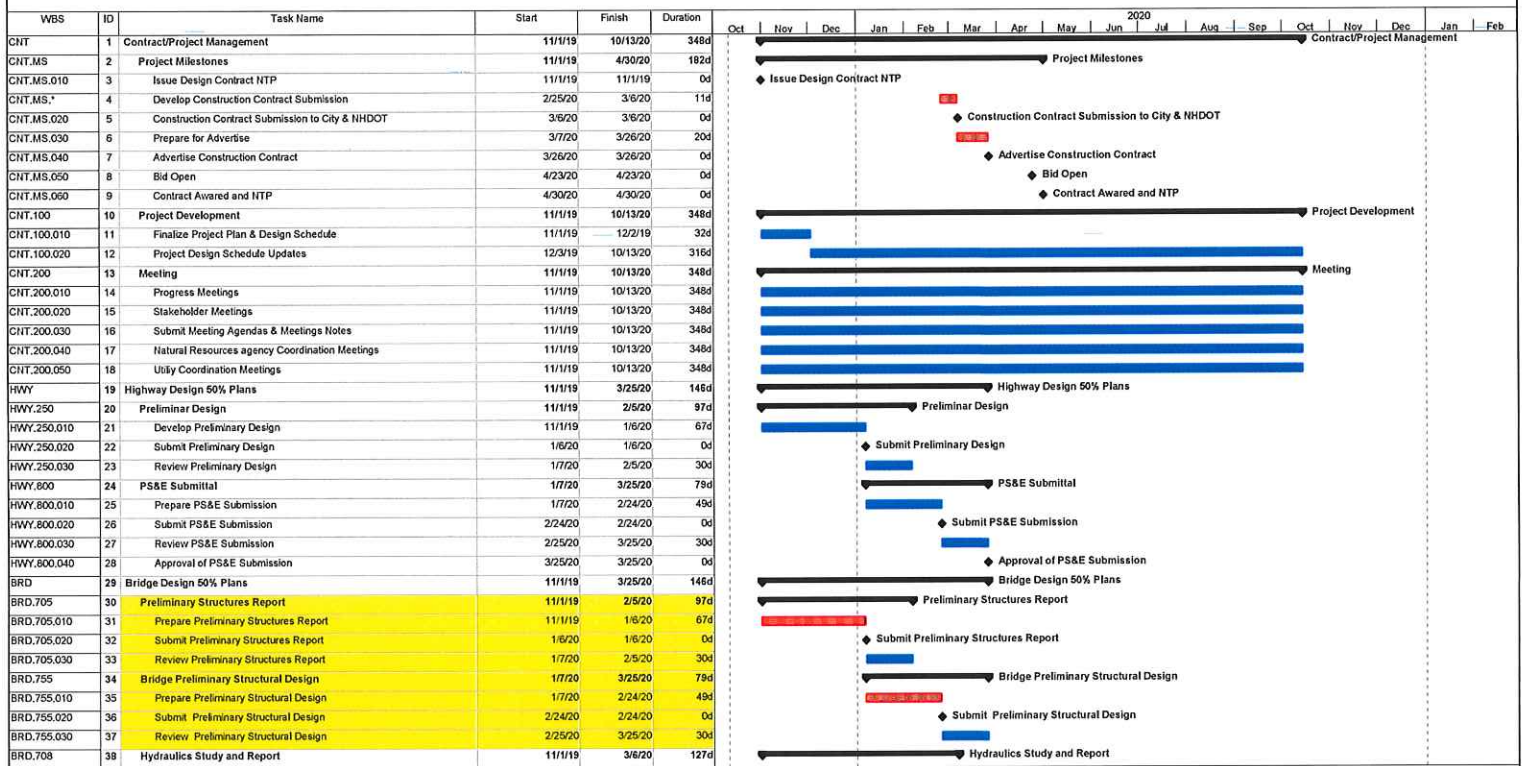
New Hampshire's Main Street™



CONFIDENTIALITY NOTICE

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NH Department of Transportation
North Pembroke Road Bridge & Concord, NH
BL PDS Schedule Grouped by Area of Work



