

AGENDA
BOARD OF SELECTMEN
March 15, 2021 AT 6:30 PM
TOWN HALL, PAULSEN MEETING ROOM

- I. CALL TO ORDER
- II. CITIZEN COMMENT
- III. SCHEDULED MEETINGS:
 - a. Solid Waste Committee
 - b. Conservation Commission – Discuss findings on proposed Closure of Range Roads to OHRV traffic December 15 – May 31
 - c. Public Works – Paving/Crack Sealing Bids
- IV. OLD BUSINESS:
 - a. Tax Deeds
 - b. Easement Suncook Methodist Church Parking
- V. NEW BUSINESS:
 - a. Election of Officers
 - b. Sub-Committee Assignments
 - c. Manifest/Abatements
 - d. Minutes 2/18/21, 3/1/21
- VI. TOWN ADMINISTRATOR REPORT
- VII. COMMITTEE REPORTS
- VIII. OTHER/CITIZEN COMMENT
- IX. Non Public Session in accordance with RSA 91-A:3 II B
- X. ADJOURN

**Town of Pembroke
Solid Waste Committee
Committee Report to the Selectmen**

February, 16, 2021

In July of 2020, the Pembroke Board of Selectmen reactivated the dormant Solid Waste Committee in recognition that the Town's existing Solid Waste contract with Casella Waste System was set to expire in 2022. The Committee was charged with exploring details of the existing agreement and to make recommendations to the Select Board in anticipation and in advance of the current contract's expiration. The primary motivator for this action was an awareness that the cost per ton for waste disposal in the existing contract is significantly below market rates and to have the Committee determine what could be done to mitigate expense increases which could result in rate shock to the property tax rate.

During the late summer of 2020, the Committee organized and began to meet. It reviewed the history of waste disposal going back a few decades, conducted a review of the Town's current Solid Waste ordinance, (Chapter 133 Solid Waste Management), reviewed the condition of the Town's trash handling vehicles, and received reports on current trash pick-up work loads and schedules. The first thing that came to the Committee's attention was that Chapter 133 dated back to a time when there were important contractual issues with the 27 town Central NH Solid Waste Compact, and that some of the language was obsolete, in need of revision, and might be imposing pointless administrative tasks on Public Works staff and upon commercial waste companies doing business in Pembroke.

The Committee decided that addressing revisions to the entire ordinance was too large a job to undertake immediately, but that removing the pointless and onerous sections of the ordinance immediately would posture Pembroke for additional revisions which might be identified later in the Committee's work. The Committee developed a revision to Chapter 133, shared it with commercial waste haulers doing business in Pembroke, and then conducted a meeting with those businesses to obtain any feedback those companies might have on the proposed changes. None of the waste haulers had any difficulties with the proposed changes.

At this point, the Committee recommends that the Selectmen act to adopt the revised draft of Chapter 133 developed by the Committee and await results of the Committee's continuing review of the Solid Waste situation effecting Pembroke as it approaches expiration of the existing solid waste contract. It is likely that the Committee's future focus will include projections of Pembroke's future waste pickup environment, the development of multi-option solutions to that future environment, and the issuance of a Request for Proposal to determine the costs associated with identified options.

The Committee is naturally available to meet with the Selectmen to discuss this entire matter and refine the Town's objectives if, in the Selectmen's opinion, the Committee is not moving at an acceptable speed or in the intended direction.

Respectfully Submitted:

Solid Waste Committee

Richard Bean

Gerry Fleury

Sally Hyland

Wendy Weisiger

Karen Yeaton

CHAPTER 133

SOLID WASTE MANAGEMENT

[HISTORY: Adopted by Special Town Meeting 4-21-1990 Article No. I. Amendments noted where applicable. Amended 3-12-2009 Town Meeting; Updated 5/5/14 Board of Selectmen; Updated 11/18/15]

§ 133-1 Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

ACCEPTABLE WASTE - Household garbage, trash, rubbish and refuse originating within the boundaries of the Town, normally collected or disposed of as a result of residential pickups or deliveries.

AUTOMATED COLLECTION - shall mean a method of collecting refuse and recycling through the use of mechanical collection equipment and special carts issued for the storage and collection of rubbish and recyclables.

AUTOMATED COLLECTION CART (Or approved cart) - shall mean a specially designed cart with wheels, approved by the Pembroke Board of Selectmen to be used for the storage of acceptable refuse or recyclables in the automated collection operation.

COMMERCIAL — Commercial entities doing business in the Town of Pembroke, including but not limited to contractors, multifamily dwellings of more than five (5) units, manufactured housing parks and commercial establishments of any size such as residential boarding and lodging homes, convalescent and nursing homes, private schools, motels, inns, restaurants, lounges, retail sales, service businesses, professional offices, manufacturing or automotive-related business.

CURB LINE -shall mean the area directly behind or adjacent to the curb; in the absence of a curb, the area adjacent to the edge of pavement or road.

CURBSIDE COLLECTION - shall mean the pickup of acceptable trash and recyclables at certain residences in the Town.

CUSTOMER – shall mean any resident who receives solid waste &/or recycling service from the Town.

DESIGNATED COLLECTION POINT - shall mean the place where the automated cart shall be placed for service, as determined by the Department of Public Works.

DIRECTOR - shall mean the Director of Public Works or his or her duly authorized representative.

DWELLING UNIT - shall mean any building or portion thereof that contains living facilities (which provide for sleeping, eating, cooking, and sanitation) for not more than one (1) household.

EXTRA REFUSE - shall mean any refuse placed on, around or in a five-foot radius of the automated collection cart in excess capacity of the automated cart.

FACILITY – Town designated disposal site.

HAZARDOUS WASTE - shall mean hazardous waste as defined in RSA 147-A: 2, as amended, and the following:

- A. Waste containing explosive, toxic or pathological substances;
- B. Waste defined or classified as hazardous waste at any time under federal, state or local law, or any regulation there under, or waste defined by any applicable federal, state or local law as low-level or high-level radioactive waste;
- C. Waste prohibited for incineration by any local, state or federal agency with jurisdiction over the waste plant or facility because of its toxic nature;
- D. Waste (other than acceptable waste of the character referred to in Subsection A of the definition of "acceptable waste"), the processing of which would result in hazardous waste under Subsections A, B or C of this definition; or
- E. Carts which hold or which previously have held waste described under Subsections A, B or C above.
- F. If any governmental entity having jurisdiction shall determine that any substances, which are not as of the date of this chapter considered harmful or of a toxic nature or dangerous, are harmful, toxic or dangerous, such substances shall thereafter be deemed "hazardous waste."

