

❖ DEDICATION ❖

The Board of Selectmen hereby dedicates the 2015 Town Report in memory of

**ERIC W. ALLEY**

**1959-2015**



As a long time employee and an important part of the Public Works team, he will be remembered as a dedicated employee who faced life, whether at work, in the community or in his personal life with great enthusiasm and commitment. Eric would go that extra mile to make sure tasks were attended to and was always there to lend a hand as needed. When Eric wanted you to know his opinion you couldn't help but hear him but when the situation warranted, he could be quietly compassionate as well.

The loves and joy of his life were his family and friends, fishing, shooting, sports and riding his motorcycle

Eric is and will continue to be missed by all of us in the Town as well as friends, family and neighbors.

Rest in Peace.





# **ANNUAL REPORT**

OF THE

Board of Selectmen and School Board

OF THE

## **Town of Pembroke**

TOGETHER WITH THE REPORTS OF THE

Treasurer, Trustees, Officers and  
Boards, Committees and Commissions  
of the Town

FOR THE

YEAR ENDING DECEMBER 31, 2015

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## **TOWN OFFICIALS**

### **Board of Selectmen**

Justine “Tina” Courtemanche, Chair (2017);  
Fredrick L. Kline, Vice Chair (2018);  
David A. Sheldon, Jr. (2016); Vincent E. “Doc” Greco (2016)  
Michael F. Crockwell (2017)

### **Town Treasurer**

Charles L. Connor (2016)

### **Deputy Treasurer**

Vacant

### **Town Clerk**

James F. Goff (2016)

### **Town Moderator**

Thomas E. Petit (2016)

### **Assistant Town Moderator**

Charles Mitchell

### **Supervisors of the Checklist**

Linda A. Williams, Chair (2016); Patricia Crafts (2020);  
Patricia L. Manseau (2018)

### **Library Trustees**

Patricia Crafts (2017); Susan Whitbeck, Co-Chair (2017);  
Joyce Heinrich (2018); Ann Hasbany (2016);  
Marie Brezosky, Alt. (2016); Judy Mitchell Co-Chair (2016);  
Linda Proulx, Alt. (2016)

### **Trustees of Trust Funds**

Gerard E. Fleury, Chair (2017);  
Daniel Crean (2016); Courtney Eschbach (2018)

### **Sewer Commission**

Harold Thompson, Chair (2016);  
Jules Pellerin (2018); Daniel Driscoll (2017)

### **Water Commission**

Edward Lavallee, Chair (2017);  
Kevin Brasley (2020); Chris Culberson (2018);  
Chet Martel (2016); Andrew Boisvert (2019)

## **TOWN DEPARTMENTS AND OFFICES**

### **Town Administration Department**

David M. Jodoin, Town Administrator  
Muriel Previe, Welfare Director  
Linda A. Williams, Municipal Secretary  
Nataliya Gapanova, Accountant  
Marlene Marion, Accounts Clerk

### **Emergency Management**

Fire Chief Harold Paulsen, Director  
Larry Young, Sr., Deputy Director

### **Fire Department**

Harold Paulsen, Fire Chief  
John C. Theuner, Assistant Fire Chief  
Paul M. Gagnon, Deputy Fire Chief  
Erik S. Paulsen, Captain  
Robert B. Farley, Captain  
William O. Clark, Lieutenant/Fire Prevention Officer  
Brian A. Lemoine, Lieutenant  
Charles R. Schmidt, Lieutenant  
Jeff B. Cyr, Lieutenant  
Chester R. Martel, Lieutenant  
Tyrel Lemoine, Lieutenant

### **Health Department**

Dr. Vincent E. Greco, Health Officer  
Larry Young, Sr., Deputy Health Officer

### **Tax Collection**

David M. Jodoin, Tax Collector  
Linda A. Williams, Deputy Tax Collector

### **Planning and Land Use Department**

Stephanie Verdile, Planner  
Everett Hodge, Code Enforcement Officer  
Elaine Wesson, Planning and Land Use Clerk

### **Police Department**

Dwayne Gilman, Chief of Police  
Gary Gaskell, Lieutenant

### **Department of Public Works**

James Boisvert, Director  
Reno Nadeau, Foreman  
Victor Ranfos, Foreman

### **Tri-Town EMS**

Christopher Gamache, Director

## **BOARDS, COMMITTEES AND COMMISSIONS**

### **BUDGET COMMITTEE**



Mark LePage, Chair; Michael Connor; Brian Seaworth; Marie Chouinard;  
Daniel D. Crean; Sandy Goulet; Clint Hanson; Karen Yeaton;  
Gerard Fleury, Vice Chair and CIP Representative;  
Tina Courtemanche, Board of Selectmen Representative;  
David A. Sheldon, Jr., Board of Selectmen Alt.;  
Patricia Boucher, School Board Representative;  
David Doherty, School Board Alt.

### **CAPITAL IMPROVEMENT PROGRAM COMMITTEE**



Gerry Fleury, Chair and Budget Committee Representative;  
Rosemarie Michaud, Vice Chair; Bryan Christensen; Dianne Schuett;  
Michael Crockwell, Board of Selectmen Representative  
Tina Courtemanche, Board of Selectmen Alt.;  
Larry Young, Sr., Planning Board Representative;  
Janna Culberson, School Board Representative

### **CEMETERY COMMISSION**



David Richards, Chair ; James Garvin;  
Fleda Young; Don Hill; Ellen Paulsen

### **CONSERVATION COMMISSION**



Ammy Heiser, Chair; Carol Bertsimas, Vice Chair;  
Ayn Whytemare; Brian Mrazik; David Baril, Jr.; Steve Fowler;  
Kevin Krebs, Planning Board Representative  
Michael F. Crockwell, Board of Selectmen Representative

### **ENERGY COMMITTEE**



Daniel Crean, Robert G. Samson,  
Pentti J. Aalto, Jay Smith

### **NOISE COMMITTEE**



Brian Seaworth; Robert Bourque; Rose Galligan  
Michael F. Crockwell Board of Selectman Representative

## **BOARDS, COMMITTEES AND COMMISSIONS**

### **PLANNING BOARD**



Alan Topliff, Chair; Brian Seaworth, Vice Chair; Robert E. Bourque;  
Kevin Krebs; Kathy Cruson; Larry Young, Sr.; Brent Edmonds, Alt.;  
Fred Kline, Board of Selectmen Representative;  
Vincent E. "Doc" Greco, Board of Selectmen Alt.;  
Jocelyn Carlucci, Recording Secretary

### **RECREATION COMMISSION**



Rose Galligan, Chair; Karen Meisenheimer; Christopher Henderson;  
Steve Fowler; Michelle Carvalho, Alt.; Ashley Gladu, Alt.;  
Vincent E. "Doc" Greco, Board of Selectmen Representative;  
David Sheldon Jr., Board of Selectmen Alt.

### **ROADS COMMITTEE**



Oscar Plourde, Chair; Burton Curley, Vice Chair  
Paulette Malo; Jason Menard; Brian Seaworth, Planning Board Representative;  
James Boisvert, Dept. of Public Works Representative;  
Vincent E. "Doc" Greco, Board of Selectmen Representative

### **SOUCOOK RIVER TAX INCREMENT FINANCING COMMITTEE**



Steve Creed; Gordon Welch; Drew Drummond; Alex Vailas;  
Dana Carlucci; Fredrick L. Kline, Board of Selectmen Representative

### **TRI-TOWN AMBULANCE COMMITTEE**



Shaun Mulholland, Chair, Allenstown Town Administrator;  
Harold Paulsen, Chief, Pembroke Fire Department  
Robert Bourque; Dana Pendergast;  
Michael Kelley, Tri-Town Employee  
David Jodoin, Pembroke Town Administrator.

### **ZONING BOARD OF ADJUSTMENT**



William Bonney, Chair ; Bruce Kudrick, Vice-Chair;  
Dana Carlucci ; Thomas Hebert.; Paul Paradis;  
Mark Johanson, Alt.; Mark Simard, Alt; William F. Faith, Alt.;  
Susan Gifford, Recording Secretary



## BOARD OF SELECTMEN



*David Sheldon, Michael Crockwell, Justine Courtemanche, Vincent Greco, Fred Kline*

Another year has quickly passed and we find ourselves immersed in budgets once again. It's amazing how quickly the cycle starts all over again. In addition to our bi-weekly meetings, we all split up various committee assignments which includes attending meetings such as Planning Board, Budget Committee, Recreation Committee, Roads Committee, Tax Increment Financing, Union Negotiations, Capital Improvements Committee, Energy Committee and Facilities and Grounds Committee.

All of you I am sure experienced the construction this year on Pembroke Street and Pembroke Hill. The Selectmen decided to coordinate our project on Pembroke Hill with the state to minimize as much disruptions as possible. The first phase of the Town project has been completed with the contractor coming back in the spring to put down the finishing touches.

One item that was not completed on this project were the sidewalks on Rowe and Perley Ave. These sidewalks were part of the Safe Routes to School Program. The Town has received 100% federal funding to install these sidewalks. When the project went to bid it was late in the year and the bids were not favorable. The Board agreed to re-bid in 2016 and hopefully the numbers will be more in line.

The next large scale project that is being worked on in conjunction with the Tax Increment Committee is the loop road. Currently the Town is working with the State to secure all the necessary permits. We are hoping to have bid ready plans shortly so the project can be put to bid.

We would like to thank all of the fine dedicated volunteers that this community has that sit on various boards. If anyone is interested in serving on a committee, you can contact Town Hall and inform staff as to your interest.

We would be remiss if we didn't thank our fine staff, including our new employees for the work that they do which makes our jobs that much easier, after all we are just volunteers.

We want to remind all of you that when an emergency parking ban is called, your vehicles need to be off the road or they will be towed. Trash and recycling will also not be picked during an emergency ban.

Respectfully Submitted,  
Justine Courtemanche, Chairman  
Fred Kline, Vice Chairman  
David Sheldon  
Vincent (Doc) Greco  
Michael Crockwell  
Pembroke Board of Selectmen

## **TOWN MEETING MINUTES**

### **MINUTES OF THE ANNUAL TOWN MEETING TOWN OF PEMBROKE, NH MARCH 10, 2015**

The meeting was opened by Moderator Thomas E. Petit at 11:00 a.m.

A motion was made to read and act on Articles #1 and #2 and to read and act on the remaining articles at the deliberative session on March 14, 2015 at the Pembroke Academy Auditorium.

**MOVED: Justine Courtemanche SECONDED: Michael Crockwell**

**VOTE: YES**

**MOTION PASSED**

**ARTICLE #1:** To choose all necessary officers for the ensuing year.

\*Denotes elected

Town Clerk for one year: vote for not more than one James F. Goff	*200	Water Commissioner for five years: vote for not more than one Kevin Brasley	*193
Treasurer for one year: vote for not more than one Charles L. Connor	*195	Library Trustee for three years: vote for not more than one Joyce Heinrich	*187
Selectman for three years: vote for not more than one Fred Kline	*185	Trust Fund Trustee for three years: vote for not more than one Courtney Eschbach	*180
Sewer Commissioner for three years: vote for not more than one Jules Andy Pellerin	*180	Checklist Supervisor for three years: vote for not more than one Patricia Manseau	*187

4869 voters on the Pembroke Checklist  
210 ballots cast  
4.3% voter turnout

#### **ARTICLE 2 – AMEND ZONING ORDINANCE**

Are you in favor of adopting the following amendments to the existing Zoning Ordinance of the Town of Pembroke?

**Old language is crossed out, proposed language is bold and underlined.**

## TOWN MEETING MINUTES

### Amendment #1

Are you in favor of the adoption of Amendment #1 as proposed by the Planning Board for the Town Zoning Ordinance as follows:

#### Article II, Section 143-8 Definitions.

**BUILDABLE AREA-** That area of a lot excluding all soils identified as poorly and very poorly drained, all wetlands, wetland buffers, floodplains, submerged areas, slopes 25% or greater, land set aside for open space or conservation purposes, setbacks, and dedicated easements or rights-of-way. **[Added 3-12-2013 Town Meeting Amendment No. 2]**

Explanation- To allow the land area included in the setbacks to be used in calculating the buildable area requirements.

**YES 145      NO 55                      AMENDMENT #1 PASSED**

### Amendment #2

Are you in favor of the adoption of Amendment #2 as proposed by the Planning Board for the Town Zoning Ordinance as follows:

To delete the current requirements for expiration of approvals:

#### Article VIX, Section 143-116 Expiration of approvals.

~~Variances and special exceptions shall expire one year from the date granted, unless there has been substantial construction pursuant to the approval or the incurrence of a substantial liability that is directly related to the project. The Board may, for good cause shown, extend such period by as much as one year, if requested and acted upon, prior to the original expiration date. [Amended 3-11-2008 Town Meeting by Amendment No. 6]~~

And replace with the following language:

#### Article VIX, Section 143-116 Expiration of approvals.

**Variances and special exceptions shall expire in accordance with RSA 673:33.I-a. as amended.**

Explanation- This is a housekeeping item to update the zoning ordinance to bring the Expiration of Approval requirements into compliance with the RSA's.

**YES 169      NO 27                      AMENDMENT #2 PASSED**

### Amendment #3

Are you in favor of the adoption of Amendment #3 as proposed by the Planning Board for the Town Zoning Ordinance as follows:

## TOWN MEETING MINUTES

### **Article V-Dimensional and Density Regulations, Section 143-20 Applicability of dimensional and density regulations.**

The regulations for each district pertaining to minimum lot area, minimum lot frontage, minimum lot depth, minimum front yard depth, minimum side yard depth, minimum rear yard depth, maximum height of buildings, and percent minimum ~~open space~~ pervious space shall be specified in this section and set forth in the Table of Dimensional and Density Regulations, and subject to the further provisions of this chapter.

Explanation- This is a housekeeping issue to have the same term “Percent pervious space” located in the ordinance and the reference headings from the Table of Dimensional and Density Regulations.

**YES 166      NO 29                      AMENDMENT #3 PASSED**

#### **Amendment #4**

Are you in favor of the adoption of Amendment #4 as proposed by the Planning Board for the Town Zoning Ordinance as follows:

**To adopt the provisions of RSA 674:43.III to authorize the Planning Board to delegate its site plan review powers and duties in regard to minor site plans to the Town of Pembroke Technical Review Committee that will consist of personnel chosen by the Planning Board which may include the Department Heads within the Town of Pembroke, a Member of the Planning Board, the Town Planner, and other Town Officials as appropriate. This special site plan review committee, to be known as the Minor Site Plan Technical Review Committee, may have final authority to approve or disapprove site plans reviewed by it. Aggrieved parties may appeal the decisions of the technical review committee to the Planning Board so long as notice of appeal is filed within twenty (20) days of the technical review committee’s decision. All provisions of RSA 676:4 shall apply to actions of the technical review committee, except that such a committee shall act to approve or disapprove within sixty (60) days after submissions of applications, subject to extension or waiver as provided in RSA 676:4.I (f). If this Article is adopted, the Planning Board shall be authorized to amend the Pembroke Site Plan Regulations specifying application, acceptance and approval procedures and defining what location, size and kind of site plans may be reviewed by the technical review committee prior to authorizing the committee.**

Explanation- To allow the Technical Review Committee to have review and approval powers and duties to approve minor site plan applications.

**YES 135      NO 54                      AMENDMENT #4 PASSED**

#### **Amendment #5**

Are you in favor of the adoption of Amendment #5 as proposed by the Planning Board for the Town Zoning Ordinance as follows:

## TOWN MEETING MINUTES

### To Amend Section 143-8 Definitions-

**MINOR SUBDIVISION** – Any subdivision containing not more than three (3) lots fronting on an existing street, not involving any new street or road or the extension of municipal streets or utilities or the creation of any public improvements and not adversely affecting the remainder of the parcel ~~of~~ **or** adjoining property. **A lot line adjustment as defined herein shall not be considered a minor subdivision.**

Explanation- To clarify that a Lot Line Adjustment is not considered a Minor Subdivision.

**YES 163      NO 31                      AMENDMENT #5 PASSED**

### **Amendment #6**

Are you in favor of the adoption of Amendment #6 as proposed by the Planning Board for the Town Zoning Ordinance as follows:

Section 143-68.H.

H. Administration: The provisions of the Aquifer Conservation District shall be administered by the Planning Board and the Zoning Board of Adjustment. All development proposals, ~~excluding: one or two family residential construction,~~ shall be subject to subdivision and/or site plan review and approval, and shall require a Special Use Permit if located within the Aquifer Conservation District, in accordance with Planning Board rules and regulations. Such review and approval shall precede the issuance of any building permit by the Town.

**Exclusions: one or two-family residential construction, Lot Line Adjustment, and Minor Subdivision applications. If the Planner, upon review, feels that a Lot Line Adjustment application or Minor Subdivision application warrants Planning Board review than an SUP-AC application shall be required to be submitted by the applicant.**

Explanation- To clarify that Lot Line Adjustment and Minor Subdivision applications are able to be excluded from the Special Use Permit application process.

**YES 153      NO 38                      AMENDMENT #6 PASSED**

## **TOWN MEETING MINUTES**

### **MINUTES OF THE ANNUAL TOWN MEETING TOWN OF PEMBROKE, NH DELIBERATIVE SESSION MARCH 14, 2015**

Moderator Thomas E. Petit opens the meeting at 10:00 a.m. and reads the results of the ballot vote taken on March 10, 2015.

**There was a motion made to dispense with the reading of the full warrant and proceed with the meeting.**

**MOVED: Daniel Crean**

**SECONDED: David Sheldon**

**VOTE: YES**

**MOTION PASSED**

**ARTICLE 3** - To see if the Town will vote to raise and appropriate the sum of \$4,000,000 for the purpose of financing the construction of continuing the Loop road (Cooperative Way) from the existing section to the intersection of RT. 3 and 106 inclusive of utilities, and to authorize the issuance of not more than \$4,000,000 of bonds or notes under and in accordance with the provisions of the Municipal Finance Act (RSA 33); and to authorize the Selectmen to issue, negotiate, sell and deliver such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to apply for, obtain and accept any federal, state, or other aid, grants or additional funding which may be available for said project to help offset the cost of the bond and to comply with all laws applicable to said project; and to authorize the Selectmen to take any other action or to pass any other vote relative thereto. Funding for this debt service will come from the TIF District Fund created in 2005. (2/3 ballot vote required) This article is contingent upon article #4 passing.

Recommended by Board of Selectmen  
Recommended by the Budget Committee

Selectman Fred Kline gave an overview of both Article #3 and Article #4 explaining what the project consisted of and how the financing would work.

**After some discussion, there was a motion made to temporarily table Article #3 and act on Article #4.**

**MOVED: Daniel Crean**

**SECONDED: Clint Hanson**

**VOTE: YES**

**ARTICLE #3 TABLED TEMPORARILY**

**ARTICLE 4** – To see if the Town will vote pursuant to RSA 162-K:9, IV to modify the Soucook River Tax Increment Financing District Plan approved at the 2005 Annual Town Meeting and amended at the 2006 Town Meeting, to increase the allocation of incremental tax valuation allocated for TIF purposes from 10% to 35% of incremental assessed valuation. The increased allocation shall remain in effect until further amendment by Town Meeting.

## **TOWN MEETING MINUTES**

### **Text of Amendment to TIF Plan**

Pursuant to Section XII, the Soucook River TIF District Plan is amended by inserting the following:

Commencing with the tax year beginning on April 1, 2015 and continuing until further amendment of the TIF plan by the Pembroke Town Meeting, the percentage of valuation designated as captured assessed value shall be increased from 10% of the increased valuation to 35%. The incremental revenues derived from such captured assessed value shall be used to defray the cost of improvements in the district.

Recommended by Board of Selectmen

**MOVED: Daniel Crean                      SECONDED: Clint Hanson**

**There was a motion made to amend Article #4 by adding at the end “THIS ARTICLE SHALL TAKE EFFECT ONLY IF ARTICLE 3 PASSES.”**

**MOVED: Daniel Crean                      SECONDED: Jay Smith**

**VOTE: YES                                      AMENDMENT PASSED**

**VOTE ON ARTICLE #4 AS AMENDED: YES**

**ARTICLE #4 ADOPTED AS AMENDED**

**There was a motion to take Article #3 off the table and act upon it.**

**MOVED: Dianne Schuett                      SECONDED: Fred Kline**

**VOTE: YES**

**The polls are open for ballot vote on Article #3 at 10:55 a.m. and will remain open for at least one hour.**

Action resumes on the rest of the Warrant Articles while the voters were waiting for the polls to close on Article #3.

## TOWN MEETING MINUTES

**ARTICLE 5** – To see if the Town will vote to raise and appropriate \$611,000 to be deposited into the Capital Reserve Funds previously established as indicated below.

Town Equipment Capital Reserve Fund	\$225,000
Police Cruiser Capital Reserve Fund	\$ 55,000
Police Small Equipment Capital Reserve Fund	\$ 13,500
Municipal Facilities Capital Reserve Fund	\$ 75,000
Fire Major Equipment Capital Reserve Fund	\$150,000
Fire Small Equipment Capital Reserve Fund	\$ 20,000
Revaluation Update Capital Reserve Fund	\$ 32,500
Recreation Capital Reserve Fund	\$ 15,000
Cemetery Capital Reserve Fund	\$ 25,000
	-----
	\$611,000

Recommended by Board of Selectmen  
Recommended by the Budget Committee

**MOVED: Rob Farley**

**SECONDED: David Sheldon**

**VOTE: YES**

**ARTICLE #5 ADOPTED**

**ARTICLE 6** – To see if the Town will vote to raise and appropriate the sum not to exceed \$300,000 to purchase a new split body single stream recycling truck and to authorize the withdrawal of a sum not to exceed \$300,000 from the Town Equipment Capital Reserve Fund.

Recommended by Board of Selectmen  
Recommended by the Budget Committee

**MOVED: Laurent Perron**

**SECONDED: Don Girard**

**VOTE: YES**

**ARTICLE #6 ADOPTED**

**ARTICLE 7** – To see if the Town will vote to raise and appropriate the sum not to exceed \$6,000 for the purchase of new rifles and shotguns and to authorize the withdrawal of a sum not to exceed \$6,000 from the Police Small Equipment Capital Reserve Fund.

Recommended by Board of Selectmen  
Recommended by the Budget Committee

**MOVED: David Sheldon**

**SECONDED: Tina Courtemanche**

**VOTE: YES**

**ARTICLE #7 ADOPTED**



## **TOWN MEETING MINUTES**

**ARTICLE 8** – To see if the Town will vote to raise and appropriate the sum not to exceed \$20,000 for necessary repairs at the Evergreen Cemetery and to authorize the withdrawal of a sum not to exceed \$20,000 from the Cemetery Improvements Capital Reserve Fund.

Recommended by Board of Selectmen  
Recommended by the Budget Committee

**MOVED: David Sheldon                      SECONDED: Vincent Greco**

**VOTE: YES                                      ARTICLE #8 ADOPTED**

**ARTICLE 9** - To see if the Town will vote to raise and appropriate the sum not to exceed \$13,465 for the renovations and repairs to the Town tennis courts and to authorize the withdrawal of a sum not to exceed \$13,465 from the Recreation Capital Reserve Fund.

Recommended by Board of Selectmen  
Recommended by the Budget Committee

**MOVED: Tina Courtemanche              SECONDED: Michael Crockwell**

**VOTE: YES                                      ARTICLE #9 ADOPTED**

**ARTICLE 10** - To see if the Town will vote, pursuant to RSA 31:19-a, to establish the Energy Efficiency, Conservation, and Improvement Trust Fund, to be used for the purpose of funding capital on non-capital endeavors intending to improve and conserve energy usage in town buildings, facilities, and equipment. The Selectmen are designated as agents to expend from this fund, but shall hold noticed, public hearing prior to making any expenditure. The Selectmen may accept donations or grants to be added to and use for the purposes of this fund but said donation or grant moneys shall be invested and accounted for separately from Town appropriated funds, as set forth in RSA 31:19-a, IV. And further to raise and appropriate the sum of \$30,000 for this Trust Fund.

Recommended by Board of Selectmen  
Recommended by the Budget Committee

**MOVED: Daniel Crean                      SECONDED: Jay Smith**

**There was a motion made to amend Article #10 change the phrase “funding capital on non-capital” to “funding capital or non-capital”**

**MOVED: Jay Smith                              SECONDED: David Sheldon**

**VOTE: YES                                      AMENDMENT PASSED**

**VOTE ON ARTICLE #10 AS AMENDED: YES**

**ARTICLE #10 ADOPTED AS AMENDED**

## **TOWN MEETING MINUTES**

**ARTICLE 11** – To see if the Town will vote to ratify RSA Chapter 154:1 (a) which states All town and city fire departments, and fire departments of village districts or precincts organized pursuant to RSA 52:1,I(a) shall be organized according to one of the following forms, chosen by vote of the legislative body: (a) A fire chief appointed by the local governing body, or by the town or city manager, if any, with firefighters appointed by the fire chief.

Recommended by Board of Selectmen

**MOVED: Rob Farley**

**SECONDED: David Sheldon**

**VOTE: YES**

**ARTICLE #11 ADOPTED**

**ARTICLE 12** – Resolved that the State of New Hampshire provide a comprehensive meaningful system of funding for State education needs. To see if the Town will vote to ask our Governor and our state legislators to reform funding for education with that reform to be directed to significant education reduction of property taxes. The record of the vote approving this article shall be transmitted by written notice from the Select board to the Governor and state legislators informing them of the instructions from their constituents within 30 days of the vote.

Recommended by Board of Selectmen

**MOVED: Laurent Perron**

**SECONDED: Vincent Greco**

**VOTE: YES**

**ARTICLE #12 ADOPTED**

**ARTICLE 13 – (Petition)** "To see if the town will vote to adopt the provisions of RSA 72:61 through RSA 72:64 inclusively, which provide for an optional property tax exemption from the property's assessed value, for property tax purposes, for persons owning real property, which is equipped with solar energy systems intended for use at the immediate site. Such property tax exemption shall be in the amount equal to 100% of the assessed value of qualifying equipment under these statutes."

**MOVED: Daniel Crean**

**SECONDED: Don Girard**

**VOTE: YES**

**ARTICLE #13 ADOPTED**

**ARTICLE 14** - To see if the Town will vote to raise and appropriate the Budget Committee's recommended amount of \$7,788,143 for the 2015 Municipal operating budget, not including appropriations by special warrant articles and other appropriations voted separately.

Recommended by the Board of Selectmen

Recommended by the Budget Committee

## **TOWN MEETING MINUTES**

Chairman of the Budget Committee, Mark Lepage gives an overview of the proposed budget and then thanks the Budget Committee, the Board of Selectmen and Town Administrator David Jodoin for all the hard work. He then make a motion to accept the Budget Committee's recommended amount of \$7,788,143.

**MOVED: Mark Lepage**

**SECONDED: Gerard Fleury**

**VOTE: YES**

**ARTICLE #14 ADOPTED**

**ARTICLE 15** - To transact any other business that may legally come before said meeting.

Moderator Petit swore in the following town officials elected in 2015 to their respective offices.

James F. Goff	Town Clerk for 1 year
Fred Kline	Selectman for 3 years
Kevin Brasley	Water Commissioner for 5 years
Courtney Eschback	Trust Fund Trustee for 3 years
Patricia Manseau	Checklist Supervisor for 3 years

Diane Schuett stated that there was a nice acknowledgement on page 85 of the 2014 Annual Town Report to Roland H. Young, Jr. who passed away after many dedicated years to the Town of Pembroke as Supervisor of the Checklist as well as many other capacities.