Task Milestone Summary Critical Path

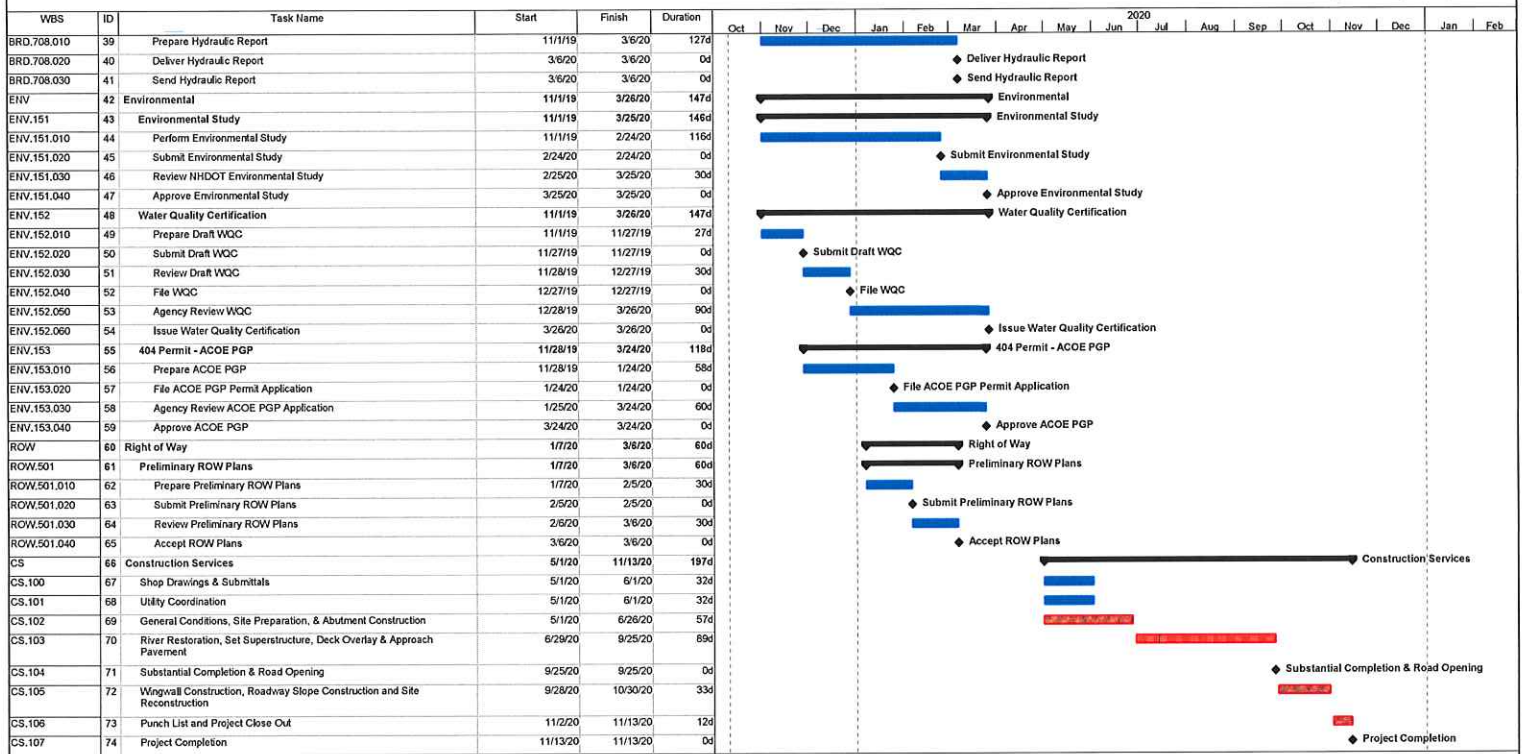
NHDOT PM: XXXXXX

Status Date: 10/11/19 / Report Run Date: 10/11/19

Page 1 of 2

Design Engineer: HDR Engineering
 Contract #: <Contract #> / Assignment #: <Assign>