INFECTIOUS WASTE - shall mean waste that has the potential to cause an infectious disease via exposure to a pathogenic organism of sufficient virulence and dosage, through a portal of entry in a susceptible host.

MULTI-FAMILY RESIDENTIAL PROPERTY - shall mean more than one (1) but not more than five (5) dwelling units in a building.

NON-RESIDENTIAL UNIT - shall mean any establishment except those defined under residential property.

OTHER SOLID WASTE - Residential white metal goods, household appliances, recyclables, including electronic waste, tires, street sweeping, brush, tree stumps (no tree stumps will be accepted from commercial haulers), tree limbs and brush under five (5) inches in diameter and residential demolition debris that is no more than four (4) feet in length. The above noted items are not accepted at curbside, but are accepted at the Transfer Station.

OVERLOADED - shall mean that the automated cart is so full of refuse that its lid is not completely closed, thereby exceeding the automated carts rated capacity.

PERSON - Any natural person, partnership, corporation, association or other legal entity.

RECYCLABLE - shall mean any acceptable material that is collected and handled by the Town for remanufacture into new products. The Director of Public Works shall determine which materials are acceptable in the curbside collection program.

RECYCLING (RESOURCE RECOVERY) PROGRAM - The acceptance, processing and marketing of recyclable materials such as glass, aluminum cans and newspaper.

RESIDENTIAL PROPERTY - shall mean a single-family or multi-family housing building that consists of five (5) or fewer dwelling units, including apartments in commercial buildings.

SOLID WASTE - Shall have the meaning prescribed by the Division of Solid Waste Management of the New Hampshire Department of Environmental Services as set forth in New Hampshire Administrative Rules, Env-Sw 103.46.

SOLID WASTE FACILITY - The facility maintained by the Town within the borders of the Town to collect other solid waste and acceptable waste and recyclables.

TRASH - Waste, refuse, rubbish or garbage, including any acceptable material that does not meet the definition of "recyclable."

TOWN - The Town of Pembroke, New Hampshire.

UNACCEPTABLE_WASTE - Waste that is unacceptable at curbside, at the waste plant or at the solid waste facility such as:

- A. Pathological and biological waste, oil sludge, cesspool or other human waste, human remains, street sweepings, large items of machinery and equipment such as automobile and vehicular parts, trailers, agricultural equipment, marine vessels or similar items, farm and other large machinery, wire and cable from industrial sources and, plastics from industrial sources, foundry sands, tree stumps (see "other solid waste"), liquid wastes and slurries, explosives (including ammunition and firearms), and radioactive materials.
- B. Any item of waste exceeding six (6) feet six (6) inches in any one (1) of its dimensions or being in whole or in part a solid mass, the solid portion of which has dimensions such that a sphere with a diameter of eight (8) inches could be contained within such solid portion.
- C. Animal remains, dirt, concrete and other non-burnable construction material and demolition debris over 4 feet in length (see "other solid waste") and chemicals from industrial and commercial sources such as cleaning fluids, petroleum products, paints, acids, caustics, pesticides, insecticides, poisons, drugs or other materials the processing of which the Town or operator of the waste plant reasonably believes would pose a threat to health or safety or the processing of which may cause damage to the waste plant.
- D. Any waste which, if processed, would violate or cause the violation of any judicial decision, order or action of any federal, state or local government or any agency thereof or applicable law.
- E. Hazardous waste as defined in Section 133-1 herein.

YARD WASTE shall mean organic material, including leaves, grass clippings and pine needles, which are banned by the NH Department of Environmental Services, its successor agency, or the appropriate regulatory authority from disposal in landfills and incinerators.

§ 133-2 Regulated Activity

- A. All acceptable waste or other waste originating or collected within the municipal boundaries of the Town, by the Town or its designee, shall be delivered to and deposited for disposal at the towns Town's approved facility as designated by the Board of Selectmen or the solid waste facility, as the case may be.

- ~~B. The Board of Selectmen is authorized to explore the feasibility of constructing a joint facility or entering into a contract to use an existing facility with any surrounding Town if costs are to be allocated on a percentage of use basis.~~
- C.B. _____ The Board of Selectmen is authorized to develop and implement a resource recovery program.
- ~~D.C. No person shall deliver or cause the delivery of any solid waste or recycling originating outside the municipal boundaries of the Town to the Town solid waste facility (Town transfer station) town approved facility. No person shall deliver or cause the delivery of any unacceptable waste or hazardous waste originating in Pembroke to the town approved facility or solid waste facility. No person shall cause or allow solid waste originating outside the Town which is delivered to the town approved facility to be credited against the quantity of acceptable waste received or accepted at the town approved facility for the account of the Town. No person shall deliver or cause the delivery of acceptable waste originating within the Town to the town approved facility in any vehicle with a gross vehicle weight of less than twenty seven thousand five hundred (27,500) pounds.~~
- E.D. No person shall deliver or cause the delivery of any unacceptable waste or hazardous waste originating in Pembroke to the Town solid waste facility (Town transfer station).
- F.E. _____ All items defined as "unacceptable waste" or "hazardous waste" shall be the responsibility of the owner or waste generator and shall be disposed at the owner's or waste generator's expense, in accordance with federal, state and local ordinances.
- G.F. _____ The Town shall not bear the cost for pickup or transportation of any commercial acceptable solid waste generated in the Town of Pembroke. ~~The tipping fee for all commercial acceptable solid waste generated in the Town of Pembroke, and delivered to the town approved facility, shall be paid by the hauler.~~
- H.G. _____ Residential acceptable solid waste from dwelling units that receive collection service from the Town, shall be picked up and transported to the town approved facility by the Town subject to the following conditions:
- (1) Approved carts shall be no larger than ninety six (96) gallons. .

- (2) Solid waste shall be bagged and placed in the proper cart. Loose household solid waste in barrels shall not be acceptable.
- (3) Properties consisting of mixed use residential and commercial units shall be limited to pickup for residential units only. All waste from use of the commercial units shall be picked up in accordance with letter F. of this section.
- (4) Carts must be at curbside not later than 6:45 am on collection day, and no earlier than the previous evening.
- (5) Customers shall be required to utilize one collection cart for trash and one collection cart for recyclables per dwelling unit, in order to receive collection service by the Town.
- (6) All customers shall be required to divert acceptable recyclables from the trash and participate in the recycling collection service.
- (7) **Acceptable recyclables shall be placed loosely in the recyclables cart.**

§ 133-2.1 Automated Collection

- A. The purpose of this section is to establish minimum standards for the storage, collection, transportation and disposal of solid waste and recycling, utilizing an automated collection system to promote the health, safety, and welfare of the Town's residents, employees and environment, and to minimize the amount of trash generated in the Town.
- B. The Director of Public Works (hereinafter the "Director") shall have the direct responsibility for the administration of this section subject to the direction and control of the Town Administrator and the Board of Selectmen.
- C. General Requirements:
 - (1) Two automated collection carts and instructions for use will be available for residents at their cost who receive collection services from the Department of Public Works. Residents wishing to purchase additional carts may do so if they wish but any additional carts must be purchased in pairs, one recycling and one trash. Singles cannot be purchased.
 - (a) Landlords may charge their tenants for the carts.

