

# TOWN OF PEMBROKE ANNUAL REPORT 2023



**Officer Michael St. Jacques & K9 "Franklin"**

Newest Team to Patrol the Streets of Pembroke



## **DEPARTMENT ADDRESSES & PHONE NUMBERS**

<b><u>DEPARTMENT</u></b>	<b><u>ADDRESS</u></b>	<b><u>PHONE NUMBER</u></b>
<b>TOWN HALL</b>	311 Pembroke Street	603-485-4747
Board of Selectmen		Ext. 1201
Tax Collector		Ext. 1201
Town Clerk		Ext. 1206
Town Administration		Ext. 1201
Planning and Land Use Department		Ext. 1213
Zoning Department		Ext. 1214
Code Enforcement/Building Inspector		Ext. 1214
Assessing Department		Ext. 1213
Welfare Assistance		Ext. 1204
<b>FIRE DEPARTMENT</b>	247 Pembroke Street	Emergency: 911 Business: 603-485-3621
<b>POLICE DEPARTMENT</b>	247 Pembroke Street	Emergency: 911 Business: 603-485-9173
<b>TRI TOWN EMS</b>	247 Pembroke Street	Emergency: 911 Business: 603-485-4411
<b>PUBLIC WORKS DEPARTMENT</b>	8 Exchange Street	603-485-4422
<b>SEWER DEPARTMENT</b>	4A Union Street	Emergency: 603-300-8628 Business: 603-485-8658
<b>SCHOOL DISTRICT</b>		
SAU #53	267 Pembroke Street	603-485-5187
Pembroke Academy	209 Academy Road	603-485-7881
Three Rivers School	243 Academy Road	603-485-9539
Hill School	300 Belanger Drive	603-485-9000
<b>TOWN LIBRARY</b>	313 Pembroke Street	603-485-7851
<b>WATER WORKS</b>	346 Pembroke Street	603-485-3362

**WEBSITE - [pembroke-nh.com](http://pembroke-nh.com)**

### **TOWN HALL HOURS OF OPERATION**

**Monday - Friday 8:00 a.m. – 4:30 p.m.**

### **TOWN CLERK'S HOURS OF OPERATION**

**Monday – Friday 8:00 a.m. – 4:30 p.m.**

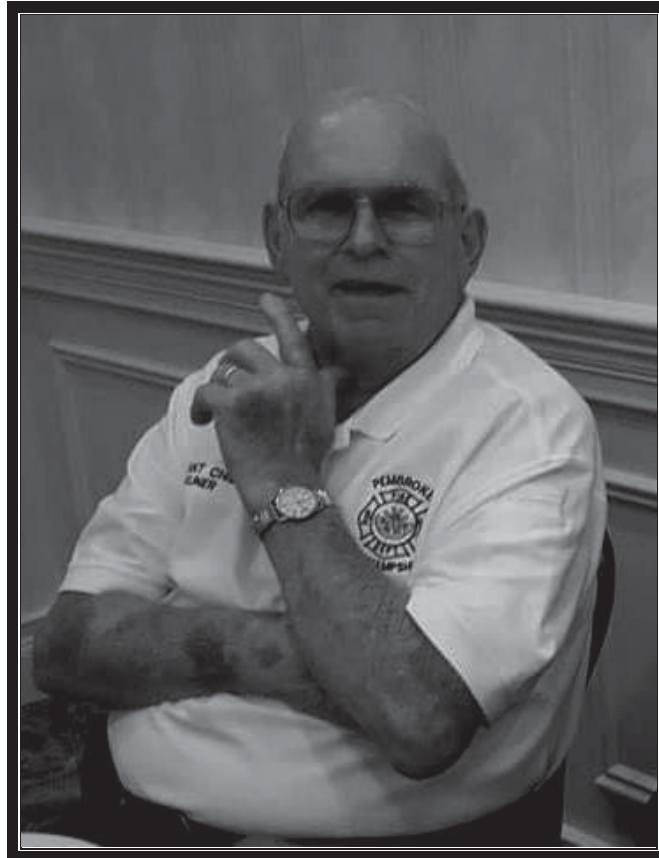
**First and Last Thursday of each month from 5:00 p.m. -7:00 p.m.**

**Town Clerk is CLOSED for lunch 12:00 p.m. -1:00 p.m.**

## 2023 CITIZEN OF THE YEAR



### JOHN THEUNER



John's dedication to the community started in 1972 as founding members of Tri Town Volunteer Ambulance.

In 1988 John was appointed warden for the Town of Pembroke. In October 2021 John's service as Warden was recognized with the appointment of Forest Fire Warden Emeritus by the Forest Protection Bureau for his commitment to forest protection. Members of the department dedicated a forestry tanker they fabricated in honor of John's service as the department's Warden.

Through his dedication and devotion not only to the Department but his community, John rose through the ranks all the way up to the position of Assistant Chief under Chief Harold Paulsen. John retired from the department in 2021 after 59 years of service.

Though he is currently retired, John continues to be a fixture at the Department, frequently stopping in to visit and to also take care of the flowers in front of the station.

John has also served Pembroke as a member of Jewell Lodge Masons, having been awarded the highest individual service awards by the lodge including being named Honorary Master.

❖ DEDICATION ❖

The Board of Selectmen dedicates the 2023 Town Report in memory of the following individuals who are no longer with us who were long time residents and were dedicated in making Pembroke the great place to live that it is.

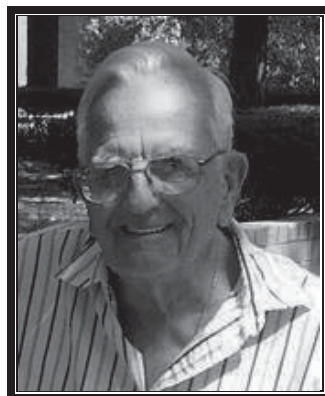


**Harold L. Thompson**

Harold was a lifelong resident of the Town of Pembroke. He graduated from Pembroke Academy in 1954, then served his country for 26 years in the Air Force.

Harold served on the Sewer Commission for 23 years of which he was Chairman for 15 of those years. He was a dedicated person who would listen to all the information given to him as well as gathering his own information from talking to people and getting their thoughts. He asked many questions before making any decisions when it came to the Town. Harold always worked towards doing what was BEST for the Town.

Harold will always be remembered as a kind person who was always there to help his community in any way that he could.

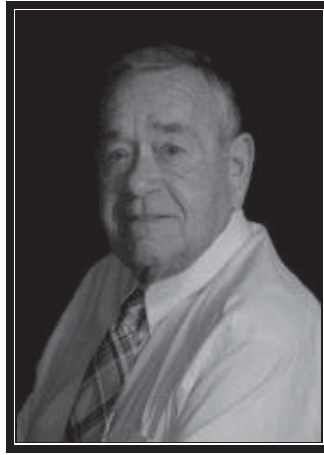


**Manson A. Donaghey**

Manson's was the principal of Pembroke Elementary School from 1952 to 1960.

## ❖ DEDICATION ❖

Upon retirement after a lifelong career in education, Manson came back to Pembroke and started Donaghey Tree Farm. Every year Town staff would go to the farm and pick out and cut the Town's annual Christmas tree that was placed at Town Hall. For those of you who visit Town Hall, Manson also donated the large spruce tree when the Town Hall was built, this tree was dedicated in memory to former Police Chief Perry Eaton. Manson embodied the spirit of Pembroke through volunteerism and endless positivity. Each year when tax season was upon us, Manson would be one of the first to stop in and proclaim that he was honored and proud that he could contribute to the town he so loved.



**Kenard "Butch" Ayles**

Kenard Ayles better known around Town as Butch, was a Pembroke resident for over 50 years and in his mind and to his friends was the self-appointed Mayor of Pembroke. Butch served on various Boards such as Cable Franchise Committee, Zoning Board, Building Committee for the Safety Center, Old Home Day, Meet Me in Suncook and also served as Pembroke's representative to Concord Crimeline. Butch was always willing to help out in any way that he could and always had a smile on his face. Some of you who are now grown up may remember visiting Santa at Kimball's when it was a convenience store with gas pumps. That was Butch in the suit.





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2024 TOWN MEETING WARRANT AND PROPOSED TOWN BUDGET .....*Not Available at time of Printing*  
 2024 SCHOOL DISTRICT WARRANT AND PROPOSED SCHOOL BUDGET .....*Not Available at time of Printing*

**The above warrants and budgets will be available as a  
 separate hand-out at the Town and School District meetings.**

# 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, 2023

## **TOWN OFFICIALS**

### **Board of Selectmen**

Karen Yeaton, Chair (2026); Sandy Goulet, Vice Chair (2025);  
Richard Bean (2025); Peter Gagyi (2024)  
Rick Frederickson (2026)

### **Town Treasurer**

Jillian McNeil (2024)

### **Deputy Treasurer**

Kerrie Dean

### **Town Clerk**

James F. Goff (2024)

### **Deputy Town Clerk**

Stephanie Baldwin

### **Town Moderator**

Thomas Serafin (2024)

### **Assistant Town Moderator**

Chet Martel

### **Supervisors of the Checklist**

Iris Altilio, Chair (2026);  
Kristen Erkkila (2024); Yewande Jordan (2028)

### **Library Trustees**

Susan Whitbeck, Co-Chair (2026); Judy Mitchell (2024);  
Shelley Fowler (2024); Kaitlin Camidge, Co-Chair (2026)  
Pam Stauffacher (2025)

### **Trustees of Trust Funds**

Courtney Eschbach (2024); Chet Martel (2025);  
Zephan Wood (2026)

### **Sewer Commission**

Jules Pellerin (2026); S. Daniel Mattingly (2024)  
Paulette Malo (2024)

### **Water Commission**

Kevin Brasley, Chair (2025); Edward Lavallee (2027);  
Chet Martel (2026); Lawrence Plourde (2024);  
Bruce Kudrick (2028)



## **TOWN DEPARTMENTS AND OFFICES**

### **Town Administration Department**

David M. Jodoin, Town Administrator  
Muriel Previe, Welfare Director  
Linda A. Williams, Municipal Secretary  
Amanda Mate, Accounts Clerk

### **Emergency Management**

Fire Chief Paul Gagnon, Director

### **Fire Department**

Paul Gagnon, Fire Chief  
Erik S. Paulsen, Assistant Fire Chief  
Deputy Fire Chief, Rob Farley  
Charles R. Schmidt, Captain; Jeff Cyr, Captain  
William O. Clark, Lieutenant/Fire Prevention Officer  
Brian A. Lemoine, Lieutenant; Chester R. Martel, Lieutenant;  
Tyrel Lemoine, Lieutenant; Rob Martin, Lieutenant;  
Michael Perron, Quartermaster

### **Health Department**

Dr. Vincent E. Greco, Health Officer

### **Tax Collection**

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

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

Carolyn Cronin, Planner  
Paul Bacon, Code Enforcement Officer  
Elaine Wesson, Planning and Land Use Clerk

### **Police Department**

Gary Gaskell, Chief of Police  
Dawn Shea, Lieutenant

### **Department of Public Works**

Victor Ranfos, Director  
Adam Mendoza, Foreman  
Alex Marrion, Foreman

### **Tri-Town EMS**

Christopher Gamache, Director  
Craig Clough, Deputy Director

### **Library**

Ryan O'Hora, Director  
Heather Tiddes, Assistant Director

## **BOARDS, COMMITTEES AND COMMISSIONS**

### **BUDGET COMMITTEE**



Mark Lepage, Chair; Brian Seaworth;  
Gerard Fleury, Vice Chair and CIP Representative;  
Clint Hanson Jr.; Louis Caron; Sue Whitbeck; Matt Miller; Jennifer Mikovic;  
Peter Gagy, Board of Selectmen Representative;  
Rick Frederickson, Board of Selectmen Alt.;  
Gene Gaus, School Board Representative;  
Andy Camidge, School Board Alt.; Kate Castaldo-Rice, Recording Secretary

### **CAPITAL IMPROVEMENT PROGRAM COMMITTEE**



Gerry Fleury, Chair and Budget Committee Representative;  
Rosemarie Michaud, Vice Chair; Bethany Chase-Reynolds;  
Andrew Yonchak; Peter Gagy, Board of Selectmen Representative;  
Rick Frederickson, Board of Selectmen Alt.;  
Kevin Foss, Planning Board Representative;  
Gene Gauss, School Board Representative; Jillian McNeil, Recording Secretary

### **CEMETERY COMMISSION**



Ellen Paulsen, Chair; James Garvin, Secretary;  
Fleda Young; Daniel E. Chase; Zachary Sawyer

### **CONSERVATION COMMISSION**



Ammy Heiser, Chair; Carol Bertsimas, Vice Chair; Ayn Whytemare;  
Wendy Weisiger; Erin Insley; Tom Gallo; Brian Mrazik, Secretary;  
Karen Yeaton, Board of Selectmen Representative;  
Sandy Goulet, Board of Selectmen Alt.; Brent Edmonds, Planning Board Representative

### **ENERGY COMMITTEE**



Pentti J. Aalto; J. J. Smith; Richard Wengenroth; Matthew Miller;  
Jackie Wengenroth, Alt.; Rick Frederickson, Board of Selectmen Rep.  
Karen Yeaton, Board of Selectmen Alt..