NH Department of Transportation
North Pembroke Road Bridge & Concord, NH
BL PDS Schedule Grouped by Area of Work



Task Milestone Summary Critical Path

NHDOT PM: XXXXXX
 Status Date: 10/11/19 / Report Run Date: 10/11/19

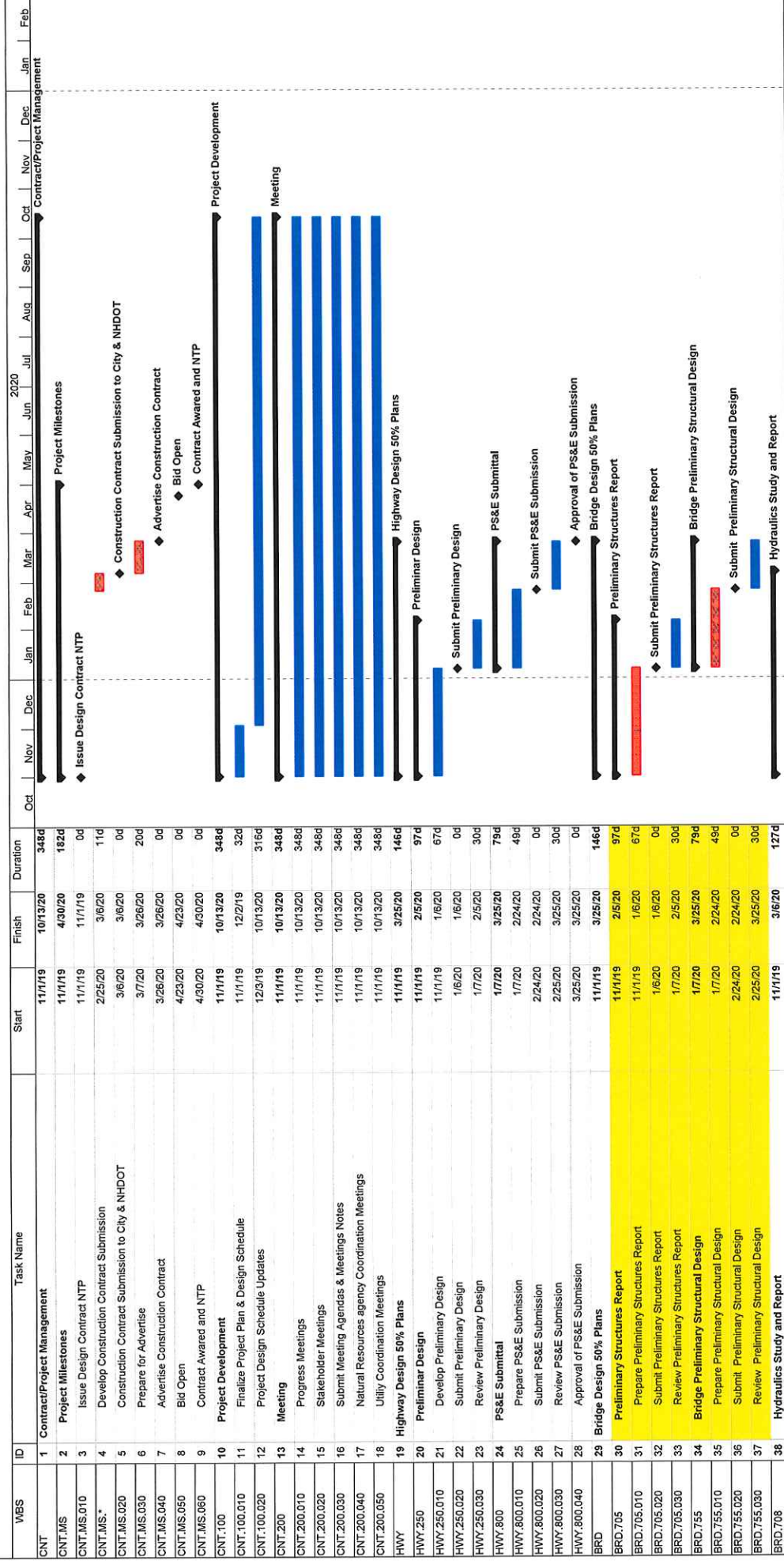
Page 2 of 2

Design Engineer: HDR Engineering
 Contract #: <Contract #> / Assignment #: <Assign>