- (2) It shall be the customer's responsibility to assure that automated collection carts are placed in the appropriate location designated by the Town, by 6:45 am on collection day. **If the carts are not out at 6:45 am, the truck will not return for a special trip to pick up your carts.**
- (3) The Town shall not be responsible for collection if there is a violation of any part of this section, or circumstances that are beyond the control of the Town. Circumstances or violations include, but are not limited to, automated cart overload, unacceptable materials, improperly loaded automated cart, blocked access, automated cart inaccessibility, improper carts or dangerous situations.
- (4) The only automated collection carts used in the program shall be those approved by the Town, and imprinted with the Town seal. No other type of automated cart is allowed. Carts shall be placed at the Town designated collection point on the scheduled collection day by 6:45 am, if the carts are not out at their collection point, the Town will not return later to pick up the carts. Such location shall be easily accessible to the cart with the lids completely closed, at least five feet from any obstruction, and with the handle of each cart facing the house. It shall be the duty of each customer to remove the automated cart from the curb line by the end of the collection day. It is prohibited to overload automated carts in a manner that is likely to cause damage to the collection vehicle, the automated cart or to create a litter condition or to impede collection.
- (5) Automated collection within the Town is mandatory in those areas designated by the Director of Public Works.
- (6) Any manure, offal or other noxious material that, in the discretion of the Director, has not been securely wrapped and placed in an automated cart, shall not be collected. All refuse shall be drained of any free liquids prior to placement in any automated cart. Trash shall be placed in bags first, then inside the cart. Recyclables shall be placed in the cart loose. It shall be the responsibility of the resident to keep automated carts clean.
- (7) It shall be a violation hereof to place or deposit any refuse whatsoever in or around an automated cart owned or provided for the use of another customer without that customer's approval.
- (8) The Town shall reserve the right to inspect any or all refuse, prior to and/or during collection and disposal, for compliance with local, state, or federal laws or regulations, and to reject if non-compliant.

D. Carts:

- (1) All automated carts will be assigned to a street address and have an imprinted number for identification purposes.
- (2) The automated carts approved by the Town shall not be filled to exceed the manufacturer's recommended limit (two hundred (200) pounds total weight for a 96 gallon cart and one hundred fifty (150) pounds for a sixty-four-gallon cart) and all rubbish must fit inside the automated collection cart. The cover of any automated cart must be kept closed at all times except when the automated cart is being filled, emptied or cleaned. Animal wastes and ashes shall be wrapped separately from other refuse in a manner to prevent spillage prior to placement in an automated trash cart.
- (3) If a customer requires more than the determined number of automated collection carts, they may purchase additional carts but they must be in pairs. If the resident does not have the room to properly place automated carts at curbside for collection, the director may require the owner to purchase and maintain additional town-approved carts or to obtain private collection service.
- (4) Any customer in possession of an approved automated collection cart shall pay the cost of repair or replacement of any damaged cart, if it is the determination of the Director that such damage is the result of negligence of, or abuse by, the customer. The charge shall be the actual cost of repair or replacement as determined by the Town. If a cart is rendered unusable through the fault of the Town, then a replacement cart will be provided at no cost to the customer.
- (5) Automated carts shall only be used for storage and placement for the collection of trash and recyclables by the Town.
- (6) In order to maintain an orderly and aesthetic appearance within the Town, and to prevent unauthorized encroachment on any street, public property or private property, automated carts shall be stored on private property except on collection days. Failure by the customer to comply with a Town notification citing improper storage for automated carts shall be a violation of this section.
- (7) Automated collection carts are not to be left curbside, street side or roadside overnight after the day of collection.

E. Rubbish collection service:

- (1) To be eligible to receive collection service, the customer shall currently be receiving service as of the effective date of this section, in accordance with the existing collection policy. Adding new customers shall be subject to approval by the Town.
- (2) Standard curbside collection service shall consist of once a week co-collection of acceptable trash and recyclables, in accordance with Town policies.

F. Points of collection. Automated carts shall be placed:

- (1) Within two (2) feet of the curb line or where directed by the Town.
- (2) At least five (5) feet away from all objects such as fences, mailboxes, and utility poles, and clear of overhanging vegetation, utility wires, etc. to allow for the unimpeded operation of collection vehicles.
- (3) So that the automated cart handle is facing the dwelling unit.
- (4) At least two (2) feet from the other cart.
- (5) At least ten (10) feet away from parked vehicles.
- (6) Residents are responsible for ensuring the accessibility of all carts.
- (7) The Director of Public Works shall have the authority to designate placement of carts.
- (8) No parking between the hours of 9am – 2pm on the respective your selected trash day shall be in effect for the following streets:
[Amended 9/5/17 Board of Selectmen]

Broadway to Hillcrest
Central Street
Church Street – From the rear exit of the bank to Main Street
Front Street
Glass Street – From 60 Glass Street to 129 Glass Street
High Street
Howard Street – 7a.m. to 2:00 p.m. Broadway to dead end
Kimball Street
Lindy Street
Main Street from Broadway to Turnpike
Maple Street

Millard Street
Pine Street
Pleasant Street
Prospect Street
Union Street – From High Street to 6 Union Street

a. ALSO SEE Chapter 191 **Vehicles and Traffic** section 191-18
Schedule IV: Parking Prohibited Certain Hours.

b. Fines are considered to be Class I violations as noted in Town
Code Chapter 191-10 **Parking violation penalties** (A).

G. Prohibited material. All materials prohibited under other ordinances, and:

- (1) Unacceptable Waste as defined in Section 133-1 herein.
- (2) No toxic, extremely hazardous, dangerous/hazardous or liquid waste as defined now or hereafter, shall be deposited curbside or in any automated collection cart intended for disposal.
- (3) Household hazardous waste or small quantity generator waste shall not be deposited curbside or in any automated collection cart.
- (4) No infectious waste shall be placed curbside or in any automated cart for collection.
- (5) No rocks, concrete, asphalt, dirt, construction debris or other similar material shall be placed in automated carts.
- (6) No hot ashes or any other material capable of causing ignition or spontaneous combustion shall be placed in any automated collection cart.
- (7) No motor oil or other automotive fluids shall be deposited in any automated cart.
- (8) The Town reserves the right to prohibit, or to place disposal restrictions upon any waste that may adversely affect disposal. This shall also extend to any item that may pose a risk to the health or safety of Town employees. Disposal restrictions that may be implemented shall include, but are not limited to, item size restrictions, quantity restrictions, recycling regulations, special preparation requirements, and rubbish source documentation requirements.