### **PLANNING BOARD**



Brian Seaworth, Chair; Robert E. Bourque, Vice Chair;  
Kathy Cruson; Clinton Hanson, Jr.;  
Brent Edmonds; Bryan Christiansen;  
Rick Frederickson, Board of Selectmen Representative;  
Karen Yeaton, Board of Selectmen Alt.; Sue Gifford, Recording Secretary

## **BOARDS, COMMITTEES AND COMMISSIONS**

### **RECREATION COMMISSION**



Rose Galligan, Chair; Steve Fowler;  
Rob Azevedo; Sam Barker;  
Rick Frederickson, Board of Selectmen Representative  
Sandy Goulet, Board of Selectmen Alt.

### **ROADS COMMITTEE**



Burton Curley, Chair; Paulette Malo, Vice Chair;  
Brian Seaworth, Planning Board Representative; Thomas Gallo; Vincent Greco, Alt.  
Adam Mendoza, Foreman, Dept. of Public Works Representative;  
V. J. Ranfos, Public Works Director (Non-Voting);  
Sandy Goulet, Board of Selectmen Representative;  
Richard Bean, Board of Selectmen Alt.

### **SOLID WASTE ADVISORY COMMITTEE**



Gerry Fleury; Wendy Weisiger; Sally Hyland;  
Sandy Goulet, Board of Selectmen Representative  
Peter Gagy, Board of Selectmen Alt.

### **TRI-TOWN EMS COMMITTEE**



Paul Gagnon, Chief, Pembroke Fire Department;  
Mark Solimanto, Allentown Citizens Representative;  
Robert Bourque, Vice Chair, Pembroke Citizens Representative;  
Eric Lambert, Allentown Fire Chief;  
Michelle Othot, Tri Town EMS Employee  
Derik Goodine, Allentown Town Administrator;  
David Jodoin, Pembroke Town Administrator.

### **ZONING BOARD OF ADJUSTMENT**



Bruce Kudrick, Chair; Thomas Hebert, Vice Chair;  
Dana Carlucci; Paul Paradis; Natalie Glisson;  
Robert E. Bourque; Blakeley Miner, Alt.;  
Wendy Chase, Alt.;  
Susan Gifford, Recording Secretary

## BOARD OF SELECTMEN



*Richard Bean, Peter Gagy, Rick Frederickson, Sandy Goulet, Karen Yeaton*

In 2023, the Select Board was proud to support all the town departments, employees, and volunteers who are passionate and dedicated to making Pembroke the great community it is. The board heard and managed many exciting changes this year and we want to take this opportunity to highlight a few.

In July, after 10-plus years of service to both Allentown and Pembroke, we were disappointed in Allentown's decision to end the intermunicipal agreement for ambulance service. The Tri-Town name as you've known it for many years will dissolve in June 2024. While Allentown decided to change the business model for the EMS service that they will provide, Pembroke chose to maintain and continue the high-standard, paramedic level service we have known and come to expect. Without the sharing of the costs for the service, we will see increases in this area in 2024, however, once the dissolution is complete the Select Board plans to examine how costs can be managed going forward. We want to thank the Tri-Town leadership and staff for your support and for sticking with us through the transition.

If you haven't visited the town library lately, we would encourage you to do so! New leadership has brought with it a revitalization of community-engagement energy and the staff is busy hosting new programs, guest speakers, and other fun events for all age groups. Check out their social media pages for information on upcoming events.

We got off to a slow start with unexpected issues, however, the Main Street project will be complete in early 2024! Road widening, and new sidewalks are just a few improvements for Main Street. This project has been

## BOARD OF SELECTMEN

under discussion for several years and we are glad that it is reaching completion. Thank you to our DPW leadership staff and town administrator for all their effort in helping to get this across the finish line.

In a decision to support the incredibly important work and effort the Pembroke Police Department continues to do to investigate, conduct arrests, and bring to justice criminal activity in our community, the Select Board supported a decision by the PD to hire a staff, criminal prosecutor. This replaces the use of county prosecutors to bring cases to trial. We anticipate the slight increase in cost associated with this decision will be offset by the savings of not dealing with recidivism of repeat offenders who are not fully prosecuted. We welcomed new police officers this year, including one of our newest officers, Franklin. Franklin is our new police K9. Costs for Franklin are covered by donations including Concord Agway for feed and Central NH Animal Care for vet care.

A recent NH court decision regarding residential development on public range roads, caused the Select Board to examine existing town range road policies to ensure we remain aligned with the Town Master Plan and other planning initiatives. A new town policy is now in place to guide the decision process for applications for building permits on town range roads.

To manage skyrocketing and volatile electric utility costs, the town approved the Pembroke Power Plan at the 2023 town meeting. The Pembroke Energy Committee has been busy implementing the Pembroke Power Plan which we expect to see implemented in early 2024. These are just a few of the projects and initiatives the board managed/supported in 2023.

Looking to 2024, while it's not a new process, but a required one, 2024 is the year we are required, under state law, to perform a complete town-wide revaluation. Our Assessors will be providing information on the town website and social media pages to help explain the process to residents. Letters will be mailed to residents with new home valuations and residents will have the opportunity to meet to discuss any concerns or changes. We can all agree that the housing market over the last few years has been like nothing we've seen with home sale prices increasing sharply. Note that this process is heavily reviewed by the State of NH Property Appraisal division as part of our required revaluation.

The last few years have brought challenges with finding good candidates for open positions in many of our departments. Department heads are spending a lot of time thinking about what we can do to attract and keep good candidates. We don't see this challenge letting up in 2024. Like other small towns, the threat of losing staff for higher paying jobs, whether it be to another community or the private sector, persists. The Select Board encourages our department heads to get creative about what we can do to attract and retain, and we have been open to trying new ways to do that.

Starting in late 2022 we began to see some drastic changes in the costs of trash collection, disposal, and the cost for recycling. Costs for all three have increased dramatically, much of this is tied to economic and political tensions with disposal. We all need them, but nobody wants a landfill in their community. Until the industry comes up with more sustainable solutions, we expect to continue to see increased costs in this area.

Lastly, there's been no comparison in the last 40 years to the amount of inflation our nation is currently experiencing. As in our household purchases, the town is also seeing, with every expenditure, large increases in the cost of goods, services, and utilities. As we enter 2024, the Board will focus on how to continue to provide the excellent, quality services residents expect, while managing the high increase in costs. No one, including the board, wants to see large tax increases. Discussions are in progress on how we can manage this balance with

## BOARD OF SELECTMEN

the current inflation. Do we look at bonding or leasing vehicles and building repairs or do we continue to save for the expenses (Capital Improvement Funds)? All ideas are up for discussion and will continue to be a topic of conversation going into 2024 and beyond. We understand the frustration of seeing an increase in taxes, we don't like it either. The Select Board values all our employees and all they do for the community, and we know you do too. Please remember that economic challenges are beyond their control and simply ask to please direct your frustrations to your elected officials.

Lastly, the Select Board was able to accomplish our initiatives this year only because of our great employees and all the fine dedicated volunteers that sit on our many boards and committees. Without all of you, we could not do this. We have open opportunities for residents to get involved in town governing in many different areas and are always looking for new people to step up, get involved, bring your ideas, and support your Town. Contact Town Hall if you are interested in serving on a committee, they can help you find your spot.

Respectfully Submitted,

Karen Yeaton, Chairman  
Sandy Goulet, Vice Chairman  
Richard Bean  
Peter Gagyi  
Richard Frederickson

Pembroke Board of Selectmen





## TOWN MEETING MINUTES

### MINUTES OF THE ANNUAL TOWN MEETING TOWN OF PEMBROKE, NH MARCH 14, 2023

The meeting was opened by Moderator Thomas Serafin 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 18, 2023 at the Pembroke Academy Auditorium.

**MOVED: James Goff**

**SECONDED: Susanne Whitbeck**

**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

\*185

Jules "Andy" Pellerin (write-in)

Sewer Commissioner for three years:  
vote for not more than one

no one filed

\*3

Treasurer for one year:  
vote for not more than one

Jill McNeil

\*171

Bruce Kudrick \*160

Water Commissioner for five years  
vote for not more than one

Selectman for one year:  
vote for not more than one

Peter Gagi

\*149

Library Trustee for three years:

vote for not more than two

Susanne Whitbeck

\*166

Kaitlin Camidge

\*160

Selectman for three years:  
vote for not more than two

Karen Yeaton

\*130

Richard Frederickson

\*136

Trust Fund Trustee for three years:

vote for not more than one

Zephan Wood

\*158

**4809 voters on the Pembroke Checklist**

**187 ballots cast**

**3.9% voter turnout**

Checklist Supervisor for 5 years:

vote for not more than one

Yewande Jordan

\*109

Sharon Eaton

67

## TOWN MEETING MINUTES

### ARTICLE 2: AMEND ZONING ORDINANCE

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

#### Amendment #1

Are you in favor of the adoption of Amendment #1, as proposed by the Planning Board, for the Pembroke Zoning Ordinance to amend §143-147, Special Use Permit Denial of Application, as follows: amend the reapplication process for Special Use Permits to provide that an applicant, after a denial, can only reapply if the new application materially differs from the previously denied application.

*The purpose of Amendment #1 is to amend the reapplication process for Special Use Permits to the effect that an applicant, after a denial, can only reapply if the new application materially differs from the previously denied application.*

YES 139      NO 30      Amendment #1 PASSED

#### Amendment #2

Are you in favor of the adoption of Amendment #2, as proposed by the Planning Board, for the Pembroke Zoning Ordinance to amend §143-21, Table of Dimensional and Density Regulations, to reformat the table and its associated notes into three new tables, revised for clarity and consistency. No substantive changes are proposed to the dimensional and density regulations.

*The purpose of Amendment #2 to reformat the Table of Dimensional and Density Regulations into three new easy to read tables.*

YES 153      NO 16      Amendment #2 PASSED

#### Amendment #3

Are you in favor of the adoption of Amendment #3, as proposed by the Planning Board, to amend the Pembroke Zoning Ordinance by reformatting text boxes into applicable sections of the ordinance, deleting redundancies, and updating references to State statutes? No substantive changes are proposed to the Ordinance.

*The purpose of Amendment #3 to amend the Pembroke Zoning Ordinance by reformatting text and updating references to make the document more user-friendly.*

YES 157      NO 14      Amendment #3 PASSED

## TOWN MEETING MINUTES

### MINUTES OF THE ANNUAL TOWN MEETING TOWN OF PEMBROKE, NH DELIBERATIVE SESSION MARCH 18 2023

At 10:00 a.m. Moderator Thomas Serafin gives an introduction of the Budget Committee, Board of Selectmen and the Town Clerk. He then reads the results of the ballot vote taken on March 14, 2023.