**At 11:55 a.m. after all in attendance who wish to cast a vote on Article #3 had done so, the polls were closed for said article. The results were as follows.**

**2/3 (67%) majority was needed for Article #3 to be adopted.**

**YES 119 NO 22 (85% yes)**

**ARTICLE #3 ADOPTED**

**There was a motion made to adjourn.**

**MOVED: David Sheldon**

**SECONDED: Fred Kline**

**VOTE: YES**

**Meeting adjourned at 12:03 p.m.**

**Respectfully submitted:**

---

**James F. Goff**  
**Town Clerk**  
**Pembroke, NH**

**TOWN SEAL**

## TREASURER'S REPORT

### 2015 Treasurer's Report

(Cash Basis - Preliminary, Unaudited)

Beginning Balance 1/1/2015		\$ 8,909,212
Deposits	\$ 22,243,317	
Disbursements	<u>\$ 20,886,314</u>	
Deposits in Excess of Disbursements		<u>\$ 1,357,003</u>
Ending Balance 12/31/2015		<u><u>\$ 10,266,215</u></u>

#### Escrow Account

Beginning Balance 1/1/2015		\$ 39,693
Deposits	\$ 47,182	
Disbursements	<u>\$ 49,269</u>	
Disbursements Excess of Deposits		<u>\$ (2,087)</u>
Ending Balance 12/31/2015		<u><u>\$ 37,606</u></u>

## BALANCE SHEET

### 2015 Balance Sheet (Unaudited)

<b>Account</b>	<b>Balance</b>
<b><u>ASSETS</u></b>	
Cash	\$ 10,267,424
Taxes Receivable (net of uncollectables)	1,151,739
Accounts Receivable	5,150
Due from Other Governments	1,709
Due from Other Funds	623
Prepaid Expenses	7,489
<b>Total Assets</b>	<b>\$ 11,434,133</b>
<b><u>LIABILITIES</u></b>	
Accounts Payable	156,531
Due to Others	4,755
Due to School District	5,180,273
Due to Other Funds	1,523,369
<b>Total Liabilities</b>	<b>\$ 6,864,928</b>
<b><u>EQUITY</u></b>	
Reserved for Encumbrances	468,695
Unreserved Fund Balance	4,100,510
<b>Total Equity</b>	<b>\$ 4,569,205</b>
<b><u>TOTAL LIABILITIES AND EQUITY</u></b>	<b><u>11,434,133</u></b>

## STATEMENT OF REVENUES

### 2015 Revenues

(Unaudited Balances through 12/28)

Account Code	Description	Budgeted	Actual	Over/(Under) Collected
<b><u>TAXES</u></b>				
3110	Net Property Tax	\$ 3,823,915	\$ 3,738,883	\$ (85,032)
3120	Land Use Change Tax			-
3185	Timber Tax	7,000	15,745	8,745
3186	Payment in Lieu of Taxes	42,134	41,693	(441)
3187	Excavation Tax	4,800	4,846	46
3190	Interest & Penalties on Taxes	94,865	115,164	20,299
		<b>\$ 3,972,714</b>	<b>\$ 3,916,331</b>	<b>\$ (56,383)</b>
<b><u>LICENSES, PERMITS &amp; FEES</u></b>				
				-
3220	Motor Vehicle Permit Fees	1,150,000	1,381,185	231,185
3230	Building Permits	21,000	41,674	20,674
3290	Other Licenses, Permits & Fees	29,110	41,439	12,329
		<b>\$ 1,200,110</b>	<b>\$ 1,464,297</b>	<b>\$ 264,187</b>
3311-3319	<b><u>FROM FEDERAL GOVERNMENT</u></b>			\$ -
	<b><u>FROM STATE</u></b>			-
3352	Meals & Rooms Tax Distribution	340,326	340,326	(0)
3353	Highway Block Grant	152,643	153,965	1,322
3354	Water Pollution Grant			-
3359	Other		6,400	6,400
		<b>\$ 492,969</b>	<b>\$ 500,691</b>	<b>\$ 7,722</b>
<b><u>CHARGES FOR SERVICES</u></b>				
3401-3406	Income from Departments			
	General	1,000	3,404	2,404
	Recreation	1,000	800	(200)
	Planning & Land Use	8,000	26,286	18,286
	Cemeteries	1,000	6,425	5,425
	Public Works	74,300	98,664	24,364
	Police	31,000	32,970	1,970
	Fire	500		(500)
		<b>\$ 116,800</b>	<b>\$ 168,548</b>	<b>\$ 51,748</b>
<b><u>MISCELLANEOUS REVENUES</u></b>				
3501	Sale of Municipal Property	2,000	11,231	9,231
3502	Interest on Investments	8,000	8,011	11
3503	Facilities Rental	22,600	19,736	(2,864)
3509	Other		8,580	8,580
		<b>\$ 32,600</b>	<b>\$ 47,557</b>	<b>\$ 14,957</b>

## STATEMENT OF REVENUES

### 2015 Revenues

(Unaudited Balances through 12/28)

Account Code	Description	Budgeted	Actual	Over/(Under) Collected
<b><u>OPERATING TRANSFERS IN</u></b>				
3912	From Special Revenue Funds			-
3913	From Capital Projects Funds			-
3914	From Enterprise Funds			-
	Sewer - (Offset)	1,087,197	1,087,197	-
	Water - (Offset)	932,115	932,115	-
3915	From Capital Reserve Funds	449,103	349,074	(100,029)
	From Trust and Agency Funds	40,000	16,231	(23,769)
		<b>\$ 2,508,415</b>	<b>\$ 2,384,617</b>	<b>\$ (123,798)</b>
<b><u>OTHER FINANCING SOURCES</u></b>				
3934	Proc. from Long Term Bonds & Notes	4,000,000		(4,000,000)
	Amounts VOTED From Fund Bal.			-
	Fund Balance to Reduce Taxes	445,000	445,000	-
		<b>\$ 4,445,000</b>	<b>\$ 445,000</b>	<b>\$ (4,000,000)</b>
		<b>\$12,768,608</b>	<b>\$ 8,927,042</b>	<b>\$ (3,841,566)</b>



## STATEMENT OF EXPENDITURES

### 2015 Expenditures

(Unaudited Balances through 12/28)

Account Code	Description	Appropriation	Expended/ Encumbered	Remaining
<b><u>GENERAL GOVERNMENT</u></b>				
4130-4139	Executive	\$ 327,814	\$ 328,208	\$ (394)
4140-4149	Election, Reg. & Vital Statistics	130,702	120,595	10,107
4150-4151	Financial Administration	36,091	32,664	3,427
4152	Revaluation of Property	65,000	58,202	6,798
4153	Legal Expense	45,000	46,789	(1,789)
4155-4159	Personnel Administration			-
4191-4193	Planning & Zoning	251,159	240,167	10,992
4194	General Government Buildings	139,273	115,800	23,473
4195	Cemeteries	19,200	18,968	232
4196	Insurance	122,716	117,634	5,082
		<b>\$ 1,136,955</b>	<b>\$ 1,079,027</b>	<b>\$ 57,928</b>
<b><u>PUBLIC SAFETY</u></b>				
4210-4214	Police	1,329,670	1,234,284	95,386
4215-4219	Ambulance	269,703	269,703	-
4220-4229	Fire	326,876	254,237	72,639
4290-4298	Emergency Management	6,481	2,999	3,482
4299	Other	27,456	13,728	13,728
		<b>\$ 1,960,186</b>	<b>\$ 1,774,950</b>	<b>\$ 185,236</b>
<b><u>HIGHWAYS &amp; STREETS</u></b>				
4311	Administration			-
4312	Highways & Streets	1,085,851	958,342	127,509
4313	Bridges			-
4316	Street Lighting	45,000	38,526	6,474
4319	Other	11,000		11,000
		<b>\$ 1,141,851</b>	<b>\$ 996,868</b>	<b>\$ 144,983</b>
<b><u>SANITATION</u></b>				
4321	Administration			-
4323	Solid Waste Collection	278,800	189,915	88,885
4324	Solid Waste Disposal			-
		<b>\$ 278,800</b>	<b>\$ 189,915</b>	<b>\$ 88,885</b>
<b><u>HEALTH/WELFARE</u></b>				
4411	Administration	2,842	2,726	116
4415-4419	Health Agencies & Hosp. & Other	19,882	19,882	-
4441-4442	Administration & Direct Assist.	86,846	36,324	50,522
		<b>\$ 109,570</b>	<b>\$ 58,932</b>	<b>\$ 50,638</b>



## STATEMENT OF EXPENDITURES

### 2015 Expenditures (Unaudited Balances through 12/28)

Account Code	Description	Appropriation	Expended/ Encumbered	Remaining
<b><u>CULTURE &amp; RECREATION</u></b>				
4520-4529	Parks & Recreation	30,247	27,669	2,578
4550-4559	Library	211,350	211,350	-
4583	Patriotic Purposes	200	200	-
4589	Other Culture & Recreation	7,053	4,565	2,488
		<b>\$ 248,850</b>	<b>\$ 243,784</b>	<b>\$ 5,066</b>
<b><u>CONSERVATION</u></b>				
4651-4659	Administration	\$ 3,275	\$ 695	\$ 2,580
	Other Conservation			\$ -
4651-4659	<b><u>ECONOMIC DEVELOPMENT</u></b>	<b>\$ 355</b>	<b>\$ 1,000</b>	<b>\$ (645)</b>
<b><u>DEBT SERVICE</u></b>				
4711	Princ.- Long Term Bonds & Notes	100,000	100,000	-
4721	Interest-Long Term Bonds & Notes	66,696	66,695	1
4723	Int. on Tax Anticipation Notes	1		1
		<b>\$ 166,697</b>	<b>\$ 166,695</b>	<b>\$ 2</b>
<b><u>CAPITAL OUTLAY</u></b>				
4901	Land	4,000,000		4,000,000
4902	Machinery, Vehicles & Equipment	306,000	296,543	9,457
4903	Buildings	129,638	43,121	86,517
4909	Other Improvements -	626,119	553,593	72,526
		<b>\$ 5,061,757</b>	<b>\$ 893,257</b>	<b>\$ 4,168,500</b>
<b><u>OPERATING TRANSFERS OUT</u></b>				
4912	To Special Revenue Fund			-
4913	To Capital Projects Fund			-
4914	To Enterprise Fund			-
	Sewer-	1,087,197	1,087,197	-
	Water-	932,115	932,115	-
4915	To Capital Reserve Fund	586,000	586,000	-
4919	To Agency Funds	55,000	55,000	-
		<b>\$ 2,660,312</b>	<b>\$ 2,660,312</b>	<b>\$ -</b>
		<b>\$12,768,608</b>	<b>\$ 8,065,436</b>	<b>\$ 4,703,172</b>

## TAX COLLECTOR'S REPORT MS-61



New Hampshire  
Department of  
Revenue Administration

2015  
MS-61

### Tax Collector's Report

Form Due Date: **March 1 (Calendar Year), September 1 (Fiscal Year)**

#### Instructions

##### Cover Page

- Select the entity name from the pull down menu (County will automatically populate)
- Enter the year of the report
- Enter the preparer's information

##### For Assistance Please Contact:

**NH DRA Municipal and Property Division**

Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.nh.gov/mun-prop/>

#### ENTITY'S INFORMATION ?

Municipality: PEMBROKE

County:

MERRIMACK

Report Year:

2015

#### PREPARER'S INFORMATION ?

First Name

David

Last Name

Jodoin

Street No.

311

Street Name

Pembroke Street

Phone Number

(603) 485-4747

Email (optional)

djodoin@pembroke-nh.com

## TAX COLLECTOR'S REPORT MS-61



New Hampshire  
Department of  
Revenue Administration

2015  
MS-61

Debits					
Uncollected Taxes Beginning of Year	Account	Levy for Year of this Report	Prior Levies (Please Specify Years)		
			Year: 2014	Year:	Year:
Property Taxes	3110		\$817,811.48		
Resident Taxes	3180				
Land Use Change Taxes	3120		\$5,401.08		
Yield Taxes	3185				
Excavation Tax	3187		\$18.06		
Other Taxes	3189				
Property Tax Credit Balance		(\$4,527.34)			
Other Tax or Charges Credit Balance					

Taxes Committed This Year	Account	Levy for Year of this Report	2014		Prior Levies
Property Taxes	3110	\$17,052,852.00			
Resident Taxes	3180				
Land Use Change Taxes	3120	\$17,850.00			
Yield Taxes	3185	\$15,744.69			
Excavation Tax	3187	\$4,845.54			
Other Taxes	3189				
- Sewer				\$60,029.54	
Add Line					

Overpayment Refunds	Account	Levy for Year of this Report	2014		Prior Levies
Property Taxes	3110	\$23,298.00	\$5,312.00		
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185				
Excavation Tax	3187				
- Sewer			\$1,206.09		
Add Line					
Interest and Penalties on Delinquent Taxes	3190	\$7,669.78	\$36,699.68		
Interest and Penalties on Resident Taxes	3190				

<b>Total Debits</b>		<b>\$17,117,732.67</b>	<b>\$926,477.93</b>		
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# TAX COLLECTOR'S REPORT MS-61



*New Hampshire*  
Department of  
Revenue Administration

**2015**  
**MS-61**

Credits				
Remitted to Treasurer	Levy for Year of this Report	2014	Prior Levies	
Property Taxes	\$16,321,908.25	\$823,123.48		
Resident Taxes				
Land Use Change Taxes	\$17,850.00			
Yield Taxes	\$13,844.05			
Interest (Include Lien Conversion)	\$7,669.78	\$42,100.76		
Penalties				
Excavation Tax	\$4,045.54	\$18.06		
Other Taxes				
Conversion to Lien (Principal Only)				
- Sewer		\$61,235.63		
Add Line				
Discounts Allowed				
Abatements Made	Levy for Year of this Report	2014	Prior Levies	
Property Taxes	\$11,616.18			
Resident Taxes				
Land Use Change Taxes				
Yield Taxes	\$1,330.28			
Excavation Tax				
Other Taxes				
-				
Add Line				
Current Levy Deeded	\$795.00			

# TAX COLLECTOR'S REPORT MS-61



*New Hampshire*  
Department of  
Revenue Administration

**2015**  
**MS-61**

Uncollected Taxes - End of Year # 1080	Levy for Year of this Report	2014	Prior Levies	
Property Taxes	\$741,830.57			
Resident Taxes				
Land Use Change Taxes				
Yield Taxes	\$570.36			
Excavation Tax	\$800.00			
Other Taxes				
Property Tax Credit Balance ⓘ	(\$4,527.34)			
Other Tax or Charges Credit Balance ⓘ				
<b>Total Credits</b>	<b>\$17,117,732.67</b>	<b>\$926,477.93</b>		

## TAX COLLECTOR'S REPORT MS-61



New Hampshire  
Department of  
Revenue Administration

2015  
MS-61

Summary of Debits				
	Last Year's Levy	Prior Levies (Please Specify Years)		
		Year: 2013	Year: 2012	Year: Prior
Unredeemed Liens Balance - Beginning of Year		\$248,792.18	\$127,455.87	\$48,560.31
Liens Executed During Fiscal Year	\$435,074.75			
Interest & Costs Collected (After Lien Execution)	\$8,620.64	\$18,637.65	\$41,723.40	\$1,074.84
- Overpayment		\$820.79	\$512.46	
Add Line				
<b>Total Debits</b>	<b>\$443,695.39</b>	<b>\$268,250.62</b>	<b>\$169,691.73</b>	<b>\$49,635.15</b>

Summary of Credits				
	Last Year's Levy	Prior Levies		
		2013	2012	Prior
Redemptions	\$170,634.59	\$62,418.54	\$115,126.00	\$6,274.54
-				
Add Line				
Interest & Costs Collected (After Lien Execution) #3190	\$8,620.64	\$18,637.65	\$41,723.40	\$1,074.84
-				
Add Line				
Abatements of Unredeemed Liens	\$12,186.59		\$27.00	
Liens Deeded to Municipality	\$1,747.26	\$2,141.30	\$2,122.45	
Unredeemed Liens Balance - End of Year #1110	\$250,506.31	\$185,053.13	\$10,692.88	\$42,285.77
<b>Total Credits</b>	<b>\$443,695.39</b>	<b>\$268,250.62</b>	<b>\$169,691.73</b>	<b>\$49,635.15</b>

## TAX COLLECTOR'S REPORT MS-61



New Hampshire  
Department of  
Revenue Administration

2015  
MS-61

PEMBROKE (361)

### 1. CERTIFY THIS FORM

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Preparer's First Name

Preparer's Last Name

Date

David

Jodoin

Jan 8, 2016

### 2. SAVE AND EMAIL THIS FORM

Please save and e-mail the completed PDF form to your Municipal Services Advisor:

- Michelle Clark: [michelle.clark@dra.nh.gov](mailto:michelle.clark@dra.nh.gov)
- Jamie Dow: [jamie.dow@dra.nh.gov](mailto:jamie.dow@dra.nh.gov)
- Shelley Gerlameau: [shelley.gerlameau@dra.nh.gov](mailto:shelley.gerlameau@dra.nh.gov)
- Stephanie Derosier: [stephanie.derosier@dra.nh.gov](mailto:stephanie.derosier@dra.nh.gov)

### 3. PRINT, SIGN, AND UPLOAD THIS FORM

This completed PDF form must be PRINTED, SIGNED, SCANNED, and UPLOADED onto the Municipal Tax Rate Setting Portal (MTRSP) at <http://proptax.org/nh/>. If you have any questions, please contact your Municipal Services Advisor.

### PREPARER'S CERTIFICATION

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

\_\_\_\_\_  
Preparer's Signature and Title

## TAX RATE CALCULATIONS

2015 Appropriations and Revenues		
Municipal Accounting Overview		
Description		
Total Appropriation	\$12,768,608	
Net Revenues (Not Including Fund Balance)		(\$8,499,693)
Fund Balance Voted Surplus		\$0
Fund Balance to Reduce Taxes		(\$445,000)
War Service Credits	\$168,000	
Special Adjustment	\$0	
Actual Overlay Used	\$353,377	
Net Required Local Tax Effort	\$4,345,292	
County Apportionment		
Description	Appropriation	Revenue
Net County Apportionment	\$1,695,003	
Net Required County Tax Effort	\$1,695,003	
Education		
Description	Appropriation	Revenue
Net Local School Appropriations	\$16,887,373	
Net Cooperative School Appropriations		
Net Education Grant		(\$5,707,100)
Locally Retained State Education Tax		(\$1,348,510)
Net Required Local Education Tax Effort	\$9,831,763	
State Education Tax	\$1,348,510	
State Education Tax Not Retained	\$0	
Net Required State Education Tax Effort	\$1,348,510	
Valuation		
Municipal (MS-1)		
Description	Current Year	Prior Year
Total Assessment Valuation with Utilities	\$597,627,120	\$586,793,797
Total Assessment Valuation without Utilities	\$566,215,120	\$555,827,097

2015 Municipal Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
Municipal	\$4,345,292	\$597,627,120	\$7.27
County	\$1,695,003	\$597,627,120	\$2.84
Local Education	\$9,831,762	\$597,627,120	\$16.45
State Education	\$1,348,510	\$566,215,120	\$2.38
Total	\$17,220,567		\$28.94

Tax Commitment Calculation	
Total Municipal Tax Effort	\$17,220,568
War Service Credits	(\$168,000)
Village District Tax Effort	
Total Property Tax Commitment	\$17,052,568



## LONG-TERM DEBT

Year	Pembroke Hill			Refunded (Safety Center)		
	Principal	Due 2/15/18		Due 1/15; 7/15		
		Interest	Total	Principal	Interest	Total
2016	282,000.00	35,241.00	317,241.00	100,000.00	35,350.00	135,350.00
2017	280,000.00	20,910.00	300,910.00	100,000.00	31,200.00	131,200.00
2018	270,000.00	6,885.00	276,885.00	100,000.00	26,950.00	126,950.00
2019				100,000.00	22,600.00	122,600.00
2020				100,000.00	18,150.00	118,150.00
2021				100,000.00	13,650.00	113,650.00
2022				100,000.00	9,150.00	109,150.00
2023				100,000.00	4,600.00	104,600.00
Totals	832,000.00	63,036.00	895,036.00	800,000.00	161,650.00	961,650.00

### All Debt

Principal	Interest	Total	Year
382,000.00	70,591.00	452,591.00	2016
380,000.00	52,110.00	432,110.00	2017
370,000.00	33,835.00	403,835.00	2018
100,000.00	22,600.00	122,600.00	2019
100,000.00	18,150.00	118,150.00	2020
100,000.00	13,650.00	113,650.00	2021
100,000.00	9,150.00	109,150.00	2022
100,000.00	4,600.00	104,600.00	2023
1,632,000.00	224,686.00	1,856,686.00	Totals

## SUMMARY INVENTORY OF PROPERTY

Net Assessed Valuation Comparison  
2012 - 2015  
Town of Pembroke, NH

	2012	2013	2014	2015
<b>LAND</b>				
Current Use	1,280,823	1,224,869	1,075,252	1,026,725
Discretionary Easement	69,845	69,845	69,845	69,845
Residential	159,764,800	159,454,800	143,215,900	143,124,150
Commercial/Industrial	26,314,080	26,589,400	30,022,300	29,772,050
Total Taxable Land	187,429,548	187,338,914	174,383,297	173,992,770
Tax Exempt & Non-Taxable Land				9,458,666
<b>BUILDINGS</b>				
Residential	325,895,700	326,118,200	297,527,200	299,533,610
Manufactured Housing	2,023,400	2,024,100	1,708,700	1,731,100
Commercial/Industrial	78,921,420	79,110,000	83,227,700	92,010,540
Total Taxable Buildings	406,840,520	407,252,300	382,463,600	393,275,250
Tax Exempt & Non-Taxable Buildings				33,473,300
<b>PUBLIC UTILITIES</b>				
Gas	9,591,000	11,491,600	10,788,100	10,698,100
Electric	15,996,100	18,231,200	20,178,600	20,713,900
Other	100,000	107,500	100,000	96,900
Utilities Total	25,687,100	29,830,300	31,066,700	31,508,900
 Gross Valuation	 619,957,168	 624,421,514	 587,913,597	 598,776,920
Less Exemptions	1,174,600	1,145,100	1,119,800	1,149,800
<b>Net Valuation</b>	<b>618,782,568</b>	<b>623,276,414</b>	<b>586,793,797</b>	<b>597,627,120</b>



**2015 TOWN OWNED PROPERTIES**

Owner	Map	Lot	Unit	St.#	Street	AC	Land	Outldg	X Features	Bldg	Total
PEMBROKE, TOWN OF	VE	1		172	MAIN ST	0.12	\$76,300	\$0	\$0	\$0	\$76,300
PEMBROKE WATER WORKS	VE	62		212	MAIN ST	0.25	\$64,300	\$1,500	\$0	\$132,500	\$198,300
PEMBROKE, TOWN OF	VE	165			CENTRAL ST	0.74	\$49,500	\$22,500	\$0	\$0	\$72,000
PEMBROKE, TOWN OF	VE	195			GLASS ST	1.50	\$32,500	\$0	\$0	\$0	\$32,500
PEMBROKE, TOWN OF	VW	58	1		LINDY ST - OFF	0.07	\$4,300	\$0	\$0	\$0	\$4,300
PEMBROKE, TOWN OF	VW	113	L	116	MAIN ST	0.00	\$0	\$0	\$0	\$16,400	\$16,400
PEMBROKE, TOWN OF	VW	117	E	4	UNION STREET	0.26	\$53,600	\$0	\$0	\$88,500	\$142,100
PEMBROKE, TOWN OF	VW	118		6	UNION ST	0.11	\$50,400	\$0	\$0	\$0	\$50,400
PEMBROKE, TOWN OF	VW	129	1	5	COLONIAL DR	0.14	\$23,500	\$0	\$0	\$0	\$23,500
PEMBROKE, TOWN OF	VW	168	1		SIMPSON AVE	0.10	\$5,000	\$0	\$0	\$0	\$5,000
PEMBROKE, TOWN OF	VW	175			HIGH ST	0.05	\$4,200	\$0	\$0	\$0	\$4,200
PEMBROKE, TOWN OF	VW	184			EXCHANGE ST	2.51	\$78,200	\$0	\$0	\$0	\$78,200
PEMBROKE, TOWN OF	VW	186			EXCHANGE ST	0.25	\$5,800	\$0	\$0	\$0	\$5,800
PEMBROKE, TOWN OF	VW	188		45	PLEASANT ST	30.00	\$268,000	\$76,900	\$0	\$0	\$344,900
PEMBROKE SEWER COMMISSION	VW	188	2-P		MEMORIAL FIELD	0.00	\$0	\$800	\$0	\$42,400	\$43,200
PEMBROKE, TOWN OF	VW	189		8	EXCHANGE ST	4.35	\$119,000	\$57,000	\$1,600	\$282,400	\$460,000
PEMBROKE, TOWN OF	VW	190			PLEASANT ST	0.09	\$4,900	\$0	\$0	\$0	\$4,900
PEMBROKE, TOWN OF	VW	203		28	PLEASANT ST	0.09	\$24,400	\$0	\$0	\$0	\$24,400
PEMBROKE, TOWN OF	VW	227		1	KEYSTONE LANE	0.20	\$5,600	\$0	\$0	\$0	\$5,600
PEMBROKE, TOWN OF	VW	228		2	EXCHANGE ST	0.40	\$71,600	\$0	\$0	\$41,900	\$113,500
PEMBROKE, TOWN OF	256	10	2	865	DOVER RD	0.41	\$49,400	\$0	\$0	\$0	\$49,400
PEMBROKE, TOWN OF	258	3	3	627	ROBINSON RD	1.15	\$39,100	\$0	\$0	\$0	\$39,100
FRENCH CEMETERY	258	CM	9		CEMETERY - FRENCH	0.09	\$24,400	\$0	\$0	\$0	\$24,400
PEMBROKE, TOWN OF	260	41		621-623	SIXTH RANGE RD	5.10	\$39,800	\$0	\$0	\$0	\$39,800
PEMBROKE, TOWN OF	260	42		617-619	SIXTH RANGE RD	5.60	\$41,000	\$0	\$0	\$0	\$41,000
PEMBROKE, TOWN OF	260	58	1		SEVENTH RANGE RD	6.00	\$49,500	\$0	\$0	\$0	\$49,500
RICHARDSON CEMETERY	260	CM	8		CEMETERY - RICHARDSON	0.06	\$23,500	\$0	\$0	\$0	\$23,500
PEMBROKE, TOWN OF	262	1	1	358	PEMBROKE HILL RD	0.06	\$25,800	\$0	\$0	\$0	\$25,800
PEMBROKE, TOWN OF	262	23	1	438	CROSS COUNTRY RD	17.50	\$131,700	\$0	\$0	\$0	\$131,700
PEMBROKE, TOWN OF	262	27		543	CROSS COUNTRY RD	14.00	\$1,370	\$0	\$0	\$0	\$1,370

2015 TOWN OWNED PROPERTIES											
Owner	Map	Lot	Unit	St.#	Street	AC	Land	Outbldg	X Features	Bldg	Total
PEMBROKE HILL CEMETERY	262	CM	4								
PEMBROKE, TOWN OF	264	32	1	244	CEMETERY- PEMBROKE HL	0.49	\$31,600	\$0	\$0	\$0	\$31,600
PEMBROKE, TOWN OF	264	79	1	346	ACADEMY RD	7.28	\$54,100	\$0	\$0	\$0	\$54,100
PEMBROKE, TOWN OF	264	87		308-310	PEMBROKE HILL RD	0.32	\$32,900	\$0	\$0	\$0	\$32,900
PEMBROKE, TOWN OF	264	95	1		FOURTH RANGE RD	0.96	\$29,700	\$0	\$0	\$0	\$29,700
PEMBROKE, TOWN OF	266	7		34-36	FOURTH RANGE RD	0.77	\$7,400	\$0	\$0	\$0	\$7,400
PEMBROKE, TOWN OF	266	24			MASON AVE	10.66	\$12,100	\$0	\$0	\$0	\$12,100
PEMBROKE, TOWN OF - SAFETY CENTER	266	40		247	BROADWAY	1.36	\$67,300	\$0	\$0	\$0	\$67,300
PEMBROKE, TOWN OF	266	79		231-2	PEMBROKE ST	1.82	\$117,500	\$42,500	\$129,400	\$1,888,200	\$2,177,600
EVERGREEN CEMETERY	266	CM	2		DEARBORN RD	1.75	\$81,800	\$0	\$0	\$0	\$81,800
PEMBROKE, TOWN OF	266	171		171-173	CEMETERY - EVERGREEN	9.58	\$111,600	\$0	\$0	\$0	\$111,600
PEMBROKE, TOWN OF	559	11		825	BUCK ST	0.24	\$5,800	\$0	\$0	\$0	\$5,800
PEMBROKE, TOWN OF	559	13			NO PEMBROKE RD	0.30	\$5,900	\$0	\$0	\$0	\$5,900
PEMBROKE SEWER COMMISSION	561	17	1-P	147	SOUCCOOK RIVER	4.00	\$84,500	\$0	\$0	\$0	\$84,500
PEMBROKE, TOWN OF	561	34		402-408	SHEEP DAVIS RD	0.00	\$0	\$7,500	\$0	\$0	\$7,500
PEMBROKE, TOWN OF	561	86		625-629	BOROUGH RD	9.00	\$158,900	\$0	\$0	\$0	\$158,900
ABBOTT CEMETERY	561	CM	7		BOROUGH RD	8.70	\$57,400	\$0	\$0	\$0	\$57,400
PEMBROKE, TOWN OF	563	22	1-1	502-516	CEMETERY - ABBOTT	0.13	\$28,300	\$0	\$0	\$0	\$28,300
PEMBROKE WATER WORKS	563	39		226	THIRD RANGE RD	26.62	\$16,000	\$0	\$0	\$0	\$16,000
PEMBROKE, TOWN OF	563	70		475	BRICKETT HILL RD	0.92	\$76,600	\$1,132,000	\$0	\$0	\$1,208,600
PEMBROKE, TOWN OF	563	94		305-325	PEMBROKE ST	1.53	\$7,400	\$0	\$0	\$0	\$7,400
PEMBROKE, TOWN OF, WATER WORKS	565	51		346	BRICKETT HILL RD	28.48	\$183,000	\$0	\$0	\$0	\$183,000
PEMBROKE, TOWN OF	565	59		59	PEMBROKE ST	1.66	\$112,200	\$13,200	\$1,900	\$105,600	\$232,900
PEMBROKE, TOWN OF	565	81	A		WHITE SANDS RD	1.28	\$73,200	\$0	\$0	\$0	\$73,200
PEMBROKE, TOWN OF	565	81	B		BOW LANE	0.65	\$7,400	\$0	\$0	\$0	\$7,400
PEMBROKE, TOWN OF	565	81	C	444	WHITE SANDS RD	31.64	\$93,000	\$0	\$0	\$0	\$93,000
PEMBROKE, TOWN OF	565	81	19	410	PEMBROKE ST	34.30	\$69,800	\$0	\$0	\$0	\$69,800
PEMBROKE, TOWN OF	565	81			NADINE RD	0.55	\$34,700	\$0	\$0	\$0	\$34,700

**2015 TOWN OWNED PROPERTIES**

Owner	Map	Lot	Unit	St.#	Street	AC	Land	Outbldg	X Features	Bldg	Total
PEMBROKE SEWER COMMISSION	565	81	B-P	55	WHITE SANDS RD	0.00	\$0	\$1,800	\$0	\$53,600	\$55,400
PEMBROKE, TOWN OF	565	95		27	WHITTEMORE RD	5.02	\$69,000	\$0	\$0	\$0	\$69,000
PEMBROKE STREET CEMETERY	565	CM	3		CEMETERY - PEMBROKE ST	2.38	\$47,300	\$700	\$0	\$0	\$48,000
PEMBROKE, TOWN OF	565	256		311	PEMBROKE ST	2.99	\$134,300	\$22,700	\$20,100	\$1,599,700	\$1,776,800
PEMBROKE, TOWN OF	565	257	6-1		CHURCH RD	0.43	\$6,200	\$0	\$0	\$0	\$6,200
PEMBROKE, TOWN OF	567	1	1		MERRIMACK RIVER BANK	2.95	\$8,000	\$0	\$0	\$0	\$8,000
PEMBROKE WATER WORKS	632	3		635-655	PEMBROKE ST	12.00	\$175,500	\$1,000	\$0	\$43,000	\$219,500
PEMBROKE SEWER COMMISSION	632	8	1-P	702	KEITH AVE	0.00	\$0	\$1,600	\$0	\$82,800	\$84,400
PEMBROKE WATER WORKS	632	18	12	142	SHEEP DAVIS RD	14.94	\$215,000	\$8,300	\$0	\$0	\$223,300
PEMBROKE, TOWN OF	634	46		572	PEMBROKE ST	0.11	\$99,900	\$0	\$0	\$0	\$99,900
PEMBROKE SEWER COMMISSION	634	46	P	572	PEMBROKE ST	0.00	\$0	\$2,200	\$0	\$25,700	\$27,900
PEMBROKE, TOWN OF	868	8		807	BACHELDER RD	0.37	\$49,400	\$0	\$0	\$0	\$49,400
PEMBROKE, TOWN OF	868	10		813	BACHELDER RD	0.37	\$49,400	\$0	\$0	\$0	\$49,400
PEMBROKE, TOWN OF	868	14		831	BACHELDER RD	0.07	\$25,700	\$0	\$0	\$0	\$25,700
PEMBROKE, TOWN OF	868	35		136	NO PEMBROKE RD	25.00	\$83,500	\$0	\$0	\$0	\$83,500
BUCK STREET CEMETERY	868	CM	1		CEMETERY - BUCK ST	2.50	\$42,700	\$0	\$0	\$0	\$42,700
PEMBROKE, TOWN OF	870	34		662	THOMPSON RD	0.13	\$51,500	\$0	\$0	\$0	\$51,500
OLD NORTH PEMBROKE CEMETERY	935	CM	5		CEMETERY-OLD NO PEMB	0.46	\$31,400	\$0	\$0	\$0	\$31,400
PEMBROKE, TOWN OF	937	7		424	NO PEMBROKE RD	47.67	\$231,100	\$0	\$0	\$0	\$231,100
NEW NORTH PEMBROKE CEMETERY	937	CM	6		CEMETERY-NEW NO PEMB	0.53	\$28,700	\$0	\$0	\$0	\$28,700
PEMBROKE, TOWN OF	939	67		501-623	KIMBALL RD	133.10	\$113,600	\$0	\$0	\$0	\$113,600

## TOWN WAGE SCHEDULE

2015

<i>Hourly</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Hourly</i>	<i>Minimum</i>	<i>Maximum</i>
<b><u>Grade 5</u></b>	\$11.38	\$15.79	<b><u>Grade 12</u></b>	\$17.18	\$23.89
Custodian			Planner		
Library Clerk			Fleet Mechanic		
<b><u>Grade 6</u></b>	\$12.05	\$16.76	Sewer Laborer		
Recording Secretary			<b>Police Officer</b>		
Laborer/Maintenance			<b><u>Grade 13</u></b>	\$18.24	\$25.34
EMT-B			Tax Collector		
<b><u>Grade 7</u></b>	\$12.79	\$17.78	Police Officer - Cert.		
Child Lib. Ass't.			SW/Highway Foreman		
EMT-I			Fire Engineer		
<b><u>Grade 8</u></b>	\$13.57	\$18.90	<b><u>Grade 14</u></b>	\$19.34	\$26.87
Probationary Firefighter			Accountant		
<b><u>Grade 9</u></b>	\$14.38	\$20.03	Detective		
Assist. Library Dir.			Fire Lieutenant		
Secretary			<b><u>Grade 15</u></b>	\$20.52	\$28.53
Account Clerk			Highway Superintendent		
Truck Driver/Equip. Op.			<b><u>Grade 16</u></b>	\$21.75	\$30.25
<b><u>Grade 10</u></b>	\$15.26	\$21.23	Code Enforcement Off.		
Collections Clerk			Sewer Administrator		
Paramedic			<b>Police Sergeant</b>		
<b><u>Grade 11</u></b>	\$16.19	\$22.53			
Welfare Admin.					
Planning & Land Use Clk.					
Police Administrative Sec.					
Fire Fighter					