- (9) Failure of a customer to comply with disposal restrictions will be deemed a violation and may, at the discretion of the director, result in revocation of collection services.
- H. Enforcement: This section shall be enforced by either the Health Officer or the Code Enforcement Department or their duly authorized agents, after initial notification to the violator by the Department of Public Works.
- I. Violation: Any customer found to have violated any of the provisions of this section may have their service terminated, at the discretion of the director. If service is terminated, the customer shall be entitled to a hearing before the Board of Selectmen, according to the process outlined in section 133-4.C. of this chapter.

§ 133-3 Solid Waste Facility.

- A. Operating hours:
 - (1) The solid waste facility will be open for residential users Tuesday and Saturday, 7:30 a.m. to 3:30 p.m.
 - (2) The solid waste facility shall be closed on all holidays that are observed by the Town and on Old Home Day.
 - (3) The Director of Public Works or his authorized representative shall have the authority to open the solid waste facility at other times.
- B. Authorized solid waste facility use shall be by **residents** of the Town of Pembroke who properly display a current solid waste facility permit sticker.
- C. Recycling (Resource Recovery) program. Materials for recycling shall be placed in the recycling bins under the supervision of the attendant. Recycled materials shall be dry and free of food waste and other contaminants. ~~When the Town implements a curbside recycling program,~~ Users of the **Town solid waste facility** (Town transfer station) must recycle all recyclable materials being delivered to the Transfer Station.
- D. Scavenging/solid waste facility. Scavenging/picking at the solid waste facility is strictly prohibited.
- E. Violations of regulations. The Director of Public Works or his/her authorized representative shall be in charge of the solid waste facility operation and will ensure that all procedures and regulations are obeyed. Penalties for any violation shall be as follows:

- (1) First violation will result in a thirty-day suspension of permit from the day of the violation.
 - (2) Second violation will result in a one-year suspension of permit from the day of the violation.
- F. Permits. All facility users must obtain and display a valid Town facility permit for admittance to the solid waste facility. Permits must be obtained at the Pembroke Public Works Department, 8 Exchange Street. Permits are available to all Town residents who must provide a valid registration for an automobile registered in the Town of Pembroke.
- G. Facility fee schedule.
- (1) Permit fees.
 - a. Residents: no charge for annual renewal of permit.
 - (2) Tipping fees.
 - a. Fees charged are the most current voted on by the Board of Selectmen, after holding a public hearing. The Pembroke Public Works Department shall have available a current fee schedule for users.
- H. Future permits and fees. The Board of Selectmen may, from time to time, set fees and rates for the use of the solid waste facility. Per RSA 41:9-a, the Board of Selectmen shall hold a public hearing prior to setting fees and rates.

133-4 *Commercial Solid Waste Collection*

The provisions of this section shall apply to private haulers collecting solid waste, construction or demolition material and / or recycling in the Town, not to residents bringing their own trash and recycling to the Town solid waste facility (Town transfer station). [Board Updated 9/5/17]

A. Licensing

- (1) No person shall collect, transport or deliver solid waste, construction or demolition material or recycling originating within the Town without first obtaining a license from the Board of Selectmen, or its designee. ~~All approved haulers shall dispose of acceptable waste originating within the Town of Pembroke at the transfer station in Allenstown operated by Casella starting January 1, 2015. Acceptable waste may be delivered to the transfer station in Allenstown only by self emptying vehicles or transfer trailers and in a manner in which reasonably assures that the waste will not blow, leak, or spill prior to unloading at the facility site. All~~

waste must be delivered in a vehicle with gross vehicle weight of greater than twenty-seven thousand five hundred (27,500) pounds and is self dumping.

- (2) **All waste must be collected with a vehicle with a gross vehicle weight (GVW) of greater than twenty-seven thousand five hundred (27,500) pounds.**
- (3) Any person required by this section to obtain a license shall make **an** application to the Board of Selectmen, or its designee, providing the information required. Each application shall be accompanied by a nonrefundable application fee as voted on by the Board of Selectmen.
- (4) The application shall contain all information required by the Board of Selectmen, including but not limited to: **the corporate name, address, corporate representative and title, phone number, e-mail, and website (if available);** a description of the activities engaged in, e.g., collection, transportation or delivery of acceptable waste; list of commercial customers and size and location of carts, pickup route, designated day and time of pickup, type and amount of waste handled; certificate of insurance with limits of coverage as determined by the Board of Selectmen, or its designee; a description of the facilities operated and used; and an equipment inventory, including a description of the make, model and year of each vehicle used for the collection or transportation of solid waste.
- (5) The Board of Selectmen or its designee shall act to grant or deny a license application within fifteen days of the submission of a complete application.
- (6) Licenses shall be renewed annually, and all information provided in the initial application shall be revised upon application for license renewal. If the Board of Selectmen or its designee shall determine the application is incomplete, they shall notify the applicant, in writing, of the specific information necessary to complete it. The Board of Selectmen, or its designee, shall be informed immediately, in writing, of any changes in or additions to the information required on the application.
- (7) Licenses issued hereunder shall not be transferable.
- (8) All licenses shall expire one (1) year from the date of issue unless otherwise stated on the license or revoked or suspended sooner in accordance with the provision of this chapter.

(9) The annual license fee shall be designated by the Board of Selectmen for each applicant licensed. In the event that the Board of Selectmen, or its designee, deny a license application, they shall notify the applicant, in writing, and shall state the reasons for the denial. Upon such notice, the applicant may request a hearing in accordance with the procedures in § 133-4C hereof.

(10) Operating times are the same as provided in **Chapter 171 Ordinance Regulating Noise Nuisance** ~~the Pembroke Noise Ordinance, as adopted at the March 15, 2008 Town Meeting.~~

B. Suspension and revocation.

(1) Any license issued under this chapter may be suspended or revoked by order of the Board of Selectmen after the Board of Selectmen shall have notified the licensee, in writing, of the intent to suspend or revoke, the reasons therefore [sic] and the licensee has had an opportunity for a hearing in accordance with the procedures in § 133-4C hereof.

(2) A license may be suspended or revoked for the following causes:

(a) Violation of this chapter;

(b) Violation of any provision of any state or local law or regulation relating to this chapter, including but not limited to RSA 149-M or any environmental law;

(c) Violation of any license condition; or

(d) Falsehoods, misrepresentations or omissions in the license application.