There was a presentation made by current Fire Chief, Paul Gagnon to John Theuner, recently retired Deputy Fire Chief in honor of his many decades of service to the Town of Pembroke. John Theuner is named Town of Pembroke's 2023 Outstanding Citizen.

Moderator Serafin goes over the meeting procedures, leads everyone in attendance with the Pledge of Allegiance and then opens the meeting at 10:25 am.

There was a motion made to dispense with the reading of the full warrant and go straight to Article #3.

**MOVED: Brian Seaworth**

**SECONDED: Erik Paulsen**

**VOTE: YES**

**MOTION PASSED**

**ARTICLE 3** – To see if the Town will vote to rescind the remaining balance of \$536,000 **from the following** bond authorization which was previously approved as Article 3 at the March 14, 2011 Town Meeting or take any action relative thereto. (3/5 ballot vote required)

*To see if the Town will vote to raise and appropriate the sum of \$1,400,000 for the Roadway Improvement and reconstruction project for the following streets; Broadway, Pine, Maple, Prospect and Pleasant, and to authorize the issuance of not more than \$1,400,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon; (2/3 ballot vote required)*

Recommended by the Board of Selectmen 5-0

Recommended by the Budget Committee 10-0

**MOVED: Paulette Malo**

**SECONDED: Sandy Goulet**

**After a brief discussion, the Moderator opened the polls for voting on Article #3 at 10:28am. He stated that the polls would remain open for at least one hour.**

## TOWN MEETING MINUTES

Once all registered voters in attendance who wished to vote on Article #3 had done so and the polls had been open for at least one hour, the polls were closed at 11:50 am and the results are as follows:

**YES 131 NO 5 UNDERVOTE 2 ARTICLE #3 PASSED**

**ARTICLE 4** - To see if the Town will vote to rescind the remaining balance of \$368,000 **from the following** unissued bond authorization which was previously approved as Article 3 at the March 15, 2014 Town Meeting or take any action relative thereto. (3/5 ballot vote required)

*To see if the Town will vote to raise and appropriate the sum of \$1,200,000 for the Roadway Improvement and reconstruction project for the following streets; Pembroke Hill, Rowe Ave, Perley Ave, Girard Ave, Chappelle Street, Elm Street and Grandview Road, and to authorize the issuance of not more than \$1,200,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the Selectmen to issue and negotiate such bonds or notes and to determine the interest thereon; (2/3 ballot vote required)*

Recommended by the Board of Selectmen 5-0  
Recommended by the Budget Committee 10-0

**MOVED: Paulette Malo SECONDED: Sandy Goulet**

After a brief discussion, the Moderator opened the polls for voting on Article #4 at 10:35am. He stated that the polls would remain open for at least one hour.

Once all registered voters in attendance who wished to vote on Article #4 had done so and the polls had been open for at least one hour, the polls were closed at 11:50 am and the results are as follows:

**YES 131 NO 4 UNDERVOTE 2 OVERVOTE 1 ARTICLE #4 PASSED**

**ARTICLE 5 – –** (By Petition) Shall we adopt the provisions of RSA 40:13 (known as SB 2) to allow official ballot voting on all issues before the Town of Pembroke on the second Tuesday of March? (3/5 ballot vote required)

**MOVED: Sandy Goulet SECONDED: Richard Frederickson**

After much discussion both for and against, a motion was made to vote on Article #5.

**MOVED: Amy Manzelli SECONDED: Paulette Malo**

**VOTE ON THE MOTION: YES MOTION PASSED**

The Polls were open for the ballot vote at 11:20 am.

## TOWN MEETING MINUTES

Once all registered voters in attendance who wished to vote on Article #5 had done so and the polls had been open for at least one hour, the polls were closed at 1:10 pm and the results are as follows:

**YES 15 NO 120 UNDERVOTE 1 ARTICLE #4 FAILED**

**ARTICLE 6** – Shall the town vote to adopt the provisions of RSA 72:28, Optional Veterans' Tax Credit? If adopted, the credit will apply to every resident of this state who is any person who is a veteran, as defined in RSA 21:50, and served not less than 90 days on active service in the armed forces of the United States in any qualifying war or armed conflict listed in this section, and continues to serve or was honorably discharged or an officer who continues to serve or was honorably separated from service; or the spouse or surviving spouse of such resident, provided that training for active duty by a member of the national guard or reserve shall be included as service under this subparagraph; (b) Every resident of this state who was terminated from the armed forces because of service-connected disability; or the surviving spouse of such resident; and (c) The surviving spouse of any resident who suffered a service-connected death. If adopted, the credit granted will be \$500, which is the amount adopted by the town in 2005.

NOTE: This article is required because the legislature expanded the eligibility criteria for this credit to include individuals who have not yet been discharged from service in the armed forces. **Since there was a change at the State level, and if this article fails, there will be no credits given to those who qualify.**

Recommended by the Board of Selectmen 5-0  
Recommended by the Budget Committee 10-0

**MOVED: Paulette Malo SECONDED: Sandy Goulet**

**VOTE: YES ARTICLE #6 ADOPTED**

**ARTICLE 7** – Shall the Town vote to adopt the provisions of RSA 72:28-b, All Veteran's Tax Credit? If adopted, the credit will be available to any resident who is a veteran, as defined in RSA 21:50, and served not less than 90 days on active service in the armed forces of the United States and continues to serve or was honorably discharged or an officer who continues to serve or was honorably separated from service; or the spouse or surviving spouse of such resident, provided that training for active duty or state active duty by a member of the national guard or reserve shall be included as service under this paragraph; provided however that the person is not eligible for and is not receiving a credit under RSA 72:28 or RSA 72:35. If adopted, the credit granted will be \$500, the same amount as the optional veterans' tax credit voted by the Town under RSA 72:28.

NOTE: Though this article was approved in 2022, this re-adoption is required because the legislature expanded the eligibility criteria for this credit to include individuals who have not yet been discharged from service in the armed forces. **Since there was a change at the State level, and if this article fails, there will be no credits given to those who qualify.**

Recommended by the Board of Selectmen 5-0  
Recommended by the Budget Committee 10-0

## **TOWN MEETING MINUTES**

**MOVED: Sandy Goulet**

**SECONDED: Brian Lemoine**

**VOTE: YES**

**ARTICLE #7 ADOPTED**

**ARTICLE 8** – Shall the town Vote to Modify Chapter 138, Article IV of the Pembroke Town Code, entitled Elderly Exemptions under the provisions of RSA 72:39-a for elderly exemption from property tax in Pembroke, based on assessed value, for qualified taxpayers, to be as follows: for a person 65 years of age up to 74 years, \$35,000; for a person 75 years of age up to 79 years, \$65,000; for a person 80 years of age or older \$125,000. To qualify, the person must have been a New Hampshire resident for at least 3 consecutive years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married to each other for at least 5 consecutive years. In addition, the taxpayer must have a net income of not more than \$27,526 or, if married, a combined net income of less than \$39,406; and own net assets not in excess of \$45,000 excluding the value of the person's residence. (Majority vote required)

Recommended by the Board of Selectmen 5-0

Recommended by the Budget Committee 10-0

**MOVED: Paulette Malo**

**SECONDED: Peter Mehegan**

**VOTE: YES**

**ARTICLE #8 ADOPTED**

**There was a motion made to act on Article #15.**

**MOVED: Matthew Petersons**

**SECONDED: Eugene Gauss**

**VOTE: YES**

**MOTION PASSED**

**ARTICLE 15** - To see if the Town will vote to raise and appropriate the sum of \$24,000 to repair the soccer roof and dugouts and to fund this appropriation by authorizing the withdrawal of a sum not to exceed \$24,000 from the Recreation Capital Reserve Fund.

Recommended by the Board of Selectmen 5-0

Recommended by the Budget Committee 10-0

**MOVED: Matthew Petersons**

**SECONDED: Eugene Gauss**

**VOTE: YES**

**ARTICLE #15 ADOPTED**



## **TOWN MEETING MINUTES**

**ARTICLE 9** – Shall the Town vote to modify Chapter 138, Article VII of the Pembroke Town Code, entitled Disability Exemption under the provisions of RSA 72:37-b, Exemption for the Disabled from property tax, based on assessed value for qualified taxpayers to be \$36,750. To qualify the person must have been a New Hampshire resident for at least 5 years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least 5 consecutive years. In addition the taxpayer must have a net income of not more than \$20,050 or if married, a combined net income of not more than \$30,482, and own net assets not in excess of \$45,000 excluding the value of the person's residence. (Majority vote required)

Recommended by the Board of Selectmen 5-0  
Recommended by the Budget Committee 10-0

**MOVED: Brian Seaworth                      SECONDED: Gerard Fleury**

**VOTE: YES                                      ARTICLE #9 ADOPTED**

**ARTICLE 10** – To see if the Town will vote to raise and appropriate the Budget Committee's recommended amount of \$10,671,113 for the 2023 municipal operating budget, not including appropriations by special warrant articles and other appropriations voted separately.

Recommended by the Board of Selectmen 5-0  
Recommended by the Budget Committee 10-0

Budget Committee Chair Mark Lepage explains the proposed budget and the process of how the committee came up with it. He then thanks the BOS and Town Administrator, David Jodoin for all their help in the process.

**MOVED: Mark Lepage                      SECONDED: Gerard Fleury**

**After much discussion on budget surplus and the increase in solid waste and recycling costs, there was a motion to vote on Article #10.**

**MOVED: Joseph Crowley                      SECONDED: Tammy Larochelle**

**VOTE: YES                                      MOTION PASSED**

**VOTE ON ARTICLE #10: YES      ARTICLE #10 ADOPTED**

**ARTICLE 11** - To see if the Town will vote to raise and appropriate the sum of \$1,112,850 to be deposited into the following Capital Reserve Funds established as indicated below: The sum to come from 2022 Fund Balance/surplus and no amount will be raised by taxation.

## TOWN MEETING MINUTES

Town Equipment Capital Reserve Fund	\$275,000
Police Cruiser Capital Reserve Fund	\$ 60,000
Municipal Facilities Capital Reserve Fund	\$100,000
Fire Major Equipment Capital Reserve Fund	\$154,350
Fire Small Equipment Capital Reserve Fund	\$350,000
Roadway and Infrastructure Capital Reserve Fund	\$100,000
Revaluation Capital Reserve Fund	\$ 30,000
Cemetery Capital Reserve Fund	\$ 11,000
Police Small Equipment Capital Reserve Fund	\$ 10,000
Recreation Capital Reserve Fund	\$ 15,000
Town Clock Fund	\$ 7,500
	<hr/>
	\$1,112,850

Recommended by the Board of Selectmen 5-0  
Recommended by the Budget Committee 10-0

**MOVED: Rob Farley**                      **SECONDED: Erik Paulsen**

**VOTE: YES**                                      **ARTICLE #11 ADOPTED**

**ARTICLE 12** - To see if the Town will vote to raise and appropriate the sum of \$250,000 to purchase a new 6 Wheel Dump/Plow Truck with accessories and to fund this appropriation by authorizing the withdrawal of a sum not to exceed \$250,000 from the Town Equipment Capital Reserve Fund.

Recommended by the Board of Selectmen 5-0  
Recommended by the Budget Committee 10-0

**MOVED: Sandy Goulet**                      **SECONDED: Erik Paulsen**

**VOTE: YES**                                      **ARTICLE #12 ADOPTED**

**ARTICLE 13** - To see if the Town will vote to raise and appropriate the sum of \$65,000 to purchase a new Wood Chipper and accessories for Public Works and to fund this appropriation by authorizing the withdrawal of a sum not to exceed \$65,000 from the Town Equipment Capital Reserve Fund.