## TOWN WAGE SCHEDULE

2015

<i>Salary</i>	<i>Minimum</i>	<i>Maximum</i>
<b><i>Grade 13</i></b>	\$37,922	None
	Town Clerk	
<b><i>Grade 14</i></b>	\$40,204	\$55,879
<b><i>Grade 15</i></b>	\$42,683	\$59,331
	Library Director	
<b><i>Grade 16</i></b>	\$45,249	\$62,900
	Fire Captain	
<b><i>Grade 17</i></b>	\$47,936	\$66,527
<b><i>Grade 18</i></b>	\$50,856	\$70,579
	Police Lieutenant	
	Deputy Fire Chief	
<b><i>Grade 19</i></b>	\$53,953	\$74,876
	Assistant Fire Chief	
<b><i>Grade 20</i></b>	\$57,237	\$79,435
	Police Chief	
	Fire Chief	
	Public Works Dir.	
	EMS Director	
<b><i>Grade 21</i></b>	\$60,722	\$84,273
	Town Administrator	
<b><i>Grade 22</i></b>	\$64,422	\$89,403
<b><i>Grade 23</i></b>	\$68,345	\$94,850

Town of Pembroke										
2015 Wages and Benefits										
Name	Base Pay	Overtime	Other	Gross Wages	Social Security	Medicare	Retirement	Life	Disability	
Addington, Christine	\$39,852.34	\$0.87	\$50.00	\$39,903.21	\$2,474.00	\$578.60	\$4,378.17	\$23.04	\$533.16	
Alley, Annette	\$42,118.41	\$164.83	\$337.44	\$42,620.68	\$2,642.48	\$618.00		\$23.04	\$562.29	
Alley, Eric	\$29,738.17	\$2,924.70		\$32,662.87	\$2,025.10	\$473.61	\$3,560.21	\$15.36	\$385.81	
Amell, Darrell	\$48,960.49		\$2,696.20	\$51,656.69	\$3,202.71	\$749.02	\$5,450.37	\$23.04	\$670.89	
Barker, Carl	\$14,239.65			\$14,239.65	\$882.86	\$206.47				
Bergeron, Angela	\$49,906.20	\$5,040.30	\$3,039.46	\$57,985.96		\$840.80	\$14,986.40	\$23.04	\$689.49	
Blodeau, Gordon	\$33,349.66	\$60.43	\$300.00	\$33,710.09	\$2,090.03	\$488.80	\$3,699.04	\$23.04	\$152.08	
Blodeau, Richard	\$1,193.99			\$1,193.99	\$74.03	\$17.31				
Boise, Adam	\$1,503.00			\$1,503.00	\$93.19	\$21.79				
Boisvert, James	\$75,068.13		\$1,696.32	\$76,764.45	\$4,759.40	\$1,113.08	\$8,236.20	\$23.04	\$1,002.12	
Boisvert, Jordan	\$40,651.88	\$1,619.70	\$1,843.92	\$44,115.50	\$2,735.16	\$639.67	\$11,039.56	\$23.04	\$514.02	
Booker-Janvrin, Joyce	\$14,173.51	\$406.89		\$14,580.40	\$903.98	\$211.42	\$1,570.30	\$11.52	\$275.94	
Bouffard, Jason	\$5,498.93			\$5,498.93	\$340.93	\$79.73				
Brasley, Danyelle	\$742.88			\$742.88	\$46.06	\$10.77				
Brezosky, Marie	\$80.00			\$80.00	\$4.96	\$1.16				
Brown, Michael	\$1,143.26			\$1,143.26	\$70.88	\$16.58				
Buchanan, Robert	\$27,940.58	\$727.13	\$1,597.81	\$30,265.52		\$438.85	\$7,703.95	\$15.36	\$404.22	
Burbank, Mary	\$1,537.12			\$1,537.12	\$95.30	\$22.29				
Carlucci, Jocelyn	\$2,283.26			\$2,283.26	\$141.56	\$33.11				
Caron, Taylor	\$1,768.34	\$9.44	\$149.80	\$1,927.58	\$119.51	\$27.95	\$198.58			
Chevrette, Mark	\$34,701.60	\$1,857.85	\$854.48	\$37,413.93	\$2,319.66	\$542.50	\$4,104.20	\$23.04	\$469.14	
Chouinard, Marie	\$80.00			\$80.00	\$4.96	\$1.16				
Clark, Bonnie	\$80.00			\$80.00	\$4.96	\$1.16				
Clark, William	\$3,365.62			\$3,365.62	\$208.67	\$48.80				
Connor, Charles	\$3,000.00			\$3,000.00	\$186.00	\$43.50				
Cook, Emily	\$2,398.28			\$2,398.28	\$148.69	\$34.78				
Courtemanche, Justine	\$1,650.00			\$1,650.00	\$102.30	\$23.93				
Crafts, Patricia	\$120.00			\$120.00	\$7.44	\$1.74				
Crockwell, Michael	\$1,450.00			\$1,450.00	\$89.90	\$21.03				
Croteau, Jasmine	\$2,010.38			\$2,010.38	\$124.64	\$29.15				
Cunha, Christopher	\$54,831.96	\$2,108.31	\$857.72	\$57,797.99		\$838.07	\$14,935.04	\$23.04	\$711.15	
Cushing, Robyn	\$3,828.33			\$3,828.33	\$237.36	\$55.51				



Town of Pembroke										
2015 Wages and Benefits										
Name	Base Pay	Overtime	Other	Gross Wages	Social Security	Medicare	NH Retirement	Life	Disability	
Cyr, Jeffrey	\$6,624.25			\$6,624.25	\$410.70	\$96.05				
Cyr, Martha	\$2,154.96			\$2,154.96	\$133.61	\$31.25				
DiGiovanni, Nicholas	\$133.36			\$133.36	\$8.27	\$1.93				
Doriean, Nicholas	\$502.27			\$502.27	\$31.14	\$7.28				
Driscoll, Daniel	\$1,200.00			\$1,200.00	\$74.40	\$17.40				
Engwer, Andrew	\$998.21			\$998.21	\$61.89	\$14.47				
Fanny, Robert	\$34,347.61	\$3,747.54	\$50.00	\$38,145.15	\$2,365.00	\$553.10	\$4,179.25	\$23.04	\$462.93	
Farley, Robert	\$10,558.30			\$10,558.30	\$654.61	\$153.10				
Fiscer, Allison	\$540.76			\$540.76	\$33.53	\$7.84				
Fisher, Leanna	\$10,670.54	\$314.06		\$10,984.60	\$681.05	\$159.28				
Fiske, Jason	\$52,537.50	\$2,615.71	\$2,294.93	\$57,448.14		\$833.00	\$14,850.86	\$23.04	\$687.15	
Fitzgerald, Daniel	\$7,800.46			\$7,800.46	\$483.63	\$113.11				
Foster, Michael	\$45,810.64	\$4,788.59	\$5,522.56	\$56,121.79		\$813.77	\$14,135.32	\$23.04	\$588.54	
French, Christopher	\$1,611.64			\$1,611.64	\$99.92	\$23.37				
Frost, Christine	\$847.32			\$847.32	\$52.53	\$12.29				
Gagne, Shanna	\$16,023.78			\$16,023.78	\$993.47	\$232.34				
Gagnon, Paul	\$9,709.17			\$9,709.17	\$601.97	\$140.78				
Galligan, Rose	\$6,236.85			\$6,236.85	\$386.68	\$90.43				
Gamache, Christopher	\$66,478.40			\$66,478.40	\$4,121.66	\$963.94	\$7,295.62	\$23.04	\$857.64	
Gaponova, Nataliya	\$48,448.56	\$165.32	\$3,251.20	\$51,865.08	\$3,215.63	\$752.04	\$5,486.32	\$23.04	\$738.78	
Gaskell, Gary	\$67,672.69		\$2,144.64	\$69,817.33		\$1,012.35	\$18,053.29	\$23.04	\$896.04	
Gifford, Susan	\$1,510.05			\$1,510.05	\$93.62	\$21.90				
Gilman, Dwayne	\$77,313.21		\$3,012.30	\$80,325.51		\$1,164.72	\$20,768.01	\$23.04	\$1,028.55	
Girard, Corey	\$6,079.52			\$6,079.52	\$376.93	\$88.15				
Gladu, Ashley	\$3,278.26			\$3,278.26	\$203.25	\$47.53				
Goff, James	\$55,528.82		\$1,284.96	\$56,813.78	\$3,522.45	\$823.80	\$6,235.62	\$23.04	\$748.38	
Goldman, Jonathan	\$2,774.25			\$2,774.25	\$172.00	\$40.23				
Greco, Vincent	\$3,950.00			\$3,950.00	\$244.90	\$57.28				
Groleau, david	\$126.58			\$126.58	\$7.85	\$1.84				
Hanson, Karl	\$44,618.36	\$5,176.99	\$3,758.55	\$53,553.90		\$776.53	\$13,867.58	\$23.04	\$583.94	
Hardy, Sara	\$1,805.63			\$1,805.63	\$111.95	\$26.18				
Harry, Jonathan	\$2,331.25			\$2,331.25	\$144.54	\$33.80				

Town of Pembroke										
2015 Wages and Benefits										
Name	Base Pay	Overtime	Other	Gross Wages	Social Security	Medicare	NH Retirement	Life	Disability	
Hart, Justin	\$23,040.63			\$23,040.63	\$1,428.52	\$334.09				
Haskell, Jon	\$80.00			\$80.00	\$4.96	\$1.16				
Heffernan, Daniel	\$12,939.37	\$216.00		\$13,155.37	\$815.63	\$190.75				
Higgins, Edward	\$14,356.92			\$14,356.92	\$890.13	\$208.18				
Higgins, Irina	\$10,678.51			\$10,678.51	\$662.07	\$154.84				
Hodge, Everett	\$53,924.06		\$2,707.46	\$56,631.52	\$3,511.15	\$821.16	\$6,056.00	\$23.04	\$741.66	
Holland, Kelsey	\$385.88			\$385.88	\$23.92	\$5.60				
Irwin, Julie	\$29,777.22	\$3,435.75		\$33,212.97	\$2,059.20	\$481.59	\$2,236.55	\$5.76	\$169.84	
Jaquith, Madeline	\$1,960.00			\$1,960.00	\$121.52	\$28.42				
Jodoin, David	\$83,937.98		\$5,999.14	\$89,937.12	\$5,576.10	\$1,304.09	\$9,661.28	\$23.04	\$1,137.76	
Johnson, Robert	\$8,485.98			\$8,485.98	\$526.13	\$123.05				
Judge, Terrence	\$2,523.07			\$2,523.07	\$156.43	\$36.58				
Kellermann, Christian	\$8,721.01			\$8,721.01	\$540.70	\$126.45				
Kelley, Michael	\$20,701.90			\$20,701.90	\$1,283.52	\$300.18				
Kline, Fred	\$1,450.00			\$1,450.00	\$89.90	\$21.03				
Lambert, Gary	\$3,592.43			\$3,592.43	\$222.73	\$52.09				
Lamy, Christopher	\$1,744.30			\$1,744.30	\$108.15	\$25.29				
Langille, Michael	\$16,516.50			\$16,516.50	\$1,024.02	\$239.49				
Larochelle, Christopher	\$2,305.60			\$2,305.60	\$142.95	\$33.43				
Legere, Justin	\$420.01			\$420.01	\$26.04	\$6.09				
Lemoine, Ann	\$5,727.77			\$5,727.77	\$355.12	\$83.05				
Lemoine, Brian	\$5,624.03			\$5,624.03	\$348.69	\$81.55				
Lemoine, Tyrel	\$8,648.73			\$8,648.73	\$536.22	\$125.41				
Locke, Stephanie	\$44,341.25	\$7,967.53	\$1,498.00	\$53,806.78	\$3,336.02	\$780.20	\$4,709.61	\$7.68	\$202.76	
Ludwick, Stephen	\$3,200.98			\$3,200.98	\$198.46	\$46.41				
Madden, Lawrence	\$35,684.36	\$2,528.21	\$50.00	\$38,262.57	\$2,372.28	\$554.81	\$4,194.50	\$23.04	\$487.02	
Malo, Henry	\$43,196.04	\$820.59	\$1,507.52	\$45,524.15	\$2,822.50	\$660.10	\$4,993.54	\$23.04	\$575.22	
Malo, Paulette	\$57,438.41	\$3,789.79	\$1,866.00	\$63,094.20	\$3,911.84	\$914.87	\$6,926.58	\$23.04	\$767.10	
Manseau, Patricia	\$120.00			\$120.00	\$7.44	\$1.74				
Marion, Marlene	\$23,412.72			\$23,412.72	\$1,451.59	\$339.48				
Martel, Chester	\$3,479.43			\$3,479.43	\$215.72	\$50.45				
Mehegan, Marie	\$9,852.81			\$9,852.81	\$610.87	\$142.87				

Town of Pembroke										
2015 Wages and Benefits										
Name	Base Pay	Overtime	Other	Gross Wages	Social Security	Medicare	Retirement	Life	Disability	
Mendoza, Adam	\$38,730.77	\$2,528.21	\$50.00	\$41,308.98	\$2,561.16	\$598.98	\$4,524.75	\$23.04	\$499.89	
Merrill, Scott	\$337.20			\$337.20	\$20.91	\$4.89				
Mitchell, Charles	\$100.00			\$100.00	\$6.20	\$1.45				
Morris, Adam	\$3,687.63			\$3,687.63	\$228.63	\$53.47				
Nadeau, Reno	\$52,565.20	\$2,142.71	\$790.40	\$55,498.31	\$3,440.90	\$804.73	\$6,088.54	\$23.04	\$711.90	
Paquette, Maurice	\$1,425.24			\$1,425.24	\$88.36	\$20.67				
Parker, Jacquelyn	\$28,790.97	\$980.33	\$517.06	\$30,288.36		\$439.18	\$7,717.86	\$17.28	\$463.62	
Paulsen, Erik	\$7,833.81			\$7,833.81	\$485.70	\$113.59				
Paulsen, Harold	\$29,084.68			\$29,084.68	\$1,803.25	\$421.73				
Pelissier, Ryan	\$1,393.07			\$1,393.07	\$86.37	\$20.20				
Pellerin, Jules	\$1,200.00			\$1,200.00	\$74.40	\$17.40				
Perron, Michael	\$4,412.85			\$4,412.85	\$273.60	\$63.99				
Perron, Steven	\$38,354.82	\$4,373.29		\$42,728.11	\$2,649.14	\$619.56	\$4,414.00	\$23.04	\$484.11	
Petit, Thomas	\$140.00			\$140.00	\$8.68	\$2.03				
Previe, Muriel	\$25,344.61			\$25,344.61	\$1,571.37	\$367.50				
Putnam, Jackson	\$252.00			\$252.00	\$15.62	\$3.65				
Ranfos, Victor	\$48,049.30	\$4,403.09	\$1,109.28	\$53,561.67	\$3,320.82	\$776.64	\$5,871.46	\$23.04	\$645.60	
Rapazza, Alane	\$3,597.66			\$3,597.66	\$223.05	\$52.17				
Ricciotti, Maryanne	\$47,384.80	\$2,379.65	\$1,081.44	\$50,845.89	\$3,152.45	\$737.27	\$5,583.10	\$23.04	\$632.88	
Robertson, Bradley	\$5,267.53			\$5,267.53	\$326.59	\$76.38				
Rohde, Noelle	\$8,876.97			\$8,876.97	\$550.37	\$128.72				
Roy, Dennis	\$3,659.09			\$3,659.09	\$226.86	\$53.06				
Sartorelli, David	\$2,524.92			\$2,524.92	\$156.55	\$36.61				
Sawyer, Keith	\$36,663.33	\$1,966.60	\$3,544.73	\$42,174.66		\$611.53	\$10,848.82	\$19.20	\$428.28	
Schmidt, Charles	\$5,216.81			\$5,216.81	\$323.44	\$75.64				
Sheldon, David	\$1,450.00			\$1,450.00	\$89.90	\$21.03				
Sherman, Jacob	\$548.63			\$548.63	\$34.02	\$7.96				
Sheveland, Thomas	\$44,560.49	\$4,108.46	\$3,589.05	\$52,258.00		\$757.74	\$12,873.89	\$23.04	\$573.18	
Smart, Aaron	\$1,449.47			\$1,449.47	\$89.87	\$21.02				
Spencer, Michelle	\$2,078.84			\$2,078.84	\$128.89	\$30.14				
Stosse, Cynthia	\$53,797.24		\$1,246.56	\$55,043.80	\$3,412.72	\$798.14	\$6,041.17	\$23.04	\$721.50	
Stromvall, Eric	\$3,500.82			\$3,500.82	\$217.05	\$50.76				

Town of Pembroke										
2015 Wages and Benefits										
Name	Base Pay	Overtime	Other	Gross Wages	Social Security	Medicare	NH Retirement	Life	Disability	
Theuner, John	\$10,465.66			\$10,465.66	\$648.87	\$151.75				
Thompson, Harold	\$1,500.00			\$1,500.00	\$93.00	\$21.75				
Tiddes, Heather	\$29,580.60		\$896.64	\$30,477.24	\$1,889.59	\$441.92				
Turner, Davon	\$685.94			\$685.94	\$42.53	\$9.95				
Vanloendersloot, John	\$8,149.72			\$8,149.72	\$505.28	\$118.17				
VanLuven, Hearshell	\$14,671.50			\$14,671.50	\$909.63	\$212.74				
Verdile, Stephanie	\$26,147.60		\$12,289.20	\$38,436.80	\$2,383.08	\$557.33	\$4,229.13	\$23.04	\$585.00	
Vincent, Kristen	\$6,840.00	\$286.88		\$7,126.88		\$103.34	\$1,880.06	\$1.92	\$53.07	
Vodra, Robert	\$4,245.73			\$4,245.73	\$263.24	\$61.56				
Wesson, Elaine	\$46,677.61	\$16.90	\$1,772.80	\$48,467.31	\$3,004.97	\$702.78	\$5,201.80	\$23.04	\$632.88	
Whitbeck, Susan	\$80.00			\$80.00	\$4.96	\$1.16				
Williams, Linda	\$41,240.82	\$17.13	\$2,165.43	\$43,423.38	\$2,692.25	\$629.64	\$4,754.35	\$23.04	\$562.29	
Wirtz, Kayla	\$1,638.00			\$1,638.00	\$101.56	\$23.75				
Woodbury, Jonathan	\$37.52			\$37.52	\$2.33	\$0.54				
Wright Garrett	\$666.76			\$666.76	\$41.34	\$9.67				
Yeaton, Peggy	\$22,097.76			\$22,097.76	\$1,370.06	\$320.42				
York, Kerry	\$1,054.13			\$1,054.13	\$65.36	\$15.28				
Young, Sr., Larry	\$480.00			\$480.00	\$29.76	\$6.96				
				\$2,537,407.95						
Total Medical Benefits	\$434,951.22									
Total Dental Benefits	\$40,743.95									

## AUDITOR'S REPORT



**CERTIFIED PUBLIC ACCOUNTANTS**  
608 Chestnut Street • Manchester, New Hampshire 03104  
(603) 622-7070 • Fax: (603) 622-1452 • [www.vachonclukay.com](http://www.vachonclukay.com)

### REPORT ON INTERNAL CONTROL BASED ON AN AUDIT OF BASIC FINANCIAL STATEMENTS

To the Board of Selectmen  
Town of Pembroke, New Hampshire

In planning and performing our audit of the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the Town of Pembroke, New Hampshire (the "Town") as of and for the year ended December 31, 2014, in accordance with auditing standards generally accepted in the United States of America, we considered the Town's internal control over financial reporting (internal control) as a basis for designing our audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This communication is intended solely for the information and use of management, the Board of Selectmen, and others within the organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

A handwritten signature in cursive script that reads 'Vachon Clukay &amp; Company PC'.

Manchester, New Hampshire  
September 25, 2015

## AUDITOR'S REPORT



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September 25, 2015

To the Board of Selectmen  
Town of Pembroke, New Hampshire

We have audited the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the Town of Pembroke, New Hampshire for the year ended December 31, 2014. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated January 8, 2015. Professional standards also require that we communicate to you the following information related to our audit.

### Significant Audit Findings

#### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town of Pembroke, New Hampshire are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended December 31, 2014. We noted no transactions entered into by the Town of Pembroke, New Hampshire during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimate affecting the financial statements of the Governmental Activities, Business-type Activities, and major Proprietary Funds was:

Management's estimates of the useful lives of depreciable capital assets and the other post-employment benefits payable are based on historical utilization of assets and actuarial valuations, respectively. We evaluated the key factors and assumptions used to develop the useful lives of depreciable capital assets and the other post-employment benefits payable in determining that they are reasonable in relation to the financial statements taken as a whole.

The most sensitive estimate affecting the financial statements of the Governmental Activities, Business-type Activities, General Fund, Sewer Fund and the aggregate remaining information was:

## AUDITOR'S REPORT

Management's estimate of the allowance for uncollectible receivables is based on the likelihood of the Town to collect monies owed to it. We evaluated the key factors and assumptions used to develop the estimate for uncollectible receivables in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedules summarize uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements. Please see the attached schedule of material adjustments detected and corrected as a result of audit procedures.

### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated September 25, 2015.

### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Town of Pembroke, New Hampshire's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town of Pembroke, New Hampshire's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

## AUDITOR'S REPORT

### Other Matters

We applied certain limited procedures to the management's discussion and analysis, budgetary comparison information, and the schedule of funding progress for other post-employment benefits, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining nonmajor fund and fiduciary fund financial statements, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

### Restriction on Use

This information is intended solely for the use of the Board of Selectmen and management of the Town of Pembroke, New Hampshire and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*Vachon Clukay & Company PC*



## AUDITOR'S REPORT

Town of Pembroke, New Hampshire  
For the year ended 12/31/14  
Material Audit Adjustments

The following is a listing of the Material Audit Adjustments made for the year ended 12/31/14:

**Water Fund:**

- To record current year depreciation on capital assets in the amount of \$129,698.

**Sewer Fund:**

- To record the addition of capital assets in the amount of \$35,843.
- To record current year depreciation on capital assets in the amount of \$133,325.

**Aggregate Remaining Information:**

- To restore the prior year net receivables and fund balance in the Ambulance Fund in the amount of \$53,772 and \$44,419, respectively.
- To increase accounts receivable at year end in the amount of \$156,275 in the Ambulance Fund.
- To increase the allowance for doubtful accounts in the amount of \$178,596 in the Ambulance Fund.
- To increase the investment balance of the school agency funds in the amount of \$399,367.

## FIRE DEPARTMENT

### 2015 PEMBROKE FIRE DEPARTMENT TOWN REPORT

Your fire department responded to 300 incidents or calls for service. This is a very slight increase over 2014 which had 286 calls. I am pleased to report that none of these calls resulted in any serious injuries to Citizens or Firefighters. Dollar losses due to all fires were extremely small.

#### **Types of calls we responded to:**

Detector and/or Alarm System Activations	89	29.7%
Fires – All types	18	6.0%
Public Assistance	32	10.7%
Hazardous Conditions	37	12.3%
Medical Assistance	79	26.3%
Aid to Other Agencies	37	12.3%
All Other Types	8	2.7%
Total	300	

Significantly 59% of our calls occur during daytime hours. Of even more significance is that on weekdays, when most of our firefighters are working, 63% of them occur during daylight hours. Presented below is the breakdown by time periods:

<b><u>Time of Day</u></b>	<b><u>Weekday</u></b>	<b><u>% Total</u></b>	<b><u>Weekend</u></b>	<b><u>% Total</u></b>	<b><u>Weekly</u></b>	<b><u>% Total</u></b>
Daytime (0700-1659)	141	63%	37	49%	178	59%
Evening (1700-2259)	61	27%	21	28%	82	27%
Night (2300-0659)	23	10%	17	23%	40	13%
	225	100%	75	100%	300	100%

The year 2015 marked a significant change for the Fire Department. Prior to 2015 we truly donated and volunteered our time for work other than emergency calls. That included training functions, maintenance functions for both building and equipment and any other activity that was not an emergency. Those donated volunteered hours usually exceeded our paid hours for emergency calls.

However, the State of NH Labor Department conducted a review of Town practices and essentially ruled that we can no longer volunteer to not get paid. We strongly disagree with that ruling as it could destroy what made our and other fire departments the quality community organizations that they always had been – namely volunteerism. So we now say that we volunteer to be paid.

We truly appreciate the strong support of the Town for your Fire Department. Every one of us truly enjoys serving our Community.

Thank you,

Harold Paulsen, Fire Chief

## PUBLIC WORKS

### Yearly Report 2015

The Department of Public Works has been given tasks to manage the Town's roads, sidewalks, storm water system, solid waste, cemeteries, municipal buildings and fleet. To accomplish all these tasks the department employs 11 full time and 2 part time employees with 18 pieces of major equipment that has been organized into the following divisions:

**Administrative Division:** This division manages and administers all department activities which include project assignments, priority setting, emergency response, performance evaluations, budget administration, material and equipment acquisitions, responses to residents inquiries and requests, payroll processing, project co-ordination with other Town departments and civic groups, as well as interaction with various State and Federal agencies. This division is also responsible for the safety, efficiency and effectiveness of all the divisions in the department. This division also performed the following tasks:

Activities	Amount	Unit
1. Facility Permits Issued	1356	Each
2. Inquiries/Transfer Station	90	Each
3. Inquiries/Rubbish Route	135	Each
4. Inquiries/Road Conditions	162	Each
5. Payment Vouchers Processed	847	Each
6. Street Light Repairs	57	Each
7. Driveway Permits	31	Each
8. Trench/Excavation Permits	34	Each
9. Cemetery Inquiries	35	Each

**Highway Division:** This division is headed by Foreman V.J. Ranfos III, and is responsible for the maintenance and repair of approximately 82 miles of road, 11 miles of sidewalk, storm water which included 607 catch basins, cross culverts, street signs, line striping, and tree removal and trimming.

In addition to these projects, the Highway Division also provided routine maintenance which included sidewalk sweeping, brush cutting along the country road shoulders, cold patching pot holes and replacing missing or damaged street signs. Private contractors were also used to sweep 19.25 miles of Town roads, clean 648 catch basins, painted 112,659 LF of roadway striping and cut down several large hazardous trees.

There were 23 snow/ice storm events that occurred during 2015 which required 2096.0 man-hours, 978.48 tons of sand, 757.9 tons of salt. Snow removal from downtown and the municipal parking lots required 189.5 man-hours. Shoveling snow from around the 176 town fire hydrants required 143 man-hours and plowing about 7 miles of sidewalks each storm expended 145.5 man-hours.

The road reconstruction and paving project list for the year of 2015 included Donald Avenue, Tina Drive and Terrie Drive all had top coats applied and structures raised. Noyes Street was reclaimed reshaped, binder pavement applied and structures were lowered and raised. Fifty percent of Engineering was done for Upper Beacon Hill, Eastview and East Meadow. Major road reconstruction was done on Kimball Street including replacing drainage, binder pavement applied and also involved Water Works installing water mains and additional services. A portion of Upper Beacon Hill Road was ground and binder applied.

## PUBLIC WORKS

Other tasks performed by this division consisted of the following:

1. Road side ditching	765	Linear Feet
2. Cold patching pot holes	8.67	Tons
3. Hot topping pavement repairs	1938.48	Tons
4. Road wash out repairs	475	Linear Feet
5. Sweeping Sidewalks	9.00	Miles
6. Road side mowing	35.75	Miles
7. Road side brush cutting and chipping	464	Cubic Yards
8. Large Tree Cutting	9	Each
9. Sign Maintenance & Replacements	42	Each
10. Complaints	118	Each
11. Inquiries	162	Each
12. Assist Solid Waste Division	1067.5	Man Hours
13. Assist Fleet Division	290	Man Hours
14. Assist Parks & Recreation Division	188	Man Hours
15. Assist Cemetery Division	191.5	Man Hours
16. Assist Sewer Department	5.0	Man Hours

The Highway Division also assisted community groups in setting up and cleanup for Graduation, Old Home Day, Elections and Christmas in the Village.

**Solid Waste Division:** This division is headed by Reno Nadeau, and is responsible for the collection of residential solid waste and single stream recycling from individual homes throughout the Town on a weekly basis as well as the operation of the Transfer Station. Residents who wish to can bring their trash and recycling for disposal to the Transfer Station at 8 Exchange Street on Tuesdays and Saturdays from 7:30 a.m. to 3:30 p.m. Besides residential trash and recycling the Transfer Station accepts appliances, demolition materials, tires, waste oil, antifreeze, scrap metal, leaves, brush, auto batteries, cell phones, PDA's, rechargeable batteries, alkaline & zinc batteries, ink jet cartridges, LaserJet cartridges, textiles, propane gas cylinders, and now has a book and media drop box. Fees are charged for some items such as appliances, demolition, gas cylinders and tires. For 2015, a total of 1876.65 tons of solid waste was generated from Pembroke and disposed of at Casella Waste in Allenstown, NH. Also in 2015, a total of 788.1 tons of single stream recycling was taken to Casella Waste in Allenstown. Diverting this recyclable material from the waste stream saved the Town \$43,321.34 in tipping fees. This division also performed curbside pickup of leaves from residents during spring cleanup.

The following is a tabulation of solid waste that was collected and disposed of in 2015:

### 1. Curbside Pickup

a. Rubbish	1499.22	Tons
b. Single Stream Recycling	677.61	Tons
c. Leaves	171	Cubic Yards
d. Brush chipped from Spring cleanup	254	Cubic Yards
e. Refuse Tags Issued	105	Each
f. Inquiries	135	Each
g. Complaints	65	Each

## PUBLIC WORKS

### 2. Transfer Station Activity

a.	Rubbish	387.57	Tons
b.	Single Stream Recycling	102.33	Tons
c.	Non-Burnables	139.34	Tons
d.	Burnables	107.94	Tons
e.	Concrete	0	Tons
f.	Scrap Metal	85.85	Tons
g.	Aluminum Cans	2110	Lbs.
h.	Textile Recycling – Planet Aid	2183	Lbs.
i.	Refrigerator/Freezer	43	Each
j.	Air Conditioners	76	Each
k.	Brush	1,180	Cubic Yards
l.	Christmas Trees	74	Each
m.	Leaves	2764	Cubic Yards
n.	Propane Tanks or Canisters	30	Each
o.	Waste Oil	1750	Gallons
p.	Waste Antifreeze	110	Gallons
q.	Batteries	82	Each
r.	Tires	204	Each
s.	Complaints	0	Each
t.	Inquiries	90	Each
u.	Hazardous Waste Refused	3	Each
v.	Video Displays	418	Each
w.	C&D Debris (Minimum Load)	354	Loads
x.	C&D Debris (Maximum Load)	180	Loads
y.	School	11	Loads
z.	Residents	22,523	Each



## PUBLIC WORKS

### 3. Electronics Recycling

a.	Computer Monitors	66	Each
b.	Televisions	362	Each
c.	Printers	153	Each
d.	Fax Machines	6	Each
e.	Stereo Equipment	384	Each
f.	VCRs	28	Each
g.	DVD Players	50	Each
h.	Copiers	2	Each
i.	Scanners	9	Each
j.	Radios	94	Each
k.	PCs	95	Each
l.	Microwaves	81	Each
m.	Keyboards	107	Each
n.	2' Fluorescent Tubes	88	LF
o.	3' Fluorescent Tubes	176	LF
p.	4' Fluorescent Tubes	12,944	LF
q.	5' Fluorescent Tubes	325	LF
r.	6' Fluorescent Tubes	144	LF
s.	8' Fluorescent Tubes	3008	LF
t.	Small Misc. Fluorescent & HID Bulbs	26	Each
u.	Compact Fluorescent Bulbs	514	Each
v.	Thermostats	0	Box
w.	Alkaline & Zinc Batteries	732	Lbs.
x.	Rechargeable Batteries (NiCd, Li-Ion, NiMH, Lead)	258	Lbs.
y.	Cell Phones Recycled	20	Each
z.	64 Gaylords of Electronics Picked Up	42,349	Lbs.