C. Hearings.

(1) Any person denied a license or whose license is proposed to be suspended or revoked pursuant to § 133-4B shall be entitled to a hearing before the Board of Selectmen, if such request is made, in writing, within fifteen (15) days of the licensee's receipt of the notice of denial or proposed suspension or revocation.

(2) A hearing authorized by this chapter shall be held within thirty (30) days after receipt by the Board of Selectmen of the written request for a hearing.

(3) The licensee or applicant shall be notified, in writing, as to the time and place of the hearing at least ten (10) days prior to the hearing date.

The applicant or licensee has the right to be represented by counsel, to offer evidence and to cross-examine witnesses.

- (4) A determination shall be made by the Board of Selectmen within twenty (20) days after the conclusion of the hearing and a notice of the decision shall be served upon the applicant or license by certified mail, return receipt requested.
- (5) A final determination relative to the denial, suspension or revocation of a license and the period of suspension or revocation shall take effect as provided in the notice but no later than ten (10) days after the date notice of such final determination has been mailed by certified mail, return receipt requested, to the licensee or applicant. Such final determination shall be conclusive. Notice of the final determination shall set forth reasons for the denial, suspension or revocation and the effective dates thereof, together with a statement that such decision may be appealed as provided by the laws of the State of New Hampshire.
- (6) Any claim arising out of or relating to a final determination shall be reviewable as provided by the laws of the State of New Hampshire.

§ 133-5 Administration.

This chapter shall be administered by the Board of Selectmen, whose powers and duties are as follows:

- A. To adopt reasonable rules, regulations, fees and fines as needed to enforce this chapter, including, without limitation, rules and regulations governing the delivery of acceptable waste to the municipal solid waste facility, as well as other facilities the Town has an agreement or contract with to provide such services;
- B. To consider all license applications and to grant or deny each application within fifteen (15) days after receipt of a completed application at the town offices or within such other time as the Board of Selectmen and the applicant shall agree is reasonable;
- C. To review any alleged violations of this chapter, and to impose appropriate penalties as required by this chapter; and
- D. To institute necessary proceedings, either legal or equitable, to enforce this chapter.

§ 133-6 Enforcement and penalties.

- A. Any person who violates this chapter may be guilty of a violation for each incident or occasion of violation
- B. Any person who violates this chapter may be subject to a fine, payable to the Town, of not more than one thousand dollars (\$1,000) and or revocation of service for each violation.

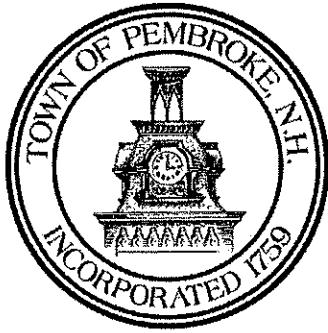
§ 133-7 Conflict and severability.

- A. The provisions of this chapter shall supersede all other local laws, ordinances, resolutions, rules or regulations contrary hereto or in conflict herewith.
- B. The provisions of this chapter shall be severable, and if any phrase, clause or sentence or provision or the application thereof to any person or circumstance shall be held invalid, the remainder of this chapter and the application thereof shall not be affected thereby.

§ 133-8 Amendment of provisions.

The Board of Selectmen, after a public hearing, may amend this chapter as it relates to the municipal solid waste facility and or collection of municipal solid waste or recyclables.

Updated November 18, 2015



Town of Pembroke
Department of Public Works

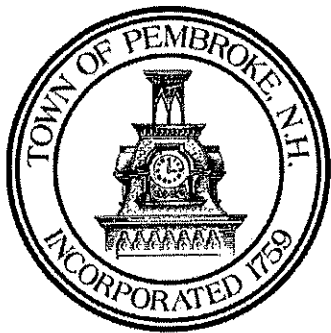
8 Exchange Street, Pembroke, NH 03275
Phone: (603) 485-4422 Fax: (603) 485-2613

To: Board of Selectmen
From: Roads Committee
CC: David Jodoin
Date: March 3, 2021
Re: Paving Bid Award Recommendation 2021

The Roads Committee recommends the bid be awarded to GMI Asphalt, LLC for paving the 2021 list of roads, pending budget approval at Town Meeting.

2021 Road Paving Bid Summary

Bladder	Machine 1/2" Hot Top	Machine 3/4" Dense Bladder	2051	50	Rectalining/Fine Grading/ Sk. Yds.	Roadside Ditching/ Linear Ft.	Shoulder Work Material <1" gravel/Tons	300	500	2	24" Precast Headwalls	18" Precast Headwalls	24" HDPE Pipe /Linear Ft.	18" HDPE Pipe /Linear Ft.	12" HDPE Pipe /Linear Ft.	Catch Basins with F&G	Drain manhole with F&G	Cape Cod Bars / Linear Ft.	SMH Covers, Lower & Rulse	3	100	50	Ledge Removal & Replacement (Hammering) Cu Yds/Cu Yd.	TOTAL	Comments
United Construction Corp. P.O. Box 48, 250 N. Main St. Newport, N.H. 03773	\$ 110.00	\$ 74.00	\$ 200.00	\$ 2.35	\$ 3.10	\$ 65.00	\$ 4.00	\$4,000.00	\$3,800.00	\$ 76.00	\$ 81.00	\$ 54.00	\$3,150.00	\$2,800.00	\$6.00	\$1,700.00	\$22.00	\$75.00	\$353,404.60	Insurance-yes					
Continental Paving, Inc. One Continental Drive Londonderry, N.H. 03053	\$ 85.00	\$ 76.00	\$ 150.00	\$ 2.50	\$ 5.00	\$ 25.00	\$ 10.00	\$2,500.00	\$2,000.00	\$ 75.00	\$ 70.00	\$ 60.00	\$ 3,500.00	\$ 4,000.00	\$ 8.00	\$ 500.00	\$ 20.00	\$ 150.00	\$ 384,791.00	Insurance-yes					
Pike Industries, Inc. 3, Estigate Park Road Belmont, N.H. 03220	\$ 115.60	\$ 75.50	\$ 175.00	\$ 2.65	\$ 4.25	\$ 33.00	\$ 8.25	\$7,500.00	\$7,500.00	\$ 4,000.00	\$ 250.00	\$ 150.00	\$ 7,500.00	\$ 9,500.00	\$ 15.00	\$ 500.00	\$ 24.00	\$ 575.00	\$ 509,254.10	Insurance-yes					
Advanced Excavating & Paving P.O. Box 591, 666 Granite St. 125	\$ 125.00	\$ 67.65	\$ 150.00	\$ 1.65	\$ 1.50	\$ 32.00	\$ 3.00	\$2,370.00	\$2,370.00	\$ 98.00	\$ 91.00	\$ 79.25	\$ 3,440.00	\$ 3,440.00	\$ 5.00	\$ 475.00	\$ 17.50	\$ 98.00	\$ 311,493.95	Insurance-yes					
GMI Asphalt, LLC 288 Laconia Road Belmont, N.H. 03220	\$ 95.20	\$ 66.90	\$ 155.00	\$ 1.20	\$ 1.20	\$ 32.00	\$ 4.00	\$3,480.00	\$2,980.00	\$ 90.00	\$ 98.00	\$ 59.00	\$ 675.00	\$ 700.00	\$ 6.50	\$ 405.00	\$ 39.00	\$ 165.00	\$ 276,492.10	Insurance-yes					
	\$ 16,656.00	\$ 137,211.90	\$ 7,758.00	\$ 17,275.26	\$ 12,000.00	\$ 9,900.00	\$ 2,860.00	\$ 6,840.00	\$ 5,980.00	\$ 5,800.00	\$ 3,903.00	\$ 35,408.00	\$ 4,550.00	\$ 700.00	\$ 3,320.00	\$ 1,215.00	\$ 3,800.00	\$ 8,258.00							