Recommended by the Board of Selectmen 5-0  
Recommended by the Budget Committee 10-0

**MOVED: Paulette Malo**                      **SECONDED: Eugene Gauss**

**VOTE: YES**                                      **ARTICLE #13 ADOPTED**

## **TOWN MEETING MINUTES**

**ARTICLE 14** - To see if the Town will vote to raise and appropriate the sum of \$55,420 to purchase a new Police Cruiser and accessories and to fund this appropriation by authorizing the withdrawal of a sum not to exceed \$55,420 from the Police Cruiser Capital Reserve Fund.

Recommended by the Board of Selectmen 5-0  
Recommended by the Budget Committee 10-0

**MOVED: Rob Farley                      SECONDED: Erik Paulsen**

**There was a motion made to amend Article #14:**

**After the current wording, add a second sentence that says: If grants or awards of United States treasury funds are available, additional funds may be expended for this purchase in addition to the \$55,420 withdrawal authorized in this article to be withdrawn from the Police Cruiser Capital Reserve Fund, providing that no additional funds will come from moneys that are raised by town taxes.**

**MOVED: Jennifer Smith                      SECONDED: Matt Miller**

**After a lengthy discussion, a motion was made to vote on the motion to amend.**

**MOVED: Kristen Erkkila                      SECONDED: Annie Lemoine**

**VOTE: YES**

**VOTE ON AMENDMENT: NO    AMENDMENT TO ARTICLE #14 FAILED**

**There was a motion made to amend Article #14:**

**To see if the Town will vote to raise and appropriate the sum of \$65,420 to purchase a new Police cruiser and accessories and to fund this appropriation by authorizing the withdrawal of a sum not to exceed \$65,420 from the Police Cruiser Capital Reserve Fund.**

**MOVED: Gary Gaskell                      SECONDED: Annie Lemoine**

**VOTE ON AMENDMENT: YES    AMENDMENT TO ARTICLE #14 PASSED**

**VOTE ON ARTICLE #14 AS AMENDED: YES**

**ARTICLE #14 AS AMENDED ADOPTED**

**ARTICLE 16** - To see if the Town will vote to create a Capital Reserve Fund under the provisions of RSA 35:1 called Ambulance Replacement and Equipment Fund for the purpose of replacing future ambulances and equipment, and to further raise an appropriate the sum of \$5,000 to be deposited into this fund. Expenditures out of this account will require Town Meeting approval.

## TOWN MEETING MINUTES

Recommended by the Board of Selectmen 5-0  
Recommended by the Budget Committee 10-0

**MOVED: Erik Paulsen**

**SECONDED: Charles Schmidt**

**VOTE: YES**

**ARTICLE #16 ADOPTED**

**ARTICLE 17** To see if the Town will vote to adopt the Pembroke Community Power Plan, finalized January 10, 2023 by the Pembroke Energy Committee, and to further authorize the Select Board to develop and implement Pembroke Community Power, and to take all action in furtherance of, the Pembroke Community Power Plan, pursuant to RSA 53-E.

The Community Power Plan includes a more flexible electricity procurement mechanism than NH utilities and thus is expected to provide lower electricity rates. Additionally, the Plan will provide local involvement in electricity procurement and development of energy initiatives and offerings that are of interest to Pembroke.

The Pembroke Community Power Plan includes an Opt-out enrollment mechanism. All residential electricity customers currently on utility default electricity supply will receive a mailing at least 30 days prior to launch that they will be enrolled in the program at a specified electricity rate unless they notify CPCNH that they will Opt-out of the program. Residential customers already on a competitive electricity supply alternative will be notified how to Opt-in to the program. All residents may leave or join the Pembroke Community Power

program at no cost, any time. **Additionally, the program will not launch unless the electricity rate is equal to or less than the default utility electricity rate.**

**MOVED: Jennifer Smith**

**SECONDED: Jennifer Johnson**

**After a lengthy discussion, there was a motion made to vote on Article #17.**

**MOVED: Gary Seidner**

**SECONDED: Sue Seidner**

**VOTE ON MOTION: YES**

**MOTION PASSED**

**VOTE ON ARTICLE #17: YES ARTICLE #17 ADOPTED**

**ARTICLE 18 - (By Petition)** To see if the Town will vote to open a section of Third Range Road as Class V which is currently subject to gates and bars a distance of no more than 300 feet beginning from the terminus of the current portion of Class V roadway that currently exists and abuts the petitioner's property at 340 Third Range Road, Map 264, Lot 66. The petitioners, Donald and Loretta Hill, wish to sub divide their current property for a single family residence and need the required frontage on a Class V roadway to do so. The Class V road status is contingent upon the Hills financing the roadway improvements and design costs to bring this section of road up to Town Class V specifications as verified by the Town.

**MOVED: Donald Hill**

**SECONDED: Paulette Malo**

## TOWN MEETING MINUTES

**VOTE: YES**

**ARTICLE #18 ADOPTED**

**ARTICLE 19** - To transact any other business that may legally come before said meeting.

There was a motion made to accept the reports of all the boards, committees and commissions as printed in the 2022 Town Report.

**MOVED: Karen Yeaton**

**SECONDED: Sandy Goulet**

**VOTE: YES**

**MOTION PASSED**

Selectperson Karen Yeaton took a moment to thank the members of all the boards, committees and commissions along with all the volunteers for the past year.

**There was a motion made to adjourn the 2023 Town Meeting.**

**MOVED: Thomas Serafin**

**SECONDED: James Parker**

**VOTE: YES**

**The Pembroke Town meeting adjourned at 2:03 pm.**

**After the meeting adjourned, Moderator Serafin swore in all officials that were elected on the 2023 Town Meeting ballot.**

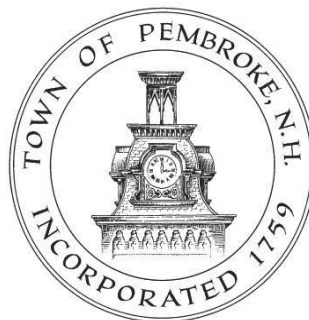
Respectfully submitted:

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James F. Goff  
Town Clerk  
Pembroke, NH

March 21<sup>th</sup>, 2023

TOWN SEAL



## TREASURER'S REPORT

### 2023 Treasurer's Report (Unaudited)

Account	Balance
<b><u>Town Operating Account</u></b>	
Beginning Balance 1/1/23	\$ 10,149,323
Deposits	31,483,110
Disbursements	<u>(26,741,103)</u>
Ending Balance 12/31/23	<u>14,891,330</u>
<b><u>Escrow Account</u></b>	
Beginning Balance 1/1/23	66,966
Deposits	16,356
Disbursements	<u>(18,096)</u>
Ending Balance 12/31/23	<u>65,226</u>



## BALANCE SHEET

### 2023 Balance Sheet (Unaudited)

Account	Balance
<b><u>ASSETS</u></b>	
Cash	\$ 14,892,191
Taxes Receivable (net of uncollectables)	771,645
Accounts Receivable	1,989
Due from Other Governments	658
Due from Other Funds	406,640
Prepaid Expenses	83,408
<b>Total Assets</b>	<b>\$ 16,156,531</b>
<b><u>LIABILITIES</u></b>	
Accounts Payable	126,572
Due to Others	
Due to School District	8,876,634
Due to Other Funds	1,540,367
<b>Total Liabilities</b>	<b>\$ 10,543,573</b>
<b><u>EQUITY</u></b>	
Reserved for Encumbrances	174,962
Unreserved Fund Balance	5,437,996
<b>Total Equity</b>	<b>\$ 5,612,958</b>
<b><u>TOTAL LIABILITIES AND EQUITY</u></b>	<b>\$ 16,156,531</b>

## STATEMENT OF EXPENDITURES

### 2023 Expenditures

(Unaudited and does not have final payable manifest recorded)

Account Code	Description	Appropriation	Expended/ Encumbered	Remaining
<b><u>GENERAL GOVERNMENT</u></b>				
4130-4139	Executive	\$ 409,484	\$ 382,808	\$ 26,676
4140-4149	Election, Reg. & Vital Statistics	224,968	211,515	13,453
4150-4151	Financial Administration	47,395	40,938	6,457
4152	Revaluation of Property	61,000	70,938	(9,938)
4153	Legal Expense	75,000	33,656	41,344
4155-4159	Personnel Administration			-
4191-4193	Planning & Zoning	309,499	298,961	10,538
4194	General Government Buildings	132,345	115,640	16,705
4195	Cemeteries	37,830	35,752	2,078
4196	Insurance	156,798	154,797	2,001
		<b>\$ 1,454,319</b>	<b>\$ 1,345,006</b>	<b>\$ 109,313</b>
<b><u>PUBLIC SAFETY</u></b>				
4210-4214	Police	2,022,950	1,675,499	347,451
4215-4219	Ambulance	149,358	149,358	-
4220-4229	Fire	437,172	429,634	7,538
4290-4298	Emergency Management	5,880	3,589	2,291
4299	Other	29,984	14,815	15,169
		<b>\$ 2,645,344</b>	<b>\$ 2,272,895</b>	<b>\$ 372,449</b>
<b><u>HIGHWAYS &amp; STREETS</u></b>				
4311	Administration			-
4312	Highways & Streets	1,334,346	1,280,683	53,663
4313	Bridges			-
4316	Street Lighting	19,000	11,177	7,823
4319	Other	25,000	9,532	15,468
		<b>\$ 1,378,346</b>	<b>\$ 1,301,392</b>	<b>\$ 76,954</b>
<b><u>SANITATION</u></b>				
4321	Administration			-
4323	Solid Waste Collection	472,250	363,130	109,120
4324	Solid Waste Disposal			-
		<b>\$ 472,250</b>	<b>\$ 363,130</b>	<b>\$ 109,120</b>
<b><u>HEALTH/WELFARE</u></b>				
4411	Administration	3,380	3,230	151
4415-4419	Health Agencies & Hosp. & Other	21,000	21,000	-
4441-4442	Administration & Direct Assist.	94,295	59,548	34,747
		<b>\$ 118,675</b>	<b>\$ 83,778</b>	<b>\$ 34,897</b>

## STATEMENT OF EXPENDITURES

Account Code	Description	Appropriation	Expended/ Encumbered	Remaining
<b><u>CULTURE &amp; RECREATION</u></b>				
4520-4529	Parks & Recreation	36,214	34,994	1,221
4550-4559	Library	276,288	276,288	-
4583	Patriotic Purposes	500	500	-
4589	Other Culture & Recreation	7,089	4,987	2,102
		<b>\$ 320,091</b>	<b>\$ 316,769</b>	<b>\$ 3,322</b>
<b><u>4651-4659 CONSERVATION</u></b>				
	Administration	\$ 7,000	\$ 6,464	\$ 536
	Other Conservation			\$ -
<b>4651-4659</b>	<b><u>ECONOMIC DEVELOPMENT</u></b>	<b>\$ 355</b>		<b>\$ 355</b>
<b><u>DEBT SERVICE</u></b>				
4711	Princ.- Long Term Bonds & Notes	540,600	540,600	-
4721	Interest-Long Term Bonds & Notes	165,401	165,706	(305)
4723	Int. on Tax Anticipation Notes	1		1
		<b>\$ 706,002</b>	<b>\$ 706,306</b>	<b>\$ (304)</b>
<b><u>CAPITAL OUTLAY</u></b>				
4901	Land			-
4902	Machinery, Vehicles & Equipment	380,420	357,613	22,807
4903	Buildings			-
4909	Other Improvements -	802,600	794,345	8,255
		<b>\$ 1,183,020</b>	<b>\$ 1,151,958</b>	<b>\$ 31,062</b>
<b><u>OPERATING TRANSFERS OUT</u></b>				
4912	To Special Revenue Fund			-
4913	To Capital Projects Fund			-
4914	To Enterprise Fund			-
	Sewer-	1,797,625	1,797,625	-
	Water-	992,506	992,506	-
4915	To Capital Reserve Fund	1,106,850	1,106,850	-
4919	To Agency Funds	11,000	11,000	-
		<b>\$ 3,907,981</b>	<b>\$ 3,907,981</b>	<b>\$ -</b>
		<b>\$ 12,193,383</b>	<b>\$ 11,455,679</b>	<b>\$ 737,704</b>