**Public Properties Division:** Foreman Reno Nadeau operates this division, which is responsible for the daily maintenance and repairs to all town buildings, which include the Town Hall, Library, Safety Center, Public Works Garage, Town Clock Tower, and the Perry Eaton Building. This year's projects included new siding, windows and front door for the Town Hall. A new air conditioning system was installed at the Fire Station. The fuel tanks and lines were removed from the Public Works Department. A natural gas main for a new heating system was installed at the Perry Eaton building and the system is due to be installed in 2016.

**Cemetery Division:** This division, headed by VJ Ranfos, is responsible for the operation, maintenance and record keeping of the 9 Town owned cemeteries which include Pembroke Hill, French Family, Richardson, Evergreen, North Pembroke Road, Buck Street, Pembroke Street, Blueberry Hill and Abbot Cemeteries. This division works very closely with the Cemetery Commission and the local funeral homes to insure all needs are met with courtesy, dignity, and respect. The cemetery lawns are maintained by a private landscaper and all burials are performed by a private contractor under the Town's supervision. For the year 2015, there were 5 full burials, 7 cremation burials and 4 cemetery plots sold.

## PUBLIC WORKS

**Fleet Division:** This division is headed by the Fleet Mechanic Darrell Amell and is responsible for the maintenance and repair of all town vehicles which consist of 41 major vehicles and 16 minor pieces of equipment.

For the year of 2015, this division performed 50 safety inspections and 195 routine maintenance tasks on the town's fleet. In addition, there were 353 major repairs performed on this equipment. The following is a summary of maintenance and repairs performed on vehicles by department:

Department	Total # Vehicles	# of Preventative Maintenance	# of Repairs	Total Hours of Work	% of Repairs
Highway	187	65	122	1335	50.67%
Solid Waste	170	29	141	850	32.25%
Fleet	14	7	7	35	1.33%
Police	92	49	43	215	8.16%
Fire	47	40	7	35	1.33%
Sewer	0	0	0	0	0.00%
Code Enforcement	6	2	4	20	0.76%
Parks & Recreation	32	3	29	145	5.50%
<b>Totals</b>	<b>548</b>	<b>195</b>	<b>353</b>	<b>2635</b>	<b>100%</b>
<b>Fleet Division Administration</b>				125	
<b>Total Hours</b>				<b>2760</b>	

A computer controlled maintenance program called Fleetwise VB is used to keep track of the mileage or hours on each major town vehicle to allow the Fleet Mechanic to schedule maintenance accordingly.

As always our employees, Christine Addington, Eric Alley, who is greatly missed, Darrell Amell, Carl Barker, Mark Chevrette, Robert Fanny, Gary Lambert, Lawrence Madden, Adam Mendoza, Reno Nadeau, Steve Perron and Victor Ranfos III, take pride in their work and are very professional workers. This year we welcomed two new employees, Noelle Rohde and Taylor Caron. Safety is our number one priority. If you should ever have a question please feel free to call us and we will do our best to keep our Town safe and clean.

Respectfully Submitted,  
James Boisvert  
Director of Public Works

## **PLANNING AND LAND USE**

### **Code Enforcement**

During 2015 I issued permits for 2 new residences, 1 retail store, 4 additions, 3 garages, 14 sheds, 21 electrical solar systems, electrical upgrades, generators, renovations, and upgrades to heating and cooling systems. I did a total of 581 inspections which included the annual inspections of all public and private schools.

The Town of Pembroke is currently using the 2009 International Building Code, 2009 International Residential Code, 2009 International Mechanical Code, 2009 International Plumbing Code, 2014 National Electrical Code, 2009 International Existing Building Code and the 2009 International Energy Conservation Code. The State of New Hampshire has officially adopted these codes by reference as part of the State Building Code with amendments. The Town of Pembroke also enforces the 2009 International Property Maintenance Code and the State Fire Code.

I also process applications for the Zoning Board of Adjustment, attend their meetings, and enforce the Zoning Regulations as they apply to new and existing structures.

For assistance with building permits, zoning questions, fire and rental inspections, and stove inspections, please contact my office at 485-4747 ext. 214. I am in the office M-F from 8am to 9am and 12pm to 4pm. I schedule inspections M-F from 9am to 12pm.

Below is the permit activity for 2015:

### **2015 Statistics**

<b>Type of permit</b>	<b>Number</b>	<b>Construction Value</b>	<b>Permit Cost</b>
Commercial	81	\$ 3,114,410.00	\$16,665.20
New Dwellings Units	2	\$ 600,000.00	\$3,210.00
Signs	11	\$30,262.85	\$275.00
Fire inspections	28	0	0
Residential	372	\$2,681,613.00	\$20,398.70
Totals	494	\$6,426,285.85	\$40,548.90

Respectfully Submitted

Everett Hodge  
Code Enforcement Officer



## PLANNING AND LAND USE

### ZONING BOARD OF ADJUSTMENT REPORT

The Pembroke Zoning Board of Adjustment holds public hearings to gather information regarding each case from applicants and all other interested parties and is charged with granting or denying Variances, Special Exceptions, and Equitable Waivers. In addition, the Zoning Board hears Appeals from Administrative Decisions of the Code Enforcement Officer.

The 2015 Zoning Board of Adjustment hearing results are broken down as follows:

Variances.....	11	Granted 5 /	3 Denied 2	Continued 1	Withdrawn
Special Exceptions .....	2	Granted 2 /	0 Denied		
Administrative Decision.....	1	Granted 0 /	1 Denied		
Appeals.....	2	Granted 1 /	1 Denied		
Re-Hearing.....	3	Granted 1	2 Denied		
Total	19	Granted 9 /	7 Denied 2	Continued 1	Withdrawn

The Zoning Board of Adjustment is comprised of five regular members, and three alternates, each serving staggered three-year terms.

The Zoning Board of Adjustment has heard several difficult and costly cases this year, especially those involving the Religious Land Use and Institutionalized Persons Act.

I wish to take this opportunity to thank all of the Zoning Board members for their due diligence throughout the year. The Board continues to deal with the issues of each case in a fair, decisive manner.

Respectfully submitted,

William R. Bonney, Chair  
Zoning Board of Adjustment



## **PLANNING BOARD**

The Pembroke Planning Board had another busy year in 2015. The Board processed twelve Site Plan and Subdivision applications, as well as eight associated Special Use Permits. The Board also brought zoning ordinance changes before the voters in March of 2015. Lastly, the Board also enacted some revisions to their Site Plan and Subdivision Regulations.

Site Plan reviews included the establishment of a dental lab; the expansion of three businesses currently located in town (energy company, a manufacturing company, and a storage company); an expansion and change of use of another existing business in town; a new microbrewery; a new fire alarm business; and a new distribution center. Six of the site plans had Special Use Permits associated with their approvals for groundwater protection.

In terms of subdivision approvals, there were two subdivisions that created two lots each and a three-lot subdivision that was not approved. Also, a lot line adjustment was approved by the Planning Board revising the lot line between two existing lots.

In October the Board heard a Design Review application for a proposed 110 lot conventional residential subdivision, which included approximately 9100 feet of new road and connection to municipal water and sewer services. The project consists of five large lots totaling over 125 acres of land with frontage and proposed access located along Pembroke Street, as well as along Broadway. The hearing was held at Pembroke Academy. Design Review is but the first of many steps in the lengthy process involved in a major subdivision application. The Board expects to hear more from the developer in the near future.

Changes to the Site Plan and Subdivision Regulations during 2015 primarily revolved around making changes to the application checklists to ensure clarity and consistency during the application process. The checklists are relied heavily upon by applicants and therefore are a key factor in helping to ensure an efficient and thorough process.

March of 2015 saw voters pass an article to allow the Planning Board to grant the Technical Review Committee the authority to approve minor site plans. Although a public hearing will still be required to approve projects, it will shorten the process for these minor applications. Appeals can be made to the Planning Board by any aggrieved party and any member of the Technical Review Committee can recommend that an application be moved to the Planning Board for consideration. This will lead to greater efficiency when processing simple applications and allow prospective businesses, or expanding businesses, to open their doors faster. Another benefit is that it will lighten the Planning Board's agenda allowing other applications to be processed more efficiently.

For March 2016, voters will consider articles that remove reference to noise requirements in the Soucook Development District (SDD). This is due to the fact that the Ordinance refers to a table that does not exist. Also, the Board of Selectmen are exploring the possibility of a Town-wide noise ordinance that could conflict with the SDD verbiage. The second article for voters to consider is the removal of crematories from the B1 and LO districts. They would remain in the C1 only. Lastly, voters will be able to consider an addition to an existing ordinance dealing with recreational vehicles. The proposed change would require that occupants of a recreational vehicle comply with applicable state health and sanitary disposal requirements.

## PLANNING BOARD

In closing, 2015 was busy year for the Planning Board resulting in significant accomplishments, both in terms of application processing and long-term planning. We look forward to another productive year in 2016.

Respectfully Submitted,

Alan Topliff  
Planning Board Chair

### Members of the Board 2015:

Alan Topliff, Chairman

Robert E. Bourque, Member

Kevin Krebs, Member

Brian Seaworth, Vice Chair

Kathy Cruson, Member

Larry Young, Member

Brent Edmonds, Alternate

Fred Kline, Selectmen Representative

Jocelyn Carlucci, Recording Secretary

Vincent Greco, Selectmen Alternate



## GENERAL ASSISTANCE

**Per RSA 165:1 - Whenever a person in any town is poor and unable to support himself, he shall be relieved and maintained by the overseers of public welfare of such town, whether or not, he has residence there. For the purpose of this chapter the term “residence” shall have the same definition as in RSA 21:6-a.**

**Total applications for general assistance in 2014: 126                      in 2015: 104**

- 71      did not follow thru with the application process
- 2      were denied for various reasons, i.e., over income, no verification, etc.
- 17     were referred to more appropriate resources and agencies.

**Total general assistance given:**

	<u>2014</u>	<u>2015</u>
Rent	\$ 9,861.16	\$ 6,625.00
Shelter/Motel	400.00	350.00
Electric	11.63	134.95
Gas/Oil	3,200.00	800.00
Prescriptions	29.41	.00
Food/Maintenance	.00	.00
Gasoline	.00	.00
Burial	<u>3,000.00</u>	<u>.00</u>
 TOTAL	 <u>\$16,502.20</u>	 <u>\$ 7,909.95</u>

The Town pays the Community Action Program (CAP) for a percentage of the costs incurred by that agency by citizens who are Town residents. The assessment for 2015 was \$19,882.00 which also comes out of General Assistance Funds.

In addition to the Town relieving and maintaining those individuals who were unable to meet their basic living needs, many referrals to other agencies were utilized: The Community Action Program (CAP) for fuel assistance and the Electric Assistance Program, the Prescription Assistance Programs, Town of Pembroke Welfare Food Pantry, the Homeless Outreach Program and area churches to name a few.

Respectfully submitted,  
Muriel Previe  
Welfare Director

## RECREATION COMMISSION

The Recreation Commission oversees the maintenance of Gamelin Memorial Field. Facilities at the park include: four ball fields (one lighted) for baseball, softball, and soccer; beach volleyball; basketball court; fitness course; playground; picnic area; pavilion; stage; gazebo; horseshoes; and a boat launch area.

Last year four tennis courts were resurfaced by Vermont Tennis. ARC continued to work on the view restoration along the river. Picnic tables were added along the river for people's enjoyment. Also, we upgraded signs to our fitness stations and replaced the damaged push-up station. The fitness stations have seen an increase in use over the last few years. Not everyone is aware that a 10-station circuit is at Memorial Field. The stations emphasize stretching, flexibility, strength, and muscle tone. It is a well-rounded exercise program to improve and maintain ones' health and wellbeing. The ten-station circuit starts at the right of the pavilion and moves to the right around the outside edges of the park. Stations include: step-ups, arm swings, body twists, jumping jacks, push-ups, pull-ups, sit-ups, arm circles, side bends, etc. Aerobic/cardiovascular benefits are derived from walking or running between stations. As always, before participating in any exercise program, you should consult with your physician to determine your physical condition.

Each year the commission sponsors a summer recreation program, youth basketball (boys & girls Pre K – grade 2), men's recreational basketball league, yoga classes, and tennis lessons. Other programs that have been offered were: archery lessons, golf lessons, a lego club, Hershey Track and Field Team, and Manchester Monarch's hockey night. The Commission supports: Swimming lessons offered throughout the year by Swim NH, youth soccer league, Suncook Athletics Basketball, Little League Baseball, Girls' Babe Ruth Softball, coed softball league, annual fishing derby sponsored by the Rod and Gun Club, Amoskeag Rowing Club's NH Regatta Championship, Old Home Day Activities, Church in the Park, and various groups or individuals from Pembroke who use the park facilities for gatherings.

Ashley Gladu directed our summer rec program. This year we extended the program for seven weeks. Over sixty children registered for the program. The cost was fifty dollars a week and included the weekly field trip. Scholarships were made available for families. Ashley, assisted by Maddy Jaquith and Kayla Wertz, had help with teenage counselors. Throughout the summer, the children were involved in sport activities, arts and crafts, and weekly field trips. Children in grades 6 - 8 were encouraged to attend the summer camp offered by the Suncook Boys and Girls Club. Extended hours for early drop off and late pick up was very successful. Parents paid a modest amount for the week for the extended care.

Taylor Caron managed our youth basketball program for grades 1-2, and pre-K and kindergarten. Suncook Athletics took over grades 3- 8 for both girls and boys. Over two hundred boys and girls participated in the three-month program. We would like to thank Taylor and all the volunteer coaches for their efforts. Also, we would like to thank the Three Rivers School, Allenstown Elementary, and the Village School for the use of their gymnasiums. Thank you to the following team sponsors: Pembroke Auto, Lavallee Oil, Petit Funeral Home, Longhorn Steakhouse, Pembroke Congregational Church, Plourde Sand & Gravel, Heritage Plumbing & Heating, and Jacques Pastries. Their sponsorship helped to defray the cost of the gyms and tee shirts.

## RECREATION COMMISSION

Chris Henderson, a commission member, organized our summer concert series. The concerts at the park were a free event for all. Chris brought in a wonderful variety of entertainers to play. Playing this year was: Decatur Creek, Country Crow, Nicole Knox Murphy, Generation Gap, Dan Martinez, and Twilight Gypsy.

A BIG thank you to our concert sponsors: **Kimball's Cav'ern, Jacques Pastries, Olympus Pizza, Associated Grocers, Continental Paving, Krazy Kids, National Power Sports, The Training Station, Dow Stump Grinding, and Famous House of Pizza.** Also, thank you to **Tom Hebert and the Old Home Day Committee** who helped install a sun screen for performers.

The program for senior citizens, called M & M's, (motivated and moving), is for residents, age 55 and older. Participants have the opportunities to attend many events and programs with speakers, potluck luncheons, and special trips throughout the year. The commission commends those individuals for their willingness in planning programs and informing residents by sending out newsletters to promote participation in the various activities offered. New members and new ideas are always welcome.

Old Home Day Committee had another successful day for their annual event. Grace Capital Church held their annual "Church in the Park" in August. The Amoskeag Rowing Club used the facility for their annual New England Regatta Championship. All events went very well. The Pembroke Recreation Commission sincerely appreciates the great care all groups took in the using the park and their outstanding cleanup after their events.

To close, we cannot thank **Jim Boisvert** and the highway department enough for their support last year. They were instrumental in trimming and removing brush after a harsh winter. Thank you for fitting us in your busy schedule. We would also like to recognize **Dan Boudette** from **Specialized Turf Services** for his advice and amenities he has provided to the town; **Jungle Jim's** for view restoration at the park; **Brendan Fish** from **Jade Stone and Landscape** for the delivery of discounted playground sand, bark mulch, and the installation of two new structures; **Amoskeag Rowing Club's** donation towards restoring the view of the river, and **Continental Paving** for another **generous** donation to the recreation department.

We also want to thank the many leagues and residents who used the park and cooperated in keeping the park clean - one that residents can be proud of.

Respectfully submitted,  
Rose Galligan, Chairperson  
Karen Misenheimer, Secretary  
Chris Henderson  
Steve Fowler  
Doc Greco, Selectman  
Ashley Gladu, alternate

**SUNCOOK VILLAGE  
BRIDGE FLOWERBOX GARDENER**



**Leonard C. Williams**  
**Flower Box Planting and Maintenance since 2010**



You may not be able to change the world, but you can do something for your corner of it.

With this in mind Len Williams noticed when he moved into the townhouses on the river, that the flower boxes on the bridge were growing weeds, so with shovel, soil and wheelbarrow in hand he has taken on the duties of bridge flower box gardener.

This has not always been an easy task, he has seen his work destroyed several times but he has fixed and replanted the boxes, at his own expense, every time they have been destroyed.

Len will be out on the bridge again in the spring painting the flowerboxes and getting them ready for planting or you may see him in the winter keeping the fire hydrant shoveled out. So if you see him thank him for doing what he can to keep Suncook Village beautiful.



## Pembroke and Allenstown Old Home Day

**SLOGAN: HANDS ACROSS THE WATER**

**THEME: “UNDER AND OVER THE SEA”**

Saturday, August 22, 2015, Mother Nature supplied Pembroke and Allenstown with a beautiful summer day to celebrate Old Home Day. Pre-parade entertainment consisted of the returning Amoskeag Strummers on the Suncook Village Main St. reviewing stand. New this year was the Grace Capital Church Band at the Allenstown Town Hall Gazebo.

Due to the creative talent and tireless effort of numerous committee members and volunteers, the old portable field entertainment stage was transformed into the new Main St. reviewing stand as seen for the first time this year. A gigantic thanks to all who committed many hours to this project and to those who donated materials. The repurposed trailer, with its' new look, will be useful as a reviewing stand for many years to come.

As usual parade participants excelled in building their creations. The “Under and Over the Sea” theme was cleverly personified by floats depicting: docks, sand, water, fishing gear, lots of fish, “King Neptune” and even Mr. and Mrs. Santa Claus with a boat load of gifts for Christmas! Floats are judged by the Selectmen based on theme, originality, and creativity. It is always exciting to see what individuals, businesses and local groups come up with for ideas in their effort to accommodate each year’s theme. The OHD 2015 parade also consisted of town officials, Color Guard, Legionnaires, Scouts, Pembroke Town Hearse, Concord Coach, bands, clowns, antique and classic cars, jeeps, marchers, tractors, doodlebugs, fire trucks, hay wagon, stilt walker, dancers, cheerleaders, football and soccer players, non-profit organizations, and area businesses making this year’s parade magnificent.

New attractions at Memorial Field included the musical groups “Hickory Horned Devils”, “Rockin Daddios”, and juggler/illusionist, “Motion Man”. Back by popular demand were Irish music, religious, country, and rock and roll bands, Doodlebugs’ pulling competition, dunk tank, pony and hay wagon rides, critters and creatures, miniature horses, petting zoo, face painting, balloon artist, fun passes, foam demonstration, mini-golf, stilt walker, free door prize, Distracted Driving, Kid Care ID, Fatal Vision, inflatable rides, children’s games, crafts, food concessions, and a basketball tournament. A portion of the proceeds from the annual Jacob Kipp 3-on-3 Memorial Charitable Basketball Tournament was made to Breathe New Hampshire. The fabulous fireworks display at dusk sponsored by Associated Grocers of New England, a crowd pleaser, is a fabulous end to Pembroke and Allenstown Old Home Day’s festivities.

A HUGE THANKS for the generosity and loyalty of the OHD Committee, Towns of Pembroke and Allenstown, municipal officials, fire, police, ambulance, highway and recreation departments, local non-profit organizations, businesses, volunteers, participants, and sponsors who make OHD a reality. Hats off to GE Aviation volunteers for their incredible help setting up on Friday and to Civil Air Patrol for providing parking assistants on Saturday. Successful volunteerism is not solely based on the quantity but the quality of time. Many hours or just a few hours are much appreciated. The following are some ways you can become involved:

- Give new items or gift certificates to the OHD Raffle
- Volunteer members of your organization/business to promote products or services, participate in the parade
- Volunteer time at meetings, OHD Booth, Children’s Area, Set-Up, Clean-Up, Parking, or other areas
- Sponsor a mini golf hole
- Make a tax deductible cash donation to help offset OHD costs
- **This is a great opportunity for high school students to contribute to their community service obligation.**

Meetings are held the last Monday of the month (except May) at Pembroke Town Hall @ 6:30pm between February and September. Additional meetings occur in June, July, and every Monday in August. **All are welcome to attend.** Please consider becoming a part of a wonderful occasion with a devoted and faithful group of individuals by contacting Steve @ 340-1487. Check out the OHD website [www.pembroke-allenstownoldhomeday.com](http://www.pembroke-allenstownoldhomeday.com) and Facebook page Pembroke & Allenstown Old Home Day. Mark your calendars for this year’s Pembroke and Allenstown Old Home Day celebration, Saturday, August 27, 2016. Hope to see you there!

Respectfully submitted, Stephen L. Fowler, OHD Chairman



**PEMBROKE AND ALLENSTOWN  
OLD HOME DAY**

**2015 INCOME STATEMENT**

**INCOME:**

BUSINESS DONATIONS	14,722
TOWN OF PEMBROKE	2,000
TOWN OF ALLENSTOWN	2,000
CONCESSIONS	1,700
CRAFTS	650
RAFFLE SALES	1,435
RIDES	3288
INTEREST	27
CHILDREN'S GAMES	175
50-50	238
HAYWAGON	389
MINI-GOLF	306
BASKETBALL DONATIONS	1883
CAPITAL RESERVE	1920
MISCELLANEOUS	214
	<hr/>
TOTAL INCOME	30,947

**EXPENSE:**

FIREWORKS	5,500
PARADE	6,799
ENTERTAINMENT	5152
INSURANCE	973
PARKING	450
SANITATION RENTALS	896
POSTAGE & ENVELOPES	241
STAGE	36
BLAST PARTY RENTALS	5291
BBALL EXP & DONATION	1321
MISCELLANEOUS	2232
CAPITAL IMPROVEMENTS	1920
	<hr/>
TOTAL EXPENSE	30,811

<b>NET INCOME</b>	<b>136</b>
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## FIRE WARDEN REPORT

### Report of Forest Fire Warden and State Forest Ranger

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests & Lands, work collaboratively to reduce the risk and frequency of wildland fires in New Hampshire. To help us assist you, please contact your local Forest Fire Warden or Fire Department to determine if a permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning, unless the ground is completely covered with snow. The ability to obtain fire permits on line was initiated in 2015. Approximately 120 towns participated in the online system with over 4,000 permits issued. To obtain a permit on line visit [www.NHfirepermit.com](http://www.NHfirepermit.com). The New Hampshire Department of Environmental Services also prohibits the open burning of household waste. Citizens are encouraged to contact the local fire department or DES at 603-271-3503 or [www.des.nh.gov](http://www.des.nh.gov) for more information. Safe open burning requires diligence and responsibility. Help us to protect New Hampshire's forest resources. For more information please contact the Division of Forests & Lands at (603) 271-2214, or online at [www.nhdfi.org](http://www.nhdfi.org).

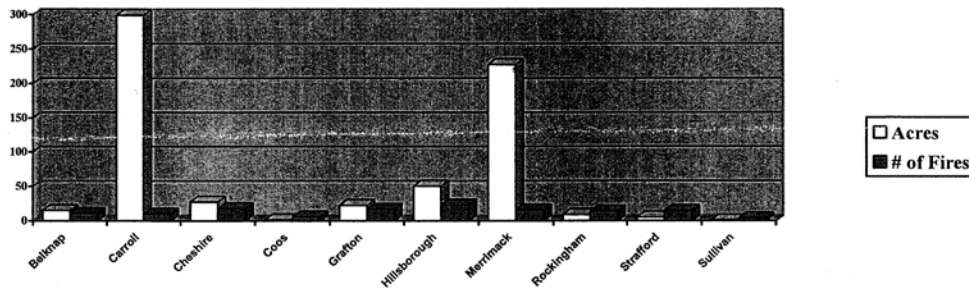
This past fire season burned **661 acres** which was the most recorded since 1989 when 629 acres burned. The fire season began in early April with the first reported fire occurring on April 8th. The largest fire was the 275 acre Bayle Mountain fire in Ossipee. This fire started on May 5<sup>th</sup> and burned for several days. The Bayle Mt. fire was also the largest individual fire in NH in over 25 years. There were also a number of other sizable fires in May which definitely kept NH's wildland firefighting resources stretched to the limit. These larger fires increased the average wildland fire size to 5.12 acres. As usual our higher fire danger days correlated well with the days that there were fires actually reported. The statewide system of 16 fire lookout towers continues to operate on Class III or higher fire danger days. Our fire lookouts are credited with keeping most fires small and saving several structures due to their quick and accurate spotting capabilities. The towers fire spotting capability was supplemented by the NH Civil Air Patrol when the fire danger was especially high. Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Several of the fires during the 2015 season threatened structures, and a few structures were burned, a constant reminder that forest fires burn more than just trees. Homeowners should take measures to prevent a wildland fire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at [www.firewise.org](http://www.firewise.org). Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

#### 2015 FIRE STATISTICS

(All fires reported as of November 2015)

(figures do not include fires under the jurisdiction of the White Mountain National Forest)

COUNTY STATISTICS		
County	Acres	# of Fires
Belknap	15.3	11
Carroll	299.5	10
Cheshire	27.6	18
Coos	1.6	6
Grafton	22.6	17
Hillsborough	50.6	23
Merrimack	228	16
Rockingham	9.2	14
Strafford	5.5	15
Sullivan	1.1	4



#### CAUSES OF FIRES REPORTED

	Total	Fires	Total Acres
Arson	7	2015	661
Debris	17	2014	72
Campfire	13	2013	144
Children	3	2012	206
Smoking	12	2011	42
Railroad	0		
Equipment	6		
Lightning	5		
Misc.*	71 (*Misc.: power lines, fireworks, electric fences, etc.)		

ONLY YOU CAN PREVENT WILDLAND FIRE

*Pembroke Warden*  
*John Theodor*  
*485-9905*

## **ENERGY COMMITTEE**

### **Pembroke Energy Committee 2015 Annual Report**

During 2015, the Pembroke Energy Committee continued to review and consider energy and cost-saving measures for the Town. Members reviewed activities in other communities, attended an LED lighting conference, and met with consultants to review options.

The Committee worked with vendors to consider proposals to convert the pole street lights in Suncook Village and the flood lights in the village parking lot to LED replacement with the prospect of immediate and long-term cost savings in energy usage, maintenance and bulb replacement. After several months, the Committee recommended the project proposed by LighTec to the Selectmen who agreed, and entered a contract with that vendor. As of the date of this report, the street light conversion has been completed but the parking lot lighting has yet to be completed as the vendor is awaiting delivery of the conversion bulb.

The costs of the project will have been paid with a portion of the moneys appropriated to the Energy Efficiency Fund created at last year's Town Meeting.

For 2016, the Committuee will continue to explore energy efficiency and conservation projects that would benefit the Town, while seeking to take advantage of any funding opportunities that would lower the initial and on-going costs of energy efficiency projects. Long-term projects may include overhead street lighting and alternative energy sources.

The Committee members include: Pentti Aalto, Robert Samson, David Sheldon, and Jay Smith. Town Administrator David Jodoin has attended Committee members and provided valuable input and information.