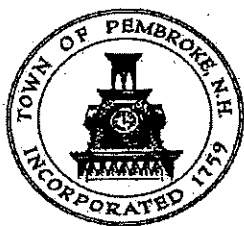


Town of Pembroke
Department of Public Works

8 Exchange Street, Pembroke, NH 03275
Phone: (603) 485-4422 Fax: (603) 485-2613

To: Board of Selectmen
From: Roads Committee
CC: David Jodoin
Date: March 3, 2021
Re: Crack Sealing Bid Award Recommendation 2021

The Roads Committee recommends the bid be awarded to 'Sealcoating Inc. dba indus', pending budget approval at Town Meeting.



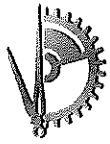
Town of Pembroke

Department of Public Works

8 Exchange Street, Pembroke, NH 03275
Phone: (603) 485-4422 Fax: (603) 485-2613

2021 Crack Sealing Bid Summary

	Per Pound	Comments
Freshcoat Asphalt Service 21 Metro Way, Unit 2 Barre, VT. 50641	19,125.00	Certificate of insurance No
Advanced Excavating and Paving, LLC P.O. Box 581 Suncook, N.H. 03275	\$2.75	Certificate of insurance Yes
Sealcoating Inc. DBA indus 825 Granite Street Braintree, MA. 02184	\$1.93	Certificate of insurance Yes



D'Avanza
CLOCK REPAIR LLC

Tower Clock Repair and Restoration

Proposal

2/15/2021

Tower Clock Upgrade Town Clock Pembroke, NH

Scope of Work

Repair previously electrified E. Howard tower clock. Provide and install MI-1RPM clock motor with 99B-MI Automatic Clock Controller. Provide and install 35lb. bell hammer actuator for hour strike with night silence capability. Controller automatically resets clocks after power failures and for daylight savings time. Precision Quartz Time base 4 minutes per year maximum drift. Optional GPS – no drift. Built in 100 year daylight savings time calendar. Controller is ETL listed to UL 863. Two Year Warranty on equipment.

Work to be Performed

- 1- Install new MI drive motor
- 2- Install 99B automatic clock controller
- 3- Install 35lb bell hammer actuator
- 4- Install low voltage wire from controller to MI and actuator
- 5- Synchronize clock faces and set to correct time
- 6- Provide operation manual and instruct personnel on use

Cost: \$8,915.00

40% Deposit

Balance net 15 days upon completion

Price does not include 110V circuit or permits

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
February 18, 2021 at 6:30 PM**

DRAFT,

Present: Selectman Richard Bean, Selectman Karen Yeaton, Selectman Ann Bond

Excused: Selectman Michael Crockwell, Selectman Sandy Goulet

Staff: Town Administrator David Jodoin

I. Call to Order:

Chairman Ann Bond called the meeting to order at 6:34pm.

II. Citizens Comment:

None

III. Scheduled Meetings

None

IV. Old Business:

None

V. New Business

2017/2018 Tax Deeds

Last year, the Board did not deed due to federal COVID restrictions on foreclosures. Those residents were notified that those properties would be deeded in 2021 if they did not pay on their account. The deeding date is May 6th.

Also this week residents need to pay their 2020 taxes in full by February 25th. The lien process and extra charges will be added and certified letters sent to the delinquent accounts and the lien will be recorded the first week of April.

Acceptance of State MS-737

Selectman Bean made a motion to accept the MS-737 report from the Budget Committee for posting. Selectman Yeaton seconded the motion. Motion passed 3-0.

Signing of Town Warrant for Posting

Selectman Yeaton made a motion to sign the Town Warrant for Posting. Selectman Bean seconded the motion. Motion passed 3-0.

Town meeting voting is Tuesday, March 9, 2021 from 11:00am – 7:00pm. The voters are further notified to meet at Pembroke Academy gymnasium Saturday, March 13, 2021 at 10:00am to act upon the warrant articles.

Casella Support Letter

David explained that Casella sent a letter looking for support from various towns. There is a significant decline in capacity in New Hampshire and there will be a shortfall of 21 million tons projected over the next 20 years. The shortfall will result in a larger carbon impact as trucks will need to drive further to dispose of waste including contracts with out of state facilities. This will increase the costs to NH communities significantly. Casella is looking to make an integrated waste management system that includes the landfill in Dalton and recycling facility in Southern New Hampshire.

Selectman Bean made a motion to authorize the chair to sign the support letter for Casella. Selectman Bond seconded the motion. Motion passed 3-0.

Manifests/Abatements

Selectman Bond made a motion to accept the manifests and abatements as presented. Selectman Yeaton seconded the motion. Motion passed 3-0.

Minutes 1/19/21, 1/27/21, 2/1/21; Non-Public 12/21/20

Selectman Bean made a motion to accept the minutes of 1/19/21, 1/27/21, and 2/1/21. Selectman Bond seconded the motion. Motion passed 3-0.

VI. Town Administrator Report:

TD Bank sent a letter stating they will provide currier services at no charge for the next five years.