## STATEMENT OF REVENUES

### 2023 Revenues

(Unaudited)

Account Code	Description	Budgeted	Actual	Over/(Under) Collected
<b><u>TAXES</u></b>				
3110	Net Property Tax	\$ 4,585,430	\$ 4,585,584	\$ 154
3120	Land Use Change Tax			-
3185	Timber Tax	13,300	14,522	1,222
3186	Payment in Lieu of Taxes	41,899	41,899	-
3187	Excavation Tax	13,000	13,945	945
3190	Interest & Penalties on Taxes	44,000	55,437	11,437
		<u>\$ 4,697,629</u>	<u>\$ 4,711,386</u>	<u>\$ 13,757</u>
<b><u>LICENSES, PERMITS &amp; FEES</u></b>				
				-
3220	Motor Vehicle Permit Fees	1,500,000	1,570,414	70,414
3230	Building Permits	42,000	56,797	14,797
3290	Other Licenses, Permits & Fees	38,210	49,022	10,812
		<u>\$ 1,580,210</u>	<u>\$ 1,676,233</u>	<u>\$ 96,023</u>
3311-3319	<b><u>FROM FEDERAL GOVERNMENT</u></b>			\$ -
	<b><u>FROM STATE</u></b>			-
				-
3351	Shared Revenues			-
3352	Meals & Rooms Tax Distribution	690,457	690,457	-
3353	Highway Block Grant	167,685	215,117	47,432
3354	Water Pollution Grant			-
3359	Other	1,000	5,195	4,195
		<u>\$ 859,142</u>	<u>\$ 910,769</u>	<u>\$ 51,627</u>
<b><u>CHARGES FOR SERVICES</u></b>				
3401-3406	Income from Departments			
	General	2,000	10,545	8,545
	Recreation	1,000	1,600	600
	Planning & Land Use	7,750	22,466	14,716
	Cemeteries	1,000	9,850	8,850
	Public Works	30,000	48,541	18,541
	Police	29,000	27,684	(1,316)
	Fire	250	4,644	4,394
	Welfare			-
		<u>\$ 71,000</u>	<u>\$ 125,331</u>	<u>\$ 54,331</u>

## STATEMENT OF REVENUES

Account Code	Description	Budgeted	Actual	Over/(Under) Collected
<b><u>MISCELLANEOUS REVENUES</u></b>				
3501	Sale of Municipal Property	1	6,500	6,499
3502	Interest on Investments	120,000	221,240	101,240
3503	Facilities Rental			-
3509	Other	3,000	7,195	4,195
		<b>\$ 123,001</b>	<b>\$ 234,935</b>	<b>\$ 111,934</b>
<b><u>OPERATING TRANSFERS IN</u></b>				
3912	From Special Revenue Funds			-
3913	From Capital Projects Funds			-
3914	From Enterprise Funds			-
	Sewer - (Offset)	1,797,625	1,797,625	-
	Water - (Offset)	992,506	992,506	-
3915	From Capital Reserve Funds	404,420	645,012	240,592
	From Trust and Agency Funds			-
		<b>\$ 3,194,551</b>	<b>\$ 3,435,143</b>	<b>\$ 240,592</b>
<b><u>OTHER FINANCING SOURCES</u></b>				
3934	Proc. from Long Term Bonds & Notes			-
	Amounts VOTED From Fund Bal.	1,112,850		(1,112,850)
	Fund Balance to Reduce Taxes	555,000		(555,000)
		<b>\$ 1,667,850</b>	<b>\$ -</b>	<b>\$ (1,667,850)</b>
		<b>\$ 12,193,383</b>	<b>\$ 11,093,797</b>	<b>\$ (1,099,586)</b>

## TAX COLLECTOR'S REPORT



New Hampshire  
Department of  
Revenue Administration

**MS-61****Tax Collector's Report**

For the period beginning  and ending

This form is due **March 1st (Calendar Year) or September 1st (Fiscal Year)**

**Instructions****Cover Page**

- Specify the period begin and period end dates above
- 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:  County:  Report Year:

**PREPARER'S INFORMATION**

First Name  Last Name   
Street No.  Street Name  Phone Number   
Email (optional)



## TAX COLLECTOR'S REPORT



**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

Debits					
Uncollected Taxes Beginning of Year	Account	Levy for Year of this Report	Year: 2022	Prior Levies (Please Specify Years)	
				Year:	Year:
Property Taxes	3110		\$3,244,090.33		
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185		\$26.98		
Excavation Tax	3187				
Other Taxes	3189				
Property Tax Credit Balance ?		(\$5,473.37)			
Other Tax or Charges Credit Balance ?					

Taxes Committed This Year	Account	Levy for Year of this Report	2022	Prior Levies	
Property Taxes	3110	\$21,968,493.00			
Resident Taxes	3180				
Land Use Change Taxes	3120	\$34,439.00			
Yield Taxes	3185	\$14,521.70			
Excavation Tax	3187	\$13,944.66			
Other Taxes	3189				
- Sewer			\$58,730.43		
Add Line					

Overpayment Refunds	Account	Levy for Year of this Report	2022	Prior Levies	
Property Taxes	3110	\$17,368.55	\$1,601.00		
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185				
Excavation Tax	3187				
- Sewer			\$1,614.48		
Add Line					
Interest and Penalties on Delinquent Taxes	3190	\$3,304.08	\$18,285.59		
Interest and Penalties on Resident Taxes	3190				
Total Debits		\$22,046,597.62	\$3,324,348.81	\$0.00	\$0.00

## TAX COLLECTOR'S REPORT



**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

Credits				
Remitted to Treasurer	Levy for Year of this Report	2022	Prior Levies	
Property Taxes	\$21,387,652.45	\$3,041,779.96		
Resident Taxes				
Land Use Change Taxes	\$13,660.00			
Yield Taxes	\$11,486.37	\$26.98		
Interest (Include Lien Conversion)	\$3,304.08	\$18,285.59		
Penalties				
Excavation Tax	\$13,944.66			
Other Taxes				
Conversion to Lien (Principal Only)		\$203,703.38		
- Sewer		\$28,340.58		
- Conversion to Lien Sewer		\$32,004.33		
Add Line				
Discounts Allowed				

Abatements Made	Levy for Year of this Report	2022	Prior Levies	
Property Taxes	\$175.33	\$207.99		
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes				
-				
Add Line				
Current Levy Deeded				

## TAX COLLECTOR'S REPORT



**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

Uncollected Taxes - End of Year # 1080	Levy for Year of this Report	Prior Levies		
	2022			
Property Taxes	\$598,033.77			
Resident Taxes				
Land Use Change Taxes	\$20,779.00			
Yield Taxes	\$3,035.33			
Excavation Tax				
Other Taxes				
Property Tax Credit Balance ?	(\$5,473.37)			
Other Tax or Charges Credit Balance ?				
Total Credits		\$22,046,597.62	\$3,324,348.81	\$0.00
				\$0.00

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$616,374.73
Total Unredeemed Liens (Account #1110 - All Years)	\$217,176.24

## TAX COLLECTOR'S REPORT



**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

## Lien Summary

## Summary of Debits

	Last Year's Levy	Prior Levies (Please Specify Years)		
		Year: 2021	Year: 2020	Year: Prior
Unredeemed Liens Balance - Beginning of Year		\$100,467.37	\$69,788.06	\$58,605.11
Liens Executed During Fiscal Year	\$168,336.76			
Interest & Costs Collected (After Lien Execution)	\$3,670.22	\$10,802.99	\$8,141.45	\$2,332.45
-				
Add Line				
<b>Total Debits</b>	<b>\$172,006.98</b>	<b>\$111,270.36</b>	<b>\$77,929.51</b>	<b>\$60,937.56</b>

## Summary of Credits

	Last Year's Levy	Prior Levies		
		2021	2020	Prior
Redemptions	\$63,372.18	\$40,931.82	\$67,244.35	\$8,251.40
-				
Add Line				
Interest & Costs Collected (After Lien Execution) #3190	\$3,670.22	\$10,802.99	\$8,141.45	\$2,332.45
-				
Add Line				
Abatements of Unredeemed Liens		\$202.81	\$18.50	
Liens Deeded to Municipality				
Unredeemed Liens Balance - End of Year #1110	\$104,964.58	\$59,332.74	\$2,525.21	\$50,353.71
<b>Total Credits</b>	<b>\$172,006.98</b>	<b>\$111,270.36</b>	<b>\$77,929.51</b>	<b>\$60,937.56</b>

## For DRA Use Only

Total Uncollected Taxes (Account #1080 - All Years)	<b>\$616,374.73</b>
Total Unredeemed Liens (Account #1110 - All Years)	<b>\$217,176.24</b>

## TAX COLLECTOR'S REPORT



*New Hampshire*  
Department of  
Revenue Administration

**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

**2. SAVE AND EMAIL THIS FORM**

Please save and e-mail the completed PDF form to your Municipal Bureau Advisor.

**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

2023 Appropriations and Revenues			
Municipal Accounting Overview			
Description			
Total Appropriation		\$12,193,383	
Net Revenues (Not Including Fund Balance)			(\$5,940,103)
Fund Balance Voted Surplus			(\$1,112,850)
Fund Balance to Reduce Taxes			(\$555,000)
War Service Credits		\$157,000	
Special Adjustment		\$0	
Actual Overlay Used		\$12,466	
Net Required Local Tax Effort		\$4,754,896	
County Apportionment			
Description		Appropriation	Revenue
Net County Apportionment		\$1,977,665	
I \$1,695,0031			
Net Required County Tax Effort		\$1,977,665	
Education			
Description		Appropriation	Revenue
Net Local School Appropriations		\$21,373,266	
Net Cooperative School Appropriations			
Net Education Grant			(\$5,996,632)
Locally Retained State Education Tax			(1413042
Net Required Local Education Effort		\$13,963,592	
State Education Tax		\$1,413,042	
State Education Tax Not Retained		\$0	
Net Required State Education Tax Effort		\$1,413,042	
Valuation			
Municipal (MS-1)			
Description		Current Year	Prior Year
Total Assessment Valuation with Utilities		\$794,536,548	\$794,380,722
Total Assessment Valuation without Utilities		\$771,321,448	\$769,128,222
2023 Municipal Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
Municipal	\$4,754,896	\$794,536,548	\$5.99
County	\$1,977,665	\$794,536,548	\$2.49
Local Education	\$13,963,592	\$794,536,548	\$17.57
State Education	\$1,413,042	\$771,321,448	\$1.83
Total	\$22,109,195		\$27.88
Tax Commitment Calculation			
Total Municipal Tax Effort		\$22,109,195	
War Service Credits		(\$157,000)	
Village District Tax Effort			
Total Property Tax Commitment		\$21,952,195	

## TAX RATE BREAKDOWN



**New Hampshire**  
Department of  
Revenue  
Administration

**2023**  
**\$27.88**

### Tax Rate Breakdown Pembroke

Municipal Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
Municipal	\$4,754,896	\$794,536,548	<b>\$5.99</b>
County	\$1,977,665	\$794,536,548	<b>\$2.49</b>
Local Education	\$13,963,592	\$794,536,548	<b>\$17.57</b>
State Education	\$1,413,042	\$771,321,448	<b>\$1.83</b>
<b>Total</b>	<b>\$22,109,195</b>		<b>\$27.88</b>

Village Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
<b>Total</b>			

Tax Commitment Calculation	
Total Municipal Tax Effort	\$22,109,195
War Service Credits	(\$157,000)
Village District Tax Effort	
Total Property Tax Commitment	\$21,952,195