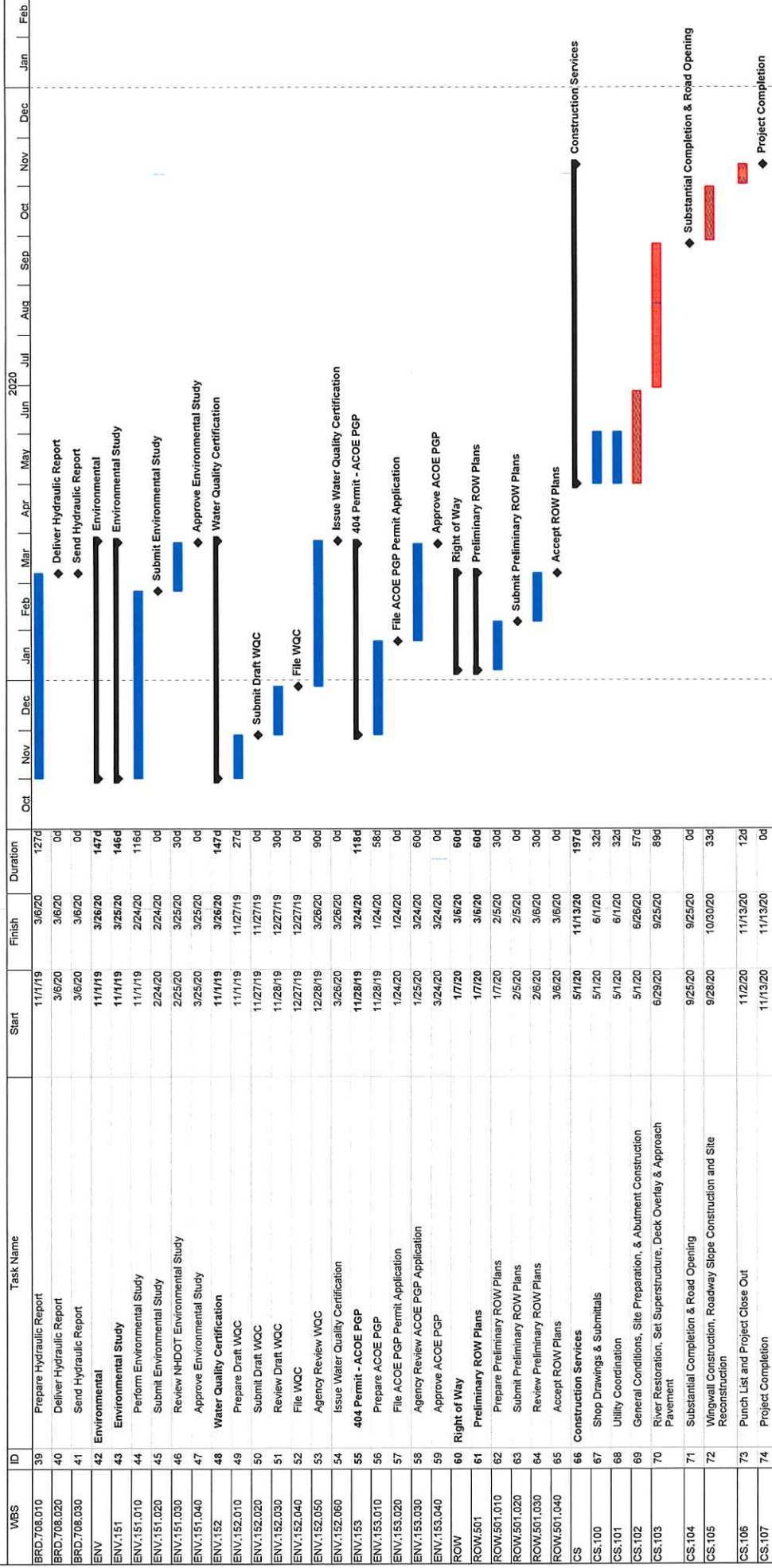
NH Department of Transportation

North Pembroke Road Bridge & Concord, NH

BL PDS Schedule Grouped by Area of Work



NH Department of Transportation North Pembroke Road Bridge & Concord, NH BL PDS Schedule Grouped by Area of Work



Committed Funds		Company	Account#
North Pembroke Road	380,000.00 ✓	HDR/City of Concord	1000-59093-73002
Storm Water Plan	23,687.90 ✓	KV Partners/CNHRPC	1000-59093-73002
Main Street Engineering	18,950.00 ✓	KV Partners	1000-59093-73002
Crack Sealing	29,625.00 ✓	Advanced Excavating	1000-59093-73002
Master Plan	2,000.00 ✓	CNHRPC	1000-56510-39000
Nadine Drain pipe	42,531.06 ✓	Advanced Excavating	1000-59093-39000
Nadine Drain pipe	1,301.94 ✓	Advanced Excavating	1000-49093-73002
Union/Pleasant Paving	22,392.00 ✓	Advanced Excavating	1000-49093-73002
Upper Beacon	69,497.33 ✓	Advanced Excavating	1000-49093-73002
record Retention	1,873.92 ✓	NE Documents	1000-59095-00057
Uniforms New Hire	3,000.00 ✓	Galls	1000-42101-29000
Union Street Wall	14,650.00 ✓	KV partners	1000-41302-31200
Tree work	2,200.00 ✓	Jungle Jims	1000-45201-43000
Langmaid Monument Cleaning	700.00 ✓	Dignified Cemetery	1000-41302-31200
Street Light Conversion	50,755.70 ✓	Lightec/Eversource	1000-51502-30100

663,164.85



November 19, 2019

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

RECEIVED
NOV 20 2019
TOWN OF
PEMBROKE, NH

RE: Important Information—Price Changes

Dear Chairman and Members of the Board:

At Comcast, we're 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. As we continue to invest in our network, products, and services, the cost of doing business rises. Programming fees - the cost associated with carrying the programming our customers demand, especially broadcast television and sports programming - continue to rise each year and are one of our biggest expenses. While we absorb some of these costs, these fee increases affect service pricing. As a result, starting December 20, 2019, prices for certain services and fees will be increasing. Please see the enclosed Customer Notices for more information.

While some prices may increase, we continue to invest in technology to drive innovation. We work hard to bring our customers great value every day and exciting new developments, including:

- Xfinity Stream app included with Xfinity TV has the most free shows and movies
- Apps like Netflix, Pandora, Amazon, and YouTube integrated on our X1 platform and easily accessed using our Voice Remote
- 163,000+ shows and movies on Xfinity On Demand
- Enhanced control of in-home WiFi with Xfinity xFi
- Advanced security with the Xfinity Wireless Gateway
- The fastest Internet speeds in the country
- 19 million Xfinity WiFi hotspots nationwide

Also, effective December 20, 2019, AnyRoom DVR Service will no longer be available for new subscriptions. If you currently have AnyRoom DVR Service you will continue to receive this service until you make a change or you receive further notice.