With spring approaching, Recreation is looking for clarification on how the Selectman feel about opening the fields in Town as well as the summer camp. Little League and Suncook Soccer are planning to move forward with opening registration. Selectman Bond asked if there is a minimum number of children that need to attend the summer camp to make it affordable to the town. David stated that Rose Galligan and Sarah, the Director for the Summer Camp, are having discussions about how the program will look this year. They are also going to talk to the School District about using one of the schools for a rain location now that Village School has been sold and is unavailable. The Selectman feel the fields and summer camps should be open

and it is up to the parents to decide whether or not they will send the kids. The Selectman also feel Old Home Day should go on as scheduled.

The Town Attorney sent a letter regarding the parking in the Village at the Church. He feels the most cost-efficient thing for the Town to do is to have the Church grant the Town an easement and the Town would then be responsible for maintenance and enforcement. David will check with Primex to check on liability.

David read a letter from James Kerry, 419 Ross Road, who was granted an exception to reside in an RV on the property until March 1st. Due to the following reasons, he is requesting an extension to April 30th; the RV is currently frozen to the ground and unable to be moved, the RV park he will be moving to does not open until the end of April, if he is evicted from the property then he will be homeless as the RV is his primary residence, the pipes on the property will freeze if he is not there to attend to them, and all utilities have been paid to date.

Selectman Bean made a motion to grant an extension to James Kerry until April 30, 2021 with no possibility of future extensions. Selectman Yeaton seconded the motion. Motion passed 3-0.

David read a letter from Andy Camidge regarding the in-person March Town Meeting. Andy stated concerns for the large elderly population in town, the rumors of a “mask free area”, residents feeling resistant to a large indoor gathering amounting to voter suppression, Pembroke being named among the highest community spread, and the possibility of violation of Executive Order 74. Selectman Yeaton stated that they have not previously discussed having a mask free section. There will be a section available for additional social distancing. David stated that this point the meeting date has been posted. The Selectman feel they have been planned a safe and responsible meeting and will not change the date.

David received a notice of an appeal application from William Evans regarding the Upper Beacon Hill Road Project. The notice stated he filed the application with the State of New Hampshire Housing Appeals Board. David is going to look further into this and it will be on the agenda for the next meeting.

VII. Committee Reports:

Selectman Yeaton – None

Selectman Bean – None

Selectman Bond – Planning had a public hearing to review the Town’s master plan. The meeting was run by Central New Hampshire Regional Planning. Selectman Bean discussed the presentation by the Conservation Commission at the meeting on

Monday February 15th regarding the damage being done to the Range Roads. They will be back to talk to the Selectman on March 1st. They are looking to not allow motorized vehicle use of any weight except snowmobiles between December 16-May 31.

VIII. Other Citizens Comment:

None

IX. Non-Public Session:

Selectman Bond 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 Yeaton at 7:21pm

Roll Call Vote:

Selectman Yeaton	Yes
Selectman Bean	Yes
Selectman Bond	Yes

The Board came out of non-public session at 7:31 PM

X. Adjourn:

Selectman Bean made a motion to adjourn at PM. Selectman Yeaton seconded the motion and it was approved unanimously.

Ann Bond, Chairman

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

**BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
March 1, 2021 at 6:30 PM**

DRAFT,

Present: Selectman Richard Bean, Selectman Karen Yeaton, Selectman Ann Bond, Selectman Sandy Goulet

Excused: Selectman Michael Crockwell

Staff: Town Administrator David Jodoin

I. Call to Order:

Vice-Chairman Sandy Goulet called the meeting to order at 6:32pm.

II. Citizens Comment:

None

III. Scheduled Meetings

Selectman Goulet made a motion to temporarily change position to Chairman and for Selectman Bond to temporarily change to Vice-Chairman. Selectman Bond seconded the motion. Motion passed 4-0.

Tom Serafin – Town Meeting Discussion

Tom Serafin, Town Moderator, discussed March Town Meeting with the Board. Selectman Bond stated there have been discussions in Town regarding a mask-less section. The Governor's emergency order is still in effect requiring masks. There will be masks available for people who do not have one when they enter the building. On the March 9th voting day, Jim Goff is able to go outside of the building to assist people who cannot wear masks. Tom gave a recommendation to once again have one entrance for people coming in and one for going out. Microphones can also be walked to people rather than having people come up to use the same microphone.

IV. Old Business:

Conservation Commission – OHRV's on Range Roads

Ammy Heiser, Chair of Conservation Commission, discussed the damage happening on the Range Roads by larger wheeled vehicles. In 2011, the Town voted to change the regulations to limit vehicles over 1,800 pounds from traveling on the roads. Unfortunately, people still travel the roads in violation of that order. Most towns do

not allow travel on class 6 roads on times that it is typically muddy. Pembroke is the only town currently allowing this. The snowmobile clubs are putting money into the roads and the damage being caused by ATV's and OHRV's is making it difficult for the groomers. The natural resources on the roads are being destroyed as well as private property and wetlands. The Commission would like to change the travel restriction for all wheeled vehicles from December 16 to May 31. Selectman Yeaton asked if this would restrict land owners. Wendy Weisiger, Conservation Commission, answered that the Board can work with land owners and grant provisions for when roads are posted. Brian Mrazik, 357 Pembroke Hill Road, stated that if anyone is out there for recreational purposes and are not in or on a wheeled vehicle, they would be excluded the proposed ordinance.

Selectman Goulet asked where the dates came from. Ammy Heiser explained this is the muddy season of year and is the standard in most towns. Ayn Whytemare, Conservation Commission, shared that in 2011 the snowmobile clubs proposed the dates because they are doing improvements during this time. One of those improvements is draining the mud puddles before the winter freeze. When they are trying to do the work, the ATV's come through and destroy all the progress they made and then the formation of ice puddles begins to cause problems. The damage to the roads has caused the puddles to become so large and so deep that now the only people who can use the roads, are the ones causing the damage. If there is one type of user that is ruining a town resource for the rest of the residents, the Selectman have the right to regulate the usage of that group.

Selectman Goulet asked for clarification on the difficulties for the Police Department and their enforcement from this past spring. Chief Gilman stated that whether the roads are closed or not closed, the officers will still need to patrol. Closing them does not necessarily mean it will save the Police Department time because there are so many entrances to these roads. When COVID first hit and these issues arose, the Chief came to the Board asking for help and he did not get it. He needed the help in the Spring when there was a large influx of people coming to town and the only avenue the department had to get help was to go to the State for signs about parking. These issues that Conservation is bringing up are not new. Emergency vehicles have a tough time getting into the roads but it is doable. Transporting out has some difficulties. The Chief expressed support for the December – May restrictions. The Chief stated that homeowners should be posting their land for no wheeled vehicles. It gives the Police Department enforcement tools for prosecution when they can prove a person knew they shouldn't be on the land. It is a misdemeanor offense and the person can be held responsible for fixing any damage they cause. Ayn Whytemare asked how adding the dates would it change their enforcement actions if they can prove a recreation wheeled vehicle knew they were not allowed to be there between December and May. Chief Gilman stated it will make it somewhat easier to know whether or not the person is supposed to be there because no one is supposed to be there. They stop everyone regardless right now when they are out patrolling. Paul Gagne, Pembroke Fire Department, shared they have the ability to get out there without issue right now but supports the time restriction. The current damage and

conditions of the roads doesn't make it impossible for them to get out there but it may make them take longer.