Respectfully submitted,

Daniel D. Crean, Chairman



## TOWN CLERK REPORT

January 1, 2015 to December 31, 2015

Motor Vehicle Registrations.....	10,042.....	\$1,382,233.00
Title Application Filing Fees.....	1,889 @ \$2.00 ea.....	\$3,778.00
Municipal Agent Fees.....	9379 @ \$3.00 ea.....	\$28,137.00
Dog Licenses.....	1,379.....	\$9,009.50
Dog Fines.....		\$95.00
Marriage Licenses.....		\$1,845.00
Vital Record Fees.....		\$3,185.00
UCC State Fees.....		1,185.00
Tax Lien Filing Fees.....	0 @ \$15.00 ea.....	\$0.00
Articles of Agreement.....	0 @ \$5.00 ea.....	\$0.00
Pole & Wire Permits.....	2 @ \$10.00 ea.....	\$20.00
Rental Respondent Affidavit.....	1 @ \$15.00 ea.....	\$15.00
Wetlands Application Filing Fees.....	0 @ \$10.00 .....	\$0.00
Miscellaneous.....		\$100.00
TOTAL TOWN CLERK DEPOSITS – 2015.....		\$1,429,602.50
STATE FEES COLLECTED AS MUNICIPAL AGENT.....		<b>\$448,924.94</b>

## VITAL RECORDS

### PEMBROKE RESIDENT MARRIAGE REPORT – 2015

<b>Person A</b>	<b>Residence</b>	<b>Person B</b>	<b>Residence</b>	<b>Place</b>	<b>Date</b>
Lamotte, Douglas R.	Pembroke	Simard, Christine L.	Pembroke	Pembroke	02/09
Colby, Jason J.	Pembroke	Locke, Tricia L.	Pembroke	Pembroke	02/14
Burns, Fawn C.	Pembroke	Laverdiere, Keith J.	Pembroke	No. Conway	02/24
Chouinard, Renee B.	Pembroke	Paraskeva, Dustin A.	Pembroke	Concord	03/14
Chase, Shaun A.	Pembroke	Gallagher, Tina M.	Weare	Concord	03/29
Drolet, Daniel B.	Ctr Barnstead	McDonald, Michele M.	Pembroke	Pembroke	04/04
Hunt, Eric F.	Pembroke	Deveer, Rita J.	Pembroke	Sanbornton	04/11
Makosiej, Catherine R.	Pembroke	Cunningham, Sean K .	Pembroke	Manchester	04/29
Davie, Robert E.	Pembroke	Marchand, Francine M.	Hillsborough	Washington	05/02
Izzi, Ashley A.	Salem	Coleman, Brendan T.	Pembroke	Henniker	05/15
Clark, Elizabeth M.	Pembroke	Brokaw, Scott C.	Pembroke	Lisbon	05/30
Crump, Steven D.	Pembroke	Hersey, Jennifer L.	Pembroke	Epsom	06/06
Clark, Michael T.	Pembroke	Foley, Ryan E.	Pembroke	New London	06/06
Santos, John A.	Pembroke	Duchesne, Whytney M.	Pembroke	Hooksett	07/27
Dudley, Buffi A.	Pembroke	Buckley, Andrew T.	Somerville,MA	Lebanon	07/30
Manning, Robert C.	Pembroke	Brack, Dixie L.	Hopedale, MA	Concord	08/08
Lacaillade, Kailey E.	Pembroke	Woodbury Jr., James D.	Pembroke	Chichester	08/16
Brosnahan, Kelli M.	Pembroke	Connor, Ryan T.	Pembroke	Rye	09/05
Bennett, Nikole R.	Pembroke	Magoon, Adam R.	Epsom	Pembroke	09/05
Atwood, David L.	Pembroke	Grenier, Jillian A.	Pembroke	Manchester	09/17
Lydon, Matthew E.	Pembroke	Darby, Jessica L.	Pembroke	Concord	09/20
Reynolds, Craig A.	Pembroke	Chase, Bethany A.	Pembroke	Pembroke	10/03
Reynolds, Paula K.	Pembroke	Kerouac, Gerard N.	Pembroke	Francestown	10/17
Duclos, Richard A.	Pembroke	Hanson, Susan A.	Pembroke	Manchester	10/24
Arnold, Steven D.	Pembroke	Magnuson, Tessa M.	Pembroke	Concord	11/05
Hlushuk, Michael S.	Tuftonboro	Wallace, Kelly A.	Pembroke	Tuftonboro	11/21
Mullen Demers Sr. Shannon P.	Pembroke	Langlois, Doris R.	Pembroke	Pembroke	12/13
Curtin, Griffin D.	Pembroke	Smith, Lauren M.	Pembroke	Concord	12/14

## PEMBROKE RESIDENT BIRTH REPORT - 2015

Child's Name	DOB	Place of Birth	Parents	
Silver, Axel L.	01/15	Concord	Silver, Keith	Collins, Amy
Duval, Greyson R.	02/01	Concord	Duval, Tyler	Duval, Karah
Hamilton, Evelyn A.	02/15	Concord	Hamilton, Timothy	Hamilton, Rachel
Turmelle, Ida M.	02/21	Concord	Turmelle, Chad	Manzelli, Amy
Leonard, Mason F.	04/03	Concord	Leonard, Benjamin	Leonard, Keriann
Allen, Daniel W.	04/15	Concord	Allen, Wayne	Allen, Jasmine
Russell, Aidan G.	04/28	Concord	Russell, Tully	Russell, Marcie
Largy, Cam G.	05/08	Concord	Largy, Brad	Largy, Meghan
Santos, Mariyah R.D.	05/22	Concord	Santos, John	Duchesne, Whytney
Alic, Tarik R.	05/28	Concord	Alic, Amir	Alic, Lisa
Martin, Zachary A.	06/04	Concord	Martin, Darryn	Martin, Hillary
Jenness, Daxton M.	06/12	Lebanon	Jenness, Derick	Jenness, Abby
Stewart, Gabriella A.	06/16	Manchester	Stewart, Jeffrey	Stewart, Kimberly
Conn, Charles R.	06/28	Concord	Conn, Aaron	Conn, Megan
Mariano Jr., Nicholas F.	07/25	Concord		Flowers, Sara
Hoffman, Damon A.	07/27	Concord	Hoffman, Dustin	Chenette, Kristy
Pinter, Madeline M.	08/07	Concord	Pinter, Robert	Pinter, Julie
Wood, Heather L.	08/13	Concord	Wood III, John	Wood, Deanna
Lee, Aleigha L.	08/20	Concord	Lee, Ethan	Patno, Shannon
Belanger, Julianne R.	10/14	Manchester	Belanger, Christopher	Bushee, Andrea
Chartier, Weston J.	10/19	Concord	Chartier, Tyler	Chartier, Emily
Paraskeva, Callie R.	11/03	Concord	Paraskeva, Dustin	Paraskeva, Renee
Laverdiere, Sophie F.	11/08	Concord	Laverdiere, Keith	Laverdiere, Fawn
Hall, Sophie A.	11/09	Concord	Hall, Tyler	Hall, Veronica
Escabie Picanso, Bonnie J.	11/10	Manchester	Picanso, Scott	Escabi, Sonia
Dane, Maxwell R.	11/16	Manchester	Dane, Joseph	Dane, Jessica
Haberle, Brynn K.	12/02	Manchester	Haberle, Owen	Haberle, Brooke
Pelissier, Charlotte P.	12/11	Concord	Pelissier, Matthew	Reeves, Jennifer
Sanchez, Caiden A.	12/29	Concord		Drake, Chelsea

## VITAL RECORDS

### PEMBROKE RESIDENT DEATH REPORT – 2015

<b>Name</b>	<b>Date</b>	<b>Place</b>	<b>Father's name</b>	<b>Mother's name</b>
Sheetz, Whanita	01/16	Concord	Parry, Everett	French, Gladys
Capone, John	01/17	Concord	Capone, William	Savne, Florence
Lacroix, Edith	01/17	Pembroke	Page, Ralph	Fuhrel, Bertha
Lyons, Carroll	02/01	Concord	Lyons, Patrick	Quinn, Catherine
Lemay, Irene	02/06	Pembroke	Arsenault, Arthur	Landry, Josephine
Desrochers, Florence	02/15	Pembroke	Coll, Lionel	Boudreault, Doris
Holt, Dorothy	02/15	Pembroke	Holt, Clifton	Laware, Dorothy
Rumphrey, Richard	03/02	Epsom	Rumphrey, Leonard	Whitemore, Eva
Mailhot, Fleur-ange	03/04	Concord	Breton, Maurice	Goulet, Antoinette
Nafranowicz, Basil	03/05	Pembroke	Nafranowicz, Stefan	Wojtowicz, Virginia
Bowden, Donald	03/05	Pembroke	Bowden, Earl	Chabot, Bernadette
Campbell, Elsie	03/08	Concord	Chapman, Ralph	Stanley, Melissa
Boggs, Gregory	03/17	Manchester	Boggs, Gary	Cote, Debra
Guest, Arlene	03/26	Pembroke	Mitchell, Adelard	Gelinas, Evelyn
Daigle, Richard	03/31	Dover	Daigle, Richard	Rousseau, Gail
Kingsland, Maxine	04/01	Concord	Fluery, Vernard	Stinson, Rita
Heger, Amanda	04/10	Pembroke	Duverger, Robert	Pemrick, Deborah
Boudreau, Norman	05/05	Concord	Boudreau, Lorenzo	Labonte, Ernestine
Haggett, Edward	05/29	Concord	Haggett, James	Giddings, Emma
Grandmaison, Gerard	06/19	Concord	Grandmaison, Omer	Lefebvre, Emma
Sheetz, Marshall	06/27	Pembroke	Sheetz, Elwood	Chwazik, Sophia
Elwell, Russell	07/04	Concord	Elwell, Edwin	Hodgkins, Bethelyn
Marden, Marcella	07/12	Laconia	Mcauley, Edward	Baker, Eva
Harris, Robert	07/27	Pembroke	Harris, James	Landry, Jeannine
Clark, Michael	08/17	Pembroke	Clark, Robert	Clanton, Evelyn
Rossmann, Elizabeth	08/21	Pembroke	Lonsdale, Warren	Greene, Dorothy
Carter, William	08/23	Pembroke	Carter, Maurice	Naum, Theresa
Strachan, Violet	09/04	Concord	Spiro, John	Rotta, Arta
Rand, Mary	09/10	Concord	Straw, Carroll	Howe, Charlotte
Sabean, Stanley	09/12	Concord	Sabean Sr., Norris	Fredyma, Helen
Guest Sr., Leonard	09/13	Pembroke	Guest, Ellery	Lemerise, Gertrude
Perry, Matthew	09/14	Manchester	Perry, Scott	Guest, Simonne
Richard, George	09/21	Pembroke	Richard, Arthur	Stokes, Germaine
Gunther, Beverley	09/21	Concord	Snyder, Wilbur	Tiernan, Edith
Peterson, Stephen	09/22	Concord	Peterson, James	Keaveney, Margaret
Alley, Eric	09/26	Manchester	Alley, Ralph	Noyes, Lucia
Bellen, Rita	10/02	Concord	Chemini, August	Paroli, Mary
Brotman, Ronald	10/13	Concord	Brotman, Solomon	Sinclair, Leone

**VITAL RECORDS**  
**PEMBROKE RESIDENT DEATH REPORT – 2015**

<b><u>Name</u></b>	<b><u>Date</u></b>	<b><u>Place</u></b>	<b><u>Father's name</u></b>	<b><u>Mother's name</u></b>
Wermers, Sheila	10/15	Pembroke	Begley, Raymond	Chretien, Jeannette
Benson, Denise	10/22	Concord	Duhaime, Gerald	Charette, Jacqueline
Capen, Norman	10/30	Pembroke	Capen, Alfred	Langlois, Violet
Chase, Daniel	10/31	Concord	Chase, Clarence	Drew, Elizabeth
Spofford, Richard	11/01	No. Conway	Spofford, Fred	Daggett, Anne
Stackhouse, Robert	11/06	Concord	Stackhouse, J	Battin, Marion
Lavin, Joseph	11/08	Pembroke	Lavin, Sr., Leo	Martell, Helen
Goodman, Lou	11/16	Pembroke	Stymeist, Alexander	Piper, Dorothy
Fagnant, Jane	11/21	Concord	Deblois, Wilfred	McKulsia, Anna
Carantit, Conrad	11/22	Concord	Carantit, Enrique	Macanlalay, Maria
Laramie, Mary	12/10	Pembroke	Chaput, Henry	Monty, Eva
Brown, Charleen	12/18	Pembroke		Williams, Gwendolyn



## PEMBROKE TOWN LIBRARY

### LIBRARY TRUSTEES AND DIRECTOR

#### 2015 ANNUAL REPORT

**“Books are like imprisoned souls til someone takes them down from the shelves and frees them.”**

Samuel Butler

The Library continues to strive to serve the community in a variety of ways. During 2015 we have expanded our collection of books, DVD's, CD's, periodicals and Downloadables. The popularity of Downloadables continues to grow as more people access this convenient service. We have expanded Children's Programming. These programs entertain as well as educate our youngest patrons. They also encourage the love of the library and books in the next generation. The New Hampshire Room continues to house an excellent collection of local history.

The Library appreciates the ongoing support that it receives from the town. In addition we are fortunate to have sponsors such as Lisa Gilbert, 7 Siding and Associated Grocers. They continue to support the library with time, materials and funding.

The Library staff also extends gratitude to the Pembroke Police Department who offer assistance, guidance and help whenever they are asked. This greatly contributes to the smooth and safe operation of the library.

Our volunteers help the Library to better serve the community. Lorraine Good works tirelessly with the book sales and students of Pembroke Academy help with day to day tasks as well as special events. The Mader family continues to offer their time so graciously. Sadly, we lost a wonderful volunteer this year. Fran Schapperle passed away this autumn; she will be greatly missed by all. The Friends of the Library had to disband this year due to dwindling membership. Their work was greatly appreciated and was a benefit to the library.

The Library offers many intangible benefits. It is a place that instills community, a place to meet friends old and new. It encourages diversity and may be the last commercial-free information source available to us. It is a portal to new worlds of knowledge, discoveries and creativity. Curiosity is fostered within the walls. It is a quiet place to think and encounter caring listeners. The library offers a safe place for everyone and a place to learn the cultural values of others. It offers an escape with no demands to talk. Local artists are showcased which inspires others. New residents can meet neighbors and find a place in their new community. Literacy and the love of learning are fostered in all who use the library. It is a place which equalizes access to the world of books and technology for all.

The Library is ever changing and evolving to better serve the community, offering opportunities for continued growth in technology, literacy and knowledge to our residents. We thank you for giving us the ongoing ability to serve our town.

## **PEMBROKE TOWN LIBRARY**

### **MISSION STATEMENT OF THE PEMBROKE TOWN LIBRARY**

Our focus is to encourage the love of reading, to stimulate the search for information, and to enrich personal lives by providing services, programs and materials to expose the entire community to rich varieties of culture.

The goals of the Pembroke Town Library are to select, preserve and administer an organized collections, books, audio-visuals, electronic resources and related educational and recreational materials, that is balanced, comprehensive and of adequate size, quality and diversity to meet the needs of its users. Also to utilize current technology; to serve the community as a center of reliable information; to identify library-related community needs; and to cooperate with other organizations, agencies and institutions which can provide programs or services to meet these needs.

#### **Trustees:**

Susanne Whitbeck – Co-Chair

Judy Mitchell – Co-Chair

Joyce Heinrich – Treasurer

Patricia Crafts

Ann Hasbany

#### **Alternate Trustees:**

Marie Brezosky

Linda Proulx

#### **Staff:**

Cynthia Stosse – Director

Marie Mehegan– Children’s Librarian

Heather Tiddes – Assistant Director

Shanna Gagne – Circulation



## REPORT OF THE SUPERVISORS OF THE CHECKLIST

The Town Election on March 10, 2015 was the only election for the Supervisors of the Checklist. We have been busy with maintenance on the voter checklist and preparing for an active election year in 2016. The Supervisors were also at the School District Meeting and the Town Deliberative Session.

If you have any questions on voting in the Town of Pembroke you can access voter information on the Town website [www.pembroke-nh.com](http://www.pembroke-nh.com). On the home page on the right under Quick Access click on **VOTING** for information on registration, etc. There is also a link to the Secretary of State's office where you can check on your party affiliation.

Qualified resident may register to vote at the Town Clerk's Office in the Town Hall during regular business hours, at required Supervisors of the Checklist sessions, and at the polls on voting days. Each person desiring to register to vote must fill out and sign a standard Voter Registration Form. The Checklist Supervisors must determine whether the applicant is legally qualified to vote in the community. To qualify, a person must provide evidence that he/she is at least eighteen years of age, a citizen of the United States (either born in the U.S. or naturalized), and is domiciled in the community in which he/she seeks to register.

We wish to thank Jim Goff, Town Clerk, and other Town staff and the Board of Selectmen for their continued help and support.

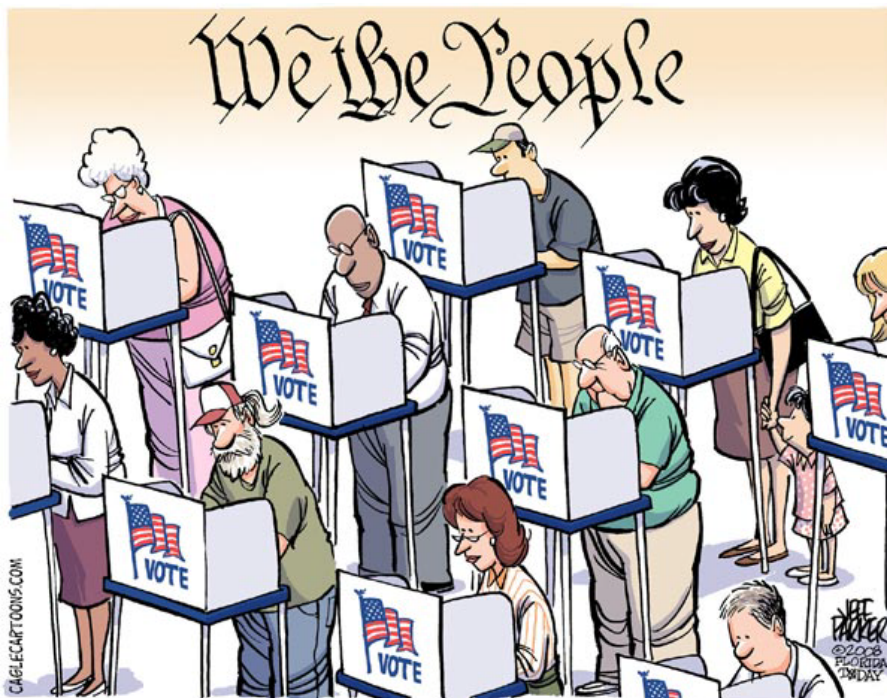
Respectfully submitted:

Checklist Supervisors

Linda A. Williams, Chair

Patricia Y. Crafts

Patricia Manseau



## **SOUCOOK RIVER TAX INCREMENT FINANCING DISTRICT 2015 ANNUAL REPORT**

The Soucook River Tax Increment Financing District (TIF) encompasses nine (9) properties consisting of approximately 250 acres located around the intersection of Route 3 and Route 106. The purpose of the Tax Increment Financing District is to create employment opportunities for Pembroke residents and stimulate commercial growth to increase Pembroke's commercial tax base and stabilize local property taxes. At the March 2015 Town Meeting, the voters approved increasing the allocation to the fund from 10% to 35%.

The Tax Increment Financing Plan is administered by the Town Administrator and implemented by the Board of Selectmen / Town Meeting. In 2006, the Board of Selectmen established an Advisory Board to assist with planning, construction and implementation of the TIF Plan. The Advisory Board is comprised of five (5) members, of which, a majority of the members are property owners or occupants of property located within or adjacent to the TIF District.

### ***TIF FINANCIAL SUMMARY For the year ended December 31, 2015***

#### **INCREMENT CALCULATION:**

April 1, 2004 assessment	\$6,333,912.00
April 1, 2014 assessment	<u>\$41,703,379.00</u>
<b><i>Total assessment increase</i></b>	<b><i>\$35,369,467.00</i></b>

TIF captured assessed value	\$12,379,313.00
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<b>BEGINNING FUND BALANCE:</b>	<b>\$487,905.71</b>
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#### **PROJECT REVENUES:**

2015 Tax increment	<u>\$358,257.00</u>
<b><i>Total Revenues</i></b>	<b><i>\$358,257.00</i></b>

#### **PROJECT COSTS:**

Engineering	<u>\$63,227.38</u>
<b><i>Total Costs</i></b>	<b><i>\$63,227.38</i></b>

<b>ENDING FUND BALANCE:</b>	<b>\$782,935.33</b>
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## **TRUSTEES OF TRUST FUNDS**

### **ANNUAL REPORT FOR CALENDAR YEAR 2015**

The Trustees would like to take this opportunity to summarize the key changes in the Trust Funds for 2015.

In 2015, two new capital reserve funds were established, one for Town Energy Improvements and a second fund for School District Site Improvements. Those events resulted from actions taken at the March 2014 Town Meeting and School District Meeting.

There were also changes in the composition of stock portfolios for both the Scholarship Fund and the Cemetery Perpetual Care Fund. . In each case, shares of new companies were received as spinoffs of existing share holdings. In the Scholarship portfolio, shares of Chemours were received as a result of holdings in Dupont Corporation and in the Cemetery Perpetual Care portfolio, shares of Communications Sales & Leasing Corporation were received as a result of holdings in Windstream Corporation. Since both of the free distributions paid dividends, the shares were retained in the portfolio as cash generators.

As is customary, the Trustees have provided a separate "Schedule of Trust Balances" and "Statement of Change in Trust Assets" for School Warrant items and Town Warrant items in this Town Report. Forms MS-9 and MS-10 which can be difficult to comprehend and which contain essentially the same data as statements in the Town Report are not included. Those forms are prepared and submitted annually to the State Department of Revenue Administration and the Office of the Attorney General, Division of Charitable Trusts. Trust laws dictate however, that Cemetery Trust information contained on Form MS-9 be published annually. That required information can be found on adjacent pages in this report.

Minutes of Trustee meetings can be seen on the Town's web site and copies of those minutes, along with a copy of the Investment Policy which is ratified annually, are provided to Town Auditors and are also available from the Trustees upon request.

Respectfully submitted:      Gerard Fleury - Trustee  
Daniel Crean – Trustee  
Courtney Eschbach - Trustee

## TRUSTEES OF TRUST FUNDS

### TRUST FUND REPORT PERIOD DECEMBER 31, 2015

#### SCHEDULE OF TRUST BALANCES - MUNICIPAL

Cemetery Trusts - Unexpendible Balance	\$36,270.00
Cemetery Trust - Available for Distribution (C or D)	34,303.43
Library Book Fund - Unexpendible Balance	4,666.62
Library Book Fund - Available for Distribution (E)	14.38
Library Media Fund - Available for Distribution (E)	7,925.27
Cemetery Improvements - Available for Distribution (C)	37,634.64
Cemetery Donation Fund - Available for Distribution (D)	232.18
Town Equipment Fund - Available for Distribution (C)	294,381.00
Police Cruiser Replacement - Available for Distribution (C)	73,000.39
Police Small Equipment Fund - Available for Distribution (D)	54,284.86
Fire Major Equipment Fund - Available for Distribution (C)	319,599.00
Fire Small Equipment Fund - Available for Distribution (D)	90,583.68
Recreation Capital Reserve - Available for Distribution (C)	69,250.54
Sidewalk Building & Repair Fund - Available for Distribution (C)	42,236.79
Water Works Capital Reserve I - Available for Distribution (A)	231,209.17
Water Works Capital Reserve II- Available for Distribution (A)	148,937.36
Sewer Commission - Capital Improvements (B)	208,310.30
Sewer Commission - Repair & Replacement (B)	134,452.04
Sewer Commission - Sewer Plant Reserve (B)	18,010.24
Sewer Commission - Equip & Buildings (B)	44,166.57
Energy Savings Capital Reserve (D)	13,769.56
Town Hall Cupola Fund - Available for Distribution (D)	1,075.42
Town Clock Fund - Available for Distribution (D)	2,430.58
Sewer & Water Capital Reserve - Available for Distribution (D)	65,660.50
Municipal Facilities Capital Reserve (D)	308,985.03
Property Revaluation Fund (D)	109,870.40
Bridge Repair & Replacement - Available for Distribution (D)	84,862.21
<b>TOTAL UNEXPENDIBLE FUNDS</b>	<b>40,936.62</b>
<b>PRESENT ACCOUNT BALANCE</b>	<b><u>2,395,185.54</u></b>
<b>TOTAL TRUST FUNDS</b>	<b>\$2,436,122.16</b>

Distribution legend:

- (A) Water Commissioners are Agents to Expend.
- (B) Sewer Commissioners are Agents to Expend.
- (C) Warrant Article at Town Meeting Required for Expenditure.
- (D) Selectmen are Agents to Expend.
- (E) Library Trustees are Agents to Expend.

## TRUSTEES OF TRUST FUNDS

### TRUST FUND REPORT OF THE TOWN OF PEMBROKE DECEMBER 31, 2015 CHANGE IN TRUST FUND ASSETS - MUNICIPAL

<b>Assets at December 31, 2014</b>	<b>\$2,231,075.25</b>
<b>Contributions to the Trusts:</b>	
Fire Equipment Capital Reserve	150,000.00
Fire Small Equipment Fund	20,000.00
Town Equipment Fund	225,000.00
Energy Efficiency Capital Reserve	30,000.00
Sewer Capital Improvement Capital Reserve	2,079.85
Sewer Equipment & Buildings Capital Reserve	4,156.74
Sewer Repair & Replacement Capital Reserve	4,714.02
Sewer Plant Reserve	1,063.57
Cemetery Improvement Capital Reserve Fund	25,000.00
Police Cruiser Replacement Fund	55,000.00
Police Small Equipment Capital Reserve	13,500.00
Recreation Capital Reserve	15,000.00
Municipal Facilities Capital Reserve	75,000.00
Revaluation Capital Reserve	<u>32,500.00</u>
	\$653,014.18
<b>Earnings on Trust Investments:</b>	
Cemetery Trust - Perpetual Dividends	2,293.80
Cemetery Trust - Perpetual Care Interest	3.32
Cemetery Improvements	1.41
Cemetery Donation Fund	0.04
Library Book (Warren Foss) Fund	0.48
Library Media Fund	0.83
Town Equipment Fund	35.99
Energy Savings Capital Reserve Fund	0.56
Fire Major Equipment Fund	17.80
Fire Small Equipment Fund	7.17
Sewer & Water Capital Improvement	6.58
Water Works Capital Improvements	26.06
Water Works Equip. & Buildings	14.84
Town Hall Cupola Fund	0.12
Town Clock Fund	0.24
Municipal Facilities Capital Reserve	29.27
General Purpose Sidewalk Fund	4.24
Recreation Fund	6.57
Police Cruiser Fund	2.11
Police Small Equipment Fund	4.65
Sewer Commission Capital Improvement	20.67
Sewer Commission Repairs & Replacement	13.38
Sewer Plant Reserve	1.71
Sewer Equipment & Building Fund	4.37
Bridge Repair	8.49
Revaluation Fund	<u>8.41</u>
	\$2,513.11

## TRUSTEES OF TRUST FUNDS

### TRUST FUND REPORT OF THE TOWN OF PEMBROKE NH DECEMBER 31, 2015 CHANGE IN TRUST FUND ASSETS - MUNICIPAL

**Withdrawals from Trust Funds:**

Foss Library Trust	500.00
Police Small Equipment Capital Reserve	4,964.21
Municipal Facilities Capital Reserve Fund	78,229.11
Water Works Capital Reserve	40,000.00
Town Equipment Capital Reserve	291,579.00
Library Media Capital Reserve Fund	949.00
Energy Efficiency Capital Reserve	16,231.00
Revaluation Capital Reserve	4,884.81
Recreation Capital Reserve	<u>13,143.25</u>
	\$450,480.38

<b>Assets at December 31, 2015</b>	<b>\$2,436,122.16</b>
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## TRUSTEES OF TRUST FUNDS

### TRUST FUND REPORT OF THE TOWN OF PEMBROKE

PERIOD ENDING DECEMBER 31, 2015

#### SCHEDULE OF TRUST BALANCES -SCHOOL

Scholarship Fund - Unexpendible Balance	\$444,966.88
Scholarship Fund - Available for Distribution (A)	25,174.80
Literacy Trust - Unexpendible Balance	19,400.81
Literacy Trust - Available for Distribution (B)	1,900.48
Capital Repairs - Available for Distribution (C)	302,089.09
Major Equipment Fund - Available for Distribution (D)	47,568.90
School Site & Roadway Improvement Capital Reserve	100,001.15
School Technology Capital Reserve (D)	20,001.19
Special Education Fund - Available for Distribution (D)	368,914.17
Instructional Materials (D)	94,295.71
Educational Opportunities Fund (E)	5,347.48
TOTAL UNEXPENDIBLE FUNDS	464,367.69
TOTAL AVAILABLE FOR DISTRIBUTION	<u>965,292.97</u>
<b>TOTAL TRUST FUNDS</b>	<b>\$1,429,660.66</b>

Distribution legend:

(A) Academy Scholarship Awards Committee are Agents to Expend.

(B) Elementary School Principals are Agents to Expend.

(C) Warrant Article at School District Meeting Required for Expenditure.

(D) School Board are Agents to Expend.

## TRUSTEES OF TRUST FUNDS

### TRUST FUND REPORT OF THE TOWN OF PEMBROKE FOR PERIOD ENDING DECEMBER 31, 2015 CHANGE IN TRUST FUND ASSETS - SCHOOL

<b>Assets at December 31, 2014</b>	<b>\$1,454,692.48</b>
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**Contributions to the Trusts:**

Educational Opportunities Fund	1,624.12
Instructional Materials Capital Reserve	25,000.00
School Technology Capital Reserve	10,000.00
School Equipment Capital Reserve	25,000.00
School Site Improvement Capital Reserve	100,000.00
School Buildings Capital Reserve	<u>50,000.00</u>
Total Contributions	\$211,624.12

**Earnings on Trust Investments:**

Dividend Income - Scholarships	32,175.25
Interest Income - Scholarships	1.91
Class Action - Scholarships	654.66
Interest - Literacy Trust	0.12
Dividends - Literacy Trust	1,013.47
Interest Income on Educational Opportunities Fund	0.52
Interest Income on Special Education Capital Reserve	36.86
Interest Income on Building Capital Reserve	29.92
Interest Income on School Site & Road Improvement Fund	1.15
Interest Income on School District Major Equipment Fund	6.79
Interest Income on School Technology Fund	1.08
Interest Income on School Instructional Materials	<u>7.97</u>
Total Earnings	\$33,929.70

**Withdrawals from Trust Funds:**

Scholarship Funds Awarded	30,000.00
Building Capital Reserve Funding	95,597.02
Equipment Capital Reserve	104,608.58
Instructional Materials Capital Reserve	<u>40,380.04</u>
Total Withdrawals	\$270,585.64

<b>Assets at December 31, 2015</b>	<b>\$1,429,660.66</b>
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PERPETUAL CARE CEMETERY TRUST FUNDS

Yr. Created	Name	Amount	Yr. Created	Name	Amount	Yr. Created	Name	Amount
1888	E.N. Upham	100.00	1929	<b>Frank L. Aldrich</b>	300.00	1947	Burton G. Goward	100.00
1889	Sarah P. Knox	500.00	1930	Edwin Dearborn	150.00	1949	Charles Baker	150.00
1894	Deborah P. Knox	50.00	1930	True W. Fowler	100.00	1949	Frederick B. Eaton	200.00
1903	Mary Kimball	300.00	1930	Jacob Woods	500.00	1950	Freeman G. Hewey	100.00
1907	Vesta Abbott	500.00	1931	Freeman W. Haynes	200.00	1950	Mabel G. Morrison	200.00
1907	Abbie K. McFarland	200.00	1932	David S. Batchelder	100.00	1951	Fred M. Pettengill	150.00
1907	Sarah F. Blanchard	100.00	1933	Samuel Moore	300.00	1951	George B. Lake	200.00
1910	Ellen R. Hayes	100.00	1933	William H. Thompson	100.00	1952	<b>Charles H. Ruggles</b>	150.00
1911	John G. Bartlett	100.00	1934	Crosby Knox	100.00	1953	Herbert Glidden	200.00
1917	<b>Pluma E. Richardson</b>	50.00	1934	Charles V. Fisher	50.00	1953	Hallett Patten	200.00
1918	Mary E. Adams	50.00	1934	C.C. French	100.00	1953	<b>Charles E. Cushing</b>	200.00
1919	Annie B. Thompson	250.00	1934	William Haseltine	150.00	1954	<b>John Marden</b>	200.00
1921	William M. Fife	100.00	1934	Jeremiah Wilkins	100.00	1954	Walter Libbey	100.00
1921	<b>Mary E. Osgood</b>	200.00	1934	F.S. Whitehouse	250.00	1954	<b>Myra Georgi</b>	200.00
1921	George West	100.00	1935	Solomon Whitehouse	150.00	1954	Edward Kimball	150.00
1921	Ellen D. Kimball	50.00	1935	Hall Wilkins	100.00	1956	Samuel Webster	200.00
1923	David D. Richardson	600.00	1935	<b>George Miller</b>	100.00	1956	Maude L. Locke	200.00
1924	John F. Clifford	100.00	1936	Stephen Bates	200.00	1956	<b>Levi &amp; Olive Burroughs</b>	50.00
1924	Willis H. Noyes	250.00	1936	Charles N. Quimby	100.00	1957	<b>John C. Bradbury</b>	200.00
1925	Winthrop Fowler	100.00	1937	Benjamin Fowler	100.00	1958	E.W. Forrest	200.00
1927	Mary W. Morrison	200.00	1937	<b>William Johnston</b>	100.00	1958	Fred W. Saltmarsh	300.00
1927	Jonathan Payson	100.00	1938	Thomas Holt	100.00	1958	L.E. Warren	600.00
1927	Timothy Drew	100.00	1939	Rowell & Worchester	100.00	1958	Kenneth M. Woodbury	400.00
1928	Adin G. Fowler	100.00	1939	Horace Batchelder	100.00	1958	Jeremiah Morgan	500.00
1928	T.L. & Henry Fowler	200.00	1939	Jeremiah Wilkins	100.00	1958	Arthur Gage	100.00
1928	Nancy S. Colby	100.00	1940	<b>Martin C. Cochran</b>	250.00	1959	<b>Gustav Ober</b>	200.00
1928	Philip Holt	100.00	1941	George O. Harris	100.00	1959	Josiah Brown	100.00
1928	<b>Annie C. Drake</b>	100.00	1942	<b>Julia E. Cass</b>	100.00	1959	<b>Lewis Cass</b>	400.00
1928	George Morgan	100.00	1942	Charles A. Gile	100.00	1959	Carlton W. Bennett	200.00
1928	Annette K. Knox	200.00	1944	Minot R. Fife	100.00	1960	Edith West	200.00
1928	Samuel D. Robinson	100.00	1945	James E. Adams	300.00	1961	Charles N. Nixon	200.00
1928	Parker Bailey	50.00	1945	Walter Hayward	300.00	1961	Gedeon Vigno	100.00
1928	James Stevens	100.00	1946	<b>Thomas Brasley</b>	100.00	1961	John Sullivan	250.00
1929	<b>Daniel T. Merrill</b>	100.00	1946	Annie M. Edgerly	100.00	1961	Henry T. Simpson	200.00
1929	<b>George W. Sargent</b>	150.00	1946	<b>Albert Mason</b>	50.00	1964	Edwin M. Annis	200.00
		5,600.00						7,300.00

PERPETUAL CARE CEMETERY TRUST FUNDS

Yr. Created	Name	Amount	Yr. Created	Name	Amount	Yr. Created	Name	Amount
1964	Rufus George	200.00	1968	Burt D. Robinson	400.00	1974	Ashley H. Knowlton	100.00
1964	<b>Evans Clark</b>	300.00	1970	<b>Forrest Huggins</b>	200.00	1974	Hasselind & Tilden	200.00
1964	<b>George H. Batchelder</b>	250.00	1970	E. George Bayer	200.00	1947	Russ & Nevley Hilliard	200.00
1964	Gilman Bradbury	200.00	1971	Moses Martin	200.00	1975	<b>Enoch Nerbonne</b>	200.00
1967	Frederick & Jean Talk	200.00	1971	John Rand	200.00	1977	<b>George Cofran</b>	300.00
1967	Jenness Dearborn	200.00	1971	Mark Milton	100.00	1977	<b>Norman &amp; Abby Smith</b>	200.00
1968	Batchelder & Lamb	200.00	1972	<b>Eleazer Baker</b>	200.00	1977	<b>Locke &amp; Clough</b>	500.00
1968	Agar & Rogge	200.00	1972	Maynard Knowlton	80.00	1978	<b>Duffet Lot</b>	1000.00
1968	<b>Gilbert Asfles</b>	200.00	1974	Harry & Erwin Chase	200.00	1978	Bates Lot	200.00
1968	William Miller	200.00	1974	<b>Mary A. Wyker</b>	200.00	1979	Willard & Ruth Hill	200.00
1968	Tim & Viola Fowler	200.00	1974	<b>Everett &amp; Grace Farr</b>	200.00	1980	*	150.00
1968	<b>George Lea</b>	200.00	1974	Harrison Morgan	100.00	1981	<b>Evergreen Perp Care</b>	6940.00
		2,550.00				1982	*	1600.00
						1983	*	700.00
						1985	<b>Catherine Simpson</b>	500.00
						1986	*	300.00
								13,290.00
								36,270.00

Evergreen Cemetery Lots

\* Trust records document the increase in trust principal but not the identity of the Lot Owner.