10/19/2023

Sam Greene  
Director of Municipal and Property Division  
New Hampshire Department of Revenue Administration



## LONG-TERM DEBT

Main  
Street

TIF

Year	Principal	Interest	Total	Principal	Interest	Total
2024	240,600.00	49,077.30	289,677.30	200,000.00	83,800.00	283,800.00
2025	240,600.00	36,806.70	277,406.70	200,000.00	73,600.00	273,600.00
2026	240,600.00	24,536.10	265,136.10	200,000.00	63,400.00	263,400.00
2027	240,500.00	12,265.50	252,765.50	200,000.00	53,200.00	253,200.00
2028				200,000.00	43,000.00	243,000.00
2029				200,000.00	32,800.00	232,800.00
2030				200,000.00	24,600.00	224,600.00
2031				200,000.00	16,400.00	216,400.00
2032				200,000.00	8,200.00	208,200.00
<b>Totals</b>	962,300.00	122,685.60	1,084,985.60	1,800,000.00	399,000.00	2,199,000.00

### All Debt

2024	440,600.00	132,877.30
2025	440,600.00	110,406.70
2026	440,600.00	87,936.10
2027	440,500.00	65,465.50
2028	200,000.00	43,000.00
2029	200,000.00	32,800.00
2030	200,000.00	24,600.00
2031	200,000.00	16,400.00
2032	200,000.00	8,200.00
<b>Totals</b>	2,762,300.00	521,685.60

## SUMMARY INVENTORY OF PROPERTY

Net Assessed Valuation Comparison  
2020- 2023  
Town of Pembroke, NH

	2020	2021	2022	2023
<b>LAND</b>				
Current Use	\$1,070,044	\$1,061,605	\$1,039,622	\$963,850
Discretionary Easement	\$69,800	\$69,800	\$64,800	\$59,400
Residential	\$181,500,000	\$183,009,200	\$184,829,200	\$187,431,600
Commercial/Industrial	\$38,247,000	\$38,014,800	\$38,039,400	\$38,036,900
Total Taxable Land	\$220,886,844	\$222,155,405	\$223,973,022	\$226,491,750
Tax Exempt & Non-Taxable Land	\$18,583,118	\$18,692,351	\$18,400,211	\$18,099,598
<b>BUILDINGS</b>				
Residential	\$409,843,200	\$427,624,742	\$430,363,800	\$439,458,200
Manufactured Housing	\$2,145,000	\$2,152,500	\$2,152,200	\$2,160,400
Commercial/Industrial	\$107,018,900	\$107,822,800	\$113,099,200	\$103,742,848
Total Taxable Buildings	\$519,007,100	\$537,600,042	\$545,615,200	\$545,361,448
Tax Exempt & Non-Taxable Buildings	\$53,546,400	\$57,138,400	\$56,359,700	\$55,126,500
<b>PUBLIC UTILITIES</b>				
Gas	\$11,359,300	\$11,174,800	\$9,124,200	\$8,062,100
Electric	\$19,925,800	\$18,678,800	\$16,128,300	\$15,153,000
Other	\$100,000	\$100,000	\$100,000	\$100,000
Utilities Total	\$31,385,100	\$29,953,600	\$25,352,500	\$23,315,100
 Gross Valuation	 \$771,279,044	 \$789,709,047	 \$794,940,722	 \$795,168,298
Less Exemptions	\$511,000	\$495,000	\$560,000	\$631,750
<b>Net Valuation</b>	<b>\$770,768,044</b>	<b>\$789,214,047</b>	<b>\$794,380,722</b>	<b>\$794,536,548</b>

## 2023 TOWN OWNED PROPERTIES

OWNER	MAP	LOT	UNIT	ST #	ST NAME	ACREAGE	LAND	O/B	XF	BUILDING	TOTAL
PEMBROKE, TOWN OF	256	10	2	865	DOVER RD	0.41	\$32,500	\$0	\$0	\$0	\$32,500
PEMBROKE, TOWN OF	258	3	3	627	ROBINSON RD	1.15	\$41,900	\$0	\$0	\$0	\$41,900
FRENCH CEMETERY	258	CM	9		CEMETERY - FRENCH	0.09	\$25,300	\$0	\$0	\$0	\$25,300
PEMBROKE, TOWN OF	260	41		621-623	SIXTH RANGE RD	5.10	\$41,900	\$0	\$0	\$0	\$41,900
PEMBROKE, TOWN OF	260	42		617-619	SIXTH RANGE RD	5.60	\$834,000	\$0	\$0	\$0	\$834,000
PEMBROKE, TOWN OF	260	58	1		SEVENTH RANGE RD	6.00	\$91,100	\$0	\$0	\$0	\$91,100
RICHARDSON CEMETERY	260	CM	8		CEMETERY-RICHARDSON	0.06	\$24,000	\$0	\$0	\$0	\$24,000
PEMBROKE, TOWN OF	262	1	1	358	PEMBROKE HILL RD	0.06	\$26,400	\$0	\$0	\$0	\$26,400
PEMBROKE, TOWN OF	262	23	1	438	CROSS COUNTRY RD	17.50	\$310,200	\$0	\$0	\$0	\$310,200
PEMBROKE, TOWN OF	262	27		543	CROSS COUNTRY RD	14.00	\$2,860	\$0	\$0	\$0	\$2,860
PEMBROKE HILL CEMETERY	262	CM	4		CEMETERY-PEMBROKE HL	0.49	\$33,000	\$0	\$0	\$0	\$33,000
PEMBROKE, TOWN OF	264	32	1	244	ACADEMY RD	7.28	\$105,500	\$0	\$0	\$0	\$105,500
PEMBROKE, TOWN OF	264	79	1	346	PEMBROKE HILL RD	0.32	\$35,300	\$0	\$0	\$0	\$35,300
PEMBROKE, TOWN OF	264	87		308-310	FOURTH RANGE RD	0.96	\$40,700	\$0	\$0	\$0	\$40,700
PEMBROKE, TOWN OF	264	95	1		FOURTH RANGE RD	0.77	\$7,800	\$0	\$0	\$0	\$7,800
PEMBROKE, TOWN OF	266	7		34-36	MASON AVE	10.66	\$26,200	\$0	\$0	\$0	\$26,200
PEMBROKE, TOWN OF	266	24			BROADWAY	1.36	\$83,400	\$0	\$0	\$0	\$83,400
PEMBROKE, TOWN OF	266	79		231-2	DEARBORN RD	1.75	\$94,600	\$0	\$0	\$0	\$94,600
EVERGREEN CEMETERY	266	CM	2		CEMETERY - EVERGREEN	9.58	\$234,400	\$0	\$0	\$0	\$234,400
PEMBROKE, TOWN OF	266	171		171-173	BUCK ST	0.24	\$6,400	\$0	\$0	\$0	\$6,400
PEMBROKE, TOWN OF	559	11		825	NO PEMBROKE RD	0.30	\$7,700	\$0	\$0	\$0	\$7,700
PEMBROKE, TOWN OF	559	13			SOUCOOK RIVER	4.00	\$145,400	\$0	\$0	\$0	\$145,400
PEMBROKE SEWER COMMISSION	561	17	1-P	147	SHEEP DAVIS RD	0.00	\$0	\$7,500	\$0	\$0	\$7,500
PEMBROKE, TOWN OF	561	34		402-408	BOROUGH RD	9.00	\$284,200	\$0	\$0	\$0	\$284,200
PEMBROKE, TOWN OF				625-	BOROUGH RD	8.70	\$117,700	\$0	\$0	\$0	\$117,700

## 2023 TOWN OWNED PROPERTIES

OWNER	MAP	LOT	UNIT	ST #	ST NAME	ACREAGE	LAND	O/B	XF	BUILDING	TOTAL
ABBOTT CEMETERY	561	86		629							
			7		CEMETERY - ABBOTT	0.13	\$29,900	\$0	\$0	\$0	\$29,900
PEMBROKE, TOWN OF	561	CM									
			1-	502-	THIRD RANGE RD	26.62	\$40,300	\$0	\$0	\$0	\$40,300
	563	22	1	516							
PEMBROKE WATER WORKS				226	BRICKETT HILL RD	0.92	\$81,000	\$1,697,900	\$0	\$0	\$1,778,900
	563	39									
PEMBROKE, TOWN OF				475	PEMBROKE ST	1.53	\$8,200	\$0	\$0	\$0	\$8,200
	563	70									
PEMBROKE, TOWN OF				OFF	CENTER RD	87.21	\$238,900	\$0	\$0	\$0	\$238,900
- CONSERVATION	563	90									
PEMBROKE, TOWN OF				305-	BRICKETT HILL RD	28.48	\$536,000	\$0	\$0	\$0	\$536,000
	563	94		325							
PEMBROKE, TOWN OF,				346	PEMBROKE ST	1.66	\$134,100	\$18,600	\$1,800	\$151,200	\$305,700
WATER WORKS	565	51									
PEMBROKE, TOWN OF				59	WHITE SANDS RD	11.79	\$310,600	\$0	\$0	\$0	\$310,600
	565	59									
PEMBROKE, TOWN OF				410	NADINE RD	0.55	\$45,300	\$0	\$0	\$0	\$45,300
	565	81	19								
PEMBROKE, TOWN OF			A		BOW LANE	0.65	\$9,300	\$0	\$0	\$0	\$9,300
	565	81									
PEMBROKE, TOWN OF			B		WHITE SANDS RD	64.94	\$418,100	\$0	\$0	\$0	\$418,100
	565	81									
PEMBROKE, TOWN OF			C	444	PEMBROKE ST	34.30	\$286,500	\$0	\$0	\$0	\$286,500
	565	81									
PEMBROKE SEWER COMMISSION			B-	55	WHITE SANDS RD	0.00	\$0	\$1,700	\$0	\$53,700	\$55,400
	565	81	P								
PEMBROKE, TOWN OF				27	WHITTEMORE RD	5.02	\$104,600	\$0	\$0	\$0	\$104,600
	565	95									
PEMBROKE STREET CEMETERY			3		CEMETERY-PEMBROKE ST	2.38	\$51,900	\$700	\$0	\$0	\$52,600
	565	CM									
PEMBROKE, TOWN OF				311	PEMBROKE ST	2.99	\$169,400	\$18,800	\$12,800	\$1,885,100	\$2,086,100
	565	256									
PEMBROKE, TOWN OF			6-		CHURCH RD	0.43	\$6,500	\$0	\$0	\$0	\$6,500
	565	257	1								
PEMBROKE, TOWN OF			1		MERRIMACK RIVER BANK	2.95	\$12,800	\$0	\$0	\$0	\$12,800
	567	1									
PEMBROKE WATER WORKS				635-	PEMBROKE ST	12.00	\$449,500	\$1,000	\$0	\$62,400	\$512,900
	632	3		655							
PEMBROKE SEWER COMMISSION			1-	702	KEITH AVE	0.00	\$0	\$1,600	\$0	\$36,800	\$38,400
	632	8	P								
PEMBROKE, TOWN OF				78-20	SHEEP DAVIS RD	0.00	\$0	\$0	\$0	\$0	\$0
	632	11	120								
PEMBROKE WATER WORKS				142	SHEEP DAVIS RD	14.94	\$407,200	\$8,300	\$0	\$0	\$415,500
	632	18	12								
PEMBROKE, TOWN OF				572	PEMBROKE ST	0.11	\$104,300	\$0	\$0	\$0	\$104,300