Selectman Yeaton asked for clarification on the signs on Buck Street. Chief Gilman explained he called the State on April 21, 2020 to get the no parking signs and they were only valid until the Governor's orders expired. We are not in the same situation that we were back then and the Chief does not feel the signs should still be up. Selectman Yeaton asked what it would take to have the signs installed permanently. The Chief answered it would take a letter to the State asking them to come look at it.

Susan Plante, 260 Church Road, asked when the Department noticed the increase in activity started last year. Chief Gilman answered it was the middle of March last year. This sport is picking up drastically and we will likely see an uptick soon in usage.

Chief Gilman asked if the roads are owned by the land owners or the Town. Brian Mrazik explained that his research showed the Range Roads and most other class 6 roads are held in trust for transportation purposes. The soil under the roads and trees along them belong to adjacent property owners. The Town holds a transportation easement for the roadway. If the road was abandoned then all rights would revert back to adjacent owners.

Selectman Yeaton supports a suggestion from the Conservation Commission to form a Range Road Committee to manage and monitor the Range Roads.

A public hearing will be held on March 15th to determine whether or not the Range Roads will be closed December to May.

Tax Deeds

Tax deed lien certified letters went out Friday. If 2020 taxes are not paid by May 6, 2021, then the town can take ownership of the property through a tax deed. Lien notices are also out for the delinquent 2020 taxes and if not paid by April 2nd they lien will be placed and recorded at the registry of deeds.

Easement – Church Parking Lot Update

David stated he has not heard back from the Church yet. They are bringing the paperwork from the Town Lawyer to their Board of Directors. David spoke with Primex and the parking will be covered by insurance.

William Evans Appeal to Housing Board

David explained that Mr. Evans has filed an appeal with the State of NH Housing Appeals Board. The Town Attorney does not feel the newly formed State Housing

Appeals Board is the proper avenue for William Evans. A building was not technically denied. The road opening was denied and the hope is that the Board will dismiss the appeal.

Hazard Mitigation Committee

The current hazard mitigation plan expires in 2022. The Fire Chief, Tri-Town, Police Chief, DPW, Building Inspector, Planner, Board of Selectman Rep, and Central NH Regional Planning are on the committee. The Committee will meet during the day remotely. Selectman Yeaton will be the Board of Selectman rep.

V. New Business

Appointments

Selectman Goulet motion to appoint Clint Hanson Jr to planning Board. Selectman Bond seconded the motion. Motion passed 4-0.

Manifests/Abatements

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

Minutes 2/18/21; Non-Public 12/21/20, 2/1/21, 2/18/21

The minutes of 2/18/21 were tabled to the next meeting.

Selectman Goulet made a motion to accept the non-public minutes of 12/21/20 and 2/1/21. Selectman Bean seconded the motion. Motion passed 4-0.

VI. Town Administrator Report:

The State of NH sent a letter stating the Department of Transportation has reviewed the final plans for the North Pembroke Road Bridge and find the plans acceptable. The timeline for the project will now be pushed out past April.

David explained that retired Fire Chief Paulsen was working on trying to get a forestry vehicle but those plans had since fell through the cracks. The current forestry vehicle needs a new tank. The plans were to get a new vehicle, take the tank off, and put it on the truck we already own. They can't get the new truck but they still want to get a new tank to place on the truck they already have. Chief Gagne explained the current truck is from 1981. The highway department stated it will pass inspection for the next year. The 1,000-gallon tank on it is rotting out. The new tank they want is 1,500. They have been in the process of designing and ordering a new tank. The cost came to a total of \$12,000. The State found them a new truck

from Pennsylvania that will cost \$2,800 to get it transported here. They prefer to wait to find a truck they can drive around rather than buy something sight unseen. They would like to still purchase the new tank now and outfit the old truck to carry it until they can find something else.

Selectman Goulet made a motion to approve the purchase of the tank in the amount of \$12,000 and to withdraw the funds from the Fire Small Equipment Capital Reserve Fund. Selectman Yeaton seconded the motion. Motion passed 4-0.

VII. Committee Reports:

Selectman Yeaton – None

Selectman Bean – None

Selectman Bond – Planning Board heard a conceptual design for 33 apartment units at the old Village School.

Selectman Goulet – Proposed changing the Selectman's meetings to Wednesdays starting in April. The Board is not opposed to changing the date.

VIII. Other Citizens Comment:

None

IX. Non-Public Session:

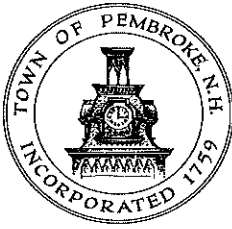
None

X. Adjourn:

Selectman Goulet made a motion to adjourn at 7:56 PM. Selectman Yeaton seconded the motion and it was approved unanimously.

Sandy Goulet, 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.



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

2021
PEMBROKE BOARD OF SELECTMEN
MEETING SCHEDULE

Meeting Date	Day	Agenda Items Due by Wednesday***	Payment Vouchers due TUESDAY**
January 4	Monday	December 30	December 31
*January 19	Tuesday	January 13	January 15
February 1	Monday	January 27	January 29
*February 16	Tuesday	February 10	February 12
March 1	Monday	February 24	February 26
March 15	Monday	March 10	March 12
April 7	Wednesday	March 31	April 6
April 21	Wednesday	April 14	April 20
May 5	Wednesday	April 28	May 4
May 19	Wednesday	May 12	May 18
June 2	Wednesday	May 26	June 1
June 16	Wednesday	June 9	June 15
July 7	Wednesday	June 30	July 6
July 21	Wednesday	July 14	July 20
August 4	Wednesday	July 28	August 3
August 18	Wednesday	August 11	August 17
September 8	Wednesday	September 1	September 7
September 22	Wednesday	September 15	September 21
October 6	Wednesday	September 29	October 5
October 20	Wednesday	October 13	October 19
November 3	Wednesday	October 27	November 2
November 17	Wednesday	November 10	November 16
December 1	Wednesday	November 24	November 30
December 15	Wednesday	December 8	December 14

****=All vouchers are due at the Town Hall Finance Office by NOONTIME on THE TUESDAY 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.**