## PEMBROKE SEWER COMMISSION

In 2015, there were many road projects that took place in town. As part of these projects the sewer commission replaced 22 frames and covers with the Pembroke Hill project (Town), 11 frames and covers (State) on Pembroke St Project and another 5 frames and covers on Academy Rd. prior to the overlay that the State did. Also, a new frame and cover was replaced by the intersection of Pembroke St. and Broadway. These are new seal-tite covers which helps to reduce infiltration of rain water from the roads.

New rules are in place for CMOM and Asset Management. CMOM stands for Capacity, Management, Operation and Maintenance for sanitary sewer collection systems. In June we completed the final report of our CMOM for NH DES & EPA and will be implementing an asset management program in 2016. This document must be updated on a yearly basis showing that the Town is working on Best Management Practices for the sewer system.

Our budget is funded only by the users on the sewer system and not tax dollars, for the operation and maintenance of the collection system in Pembroke along with our cost of the treatment plant in Allenstown. Your timely payments are needed to meet the demands of the Budget. When you don't make your payments projects are put on hold or not done at all. Should these projects be part of the mandates from EPA or DES, fines could be imposed. This would impact every user on the system and increase the rates even higher. Please do your part and pay your bill in a timely manner.

Inflow is stormwater that enters into sanitary sewer systems at points of direct connection to the systems. Various sources contribute to the inflow, including footing/foundation drains, roof drains or leaders, downspouts, drains from window wells, outdoor basement stairwells, drains from driveways, groundwater/basement sump pumps, and even streams. These sources are typically improperly or illegally connected to sanitary sewer systems, via either direct connections or discharge into sinks or tubs that are directly connected to the sewer system. **A single sump pump can contribute over 7,000 gallons of water to sanitary sewer systems in a 24-hour period, the equivalent of the average daily flow from 31 homes.**

Inflow & Infiltration water is called "clear water". If you are having problems with your sewer line such as roots, please have your line replaced. It is the property owner's responsibility for the line from the house or business to the connection at the Town's main. We have several thousand gallons of ground water entering the sewer system every year due to this. Your help in taking out this type of water would help control the cost at the Treatment Facility. We would like to thank all of the Pembroke Users that have already helped to reduce the problem of I & I by removing the stormwater sources that were connected to the sewer lines and/or replacing their old sewer laterals with new water tight pipes.

The Sewer Department is located at 4 Union St and the Commission meets every third Monday of the month at 7:00 p.m. The public is always welcome. The office is open from 8:00 a.m. to 4:00 p.m. Monday - Friday. Payments may be made in person on Tuesday, Wednesday or Thursday 9:00 a.m. to 3:00 p.m, we now accept credit/debit cards to make your payments easier. Please call us at 485-8658 with questions about your sewer bill, sewer problems or sewer hookups.

Respectfully submitted,

Harold Thompson, Chairman  
Jules Pellerin  
Daniel Driscoll

2015 Pembroke Annual Report

**PEMBROKE SEWER COMMISSION**

	<b>As of 12/31/2015</b>	<b>Budget 2015</b>	<b>Budget 2016</b>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>050-Revenue</b>			
051-Sewer Rent Fees	1,047,417.25	1,033,485.24	1,033,486.00
052-Late Penalty	26,820.00	15,000.00	18,000.00
053-Hook-Up Fees-Pembroke	2,079.85	0.00	
053P-Permit Fees-Plant	1,063.58		
055- Prior Year Recievables			
056-Jetter Rental		0.00	
058-Returned Check Fees	175.00		
059-Administation Fees	480.00	200.00	200.00
<b>Total 050-Revenue</b>	<b>1,078,035.68</b>	<b>1,048,685.24</b>	<b>1,051,686.00</b>
<b>060-Income</b>			
061-Interest/operating	87.53	0.00	0.00
062TR-Interest Trust Funds	39.81		
065-Misc. Income	358.76		19,500.00
066-Warrant Article			800,000.00
070-Collection Fees/Tax Collector	1,207.36	2,000.00	2,000.00
<b>Total 060-Income</b>	<b>1,693.46</b>	<b>2,000.00</b>	<b>821,500.00</b>
<b>Transfer From Reserve</b>		<b>50,000.00</b>	
<b>Total Income</b>	<b>1,079,729.14</b>	<b>1,100,685.24</b>	<b>1,873,186.00</b>
<b>Expense</b>			
051A- Abatements-Sewer Receipts	7,605.58	0.00	0.00
052A-Abatement-Late Penalty	480.00	0.00	0.00
054A-Abatement Betterment		0.00	0.00
	<b>8,085.58</b>	<b>0.00</b>	<b>0.00</b>
<b>PSC Expenses</b>			
<b>100-Pump Station 1</b>			
101-Electric	367.66	380.00	380.00
102-Telephone	0.00	0.00	0.00
104-Alarm	0.00	0.00	0.00
105-Fuel	0.00	0.00	0.00
106-Labor	0.00	0.00	0.00
110-Equipment	0.00	0.00	0.00
115-Contractors	0.00	0.00	0.00
<b>150-Maintenance</b>			
151-Materials	968.55	1,000.00	0.00
152-Repairs	35.76	300.00	300.00
153-Supplies	0.00	0.00	0.00
154-Maintenance-other	0.00	0.00	500.00
<b>Total 150-Maintenance</b>	<b>1,004.31</b>	<b>1,300.00</b>	<b>800.00</b>
<b>Total 100-Pump Station 1</b>	<b>1,371.97</b>	<b>1,680.00</b>	<b>1,180.00</b>
<b>200-Pump Station 2</b>			

## PEMBROKE SEWER COMMISSION

	As of 12/31/2015	Budget 2015	Budget 2016
201-Electric	5,081.98	5,000.00	5,000.00
202-Telephone	420.85	450.00	470.00
203-Water	100.00	100.00	100.00
204-Alarm	700.00	725.00	725.00
205-Fuel	0.00	400.00	400.00
206-Labor			0.00
210-Equipment	257.25	1,000.00	1,000.00
215-Contractors	577.00	600.00	600.00
250-Maintenance			
251-Materials	0.00	500.00	500.00
252-Repairs	1,182.48	5,000.00	5,000.00
253-Supplies	5.69	500.00	500.00
254-Maintenance Other	201.86	1,500.00	1,500.00
<b>Total 250-Maintenance</b>	<b>1,390.03</b>	<b>7,500.00</b>	<b>7,500.00</b>
<b>Total 200-Pump Station 2</b>	<b>8,527.11</b>	<b>15,775.00</b>	<b>15,795.00</b>
<b>300-Pump Station 3</b>			
301-Electric	2,926.23	3,500.00	3,500.00
302-Telephone	497.62	450.00	470.00
303-Water	100.00	100.00	100.00
304-Alarm	700.00	725.00	725.00
305-Fuel	1,978.37	2,300.00	2,300.00
306-Labor		0.00	0.00
310-Equipment	0.00	600.00	600.00
315-Contractors	510.00	510.00	510.00
350-Maintenance			
351-Materials	1,055.31	1,000.00	200.00
352-Repairs	23,277.77	25,000.00	1,000.00
353-Supplies	298.44	300.00	300.00
354-Maintenance-other	393.48	800.00	800.00
<b>Total 350-Maintenance</b>	<b>25,025.00</b>	<b>27,100.00</b>	<b>2,300.00</b>
<b>Total 300-Pump Station 3</b>	<b>31,737.22</b>	<b>35,285.00</b>	<b>10,505.00</b>
<b>400-Pump Station 4</b>			
401-Electric	2,215.51	3,000.00	3,000.00
402-Telephone	459.50	450.00	470.00
403-Water	100.00	100.00	100.00
404-Alarm	700.00	725.00	725.00
405-Fuel	1,049.96	1,200.00	1,200.00
406-Labor		0.00	
410-Equipment	135.20	600.00	600.00
415-Contractors	510.00	510.00	510.00
450-Maintenance			
451-Materials	44.94	1,000.00	1,000.00
452-Repairs	1,166.99	1,000.00	25,000.00
453-Supplies	328.10	200.00	200.00

## PEMBROKE SEWER COMMISSION

	As of 12/31/2015	Budget 2015	Budget 2016
454-Maintenance-other	207.57	400.00	400.00
Total 450-Maintenance	1,747.60	2,600.00	26,600.00
Total 400-Pump Station 4	6,917.77	9,185.00	33,205.00
500- Pump Station 5			
501-Electric	2,404.57	3,000.00	3,000.00
502-Telephone	421.08	450.00	470.00
503-Water	100.00	100.00	100.00
504-Alarm	700.00	725.00	725.00
505-Fuel	931.78	1,300.00	1,300.00
506-Labor		0.00	
510-Equipment	165.00	600.00	600.00
515-Contractors	510.00	510.00	510.00
550-Maintenance			
551-Materials	77.13	1,000.00	1,900.00
552-Repairs	2,440.61	1,000.00	500.00
553-Supplies	108.81	200.00	200.00
554-Maintenance-other	207.56	400.00	400.00
Total 550-Maintenance	2,834.11	2,600.00	3,000.00
Total 500- Pump Station 5	8,066.54	9,285.00	9,705.00
600-Collection System			
605-Wages	44,703.52	44,704.00	46,820.00
605-2-Wages	33,649.60	34,648.00	34,425.00
605OT-Wages Overtime	818.04	2,226.00	2,310.00
605B-FICA & Medic	6,306.08	6,526.00	6,799.00
606-BC/BS, Dental	8,214.60	8,215.00	9,521.00
607-Retirement	8,634.46	8,158.00	10,004.00
615-Contractors	3,375.00	12,000.00	15,000.00
650-Maintenance			
651-Material	3,097.98	5,000.00	5,000.00
652-Repairs	12,596.36	35,000.00	65,000.00
653-Supplies	17,249.83	22,000.00	2,000.00
654-Sewer Equip & Building	25,000.00	25,000.00	25,000.00
Total 650-Maintenance	57,944.17	87,000.00	97,000.00
655-Collection System Equip.	4,602.78	25,000.00	10,000.00
657-Jetter-Trailer	807.95	1,000.00	1,000.00
Maintenance			
658-odor control	0.00	300.00	100.00
659-Safety Equipment	503.93	1,500.00	1,500.00
Total 600-Collection System	169,560.13	231,277.00	234,479.00
700-Administration			
701-Bank/Lien Fees	48.00	300.00	300.00
701-A-Heartland Credit Service	1,190.54	900.00	1,200.00
702-Audit	1,709.00	2,000.00	2,015.00
703-Workers Comp	167.94	1,875.00	2,850.00

2015 Pembroke Annual Report

**PEMBROKE SEWER COMMISSION**

	<b>As of 12/31/2015</b>	<b>Budget 2015</b>	<b>Budget 2016</b>
703A-Property Insurance	3,971.80	3,636.00	4,897.00
703B-UnEmployment	105.00	400.00	400.00
704-Stipend,Commissioners	3,900.00	3,900.00	3,900.00
705-Wages	59,304.40	59,261.00	61,934.00
705OT-Wages Overtime	3,842.93	5,040.00	5,219.00
705A-Life & Disability Ins.	2,218.68	1,500.00	1,922.00
705B-FICA & Medic	4,970.54	5,144.00	5,374.00
706-BC/BS, Dental	16,397.88	16,398.00	19,011.00
707-Retirement	6,612.76	6,430.00	7,905.00
708-Tools	724.20	1,000.00	1,000.00
709-A-Vehicle repairs 06	2,281.36	2,000.00	2,000.00
709-B- Vehicle repairs 04	123.98	1,000.00	1,000.00
709-C-Vehicle expense Fuel	3,491.45	4,000.00	4,000.00
709-D-14 1 Ton	252.77	500.00	2,000.00
720-Postage	2,076.71	2,200.00	2,200.00
721-Office Rent	7,905.00	7,905.00	8,040.00
722-Contractors	880.00	900.00	900.00
724-Uniforms/safety	448.80	800.00	800.00
725-Town Report	0.00	1.00	1.00
726-Training/Licenses	0.00	900.00	900.00
727-Public Notices	340.00	500.00	500.00
<b>Total 700-Administration</b>	<b>122,963.74</b>	<b>128,490.00</b>	<b>140,268.00</b>
<b>710-Office</b>			
711-Telephone/Internet	3,813.77	4,000.00	4,300.00
712-Supplies	988.12	650.00	650.00
713-Sewer Bills	180.00	200.00	400.00
713TC-Tax Collector	1,190.00	2,000.00	2,000.00
714-Dig Safe		1.00	1.00
715-Office Equipment			
716-Repairs/Replace	120.34	600.00	600.00
717-New	275.59	1,000.00	1,000.00
718-Heat Garage		0.00	300.00
<b>Total 710-Office</b>	<b>6,567.82</b>	<b>8,451.00</b>	<b>9,251.00</b>
<b>730-Professional Fees</b>			
731-Engineering	7,858.74	15,000.00	15,000.00
732-Legal	35,665.06	25,000.00	30,000.00
733-Accountants	0.00	1.00	1.00
734-Subscription/Dues	220.00	250.00	250.00
735-GIS/Asset Mang Sewer System	400.00	2,000.00	2,000.00
<b>Total 730-Professional Fees</b>	<b>44,143.80</b>	<b>42,251.00</b>	<b>47,251.00</b>
<b>760-Bond Payments</b>			
762- Betterment Payment	0.00	0.00	
<b>Total 760-Bond Payments</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



2015 Pembroke Annual Report

**PEMBROKE SEWER COMMISSION**

	<b>As of 12/31/2015</b>	<b>Budget 2015</b>	<b>Budget 2016</b>
<b>800-Treatment Facility</b>			
<b>801-Capital Expense Plant</b>	0.00	0.00	
<b>802-Operating Expense</b>	486,270.24	500,518.00	500,500.00
<b>Total 800-Treatment Facility</b>	<b>486,270.24</b>	<b>500,518.00</b>	<b>500,500.00</b>
<b>803-Capital Pembroke</b>	0.00	0.00	800,000.00
<b>804-Repair/Replace Pembroke</b>	40,895.61	50,000.00	
<b>Total 803-Capital/Repair Pembroke</b>	<b>40,895.61</b>	<b>50,000.00</b>	<b>800,000.00</b>
<b>Total PSC Expenses</b>	935,107.53	1,032,197.00	1,802,139.00
<b>Transfer to Reseve Accounts</b>			
<b>Total Expense</b>	<b>935,107.53</b>	<b>1,032,197.00</b>	<b>1,802,139.00</b>
<b>Net Ordinary Income</b>	144,621.61	68,488.24	71,047.00
<b>Transfer to Different Reserve</b>	144,621.61	68,488.24	71,047.00
<b>Without Plant</b>	407,941.68	481,679.00	501,639.00

## **PEMBROKE WATER WORKS**

**Annual report of the  
Board of Water Commissioners**  
For the year ending December 31<sup>st</sup>, 2015

### ***Administration***

The staff of the Pembroke Water Works consists of a Superintendent, 2 Water Operators and an Administrative Bookkeeper. Superintendent reports directly to a Board of Water Commissioners which who oversees the operations and decision making process of the Pembroke Water Works. The Board of Water Commissioners meets every third Thursday of each month at 6:00 pm. These meetings are held at the PWW office located at 346 Pembroke Street. Meetings are open to the public and all are welcome.

### ***Hydrants***

5 New hydrants were installed in the Pembroke Hill area as part of the road construction in the area. 1 New Hydrant was installed on Kimball St. as part of that road project.

### ***Mains***

1,755' of new 8" Ductile Iron pipe was installed in the Pembroke hill area. 660' of 6" Ductile Iron pipe was installed in the Pembroke Hill area. 240' of 6" Ductile Iron pipe was installed on Kimball St. This was part of the road construction projects and was done to replace undersized water main and to loop existing mains to increase fire flows and water quality.

### ***Services***

- 82 residential services that were re-laid - Pembroke
- 4 residential services that were re-laid – Allenstown
- 8 services repaired due to leaks or inoperable shut offs
- 10 water main repairs due to leakage – Pembroke, Allenstown, and Hooksett

### ***Metering***

The Capital Improvement of meter replacement to Automated Meter Reading is ongoing. 154 meters have been installed in 2015 leaving 509 meters to be replaced system wide. Irrigation metering is available to our customers and more information can be obtained from our business office.

Respectfully submitted,

Kevin Brasley  
Board of Water Commissioners  
Chair

# 2015 Pembroke Annual Report

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01/15/16  
Accrual Basis

## Pembroke Water Works Profit & Loss January through December 2015

	Jan - Dec 15
Ordinary Income/Expense	
Income	
400 · Residential Sales	752,801.55
401 · Non Residential Sales	49.20
402 · Hydrants Private	6,630.00
403 · Job Work / Merchandise	14,327.74
404 · Hydrants Public	37,518.00
406 · Meter Fees	12,068.97
408 · Backflow Testing.	18,950.00
409 · Other Fees	175.00
410 · Late Fees & Penalties	15,220.00
411 · Interest Income	199.35
420 · Interest Capital Fund	26.06
427 · Interest Capital Res. Equipmen	14.84
440 · Permit Fee Income	-325.00
441 · Connection Fee Income	5,300.00
450 · Miscellaneous Income	3,069.40
Total Income	866,025.11
Gross Profit	866,025.11
Expense	
500 · Pump Station Labor	3,644.30
501 · Pump Station Supplies	1,131.24
502 · Gas & Propane Pump Stations	4,482.47
510 · Purification Labor	40,995.54
511 · Purification Supplies	25,756.84
520 · Main Labor	6,302.00
521 · Main Supplies	17,615.41
530 · Hydrant Labor	2,829.62
531 · Hydrant Supplies	3,849.43
540 · Service Labor	36,842.74
541 · Service Supplies	18,282.23
545 · Backflow Testing	4,263.60
550 · Meter Labor	2,440.34
551 · Meter Supplies	10,215.20
555 · Reading Meters	2,818.40
560 · Shop Labor	5,827.54
561 · Shop Supplies	4,141.47
562 · Heating Oil, Etc.	2,505.23
563 · Safety Equipment	920.50
564 · Office Alarm System	7.95
570 · Garage Labor	127.60
571 · Garage Supplies	12,143.42
572 · Fuel	8,301.75
600 · Engineering	379.00
610 · Gravel & Hot Top	14,819.79
625 · Contract Labor	90,155.75
632 · Miscellaneous Wages	-2,470.93
633 · On Call	7,726.40
634 · Plowing	2,398.10
635 · Lawn Care	3,535.00
636 · Leak Detection	489.00
640 · Superintendent	55,545.38
650 · Electricity	56,066.43
700 · Insurance	11,006.74
701 · Health Insurance	44,205.80
710 · Benefit Hours	20,691.44
720 · Payroll Taxes	17,585.05
731 · Property Tax	164.51
740 · Interest Expense	22,643.75
750 · Commissioner's Stipend	5,350.00
800 · Office Labor	30,613.10
802 · Direct Deposit Fees	606.51
805 · Office Equipment	1,694.83
806 · Training Cost	1,827.00

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01/15/16

Accrual Basis

**Pembroke Water Works**  
**Profit & Loss**  
**January through December 2015**

	<u>Jan - Dec 15</u>
807 · Credit Card Charges	1,751.84
808 · Bank Service Charges	96.00
809 · Training	2,683.10
810 · Office Supplies	1,855.05
811 · Postage	4,389.13
812 · Computer Expense	1,710.00
813 · Telephone	6,644.83
814 · Professional Fees	8,889.93
815 · Dues/Memberships	2,807.00
817 · Printing	1,927.82
819 · Business Meals	185.12
820 · Miscellaneous	1,275.92
<b>Total Expense</b>	<u>634,693.21</u>
<b>Net Ordinary Income</b>	<u>231,331.90</u>
<b>Net Income</b>	<u><u>231,331.90</u></u>

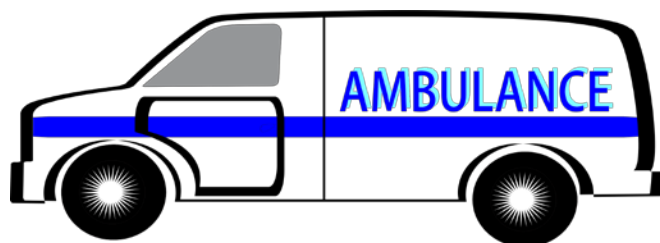
## **TRI-TOWN EMERGENCY MEDICAL SERVICE**

With the conclusion of 2015, Tri-Town Emergency Medical Service completed its third year of operation. The service was created by an Inter-Municipal Agreement between the Towns of Allenstown and Pembroke and commenced operations on January 1st, 2013. By the end of 2015, the Service's roster now reflected an active employee base with some scheduling changes overtime was brought under control, the service took a highly proactive role in the education of its staff and much of the durable medical equipment was updated and modernized. It is our goal that everyone we serve, feels confident they are receiving the best care possible from our Paramedics and EMS Providers.

Tri-Town EMS took the necessary steps to have a roster made up of employees who are dedicated to providing quality pre-hospital medical care and are active enough to keep overtime down. It is important to us that our staff is here to fulfill a need of providing compassionate service to the people we serve. Much of our staff is employed by other EMS agencies or hold other healthcare positions and they bring their experience and expertise to Allenstown and Pembroke. We expect our professionals to provide compassionate and quality healthcare and they do just that. During 2015 the leadership of Tri-Town EMS was proactive with education, and assisted Concord Hospital by hosting three of their EMS training events. The New Hampshire Fire Academy has recently started to provide regular EMS education, and we encourage our staff to take advantage of these educational opportunities to broaden their educational experience and knowledge base. It is the goal of the Service that our staff has access to enough educational and training opportunities provide by or through Tri-Town EMS, that they develop professionally while meeting their relicensing requirements.

In 2015, Tri-Town EMS continued its effort in updating aging medical equipment. The Service purchased the second cardiac monitor, replaced the computers used for documentation, purchased specialized pediatric splints, took delivery of Carbon Monoxide Monitors to ensure staff safety, placed a smart phone in the primary ambulance to be used for obtaining dispatch information and for communications with medical control, and took delivery of a Video Laryngoscope (used to place advanced airways and remove airway obstructions).

Last year, Tri-Town EMS responded to 1031 requests for medical aid in ten cities and towns, resulting in the transport of 707 patients. The overall call volume is was relatively the same as the year before and the number of patient who were transported was up in 2015. The majority of the people Tri-Town EMS transports are brought to Concord Hospital and the remaining people go to Catholic Medical Center and the Elliot Hospital. Tri-Town EMS will typically honor every person's request as to their hospital of choice, however there are times when the patient's condition dictates the ambulance crew takes them to the closest capable facility. In many cases this is Concord Hospital, which is a Level II Trauma Center, and provides a high level of care for cardiac and stroke patients. The service closely watches all times associated with all EMS incidents to ensure those we serve are being assessed and treated as quickly as possible. The average reaction time (time it takes the ambulance to respond once dispatched) was decreased, on average 31 seconds from the previous year, which has continued a two year trend.



# **TRI-TOWN EMERGENCY MEDICAL SERVICE**

The following illustrates the EMS Incident data for the last two years:

	2014	2015
<b>TOTAL NUMBER OF EMS RESPONSES</b>	1033	1031
Pembroke, NH	538 (51.88%)	573 (54.05%)
Allenstown, NH	421 (40.6%)	443 (40.57%)
Epsom, NH	12 (1.16%)	7 (0.66%)
Barnstead, NH	0 (0.0%)	2 (0.19%)
Hooksett, NH	54 (5.2%)	46 (4.34%)
Concord, NH	8 (0.77%)	2 (0.19%)
Deerfield, NH	1 (0.1%)	3 (0.28%)
Manchester, NH	0 (0.0%)	1 (0.09%)
Chichester, NH	0 (0.0%)	1 (0.09%)
Loudon, NH	0 (0.0%)	2 (0.19%)
<b>TOTAL NUMBER OF TRANSPORTS</b>	680 (65.57%)	707 (69%)
Concord Hospital	516 (75%)	581 (82%)
Catholic Medical Center (CMC)	61 (10%)	50 (7%)
Elliot Hospital	103 (15%)	76 (11%)
<b>Aver. REACTION TIME</b>	1m 52s (63.7% < 1 min.)	1m 21s (69.34% < 1 min.)
<b>Aver. RESPONSE TIME</b>	4m 50s (61.33% < 5 min.)	5m 3s (64.06% < 5 min.)
<b>Aver. ON-SCENE TIME</b>	16m 15s	18m 15s
<b>Aver. TRANSPORT TIME</b>	18m 46s	19m 11s
<b>Aver. AT HOSPITAL TIME</b>	20m 35s	19m 16s
<b>Aver. TOTAL CALL TIME</b>	1hr 2m 18s	1hr 3m 16s

<i>Current TRI-TOWN EMS Staff</i>					
Christopher Gamache	FT	Director/Paramedic	Jasmine Croteau	PD	EMT
Stephanie Locke	FT	Asst. Dir/Paramedic	Robyn Cushing	PD	Advanced EMT
Julie Irwin	FT	Paramedic	Leanna Fisher	PD	EMT
Adam Boise	P D	Paramedic	Daniel Fitzgerald	PD	Advanced EMT
Justin Hart	PT	Paramedic	Christina Frost	PD	Advanced EMT
Daniel Heffernan	P D	Paramedic	Corey Girard	PD	Advanced EMT
Robert Johnson	P D	Paramedic	Jonathan Goldman	PD	Advanced EMT
Michael Kelley	PT	Paramedic	Jonathan Harry	PD	EMT
Michael Langille	P D	Paramedic	Sarah Hardy	PD	Advanced EMT
Maurice Paquette	P D	Paramedic	Edward Higgins	PT	EMT
Hearshell VanLuven	P D	Paramedic	Irina Higgins	PT	Advanced EMT
			Christian Kellermann	PT	Advanced EMT
			Adam Morris	PD	Advanced EMT
			John Vanloendersloot	PT	EMT
			Robert Vodra	PD	EMT

A complete summary of Tri-Town EMS' activities and EMS Incident Data can be view by going to the Town's Web Site and selecting "2015 Annual Director's Report". Thank you for your support.

Respectfully Submitted  
Christopher Gamache, BS, NREMT  
EMS Director

## **FACILITIES AND GROUNDS COMMITTEE**

Each year the members of the Facilities and Grounds Committee get together prior to the Capital Improvement Committee to meet with the Department Heads to review items with our Town facilities that they are looking to upgrade or repair.

The Committee sets up times to actually visit the facilities and do a complete walk through asking detailed questions to the Department Head. Those recommendations then make their way to the CIP Committee and we attend the meetings to help answer any questions that they may have.

Our work doesn't stop here. After Town Meeting, we help assist with bid specifications and review and help with the recommendations to the Board of Selectmen.

In 2015, the Safety Center completed their HVAC work. The offices and sleeping quarters on the Fire side now are air conditioned.

As you probably noticed, Town Hall had a complete makeover with new windows, siding and a new front door. There were several windows that needed replacing, wood was rotted due to moisture and rain to the point that window sills crumbled in your hand like sawdust. All the windows are energy efficient. In December the front door was replaced with a heavy duty door that eliminated the cold and draft from getting into the foyer.

The Perry Eaton building at 4 Union Street also saw some upgrades in 2015. A natural gas service was installed in preparation for the replacement of the aging heating equipment. The rear addition had the deteriorated baseboard heat replaced and the building was also repointed. We will also in the process of rerouting storm water runoff. There were many more projects that were completed in previous years and new ones scheduled for 2016 that have been approved by the Board of Selectmen. This building has now been part of the economic development in the Suncook Village Business District for the last 11 years. The building currently houses an electrician, massage therapist, candy maker and the Pembroke Sewer Department. All of these pay rent to the Town and those funds are put back into the building for repairs and upgrades. The second floor previously housed an insurance company but is now vacant. The Town is actively marketing this unit.

In 2016's proposed budget there is a request to add overhead unit heaters at the Public Works building to work in conjunction with the existing radiant heat. The other item proposed in the 2016 budget is the elevator at Town Hall. This is well over 20 years old and the unit continues to break down and parts are becoming harder to get. People have actually been stuck in the unit.

We would ask that if anyone is interested in helping out serving on this committee that you contact Town Hall at 485-4747.

Sincerely,

Michael Crockwell, Selectmen's Rep.

Dana Carlucci

Tom Hebert

## **PEMBROKE POLICE DEPARTMENT**

### **2015 Report**

The 2015 Annual Report of the Pembroke Police Department is proudly presented to you. As in 2014, our department suffered with low staffing and 2015 was no different. In November and December 2015 we added two great additions to our department. Officer Kristen Vincent comes to us from the Town of Bristol as a certified Police Officer. Kristen brings experience as a Patrol Officer and Investigation background. Robert Welch from Derry, New Hampshire comes to us as a full time Non Certified Police Officer. Robert will be attending the 170<sup>th</sup> New Hampshire Police Academy in May 2016.

In 2015, the department received two enforcement grants that provided 37 extra speed enforcement patrols in our community during commuter traffic hours. The Police Department appreciates the calls from citizens letting us know what is happening in your neighborhood. It is very important that citizens and the police stay in contact about any issues of concern. The Police Department wants you to know that we offer a service for homeowners who are on a vacation or a lengthy business trip. We will periodically check your residence while you are away to safeguard it is secure and it remains the way that you left it. All you have to do is call or come in and see us to complete the required paperwork.

The Media has increased its coverage on the drug issues in the State of New Hampshire. Political Candidates commenting on ways to address this has heightened the awareness even more. Pembroke is not absent from drug issues and should be considered in all discussions addressed as the Police Department's efforts continue to increase on enforcement of the problem.