We know you may have questions about these changes. If I can be of any further assistance, please contact me at 603-224-1871, ext. 202.

Sincerely,

Bryan Christiansen

Bryan Christiansen, Sr. Manager
Government Affairs

Attachment: Customer Notices

Important Information Regarding Xfinity Services and Pricing

Effective December 20, 2019

To our viewers, streamers, gamers, and online shoppers,

At Xfinity, we love keeping you connected to what matters most. We're proud to deliver exciting experiences you won't find anywhere else.

We want to let you know about some improvements we've made to your services, and also to tell you the cost of some of our services will be increasing. Nobody likes price increases, including us, but they happen periodically for a few reasons. Network programming fees—the amount networks charge us to put their channels on our cable system—go up every year, and they are among our biggest expenses. While we absorb some of these costs, these fee increases affect service pricing.

We continue to invest in our products and services. These investments lead to big improvements year after year, including:

- Powerful in-home WiFi and a more reliable network with more capacity
- The fastest Internet speeds in the country
- Exciting new technology you depend on, and the integration of the apps you use every day
- Thousands of shows and movies available to watch on any screen, for our TV and Internet customers alike

You deserve the best, so we won't compromise on the experiences we create for you. As always, we sincerely thank you for being an Xfinity customer.

Your Xfinity Team

If you have a promotional offer with your services right now or you are on a minimum term agreement for your services, the prices for those specific services will not be affected during the applicable period. However, equipment charges, charges for additional features, taxes, and other fees, including the Broadcast TV Fee and Regional Sports Network Fee, are subject to change and could affect the overall amount you pay during the applicable period. When your promotional offer or contract term ends, your price for those services will reflect our new package prices.

Experience the benefits of Xfinity

Xfinity Internet:

The fastest Internet speeds in the country, including offering 1 Gigabit download speeds, available to 90% of our customers

19 million Xfinity WiFi hotspots nationwide

Xfinity TV:

Xfinity Stream app included with Xfinity TV has the most free shows and movies

Stream apps like Netflix, Pandora, Prime Video, and YouTube on X1 with the Voice Remote

163,000+ shows and movies on Xfinity On Demand

More details on these price changes are enclosed. For additional information, go to xfinity.com/pricechanges. For details on Xfinity features included with your service, see my.xfinity.com.

Allentown, Concord, Exeter, Goffstown, Hampstead, Manchester, Nashua, Pembroke, Plaistow, Salem, Seabrook, Somersworth & Stratham, NH

Important Information – Price Changes
November 19, 2019
Additional Information

In addition to the price changes listed in the enclosed general **Important Information Regarding Xfinity Services and Pricing**, customers receiving the services below will receive a bill message regarding the pricing change to their service.

Bill Message Text:

"PRICING UPDATE: In addition to the price changes listed on the general Important Information Regarding Xfinity Services and Pricing, on December 20, 2019, the price of [package or service name from below] will increase/decrease from \$XX.XX to \$XX.XX per month. Prices exclude taxes and fees."

XFINITY® TV	Current	New
Curiosity Stream OnDemand Subscription	\$5.99	\$2.99

SERVICES NO LONGER AVAILABLE FOR NEW SUBSCRIPTIONS	Current	New
Stream TV w/ HBO	\$10.00	\$15.00
Basic Latino TV	\$25.27	\$28.27
MultiLatino Ultra Package	\$76.22	\$79.72
Economy Plus Latino Double Play	\$109.22	\$112.22
Starter XF Double Play	\$129.22	\$132.22
Starter Double Play w/ Performance Pro Internet	\$144.22	\$147.22
Economy XF Triple Play	\$156.85	\$159.85
Premier Sports Double Play w/ Performance Internet	\$189.17	\$192.17
Premier Double Play w/ Blast! Internet	\$212.17	\$217.17