## 2023 TOWN OWNED PROPERTIES

OWNER	MAP	LOT	UNIT	ST #	ST NAME	ACREAGE	LAND	O/B	XF	BUILDING	TOTAL
PEMBROKE SEWER COMMISSION	634	46									
	634	46	P	572	PEMBROKE ST	0.00	\$0	\$1,500	\$0	\$32,700	\$34,200
PEMBROKE, TOWN OF	868	8		807	BACHELDER RD	0.37	\$66,000	\$0	\$0	\$0	\$66,000
PEMBROKE, TOWN OF	868	10		813	BACHELDER RD	0.37	\$66,000	\$0	\$0	\$0	\$66,000
PEMBROKE, TOWN OF	868	14		831	BACHELDER RD	0.07	\$24,900	\$0	\$0	\$0	\$24,900
PEMBROKE, TOWN OF	868	35		136	NO PEMBROKE RD	25.00	\$226,500	\$0	\$0	\$0	\$226,500
BUCK STREET CEMETERY	868	CM	1		CEMETERY - BUCK ST	2.50	\$62,400	\$0	\$0	\$0	\$62,400
PEMBROKE, TOWN OF	870	34		662	THOMPSON RD	0.13	\$27,200	\$0	\$0	\$0	\$27,200
OLD NORTH PEMBROKE CEMETERY	935	CM	5		CEMETERY-OLD NO PEMB	0.46	\$32,700	\$0	\$0	\$0	\$32,700
PEMBROKE, TOWN OF	937	7		424	NO PEMBROKE RD	47.67	\$590,100	\$0	\$0	\$0	\$590,100
NEW NORTH PEMBROKE CEMETERY	937	CM	6		CEMETERY-NEW NO PEMB	0.53	\$28,300	\$0	\$0	\$0	\$28,300
PEMBROKE, TOWN OF	939	67		501-623	KIMBALL RD	133.10	\$314,100	\$0	\$0	\$0	\$314,100
PEMBROKE, TOWN OF	VE	1		172	MAIN ST	0.12	\$80,200	\$0	\$0	\$0	\$80,200
PEMBROKE, TOWN OF	VE	34		6	HOWARD ST	0.36	\$87,200	\$0	\$0	\$0	\$87,200
PEMBROKE, TOWN OF	VE	165			CENTRAL ST	0.74	\$65,600	\$6,800	\$0	\$0	\$72,400
PEMBROKE, TOWN OF	VE	195			GLASS ST	0.46	\$51,100	\$0	\$0	\$0	\$51,100
PEMBROKE, TOWN OF	VW	58	1		LINDY ST - OFF	0.07	\$6,600	\$0	\$0	\$0	\$6,600
PEMBROKE, TOWN OF	VW	113	L	116	MAIN ST	0.00	\$0	\$0	\$0	\$22,200	\$22,200
PEMBROKE, TOWN OF	VW	129	1	5	COLONIAL DR	0.14	\$7,500	\$0	\$0	\$0	\$7,500
PEMBROKE, TOWN OF	VW	168	1		SIMPSON AVE	0.10	\$7,000	\$0	\$0	\$0	\$7,000
PEMBROKE, TOWN OF	VW	175			HIGH ST	0.05	\$5,600	\$0	\$0	\$0	\$5,600
PEMBROKE, TOWN OF	VW	183			MERRIMACK RIVER	0.23	\$5,700	\$0	\$0	\$0	\$5,700
PEMBROKE, TOWN OF	VW	184			EXCHANGE ST	2.51	\$95,800	\$0	\$0	\$0	\$95,800
PEMBROKE, TOWN OF	VW	186			EXCHANGE ST	0.25	\$6,400	\$0	\$0	\$0	\$6,400

## 2023 TOWN OWNED PROPERTIES

OWNER	MAP	LOT	UNIT	ST #	ST NAME	ACREAGE	LAND	O/B	XF	BUILDING	TOTAL
PEMBROKE, TOWN OF	VW	188	2		OFF MEMORIAL FIELD	2.10	\$36,800	\$0	\$0	\$0	\$36,800
PEMBROKE, TOWN OF	VW	188		45	PLEASANT ST	30.00	\$542,500	\$82,700	\$0	\$0	\$625,200
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	\$218,900	\$41,200	\$1,600	\$338,900	\$600,600
PEMBROKE, TOWN OF	VW	190			PLEASANT ST	0.09	\$7,700	\$0	\$0	\$0	\$7,700
PEMBROKE, TOWN OF	VW	203		28	PLEASANT ST	0.09	\$6,100	\$0	\$0	\$0	\$6,100
PEMBROKE, TOWN OF	VW	227		1	KEYSTONE LANE	0.20	\$6,700	\$0	\$0	\$0	\$6,700
PEMBROKE, TOWN OF	VW	228		2	EXCHANGE ST	0.40	\$100,400	\$5,900	\$0	\$58,700	\$165,000
<b>Count:</b>	<b>79</b>										

# TOWN WAGE SCHEDULE

<i>Hourly</i>	<i>Minimum</i>	<i>Maximum</i>
<b><u>Grade 5</u></b> - Custodian Library Circulation Svcs. I	\$12.75	\$18.48
<b><u>Grade 6</u></b> Laborer/Maintenance	\$13.77	\$19.54
<b><u>Grade 7</u></b> - Library Circul. Svcs. II - Recording Secretary -	\$14.32	\$20.76
<b><u>Grade 8</u></b>	\$15.18	\$22.02
<b><u>Grade 9</u></b> - EMT -B Ambulance - Firefighter (Probationary) - Secretary - DPW - Truck Driver/Operator	\$16.10	\$23.35
<b><u>Grade 10</u></b> - Library Children Services	\$17.06	\$24.74
<b><u>Grade 11</u></b> - Planning & Land Use Clk. - Assistant Library Director - EMT - Advanced - Finance Clerk - Secretary to TA - Firefighters - Collections Clerk - -	\$18.08	\$26.27

<i>Hourly</i>	<i>Minimum</i>	<i>Maximum</i>
<b><u>Grade 12</u></b> - Sewer Laborer - Mechanic	\$19.16	\$27.79
<b><u>Grade 13</u></b> Welfare Administrator Highway Foreman Fire Engineer	\$20.32	\$29.55
<b><u>Grade 14</u></b> <b><u>FT/PT</u></b> Fire Lieutenant Paramedic	\$21.64	\$31.37
<b><u>Grade 15</u></b>	\$23.05	\$33.43
<b><u>Grade 16</u></b> <b><u>FT/PT</u></b> Code Enforce. Off. Planner Accountant Tax Collector	\$24.55	\$36.06
<b><u>Grade 17</u></b> -	\$26.14	\$37.91
<b><u>Grade 18</u></b> Ass't EMS Director	\$27.70	\$40.18

## TOWN WAGE SCHEDULE

<i>Salary</i>	<i>Minimum</i>	<i>Maximum</i>
<b><u>Grade 16</u></b>	\$51,063	\$75,004
Fire Captain Library Director Town Clerk		
<b><u>Grade 17</u></b>	\$54,785	\$77,556
<b><u>Grade 18</u></b>	\$57,634	\$83,573
<b><u>Grade 19</u></b>	\$61,083	\$89,433
Finance Dir. Deputy Fire Chief		
<b><u>Grade 20</u></b>	\$65,414	\$92,602
Assistant Fire Chief		
<b><u>Grade 21</u></b>	\$68,635	\$99,514
Sewer Op. Director EMS Director		
<b><u>Grade 22</u></b>	\$72,760	\$105,505
Fire Chief Public Works Dir.		
<b><u>Grade 23</u></b>	\$77,117	\$111,818
<b><u>Grade 24</u></b>	\$81,755	\$118,555
Town Administrator		



## TOWN WAGE SCHEDULE

### 2023 TOWN WAGE SCALE POLICE

<i>Hourly</i>	<i>Minimum</i>	<i>Maximum</i>
<b><u>Grade 11</u></b>	\$18.08	\$26.27
Police Secretary		
<b><u>Grade 12</u></b>	\$19.16	\$27.79
Police Admin. Sec.		
<b><u>Grade 14</u></b>	\$24.49	
Police officer - Non Cert.		
<b><u>Grade 16</u></b>	\$25.79	\$36.06
Police officer - Certified		
<b><u>Grade 17</u></b>	\$26.14	\$37.91
Detective		
<b><u>Grade 18</u></b>	\$27.70	\$40.18
Police Sgt. Detective Sgt.		

<i>Salary</i>	<i>Minimum</i>	<i>Maximum</i>
<b><u>Grade 20</u></b>	\$65,414	\$92,602
Prosecutor		
<b><u>Grade 21</u></b>	\$74,606	\$99,514
Police Lieutenant		
<b><u>Grade 23</u></b>	\$77,117	\$111,818
Police Chief		

**TOWN OF PEMBROKE**  
**2023 Wages and Benefits**

Name	Base Pay	Overtime	Other	Gross		Social Security	Medicare	NH Retirement
				Wages				
Addington, Christine	\$48,817.86	\$103.09	\$1,800.00	\$50,720.95		\$3,144.70	\$735.45	\$6,791.76
Alley, Annette	\$51,537.12	\$189.60	\$1,213.44	\$52,940.16		\$3,282.29	\$767.63	
Alley, Laura	\$730.00			\$730.00		\$45.26	\$10.59	
Altilio, Iris	\$1,005.22			\$1,005.22		\$62.32	\$14.58	
Bacon, Paul	\$56,862.81		\$1,963.52	\$58,826.33		\$3,647.23	\$852.98	\$7,841.10
Baldwin, Stephanie	\$49,945.48	\$297.60		\$50,243.08		\$3,115.07	\$728.52	\$6,410.70
Baro, Andrew	\$69,977.36	\$17,470.16	\$1,567.50	\$89,015.02			\$1,290.72	\$27,377.56
Bean, Richard	\$2,000.00			\$2,000.00		\$124.00	\$29.00	\$27,377.56
Bilodeau, Richard	\$774.08			\$774.08		\$47.99	\$11.22	
Boucher, Cove	\$5,246.75			\$5,246.75		\$325.30	\$76.08	
Brown, Michael	\$5,629.00	\$1,246.14	\$3,545.74	\$10,420.88		\$646.09	\$151.10	\$949.78
Burns, Cameron	\$14,047.92	\$738.09		\$14,786.01		\$916.73	\$214.40	\$949.78
Byrne, Danielle	\$29,364.97	\$1,184.63		\$30,549.60		\$1,894.08	\$442.97	
Carlucci, Jocelyn	\$1,966.54			\$1,966.54		\$121.93	\$28.51	
Chevrette, Mark	\$45,847.86	\$4,187.03	\$2,768.96	\$52,803.85		\$3,273.84	\$765.66	\$6,936.12
Chidester, Seth	\$66,749.71	\$20,572.56		\$87,322.27		\$5,413.98	\$1,266.17	\$12,041.92
Clough, Craig	\$83,002.19	\$4,078.30	\$1,871.04	\$88,951.53		\$5,514.99	\$1,289.80	\$12,006.82
Clark, William	\$4,186.88			\$4,186.88		\$259.59	\$60.71	
Clark, Bonnie	\$80.00			\$80.00		\$4.96	\$1.16	
Connell, Daniel	\$13,550.76			\$13,550.76		\$840.15	\$196.49	
Cronin, Carolyn	\$62,349.62		\$100.00	\$62,449.62		\$3,871.88	\$905.52	\$8,611.66
Cunha, Christopher	\$76,411.20	\$9,119.89	\$1,068.18	\$86,599.27			\$1,255.69	\$28,219.07
Curtin-DiGenova, Meagan	\$6,450.76			\$6,450.76		\$399.95	\$93.54	
Cushing, Robyn	\$39,536.91	\$1,644.80		\$41,181.71		\$2,553.27	\$597.13	
Cyr, Jeffrey	\$10,824.72			\$10,824.72		\$671.13	\$156.96	
Cyr, Martha	\$4,097.02			\$4,097.02		\$254.02	\$59.41	
DiGiovanni, Nicholas	\$9,690.71			\$9,690.71		\$600.82	\$140.52	
Donahue, Meghan	\$7,797.91			\$7,797.91		\$483.47	\$113.07	
Draus, Morgan	\$3,060.00			\$3,060.00		\$189.72	\$44.37	
DuVarney, Joseph	\$8,933.25			\$8,933.25		\$553.86	\$129.53	
Engwer, Andrew	\$1,074.62			\$1,074.62		\$66.63	\$15.58	
Erkkila, Kristen	\$220.00			\$220.00		\$13.64	\$3.19	
Everton, David	\$5,353.92			\$5,353.92		\$331.94	\$77.63	