I would like want to thank the people of the Town of Pembroke and the Board of Selectmen for their continued support. Not every community has a great working relationship with their Police Department. I can say that we do and again thank all involved in helping us do our jobs to make Pembroke a safe and great place to live. In addition, I would like to thank the members of the Pembroke Police Department for all their assistance, hard work and dedication to the Town of Pembroke.

Below you will find statistical data from 2015. You will note that the format and category listing has changed in order to provide the useful information that pertains to our community.

Respectfully Submitted,

Dwayne R. Gilman  
Chief of Police



**PEMBROKE POLICE DEPARTMENT**Calls for Service and Activity 2015 by the members of the Pembroke Police Department

Dispatch Calls for .....	18,221
Station Calls / Walk-Ins for Service (M-F)...	6,635
911 Calls .....	40
Alarm Activations .....	322
Assist Citizens / Motorist .....	472
Assist Agency Police/Fire/Ambulance.....	614
Burglary .....	41
Civil Matters.....	52
Domestic Disturbance .....	112
Drug Offenses .....	65
D.U.I. ....	26
Juvenile Offense/Complaint.....	97
License to Carry Pistol/Revolver Issued....	176
Missing Person .....	29
Motor Vehicle Accidents.....	134
Motor Vehicle Complaints .....	154
Neighbor Disputes .....	21
Noise Complaints.....	69
Paperwork Service .....	435
Parking Complaints .....	165
Parking Tickets Issued.....	389
MV Summons Issued .....	472
Suspicious Person / Activity.....	184
Suspicious Vehicles .....	220
Theft.....	81
Vandalism .....	29
Welfare Check.....	80

## PEMBROKE POLICE DEPARTMENT

### ACTIVITY STATISTICS 2015

Total Offenses Committed	820
Total Crime Related Incidents	408
Total Felonies	154
Total Non-Crime Incidents	6
On View Arrests	139
Arrest (Based on Incident/Warrants)	114
Summons Arrests	4
Protective Custody	30
Juvenile (Arrests Referred/Handled)	40



## **PEMBROKE POLICE DEPARTMENT**

### **TABLE OF ORGANIZATION**

<b><u>ADMINISTRATION</u></b>	<b><u>SERVING SINCE</u></b>	
Chief Dwayne R. Gilman	1992	
Lt. Gary Gaskell	2007	Firearms Instructor, Training Officer
<b><u>PATROL DIVISION</u></b>	<b><u>SERVING SINCE</u></b>	
Sgt. Christopher Cunha	2007	FTO, Patrol Supervisor
Sgt. Jason Fiske	2014	Patrol Supervisor, Firearms Instructor
Off. Karl Hanson	2007	Patrol Officer
Off. Angela Bergeron	2008	Patrol Officer, SRO, D.A.R.E. Instructor
Off. Thomas Sheveland	2013	Patrol Officer
Det. Michael Foster	2013	Detective, Firearms Instructor
Off. Jordan Boisvert	2014	Patrol Officer
Off. Kristin Vincent	2015	Patrol Officer
Off. Robert Welch	2015	Patrol Officer
Open Position		Patrol Officer
<b><u>ADMINISTRATIVE DIVISION</u></b>	<b><u>SERVING SINCE</u></b>	
Mary Ann Ricciotti	1993	Administrative Assistant / Records
Annette Alley	1997	Receptionist

LOT MERGER PUBLIC NOTICE

# **NOTICE**

If you own real estate lots that were involuntarily merged by municipal action, you may be able to have those lots restored to their pre-merger status.

Your property may qualify if two or more lots were merged for zoning, assessing, or taxation purposes and the merger occurred:

- During your ownership, without your consent; or
- Prior to your ownership, if no previous owner consented to the merger.

To restore your property to pre-merger status, you must:

- Make a request to the local governing body
- No later than December 31, 2016.

Once restored:

- Your properties will once again become separate lots; however, they must still conform to applicable land use ordinances. Restoration does not cure non-conformity.

*Read the full statute at RSA 674:39-aa Restoration of Involuntarily Merged Lots (ATTACHED)*

## **LOT MERGER PUBLIC NOTICE**

### **TITLE LXIV PLANNING AND ZONING**

#### **CHAPTER 674 LOCAL LAND USE PLANNING AND REGULATORY POWERS**

##### ***Regulation of Subdivision of Land***

##### **Section 674:39-aa**

##### **674:39-aa Restoration of Involuntarily Merged Lots. –**

##### **I. In this section:**

(a) "Involuntary merger" and "involuntarily merged" mean lots merged by municipal action for zoning, assessing, or taxation purposes without the consent of the owner.

(b) "Owner" means the person or entity that holds legal title to the lots in question, even if such person or entity did not hold legal title at the time of the involuntary merger.

(c) "Voluntary merger" and "voluntarily merged" mean a merger under RSA 674:39-a, or any overt action or conduct that indicates an owner regarded said lots as merged such as, but not limited to, abandoning a lot line.

II. Lots or parcels that were involuntarily merged prior to September 18, 2010 by a city, town, county, village district, or any other municipality, shall at the request of the owner, be restored to their premerger status and all zoning and tax maps shall be updated to identify the premerger boundaries of said lots or parcels as recorded at the appropriate registry of deeds, provided:

(a) The request is submitted to the governing body prior to December 31, 2016.

(b) No owner in the chain of title voluntarily merged his or her lots. If any owner in the chain of title voluntarily merged his or her lots, then all subsequent owners shall be estopped from requesting restoration. The municipality shall have the burden of proof to show that any previous owner voluntarily merged his or her lots.

III. All decisions of the governing body may be appealed in accordance with the provisions of RSA 676.

IV. Any municipality may adopt local ordinances, including ordinances enacted prior to the effective date of this section, to restore previously merged properties that are less restrictive than the provisions in paragraph I and II.

V. The restoration of the lots to their premerger status shall not be deemed to cure any non-conformity with existing local land use ordinances.

VI. Municipalities shall post a notice informing residents that any involuntarily merged lots may be restored to premerger status upon the owner's request. Such notice shall be posted in a public place no later than January 1, 2012 and shall remain posted through December 31, 2016. Each municipality shall also publish the same or similar notice in its 2011 through 2015 annual reports.

**Source.** 2011, 206:4, eff. July 24, 2011.

## **CEMETERY COMMISSION**

In 2015, the Pembroke Cemetery Commission focused its planning on Evergreen Cemetery on Buck Street, near Suncook Village. Evergreen Cemetery contains a stand of white pine trees that on several occasions have been broken by high winds, damaging nearby monuments. As authorized by Article #8 on the 2014 Town Warrant, the Commission has consulted with a licensed forester to develop a plan to harvest these trees while safeguarding the cemetery's monuments and other features. This project, which depends on well-frozen ground, had to be postponed until the winter of 2015-16. The work will reduce the hazard to existing graves and future repair costs while freeing space for future burials.

In the spring of 2016, the Commission will have the brick Badger-Appleton Tomb at Evergreen Cemetery professionally re-pointed. This tomb holds the bodies of Brevet Major William H. Appleton (1845-1912) of Suncook and family members. Appleton was awarded the Congressional Medal of Honor for gallant action at the siege of Richmond during the Civil War, but his heroism has largely been forgotten in Pembroke.

On a more modest level, the Commission will continue its ongoing town-wide program of repairing damaged gravestones and monuments within the limits of its annual budget.

The Commission is pleased to welcome new member Ellen Paulsen.

The Commission extends its appreciation to Christine Addington of the Public Works Department, who has done exemplary work in organizing and rectifying cemetery deeds and burial licenses.

Commission members will place flags on veterans' graves before Memorial Day, May 30, 2016, and will appreciate knowing of any veteran's grave that is not currently marked with a flag holder.

The Commission solicits contributions or bequests to the Cemetery Improvement Fund, administered by the Trustees of Trust Funds. Enlargement of the fund through gifts will provide an endowment for cemetery upkeep and improvement. Gifts or bequests should be made care of the Pembroke Trustees of Trust Funds and designated for the Cemetery Improvement Fund.

Respectfully submitted,

David Richards, Chairman

James Garvin, Secretary

Donald Hill

Fleda Young

Ellen Paulsen

James Boisvert, Director of Public Works and  
Superintendent of Cemeteries

Victor J. Ranfos III, Public Works Department

# PEMBROKE SCHOOL DISTRICT







## **PEMBROKE SCHOOL DISTRICT**

**For the Year Ending June 2015**

**Moderator**  
THOMAS E. PETIT

**District Clerk**  
CYNTHIA MENARD

**Treasurer**  
JILLIAN TOPLIFF

### **School Board**

THOMAS SERAFIN  
DAVID DOHERTY  
PATRICIA N. BOUCHER  
DANIEL DRISCOLL  
JANNA CULBERSON

Term Expires 2016  
Term Expires 2016  
Term Expires 2017  
Term Expires 2017  
Term Expires 2018

**Co-Superintendents of Schools**  
DR. GAIL E. PALUDI ~ PATTY SHERMAN

**Business Manager**  
PETER AUBREY

**Auditor**  
BRENT W. WASHBURN, C.P.A.

**PEMBROKE SCHOOL DISTRICT**

**PEMBROKE SCHOOL DISTRICT ANNUAL MEETING  
PEMBROKE ACADEMY AUDITORIUM  
TOWN OF PEMBROKE, NH  
Saturday, March 7, 2015**

**ABSTRACT OF MINUTES**

The annual Pembroke school district meeting was called to order at 10:00 AM by Moderator Thomas Petit. Supervisors of the checklist present were Linda Williams, Patricia Crafts and Patricia Manseau. Registered voters were checked in at the door and received an orange voter card. Moderator Petit instructed the voters present on meeting protocol, emergency exits, annual reports and printed materials for voters in the entrance hallway. Moderator Petit introduced members of the Pembroke Budget Committee; Mark Lepage Chairman, Gerry Fleury Vice Chairman, Clint Hanson, Brian Seaworth, Justine Courtemanche Selectmen's Representative, Marie Chouinard, Mike Connor, Dan Crean and Karen Dowling. Moderator Petit introduced members of the Pembroke School Board and Administrative Unit; Dan Driscoll Chair, Thomas Sarafin, Patricia Boucher, Dave Doherty, Janna Culberson, Patty Sherman Superintendent and Peter Aubrey Business Administrator. Students from the Pembroke Village and Hill School's led the voters in the Pledge of Allegiance. Following the National Anthem a motion was made by Dan Crean to dispense with the reading of the warrant, seconded by Mark Lepage. All voters present were in agreement. Article #1 was the first order of business.

**ARTICLE #1** – To hear the reports of Agents, Auditors, Committees or Officers chosen, and to pass any vote relating thereto.

There was no business to conduct under this article.

**ARTICLE #2** – To see if the Pembroke School District will accept the provision of RSA 198:20-b providing that any school district at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the School Board to apply for, accept and expend, without further action by the school district, unanticipated money from a state, federal or other governmental unit or a private source which becomes available during the fiscal year.

**MOTION TO ACCEPT: Thomas Serafin  
VOTE: YES**

**SECONDED: Gerry Fleury  
ARTICLE #2 ADOPTED**

**ARTICLE #3** – To see if the Pembroke School District will vote to establish a Site-improvement Expendable Trust Fund under the provisions of RSA 198:20-c for the purpose of Site-improvement and all related costs at all property owned by the District, and further, to raise and appropriate the sum of up to one hundred thousand dollars (\$100,000) to be placed in this fund, this sum to come from June 30, 2015 fund balance available for transfer on July 1, 2015. No amount to be raised from taxation.

*School Board Recommends Approval (5-0)  
Budget Committee Does Not Recommend Approval (2-8)*

**MOTION TO ACCEPT: Dan Driscoll  
VOTE: YES**

**SECONDED: Dave Doherty  
ARTICLE #3 ADOPTED**

## PEMBROKE SCHOOL DISTRICT

Dan Driscoll gave the history over the past year with the school board's decision of the wording in this article, "site-improvement." Mr. Driscoll stated attorney input as well as input from the Department of Revenue Administration was obtained.

Gerry Fleur Trustee of the Trust Funds spoke to the legal obligation to oversee the funds that are appropriated and to make sure they are expended for reasons that are in keeping with the trust article. Mr. Belanger read a section from the statute.

Dan Driscoll explained that the school board would not be agents to expend this fund, whatever was decided to do with fund would come back to the voter body for approval.

Mark Lepage speaking for the budget committee stated they had difficulty with the working of this article allowing proper flexibility and intent. Mr. Lepage explained that the original article had the school board as agents to expend; the school board did revise that in this article.

Dan Crean spoke in opposition, stating concern of vagueness with the purpose and use of surplus funds. Mr. Crean asked if this fund would allow for the acquisition of property.

Karen Dowling stated concern with the wording of this article stating as residents we need clarity of how our money is being spent.

Dianne Schuett State Representative asked to consider if the language in the article could be amended to satisfy the voters.

Clint Hanson asked that the voters not lose sight of what is being asked for in this article; the flexibility to use surplus funds for improvements.

Dan Driscoll clarified; the school board is not looking to and cannot buy property with this fund. Whatever the school board brings forward for a project from this fund the tax payers will need to vote on before being spent. Mr. Driscoll stated there is transparency in what this article is for.

**ARTICLE #4** – To see if the Pembroke School District will vote to raise and appropriate the sum of ninety thousand dollars (\$90,000) for the purpose of paving Belanger Drive, and authorize the withdrawal of ninety thousand dollars (\$90,000) from the Site-improvement Expendable Trust Fund for these purposes.

*School Board Recommends Approval (5-0)  
Budget Committee Does Not Recommend Approval (2-8)*

**MOPTION TO ACCEPT: Dan Driscoll**

**SECONDED: DAVE DOHERTY**

**VOTE: YES**

**ARTICLE #4 ADOPTED**

## **PEMBROKE SCHOOL DISTRICT**

Dan Driscoll Chairman of the School Board asked for Jonathan Burnham Pembroke School District Maintenance Director to explain this article. Mr. Burnham discussed the history of Pembroke Hill School's Belanger Drive and the recommendations sought to re-claim, repair and re-grade Belanger Drive.

Mark Lepage stated the budget committee does not recommend approval of this article, however there is no disagreement that it needs to be done. Mr. Lepage explained that due to lengthy issues with drainage the road should be engineered and the budget committee is in favor of a longer term solution with the road being properly engineered first.

Gerry Fleury Trustee of the Trust Funds discussed where this money will come from, if there is no fund balance there are no funds. What you are being asked to do is spend \$90,000 and we don't know if they have it yet, it is a zero balance. Mr. Fleury explained that a year from now this money may be in this account and the ability to spend would be there. Mr. Fleury asked the voters to be prudent and cautious; vote this article down.

Dan Driscoll stated the school board had brought this to the attorney and was advised if there is no money in the fund, the article would not go forward.

Peter Mehegan made a motion "to amend the article to add contingent upon availability of the funds after the parenthetical \$90,000 is available." Gerry Fleury seconded.

Clint Hanson stated that legal counsel present has clarified if the money is not in the account it cannot be spent. Sue Seidner asked if the account had \$70,000, would they spend that and do less of a job.

Dan Driscoll stated the school board would not do a project that would not fix the road for a long time; \$70,000 would not cover the project, they would not move forward with it.

Moderator re-read the Amendment. The Amendment failed.

**ARTICLE #5** – To see if the Pembroke School District will vote to raise and appropriate the sum of up to one hundred eighteen thousand, five hundred dollars (\$118,500) for the purpose of replacing flooring, windowsills, bathroom renovation, and office space and authorize the withdrawal of one hundred eighteen thousand, five hundred dollars (\$118,500) from the School Building Capital Reserve Fund for these purposes.

*School Board Recommends Approval (5-0)*  
*Budget Committee Recommends Approval (9-1)*

**MOTION TO ACCEPT: Dan Driscoll**

**SECONDED: Dave Doherty**

**VOTE: YES**

**ARTICLE #5 ADOPTED**

## PEMBROKE SCHOOL DISTRICT

**ARTICLE #6** – To see if the Pembroke School District will vote to raise and appropriate the sum of up to fifty thousand dollars (\$50,000) to be added to the School Building Capital Reserve Fund previously established, with such amount to be funded from the June 30, 2015 unreserved fund balance available for transfer on July 1, 2015. No amount to be raised from taxation.

*School Board Recommends Approval (5-0)*  
*Budget Committee Recommends Approval (7-3)*

**MOTION TO ACCEPT: Dan Driscoll**

**SECONDED: Dave Doherty**

**VOTE: YES**

**ARTICLE #6 ADOPTED**

**ARTICLE #7** – To see if the Pembroke School District will vote to raise and appropriate the sum of up to twenty-five thousand dollars (\$25,000) to be added to the Equipment Expendable Trust Fund previously established, with such amount to be funded from the June 30, 2015 unreserved fund balance available for transfer on July 1, 2015. No amount to be raised from taxation.

*School Board Recommends Approval (5-0)*  
*Budget Committee Recommends Approval (8-2)*

**MOTION TO ACCEPT: Dan Driscoll**

**SECONDED: Dave Doherty**

**VOTE: YES**

**ARTICLE #7 ADOPTED**

**ARTICLE #8** – To see if the Pembroke School District will vote to raise and appropriate the sum of up to twenty-five thousand dollars (\$25,000) to be added to the Instructional Materials Expendable Trust Fund previously established, with such amount to be funded from the June 30, 2015 unreserved fund balance available for transfer on July 1, 2015. No amount to be raised from taxation.

*School Board Recommends Approval (5-0)*  
*Budget Committee Recommends Approval (3-7)*

**MOTION TO ACCEPT: Dan Driscoll**

**SECONDED: Dave Doherty**

**VOTE: YES**

**ARTICLE #8 ADOPTED**

Dan Driscoll explained this article and looked at potential expenses over the next few years, mostly for books, science equipment, etc.

Mark Lepage stated the budget committee was not in favor of this because there was no plan submitted for expending.

## PEMBROKE SCHOOL DISTRICT

Sally Hiland asked if the money does not appear then how are these articles funded.

Gerry Fleury explained that the school district is actually a department of the town; the way that it works is whatever the school does not spend out of their budget, leftover funds become available to fund these capital reserves. When we vote the final article today at the end of the day that amount almost never gets spent in its entirety so whatever is left over when the books get closed out fund these capital reserves. The town is different, we raise and appropriate amounts for items and there is a certainty that it will hit your tax rate. It is a different mechanism and there is a certainty that the money will be there.

Joanne Dupuis asked what would be the consequence of not funding this article?

Dan Driscoll explained in the short term there would not be enough money to fund

Gerry Fleury Trustee of the Trust Funds stated there is \$109,667.78 in the fund now. As of February 25, there is about \$40,000 that the trustees of the trust funds have already voted to distribute based on a meeting and decisions made by the school board last June. The decision was made to spend money out of one of the capital reserves that they as agents can do. The trustees got the request last week. You will have better than \$69,999 in cash even if you don't appropriate this \$25,000. The school board says they have a plan and I take their word on that. A show of voter cards was too close to call the vote. Moderator selected two registered votes to count a show of orange vote card.

**COUNT: YES = 54**

**NO = 49**

**ARTICLE #9** – To see if the Pembroke School District will vote to raise and appropriate the sum of up to ten thousand dollars (\$10,000) to be added to the Technology Expendable Trust Fund previously established, with such amount to be funded from the June 30, 2015 unreserved fund balance available for transfer on July 1, 2015. No amount to be raised from taxation.

*School Board Recommends Approval (5-0)*  
*Budget Committee Recommends Approval (6-4)*

**MOTION TO ACCEPT: Dan Driscoll**  
**VOTE: YES**

**SECONDED: Dave Doherty**  
**ARTICLE #9 ADOPTED**

**ARTICLE #10** - To see if the Pembroke School District will vote to raise and appropriate the budget committee's recommended amount of \$25,074,192 for the support of schools, for the payment of salaries for the school district officials and agents, and for the payment for the statutory obligations of the District. This article does not include appropriations voted in other warrant articles.

*School Board Recommends Approval of \$25,074,192 (5-0)*  
*Budget Committee Recommends Approval of \$25,074,192 (8-2)*

## **PEMBROKE SCHOOL DISTRICT**

Moderator asked Mark Lepage Chairman of the Budget Committee to take the voters through the forms, handouts and information provided for this article. Mr. Lepage explained effects on the tax rates including rising costs for the school district in health insurance, retirement, transportation, and special education. Factors in state aid and revenue were explained. Mr. Lepage discussed appropriations, the differences between what was not recommended by the budget committee and what has been voted on in favor of so far today, the Town of Pembroke summary of tax rate 2010-2015 and effect on taxes. Mr. Lepage asked for question from the voters, there being none.

**MOTION: Mr. Lepage made a motion for article #10 in the amount of \$25,074,192.**

**SECONDED: Dave Doherty**

Moderator Petit asked for questions or statements from the voters, there being none Moderator Petit reread Article #10 in its entirety with the amount \$25,074,192.

**VOTE: YES**

**ARTICLE #10 ADOPTED**

**ARTICLE #11** – To choose Agents and Committees in relation to any subjects embraced in the Warrant.

There was no business needed to conduct under this article.

**ARTICLE #12** – To transact other business that may legally come before said meeting.

Joann Depuis of the Old Home Day Committee stated this year's date is August 22<sup>nd</sup> and asked for volunteers for Friday, Saturday and Sunday's Old Home Day events. Senior students needing community services hours are welcome.

Gary Seidner asked for attendance at the PA girls varsity basketball game tonight.

Peter Mehegan invited the community to the upcoming performance by the Pembroke Players to be held at Pembroke Academy Auditorium.

Sue Seidner asked for donations in scholarships for students pursuing careers in education.

There being no further business to discuss a motion was made to adjourn.

**MOTION TO ADJOURN: Mark Lepage**

**SECONDED: Gerry Fleury**

The Pembroke School District Meeting on Saturday, March 7, 2015, was adjourned at 11:07 AM.

Respectfully submitted;  
Cynthia E. Menard  
School District Clerk

**PEMBROKE SCHOOL DISTRICT**

**THE STATE OF NEW HAMPSHIRE**

TO THE INHABITANTS OF THE SCHOOL DISTRICT IN THE TOWN OF PEMBROKE, QUALIFIED TO VOTE IN DISTRICT AFFAIRS:

You are hereby notified to meet at the Pembroke Three Rivers School in said District on the 8th day of March, 2016 at 11:00 o'clock in the forenoon, to act upon the following subjects:

1. To choose a Moderator for the ensuing year.
2. To choose a Clerk for the ensuing year.
3. To choose two (2) members of the School Board for the ensuing three years.
4. To choose a Treasurer for the ensuing year.

The polls are to open at 11:00 A.M. and will close not earlier than 7:00 P.M.

All other School District business to be conducted at the regular School District meeting as otherwise posted.

Given under our hands at said Pembroke this       day of February, 2016.

Thomas Serafin, Chair  
Patricia Nardone-Boucher  
Janna Culberson  
Daniel Driscoll  
David Doherty

**PEMBROKE SCHOOL BOARD**

A True Copy of Warrant - Attest

Thomas Serafin, Chair  
  
Patricia Nardone-Boucher  
  
Janna Culberson  
  
Daniel Driscoll  
  
David Doherty

**PEMBROKE SCHOOL BOARD**



## PEMBROKE SCHOOL DISTRICT

***Brent W. Washburn, CPA, Prof. Assoc.***

38 Daffodil Drive  
Loudon, New Hampshire 03307  
603-708-1263

### Independent Auditors Report

The School Board  
Pembroke School District  
Pembroke, New Hampshire

#### **Report on the Financial Statements**

I have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Pembroke School District as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the School District's basic financial statements as listed in the table of contents.

#### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditor's Responsibility**

My responsibility is to express opinions on these financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions my opinion, the financial statements referred to previously

## PEMBROKE SCHOOL DISTRICT

### Opinions

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Pembroke School District as of June 30, 2015, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison and long term debt information on pages 3 through 4 and page 24 and 25 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquires of management about the methods of preparing the information and comparing the information for consistency with management's responses to my enquires, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

### Other Information

My audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Pembroke School District basic financial statements. The introductory section, combining and individual non major fund financial statements, and statistical section, are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by United States Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the basis financial statements.

The combining and individual non major fund financial statements and the schedule of expenditures of federal awards are the responsibility of management and were derived from the related directly to the underlying accounting and other records used to prepare the basic financial statements. Such information have been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the combining and individual non-major fund financial statements and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subject to the auditing procedures applied in the audit of the basis financial statements and, accordingly, I do not express an opinion or provide any assurance on them.

## PEMBROKE SCHOOL DISTRICT

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, I have also issued my report dated January 15, 2016, on my consideration of the Pembroke School District's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Pembroke School District's internal control over financial reporting and compliance.

Respectfully Submitted,

***Brent W. Washburn, CPA***  
Loudon, New Hampshire  
January 15, 2016

## PEMBROKE SCHOOL DISTRICT

### BOND PAYMENT SCHEDULE

		Principal	Interest
<b>Addition</b>	July, 1999 Pembroke Academy	(\$8,445,000)	
	2011/12	575,000	89,394
	2012/13	575,000	64,957
	2013/14	575,000	40,519
	2014/15 (Final)	395,000	19,907
<b>Roof</b>	December, 2011	(\$510,000)	
	2012/13	45,700	20,660
	2013/14	50,000	17,700
	2014/15	50,000	15,700
	2015/16	50,000	13,700
	2016/17	45,000	11,700
	2017/18	45,000	9,900
	2018/19	45,000	8,100
	2019/20	45,000	5,850
	2020/21	45,000	3,600
	2021/22 (Final)	45,000	1,350



**PEMBROKE SCHOOL DISTRICT**

**STATISTICAL REPORT FOR PEMBROKE**

**2014/15**

	<b><u>Elementary</u></b>	<b><u>Secondary</u></b>	<b><u>Total</u></b>
Half Days in Session	358	358	358
Enrollment	786	885	1,671
Percent of Attendance	96.1	95.3	95.7
Average Daily Attendance	726.1	792.1	1,518.1

**CO-SUPERINTENDENTS' SALARY**

**2014/15**

Allenstown	\$ 27,966
Chichester	24,358
Deerfield	43,303
Epsom	37,664
Pembroke	<u>92,243</u>
	\$225,534

**BUSINESS MANAGER'S**

**SALARY 2014/15**

Allenstown	\$11,394
Chichester	9,924
Deerfield	17,643
Epsom	15,346
Pembroke	<u>37,583</u>
	\$91,890

**REPORT OF SCHOOL DISTRICT TREASURER**

For the Fiscal Year July 1, 2014 to June 30, 2015

**CASH ON HAND JULY 1, 2014** \$ 1,508,352.93

Received from Selectmen	11,760,781.00	
Revenue from State Sources	6,726,012.90	
Received from all Other Sources	<u>6,988,415.38</u>	
<b>TOTAL RECEIPTS</b>		<b><u>25,475,209.28</u></b>

Total Amount Available for Fiscal Year	\$26,983,562.21
Less School Board Orders Paid	<u>25,972,380.97</u>
<b>BALANCE ON HAND JUNE 30, 2015</b>	<b>\$ 1,011,181.24</b>

**Jillian Topliff**  
**District Treasurer**

## PEMBROKE SCHOOL DISTRICT

### TEACHER'S SALARY SCHEDULE 2015/16

STEP	BA	BA+15	MA	MA+16
1	33,500	34,766	38,565	39,831
2	35,105	36,371	40,170	41,436
3	36,711	37,977	41,776	43,042
4	38,316	39,582	43,381	44,647
5	39,921	41,187	44,986	46,252
6	41,527	42,793	46,592	47,858
7	43,132	44,398	48,197	49,463
8	44,737	46,003	49,802	51,068
9	46,343	47,609	51,408	52,674
10	47,948	49,214	53,013	54,279
11	49,553	50,819	54,618	55,884
12	51,159	52,425	56,224	57,490
13	52,764	54,030	57,829	59,095
14	54,369	55,635	59,434	60,700
15	56,683	57,949	61,748	63,014

### SCHOOL EMPLOYEE SALARY RANGES

Secretaries	\$14.35/hr.-\$19.51/hr.
Teacher Aides	\$12.17/hr.-\$13.13/hr.
Custodians	\$12.57/hr.-\$19.99/hr.
Lunch Program	\$10.40/hr.-\$13.58/hr.

### SCHOOL OFFICERS SALARIES

#### SCHOOL BOARD MEMBERS

Tom Serafin, Chair	\$600.00
Janna Culberson	\$600.00
Daniel Driscoll	\$600.00
David Doherty	\$600.00
Patricia Nardone-Boucher	\$600.00

#### DISTRICT CLERK

Cynthia Menard	\$25/Meeting
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#### MODERATOR

Tom Petit	\$65/Meeting
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#### DISTRICT TREASURER

Jillian Topliff ~ Stacy Driscoll	\$4,000.00
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#### DIRECTOR OF MAINTENANCE

Joshua Coughlin	\$65,000.00
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**PEMBROKE SCHOOL DISTRICT**

PEMBROKE SCHOOL DISTRICT  
2015  
SUMMARY REPORT  
SPECIAL EDUCATION EXPENDITURES/REVENUES

In accordance with RSA 32:11-a, the following summary represents actual special education expenditures and offsetting revenues for the previous two fiscal years.

	<u>FY 2013/14</u>	<u>FY 2014/15</u>
Actual Expenditures	\$5,740,595	\$5,511,387
Actual Revenues		
♦ Catastrophic Aid	\$ 313,722	\$ 212,246
♦ Medicaid	139,995	177,681
♦ Federal Grant	330,074	341,336
♦ Tuition	686,971	567,240
♦ Transportation	23,650	922
Total Offsetting Revenues	\$1,494,412	\$1,299,425

- Notes:
- Actual expenditures represent a total of all designated special education budget categories. Services provided through regular education categories cannot be accurately segregated.
  - Adequate Education Aid paid in both fiscal years above contained various weighted stipends for those students identified as having special needs. These cannot be accurately identified as a separate revenue category.

## **PEMBROKE SCHOOL DISTRICT**

### **SAU #53 Serving the Districts of Allenstown, Chichester, Deerfield, Epsom, and Pembroke**

#### **Report of the Superintendents**

"Education is the most powerful weapon which you can use to change the world." Nelson Mandela

We are honored to serve as your Co-Superintendents and continue to enjoy working as a team to provide the best possible education for each student in all of our Districts. Although Ms. Sherman has primary responsibility for the Pembroke and Deerfield Districts and Dr. Paludi has primary responsibility for the Allenstown, Chichester, and Epsom Districts, we enjoy interacting with the faculty and staff from each District throughout the year. We are constantly impressed with the quality of programs offered to the students in each of our Districts. SAU #53 is fortunate to have dedicated administrators, teachers, and support staff who strive every day to provide an outstanding education to prepare students to be college and career ready.

The Districts in SAU #53 continue to struggle with being fiscally responsible while providing quality educational experiences for all of our students. This fall we have been faced with the challenges of managing our budgets while continuing to be concerned about the impact of our budgets on our community members. We have all devoted numerous hours to prioritizing adjustments to budgets so that any decisions made have the least direct impact on students.

Our SAU office has had several changes to our staff. We were pleased to welcome Mrs. Amber Wheeler as our Business Administrator and Mrs. Dalisa Greenleaf as Assistant to the Business Administrator. Our office has enjoyed getting to know both of them and have valued their expertise and prior experiences. We continue to develop processes and procedures that allow us to increase our efficiency and effectiveness while providing outstanding service to all of our five Districts.

Several of our Districts have joined forces with several other districts in New Hampshire to participate in an Instructional Rounds Program that is designed to provide feedback to schools and teachers regarding their current educational strategies and practices. The Instructional Rounds process has been beneficial in focusing our schools on best practices and reflection designed to enhance teaching and learning.

Our SAU #53 Literacy Data Team and Numeracy Data Team, consisting of members from all five Districts, have continued working collaboratively to enhance curriculum, instruction, and assessment throughout the SAU. Our focus this year has been on the analysis of data to drive instruction in all of our schools. We have been able to analyze STAR data by individual school, district, and across the SAU. We have begun the analysis of the Smarter Balanced Assessment data that was released in November. The Smarter Balanced Assessment was administered for the first time in spring 2015. This baseline data will assist us in evaluating our programs and instructional practices.

Our schools were fortunate to have a visit and safety assessment by a representative from the Department of Homeland Security. As a result of those assessments, recommendations were made to assist schools in providing the safest possible environment for students and staff. Many of the recommendations were put into place and will continue to be implemented throughout the year.

SAU #53 continues to have supportive communities and for that we are grateful. We appreciate the continued support of our schools and students. In our role as Co-Superintendents of Schools, one of our goals is for each community to increase its awareness and involvement in all of our school communities. Please feel free to contact our office if you have questions, need information, or want to offer suggestions. We extend a personal invitation to everyone to join us at any time to discuss the SAU and the Districts we serve to learn more about the outstanding education being provided to the students throughout the SAU. We welcome your input as we truly believe that "it takes a village".

Respectfully submitted,

*Dr. Gail E. Paludi*  
*Ms. Patty Sherman*  
*Co-Superintendents of Schools*



## PEMBROKE SCHOOL DISTRICT

209 Academy Road  
Pembroke, NH 03275



(603) 485-7881  
Fax (603) 485-1824

### PEMBROKE ACADEMY

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#### Pembroke Academy Headmaster's Report

The commencement of the 2015-2016 school year brought with it significant optimism and outstanding potential for Pembroke Academy. We welcomed Rekha Luther to our team as our new Dean of Students in Blanchard House. Rekha is ambitious, energetic, and a collaborative administrator and we're very fortunate to have her on board. After enjoying three years in the Dean's chair, I now have the remarkable privilege of serving Pembroke Academy as Headmaster. I owe a tremendous debt of gratitude to my predecessors, Bob Pedersen and Michael Reardon. The former for guiding Pembroke Academy through a transitory year in 2014-2015 and mentoring me in an unofficial capacity, while the latter gave me my first opportunity as an administrator and taught me a great deal about building leadership.

Pembroke Academy has customarily established three building goals for the 2015-2016 academic year. First and foremost among them, we will strive **to promote a culture of academic achievement**. I firmly believe that we have long-been a school that features a student body with great academic potential, we simply need to instill in our students an appreciation for high-caliber performance. Secondly, we aspire to **develop a plan to report whole-school achievement of our 21<sup>st</sup> Century Learning Expectations** (otherwise known as SELs). In order to take a pragmatic approach, if we are to satisfy our primary goal this year, logically we will need a way to provide feedback to our students on their progress. I believe we can always do better when it comes to informing students to take greater ownership of their learning. Lastly, but certainly no less important, is our building goal of **increasing effective communication at Pembroke Academy**. This goal represents every manifestation of communication, whether it is educator-student, educator-parent, or educator-educator. We need to make every effort to keep one another informed by providing clear, mutually accessible channels for dialogue.

Another area of significance for Pembroke Academy is certainly maintaining our commitment to studying the effects of our master schedule change in 2014-2015. We have already compiled a wealth of data from teachers, students, and parents about what the switch from four (90-minute) blocks to six (55-minute) periods has yielded. In an effort to continue to maximize the acquisition of knowledge, while simultaneously providing the most beneficial learning environment, we must also be sensitive to maintaining a healthy balance of those two needs. We are dedicated to acquiring feedback from all of our stakeholders, processing that information, and making the best, most informed decisions possible with regards to providing the very best 21<sup>st</sup> Century education.

Respectfully submitted,

Paul C. Famulari  
Headmaster

## PEMBROKE SCHOOL DISTRICT

### Three Rivers School

#### Principal Report

It has been a great start to another school year at Three Rivers School! This year Three Rivers welcomes two new staff members, Katie O’Gorman who is transferring from Hill and Village Schools to teach art, and Ann Morea who teaches Spanish. They both have been a great addition to Three Rivers School.

Our new development this year is the finalized plans for our new Discovery Area! This is an exciting project that will enhance the exterior of Three Rivers School, and provide a unique learning environment for our students, as well as a destination for the entire Pembroke community. The plans (see plan below) include a playground area, fitness trail, stage, and an outdoor classroom featuring a NH habitat and vegetable/flower gardens. Both PALS members Jennifer Dorr and Joy Martineau have been great partners and supporters of the project. Tammy Boucher, of Boucher Public Relations LLC, has been very generous with her expertise and time. Any one who is interested in volunteering, donating or sponsoring please call Three Rivers at 485-9539. We hope to break ground this spring!



An ongoing area of focus at Three Rivers School is the continued partnership with the Pembroke Police and Fire Departments to evaluate, plan, and practice safety protocols with staff and students. All four buildings, and the SAU, work collaboratively to ensure a comprehensive plan is followed throughout the school district. With this focus we continually strive to make our school as safe as possible through drills, building inspections and training for all students and staff.

On the athletic front, teams are participating in their second year in the Southeast League. Both soccer teams qualified for the tournament, and the girls placed second! The cross-country team also participated in the league championships at Coe-Brown. Congratulations to all student athletes and coaches for a great season.

## **PEMBROKE SCHOOL DISTRICT**

The exciting news in the Music Department is that our program is exploding! Three years ago we had a concert band of about 10 to 12 students. Over the past three years we have increased our band offerings at the Hill school, added band and chorus to the TRS daily schedule, and increased student access to instruments. This has been accomplished by tremendous parent support. The results have been truly amazing as this year numbers are 138 students in band and 97 in chorus. That is almost 70 percent of the school in band or chorus!

In the area of Technology, integration is flourishing at Three Rivers School. Our focus this year is to provide resources to students, teachers, and parents in a digital, paperless format. Towards this goal many teachers have employed the use of Google Classroom, which provides teachers an online workspace where they can post resources and announcements for students to complete assignments. Students complete their assignments and “virtually” hand assignments into their teachers. Google Classroom helps organize the traditional classroom in a paperless environment format. In addition, Google Applications for Education, our school website, along with One Call Now system increases communication between school and home. Lastly, our parent portal provides real time information for parents regarding their child’s grades, and starting this year, we are providing parents with a digital copy of their child’s report card.

As always it is not only a pleasure but also an honor to work with students and the Pembroke community.

Respectfully submitted,

*Jonathan Marston*  
*Principal*  
*Three Rivers school*

## **PEMBROKE SCHOOL DISTRICT**

### **Pembroke Hill School Annual Principal's Report 2015**

I begin my tenure as the Pembroke Hill School Principal with great enthusiasm for the wonderful work happening in our school and the broader community and great hope for what we can accomplish together. As soon as I spoke with Kristi Button in her capacity as the school district's representative last spring, I could sense this was a special opportunity, and that sense grew as I met and talked with teachers, district administrators, and parents throughout the interviewing process. And the former Principal, Karen Cloutier, graciously assisted me in my transition into my new position as she herself transitioned to hers. My first months here have further only deepened my excitement and intensified my hope for the things we can accomplish together in the coming years.

In terms of personnel changes for this school year, Ms. O'Gorman, the art teacher, moved to the Three Rivers School, and Ms. Kayla Granoff was hired as her replacement and has brought incredible energy to her new position and role. Mrs. Sarah Shirilla gave birth the day after school ended. She taught to the very end of the school year. That is impressive timing. Sarah is taking an extended maternity leave for the year. Mrs. Lisa Colpitts has assumed the role as the Literacy Coach while Mrs. Shirilla is on leave. Lisa's move to Literacy Coach vacated a third grade teaching position for the year, and that has allowed one of our beloved teacher-certified paraprofessionals, Ms. Debra Caldwell, to teach third grade for the year.

During the summer, we saw the efforts of Mrs. Jenny Jones come to fruition. She was instrumental in getting a Safe-Routes-to-School grant for improvements to the drive to PHS. Through her efforts, we now have a stoplight at the end of Pembroke Hill School Road, new sidewalks, and a freshly resurfaced Belanger Drive. A new bike rack has been added for students who ride their bikes to school, and it has been fantastic to see so many kids riding their bikes to school this fall. Two new basketball hoops have been added to the playground and the building has received a bit of a facelift as well: the awning over the entrance of the school was replaced, and the front entrance inside was painted to welcome our students back to school.

Michelle Leriche transitioned off the special education team to serve our students and teachers in her new role as Math Coach. This new position provides the opportunity for the coach to gain a bird's eye view of our math curriculum, from second to fourth grade, research best practices, and come alongside teachers to implement any changes needed for students to be as engaged as possible in math.

Some curricular highlights.... Our third and fourth grade students recently participated in the global Hour of Code this December. Students learned computer-programming basics by using drag-drop block coding to program droids such as BB-8! Our fourth graders will also visit the State House and get a peek at the past and present legislative process in New Hampshire. The second graders recently traveled (virtually) around the world and learned about different cultures through the Google Tour Builder.

In cooperation with Ms. Kate Keck and Mrs. Becky Butler, Mr. Luke Walton continues to cultivate our band program this year through supplemental instrument practice for fourth graders. We increased the space available for Mr. Walton's music instruction, so that we now have one room for music class and another for instrumental practice. In Mr. Walton's capable hands, our music program continues to grow and mature.

## **PEMBROKE SCHOOL DISTRICT**

The Drama Club will be performing The Lion King LIVE! this year and we are eager to see the hard work of the students in the spring. Meanwhile, Girls on the Run, supervised by second grade teacher, Mrs. Maria Jaquez, develops self-respect and healthy lifestyles for our female students and concludes with a 5K race in May. The Outing Club, lead by Mrs. Becky Butler, features monthly outdoor activities, including hiking, snowshoeing, biking, sledding, skating, kayaking/canoeing, and ice fishing. It's a wonderful opportunity for students and families to enjoy New England's great outdoors. We are hard at work developing other healthy initiatives for our students as well.

Our parent organization (PALS) provides immeasurable support to our school. Monies raised by PALS helps fund field trips, bring performers to our assemblies, and assists teachers in purchasing extra materials for their classrooms. PALS also sponsors many of our successful community events throughout the year: the back-to-school ice cream social, the Halloween Party, the Holiday Fair, Bingo for Books, Family Science Night, the Sweetheart Dance, and the Spring Carnival. We are fortunate to have such dedicated parents who generously give of their time and talents.

It has been my genuine privilege to get to know this group of teachers and the community we all serve, and I look forward to working with this community for many years to come.

Respectfully submitted,

*Suzie Griffith, Principal*

## **PEMBROKE SCHOOL DISTRICT**

### **Pembroke Village School Principal Report**

“Even The Smallest Person Can Change The Course of The Future.”

-J.R.R. Tolkien

And it begins here at the Village School. We recognize the uniqueness of each child and they are challenged each day to reach for the stars. Kindergarten has the greatest challenges of all grades. For many, it is the first time they are in a school setting, away from their parents, learning all the rules and expectations, as well as each child bringing different life experiences on the very first day. The learning process is amazing and the joy and pride in their discoveries are different for each child. Our students are supported by a Village of educators committed to giving students focused differentiated instruction in an effort to support all learners. Families support this effort as well. It truly does take a Village!

We started our Village Book Mobile last spring. It is our way of sharing books with families that may not have any in their homes as well as sharing and trading with families whose shelves can't hold anymore.

Using federal grant funds we were able to offer a preschool program to our three and four year old Village children. Mrs. Terry Ferraro, their teacher has provided an opportunity for them to be exposed to an enriching learning environment filled with lots of exploration and discovery. This experience will ultimately ease the transition and expectations to kindergarten.

Renee Callison, one of our first grade teachers was given special recognition by the School Board for her work with students and families using technology. She shared many ways technology has enriched her teaching and communication with families, however she reminded everyone of the value and importance of communicating in person and by telephone.

Nancy Dwinnells retired after teaching in Pembroke for many years. She was an excellent teacher who did anything she had to in order to get her students' interest sparked. Let's just say, she wore many hats and made positive differences in many of her students' lives and even some of their parents.

We welcomed, Jill Pellerin, as a kindergarten teacher. Jill's transition was seamless being she had been a para-professional working with the Village students for a few years while she finished school.

Ms. Kayla Granoff joined our staff this September filling the position left vacant by Katie O'Gorman who wanted the opportunity to teach older students at Three Rivers. Kayla's art room is filled with our young artists who are being encouraged to take risks and think outside the lines. It is amazing what they have already learned in only a few short months.

There are so many people to thank, I thought this year I would try and mention those important people that work behind the scenes assuring that each day runs with as few problems as possible and that we are always safe. Thank you, Mr. Josh Coughlin who became our Maintenance Facilitator July 1, 2015. Our building may be old, but it stands proud and over the next few years building updates will happen. Kurt Peterson and Dave Chase our two custodians take great pride in our school making sure it shines. Mr. Larry Champagne, can fix anything and usually does anytime he is here.

## PEMBROKE SCHOOL DISTRICT

We are so fortunate to have our Pembroke Police Officers care as much as they do. They are always here when we need them, thank you

Thank you School Board members and Patty Sherman, our superintendent for trusting and supporting our academic programs we know are the best for our students.

There are so many members of our staff and community that deserve a special thank you, so to all of you that have touched in some way the lives of our students, thank you.

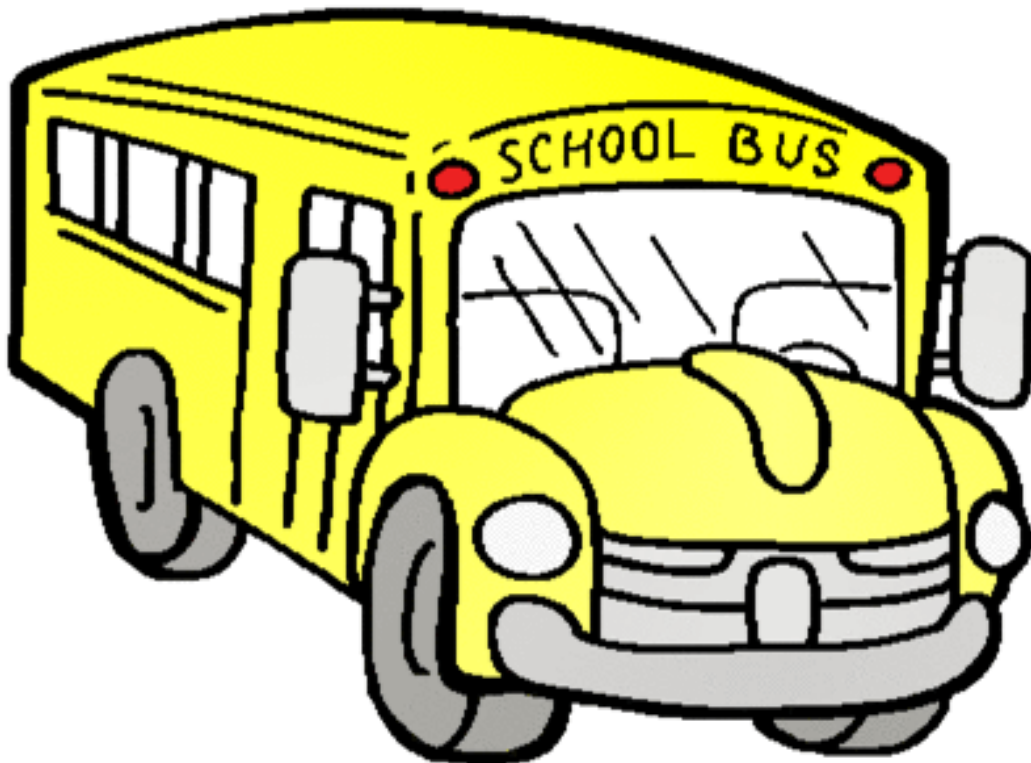
Before I end, just one more person, I promise, for this year-

Mrs. Cindy Mitchell, a very special individual to our students, their families, the Village staff and to me. Thank you, Cindy.

Respectfully Submitted,

*Mona Sandberg*

*Village School Principal*



## PEMBROKE SCHOOL DISTRICT

### PEMBROKE ACADEMY

#### TOWN REPORT 2014-2015

<b>Total Visits To Health Office:</b>	<b>9642</b>
Nursing Care: Assessment, Illness, Injury, Tx	<b>6498</b>
Medication Visits	<b>3144</b>
Diabetic testing: scheduled & prn:	<b>655</b>
Health Counseling: Self-injury/Ingestion/Wellness	<b>192</b>
Faculty Health Office Visits:	<b>58</b>
Health Records Reviewed:	<b>372</b>

**Parental Updates Communications/Conferences/Calls:** **1688**  
(includes: illness, injury, hearing and vision, immunization updates)

#### Professional Committee Participation:

Crisis Team, IEP mtgs, 504 mtgs., ARG, Discipline, Procedures, Medical consults,  
Staff Development/ In-services, CPR, EAP, NEA, Universal Precautions, Safety Committee, School Nurse  
Association (district, NH and National), Red Cross Instructor,  
Athletics/Medical/Interagency/Community, Make-A-Wish, Concord Hosp Pediatrics, Special Olympics  
Medical Volunteer, Professional Workshops Attended (inc. w/e & pm):  
Classroom / Staff Presentations: 4

SCREENINGS:	#'s	RECHECKED	REFERRED
Vision	<b>278</b>	36	<b>52</b>
Hearing	<b>238</b>	10	<b>2</b>
Height	<b>516</b>	0	0
Weight	<b>516</b>	4	0
Blood Pressure	32	8	<b>1</b>
Dental	3	0	<b>3</b>
Respiratory	<b>80</b>	30	<b>10</b>
Appendicitis	<b>2</b>	0	<b>1</b>
Concussion	<b>27</b>	6	<b>21</b>

#### COMMUNICABLE DISEASES:

Pediculosis exams/dismissal	2/1	Chicken Pox/Shingles	0/3
Conjunctivitis	4	Mononucleosis	6
Strep Throat	7	Ringworm/Staph	0/1
Scarlet Fever	0	Meningitis (viral)	0
Lyme Tick Disease	1	Bacterial Pneumonia	0

Respectfully Submitted,  
JoAnn V. Lytle, RN, BSN, BS Ed  
School Nurse, Health Educator



**PEMBROKE SCHOOL DISTRICT**

***THREE RIVERS SCHOOL  
SCHOOL HEALTH SERVICES  
2014-2015***

**VISITS TO THE NURSING OFFICE**

<b>Illness</b> event:	1355
<b>Injury</b> event	261
<b>Management</b> (phone calls, in school collaboration etc):	377
<b>Medication</b> doses administered (prescription and over the counter):	2572
<b>Other Health:</b> (assessment, self-care, nutrition, etc):	959
<b>Screenings</b> (height, weight, hearing, vision, pediculosis):	870
<b>Treatments:</b> (blood glucose monitoring etc.):	192
<b>Total visits:</b>	2,933

**Other Nursing Involvement:**

**Classroom presentations:** I taught in some health education classes for 5<sup>th</sup> and 6<sup>th</sup> grade students (head lice, growth and development, the role of the school nurse). Additionally, I presented at staff meetings.

**Committees/team:**

- \*Education Association of Pembroke
- \*New Hampshire School Nurse Association
- \*Pembroke District safety committee
- \*School Nurse Student Health Association
- \*TRS safety team
- \*TRS student assistance team
- \*TRS unified arts team

**Other professional:** I regularly attended IEP meetings, special education referral meetings, staff meetings, and student assistance meetings. I am CPR certified and have participated in professional development courses and conferences. I regularly review student compliance with immunization requirements and completed the NH Student Immunization Status annual report. During this school year, I worked with the Pembroke Welfare Department (Christmas Program) and attended the 8<sup>th</sup> grade trip to Washington, D.C.

I have enjoyed my second year as the school nurse at Three Rivers School and being a part of the Pembroke School District.

Respectfully submitted,

Mary Newton RN, MSN

## **PEMBROKE SCHOOL DISTRICT**

### **Annual School Health Services Report Pembroke Hill School 2014 – 2015**

**Total active students at end of 2014-2015 school year – 250**

**Total active TLC students at the end of 2014-2015 school year – 22**

#### **Health Screenings:**

	<b><u>Initial Screening</u></b>	<b><u>Referral</u></b>	<b><u>Rechecks</u></b>
Vision	248	13	9
Hearing	249	11	20
Height/Weight	250	33	0

Nursing Assessment/Treatment for Illness/Injury and/or Health Counseling:  
3,358 total visits

Medications Administered: 1,382

Individual Health Care Plans written: 10

TLC: 22 students total (combined a.m. and p.m. classes)  
Student health office visits - 10  
Student medications administered - 0

#### **Educational activities:**

Classroom presentations      - Proper Hand washing/Cough Etiquette: 14  
                                                 Basic Hygiene Discussion: 4

Staff Presentations, Universal Precautions: 1

Bulletin Boards: 10

Services were provided to the TLC pre-school program. I provided vision and hearing screening for the annual Child Find program.

## PEMBROKE SCHOOL DISTRICT

I had many parent conferences in person and by phone, and conferences with health care providers. I participated in 504, IEP intervention meetings, RTI and special education team meetings. I coordinated the Granite State Fit Kids program for the 4<sup>th</sup> grade classes. This year I sent Health Report Cards to all students' parents detailing screening results. I also sent home health screening referrals to 33 families whose children's BMI were outside of normal limits. I participated in the School Absenteeism/Influenza-like-illness reporting program for the NH DHHS. I completed and submitted the annual NH Student Immunization Status report. I was the Sick Bank Chairperson and the Substitute Coordinator for the PHS. I organized the Give Kids a Smile program in February of this year as well as the Ronald McDonald Care Mobile of NH this May. I am a Hill School representative to the Joint Management Committee and I am the building coordinator for School Care wellness program

Respectfully submitted,

Jean T. Picard RN, BSN  
School Nurse  
Pembroke Hill School



**PEMBROKE SCHOOL DISTRICT****SCHOOL HEALTH SERVICES FOR  
PEMBROKE VILLAGE SCHOOL  
2014-2015**

<b>SCREENINGS</b>	<b>SCREENING</b>	<b>RECHECK</b>	<b>REFERRED</b>
Vision	156	12	2
Hearing	156	10	2
Blood Pressure students and staff	10	0	0
Height & Weight	156	4	1
Dental	8	0	3
Nursing Assessment/Treatment for Illness/Injury and or health counseling:			2481
Medications/Treatments Administered			353
Home Visits			0

I participated in I.E.P. meetings, Special Education meetings, Student progress meetings and SST. I participated in the Pembroke nurses' monthly meeting to discuss health issues, policies, wellness and emergency/safety. I had many phone conversations and personal conferences with parents and healthcare providers regarding health issues and health maintenance. Promoted wellness to staff and students through coordination of flu shot clinic, staff wellness program through School Care, CPR and First Aide classes, health and wellness presentations for staff and students. Organized food drive for holiday food baskets and assisted families in finding community services as needed. Developed and implemented care and treatment plans as well as emergency evacuation plans for students with chronic conditions and emergency plans for students with life threatening conditions.

Respectfully Submitted,

Kathleen Mayer RN, BSN  
School Nurse  
Pembroke Village School

**PEMBROKE ACADEMY 2015 GRADUATES**

**Allenstown**

Bajraktari, Robyn L.  
Batchelder, Scott C.  
Bernard, Cameron T.  
Bohaker, Kayla A.  
Bussiere, Nicholas  
Bussiere, Taylor J.  
Caporale, Matthew C.  
Carbonneau, Ana M.  
Carrier, Jillian P.  
Cartier, Joseph B.  
Chavira, Anthony L.  
Claar, Emily P.  
Clark, Dimitri  
Coburn-Crowley, Hunter I.  
Converse, Keith  
Cote, Noah A.  
Devlin, David M.  
Doucet, Erica M.  
Duguay, Chelsea L.  
Gingras, Daniel D.  
Gramatikas, Cody J.  
Grandmaison, Brittini P.  
Grissett, Zachary T.  
Halvorsen, Dana H.  
Harris, Brianna  
Harsh, Cody L.  
Hayes, Faith D.  
Herbert, Emily  
Hrycuna, Cory J.  
Lane, Mason J.  
Lang, Sam E.  
Lavoie, Jadon  
Letendre, Cody M.  
Mailhot, Shane R.  
Martin, Alyssa A.  
Martin, McKenzie M.  
Mathewson, Sonja  
McLaughlin, Conor F.  
McNamara, MacKenzie G.  
Merritt, Haillie M.  
Montminy, Kaylee L.  
O'Connor, Molly  
O'Leary, Alicia M.  
Pantaleo, Patrick  
Poirier, Madison P.

**Allenstown Cont.**

Sarabia, Alex J.  
Scott, Travis J.  
Simpson, Samuel T.  
Soule, Devon P.  
Soule, Raven C.  
Tracy, Abigail L.  
Weiss, Ryan

**Chichester**

Boyajian, Lyla M.  
Chapman, Ashley M.  
Domenichello, Samantha K.  
Donzello-Jewett, Emma J.  
Hubbard, Sarah E.  
Jenks, Raymond W.  
LaPlante, Jesse A.  
Leduc, Cory J.  
Mara, Fiona  
McCulloch, Cody P.  
McGowen, Ryan  
Murray, Brendan D.  
Sanborn, John J.  
Sargent, Grace K.  
Schneider, Raeghen E.  
Walter, Gabriela S.  
White, Victoria V.  
Williams, Kasey L.

**Deerfield**

O'Brien, Jennifer A.

**Epsom**

Abbott, Alyssa M.  
Abbott, Logan J.  
Angelides, Alicia  
Apgar, Lydia G.  
Bean, Seth R.  
Beaudoin, Bryan C.  
Berry, Samantha M.  
Blye, Zackarey C.  
Douglas, Brianna M.  
Dustin, Drew D.  
Dustin, Vincent L.  
Ellsworth, Bailly A.  
Fife, Jessica R.

**Epsom Cont.**

Gravel, Codey  
Hamel, Morgan L.  
Hoisington, Kyle P.  
Kezar, Kristin L.  
King, Cameron L.  
Lustig, Ryan W.  
Macaroco, Steven C.  
Marston, David B.  
Mitchell, Samantha S.  
Parker, Tristen F.  
Porter, Rebecca L.  
Poulin, Bryer  
Ryder, Megan D.  
Shaw, Christopher R.  
Simonton, Jenna M.  
Smith, Hayley  
St. Jacques, Michael A.  
Stewart, Alexander J.  
Swanson, Christopher J.  
Tsirovakas, Hercules J.  
Turner, Samantha  
Verville, Katelyn S.  
Wallace, Troy A.

**Hooksett**

Abbott, Krystopher C.  
Aumann, Jacob F.  
Boucher, Connor  
Chaffee, Amanda R.  
Curran, Benjamin F.  
Flood, Nicholas J.  
Giallongo, Corey C.

**Manchester**

Noel, Mikaela D.

**Northwood**

Hutchinson, Sarah

**Pembroke**

Abbott, Brownlo C.  
Andrews, Robert M.  
Arseneault, Matthew C.  
Asselin, Jacob R.  
Barnum, Michael G.

**Pembroke Cont.**

Bell, Rylee E.  
Benedetti, Nicole C.  
Black, Connor T.  
Brown, Tyler A.  
Browne, Corey J.  
Bush, Maranda L.  
Byrne, Alexandra M.  
Carter, Alyssa B.  
Caruso, Jeremy S.  
Cassidy, Devon M.  
Chadwich, Jacob R.  
Christie, Ryan A.  
Clarke, Nathalee O.  
Crete, Justin M.  
Currier, Dillon  
Currier, Julia J.  
Cushing, Christopher R.  
Desfosses, Kelsie A.  
Dodge, Katherin E.  
Douillette, Thomas E.  
Dow, Dakota L.  
Drew, Bryce A.  
Eastman, Victoria A.  
Fay, Zachary D.  
Foss, Emma L.  
Gaskell, Jacob A.  
Gerbino, Devin M.  
Gillen, Shane M.  
Gilpatrick, Abigail  
Goodwin, Daymon D.  
Grabas, Alexea S.  
Gustin, Stephen J.  
Hamilton, Molly C.  
Hammar, Lindsey E.  
Jacques, Kelly M.  
Jacques, Ryan E.  
Jeski, Jordan A.  
Judge, Brooke L.  
Kinney, Bradley N.  
Kitsis, Angelica S.  
Landry, Joseph T.  
LeClair, Trenton D.  
Lessard, Jason R.  
Lewis, Ryan  
Maccini, David  
Macdaid, Brianna L.  
Madore, Madison G.  
Mapes, Matthew N.  
Marcoux, Morgan T.  
Michaels, Kyle D.

**Pembroke Cont.**

Mitchell, Hannah N.  
Mitchell, Holly E.  
Moore, Sydney C.  
Oakes, Jeremy D.  
Oberg, Alex M.  
Ordway, Dakota M.  
Patnode, Michael J.  
Paul, James J.  
Paul, Lila J.  
Pellerin, Madison J.  
Philbrook, Jamie  
Plante, Peyton M.  
Plourde, Andrea L.  
Ricci, Nicholas  
Sawyer, Zachary A.  
Schoeller, Alyssa M.  
Seidner, Hannah B.  
Serafin, Megan E.  
Serafin, Nicholas G.  
Silkman, Brittany A.  
Smith, Meghan S.  
Sobozenski, Bethany A.  
Stevens, Emily J.  
Stromvall, Kayla L.  
Taylor, Cameron J.  
Thompson, Sarah  
Timbas, Dominic  
Turck, Justus A.  
Vargas, Daniel C.  
Welch, Jasmine H.  
White, Jason A.  
Williams, Dessiah J.  
Wilson, Robert C.  
Wright, Liam D.  
Yanulavich, Sacha A.  
Young, Brooke M.

**THREE RIVERS SCHOOL 2015 GRADUATES**

Lily Beer	Sadie Fox	Kassidy Lombard
Hannah Benedetti	Joseph Francoeur	Seth Malachi
Samuel Booker	Griffin Furlotte	Erika McBride
Gianna Bova	Madison Gaskell	Lauren McFetridge
Kaitlin Boyer	Briana Gauthier	Deirdre Nelson
Madison Bush	Tyler Girard	Kayla Paquin
Dominick Canning	Trenton Godbois	Morgan Parkinson
Nicole Cansler	Autumn Grabas	Sierra Perkins
Heather Capps	Jarrett Griffin	Justin Pietsch
Justin Carter	Jolene Griffin	Brianna Place
Dilyn Casteel	Hunter Hart	Taylor Posik
Andrew Chase	Evan Herman	Caymon Reed
Brandon Comeau	Kathryn Hopkins	Ashley Rice
Amanda Compas	Indy Hurley	Cameron Rivard
Nathan Cormier	Jayden Hyacinthe-Keeley	Mitchell Rogerson
Grant Curren	Mason Illies	Haley Royce
Zachary Dennison	Brandon Jawidzik	Jacob Russell
Alexandra Dickey	Natasha Jordan	Hannah Serafin
Joshua Dion	Hunter Kennedy	Tyler Smart
Kristin Dion	Olivia Kennedy	Morgan Smith
Emily Dunn	Cameryn LaSalle	Dylan Speak
Megan Duquette	Emily Lacasse	Mikayla Stevens
Sophia Duval	Jayden Lamy	Mercedes Tether
Madison Dwyer	Caleb Landry	Reise Thomas
Kariana Ebel	Zackary Laroche	Andrew Valdes
Kiana Evans	Trevor Leclair	Joseph Waniski
Caleb Foss	Kayla Locke	Lilah Weeden