**TOWN OF PEMBROKE**  
**2023 Wages and Benefits**

Name	Base Pay	Overtime	Other	Gross		Social Security	Medicare	NH Retirement
				Wages				
Fanny, Jordan	\$23,799.80	\$1,980.69		\$25,780.49		\$1,598.39	\$373.82	\$3,605.28
Fanny, Robert	\$43,245.23	\$5,796.81		\$49,042.04		\$3,040.61	\$711.11	\$6,462.27
Farley, Robert	\$20,450.08			\$20,450.08		\$1,267.90	\$296.53	
Fiske, Jason	\$11,235.20	\$1,316.75	\$1,372.45	\$13,924.40			\$201.90	\$4,252.60
Fitzgerald, Daniel	\$11,351.62			\$11,351.62		\$703.80	\$164.60	
Fowler, Shelley	\$80.00			\$80.00		\$4.96	\$1.16	
Frederickson, Richard	\$2,000.00			\$2,000.00		\$124.00	\$29.00	
Funk, Donovan	\$58,282.40	\$16,658.51		\$74,940.91		\$4,646.34	\$1,086.64	\$10,334.89
Gagne, Shanna	\$20,612.94		\$200.00	\$20,812.94		\$1,290.40	\$301.79	
Gagnon, Paul	\$31,315.05			\$31,315.05		\$1,941.53	\$454.07	
Gagyi, Peter	\$2,000.00			\$2,000.00		\$124.00	\$29.00	
Galligan, Rose	\$6,652.48			\$6,652.48		\$412.45	\$96.46	
Gamache, Christopher	\$89,514.80		\$2,114.40	\$91,629.20		\$5,681.01	\$1,328.62	\$12,343.38
Gaskell, Gary	\$98,186.57		\$8,734.68	\$106,921.25			\$1,550.36	\$34,711.06
Gifford, Susan	\$2,948.77			\$2,948.77		\$182.82	\$42.76	
Ginn, Joshua	\$2,458.12			\$2,458.12		\$152.40	\$35.64	
Girard, Corey	\$1,918.70			\$1,918.70		\$118.96	\$27.82	
Goff, James F	\$73,540.16		\$1,720.80	\$75,260.96		\$4,666.18	\$1,091.28	\$10,374.43
Goodrich, Jada	\$9,952.95	\$313.50		\$10,266.45		\$636.52	\$148.86	
Goulet, Sandy	\$2,000.00			\$2,000.00		\$124.00	\$29.00	
Greco, Vincent	\$3,000.00			\$3,000.00		\$186.00	\$43.50	
Guillemette, Emily	\$2,263.00			\$2,263.00		\$140.31	\$32.81	
Guillemette, Sarah	\$7,047.00			\$7,047.00		\$436.91	\$102.18	
Heath, Corey	\$58,647.34	\$2,285.93	\$1,500.00	\$62,433.27		\$3,870.86	\$905.28	\$8,405.27
Higgins, Edward	\$9,971.47			\$9,971.47		\$618.23	\$144.59	
Higgins, Irina	\$5,017.50			\$5,017.50		\$311.09	\$72.75	
Hornblower, Ryan	\$21,830.08			\$21,830.08		\$1,353.46	\$316.54	
Huang, Jie	\$7,255.68			\$7,255.68		\$449.85	\$105.21	
Huertas, Caitlin	\$25,451.28			\$25,451.28		\$1,577.98	\$369.04	
Jameson, Daniel	\$32,420.27	\$3,940.66	\$1,733.76	\$38,094.69		\$2,361.87	\$552.37	\$5,043.12
Jodoin, David	\$114,354.08		\$4,483.52	\$118,837.60		\$7,367.93	\$1,723.15	\$16,123.64
Jordan, Yewande	\$257.67			\$257.67		\$15.98	\$3.74	
Judge, Terrence	\$7,496.44			\$7,496.44		\$464.78	\$108.70	

**TOWN OF PEMBROKE**  
**2023 Wages and Benefits**

Name	Base Pay	Overtime	Other	Gross		Social Security	Medicare	NH Retirement
				Wages				
Lamont, Jessica	\$352.63			\$352.63		\$21.86	\$5.11	
Lamontagne, Brittany	\$34,580.83	\$647.02	\$1,217.76	\$36,445.61		\$2,259.63	\$528.46	
Larochelle, Christopher	\$2,557.11			\$2,557.11		\$158.54	\$37.08	
Lemoine, Ann	\$1,680.83			\$1,680.83		\$104.21	\$24.37	
Lemoine, Brian	\$3,691.27			\$3,961.27		\$245.60	\$57.44	
Lemoine, Tyrel	\$7,787.16			\$7,787.16		\$482.80	\$112.91	
Lippmeier, Jordan	\$5,813.30			\$5,813.30		\$360.42	\$84.29	
Ludwick, Stephen	\$1,245.69			\$1,245.69		\$77.23	\$18.06	
Mailhot, Paul	\$7,445.28			\$7,445.28		\$461.61	\$107.96	
Malo, Paulette	\$91,250.40		\$4,413.84	\$95,664.24		\$5,931.18	\$1,387.13	\$12,764.05
Mann, Paul	\$219.04			\$219.04		\$13.58	\$3.18	
Marion, Neal	\$41,650.98	\$5,939.84	\$1,500.00	\$49,090.82		\$3,043.63	\$711.82	\$6,573.70
Martel, Cassidy	\$1,044.10			\$1,044.10		\$64.73	\$15.14	
Martel, Chester	\$6,129.02			\$6,129.02		\$380.00	\$88.87	
Martin, Hannah	\$3,475.00			\$3,475.00		\$215.45	\$50.39	
Martin, Robert	\$5,346.21			\$5,346.21		\$331.47	\$77.52	
Mate, Amanda	\$44,974.58	\$16.61		\$44,991.19		\$2,789.45	\$652.37	\$6,203.57
McDonald, Scott	\$501.75			\$501.75		\$31.11	\$7.28	
McNeil, Jillian	\$5,337.48			\$5,337.48		\$330.92	\$77.39	
Medina, Briana	\$1,286.88			\$1,286.88		\$79.79	\$18.66	
Medina, Kailyn	\$1,286.88			\$1,286.88		\$79.79	\$18.66	
Mendoza, Adam	\$53,356.42	\$6,973.58	\$1,500.00	\$61,830.00		\$3,833.46	\$896.54	\$8,331.68
Merrill, Scott	\$165.94			\$165.94		\$10.29	\$2.41	
Miller, Katerina	\$4,055.93			\$4,055.93		\$251.47	\$58.81	
Murdoch, Jessie	\$27,098.76			\$27,098.76		\$1,680.12	\$392.93	
Murray, Travis	\$38,809.60	\$2,523.59	\$755.20	\$42,088.39			\$610.28	\$12,257.10
O'Hara, Ryan	\$58,008.30			\$58,008.30		\$3,596.51	\$841.12	\$7,998.46
O'Rourke, Alicia	\$19,615.38		\$611.70	\$20,227.08		\$1,254.08	\$293.29	\$2,723.26
Othot, Michelle	\$5,794.22			\$5,794.22		\$359.24	\$84.02	
Paquette, Maurice	\$3,610.79			\$3,610.79		\$223.87	\$52.36	
Paulsen, Erik	\$19,025.46			\$19,025.46		\$1,179.58	\$275.87	
Pellerin, Jules	\$1,425.00			\$1,425.00		\$88.35	\$20.66	
Pelletier, Stacy	\$35,436.18	\$3,433.65	\$1,500.00	\$40,369.83		\$2,502.93	\$585.36	\$5,365.08

**TOWN OF PEMBROKE**  
**2023 Wages and Benefits**

Name	Base Pay	Overtime	Other	Gross		Social Security	Medicare	NH Retirement
				Wages				
Perron, Michael	\$10,217.87			\$10,217.87		\$633.51	\$148.16	
Perron, Steven	\$46,694.93	\$7,530.30	\$5,087.72	\$59,312.95		\$3,677.40	\$860.04	\$7,488.05
Pihl, Scott	\$30,480.00	\$5,231.25	\$1,620.00	\$37,331.25			\$541.30	\$11,198.64
Plumb, Cameron	\$2,330.00			\$2,330.00		\$144.46	\$33.79	
Previe, Muriel	\$30,949.18		\$600.00	\$31,549.18		\$1,956.05	\$457.46	
Ranfos, Victor	\$80,010.24		\$3,861.92	\$83,872.16		\$5,200.07	\$1,216.15	\$11,352.35
Ricciotti, Maryanne	\$58,370.40	\$2,043.74	\$1,933.92	\$62,348.06		\$3,865.58	\$904.05	\$8,589.69
Rice-Castaldo, Kate	\$450.00			\$450.00		\$27.90	\$6.53	
Robertson, Bradley	\$3,714.44			\$3,714.44		\$230.30	\$53.86	
Rockwell, Matthew	\$244.03			\$244.03		\$15.13	\$3.54	
Rosfield, Vash	\$2,300.57			\$2,300.57		\$142.64	\$33.36	
Roy, Dennis	\$3,798.54			\$3,798.54		\$235.51	\$55.08	
Ryan, Thomas	\$368.69			\$368.69		\$22.86	\$5.35	
Schmidt, Charles	\$14,607.21			\$14,607.21		\$905.65	\$211.80	
Serafin, Thomas	\$140.00			\$140.00		\$8.68	\$2.03	
Sevigny, Katherine	\$28,836.45			\$28,836.45		\$1,787.86	\$418.13	
Sexton, Alexander	\$3,135.00			\$3,135.00		\$194.37	\$45.46	
Shannahan, Nathan	\$49,625.20	\$5,701.76	\$3,575.02	\$58,901.98			\$854.08	\$16,918.27
Shea, Dawn	\$87,361.32		\$3,090.00	\$90,451.32			\$1,311.54	\$28,497.35
Smith, McKayla	\$22,346.19	\$789.74		\$23,135.93		\$1,434.43	\$335.47	
St. Germain, Timothy	\$28,012.19	\$143.46		\$28,155.65		\$1,745.65	\$408.26	
St. Jacques, Michael	\$54,696.16	\$12,614.83	\$3,669.36	\$70,980.35			\$1,029.22	\$22,019.99
Stosse, Cynthia	\$100.00			\$100.00		\$6.20	\$1.45	
Sullivan, Joseph	\$26,661.81	\$1,084.64		\$27,746.45		\$1,720.28	\$402.32	
Taylor, Bria	\$39.75			\$39.75		\$2.46	\$0.58	
Thompson, Harold	\$375.00			\$375.00		\$23.25	\$5.44	
Tiddes, Heather	\$39,104.56			\$39,104.56		\$2,424.48	\$567.02	
Tucker, Erica	\$2,796.34			\$2,796.34		\$173.37	\$40.55	
Turcotte, Robert	\$847.60			\$847.60		\$52.55	\$12.29	
Vincent, Kristin	\$70,107.73	\$4,184.15	\$579.94	\$74,871.82			\$1,085.64	\$24,388.45
Vodra, Robert	\$6,891.31			\$6,891.31		\$427.26	\$99.92	
Wall, Zoie	\$2,000.00			\$2,000.00		\$124.00	\$29.00	
Webber, John	\$71,117.12	\$11,504.13	\$2,446.20	\$85,067.45			\$1,233.48	\$27,721.03

**TOWN OF PEMBROKE**  
**2023 Wages and Benefits**

<b>Name</b>	<b>Base Pay</b>	<b>Overtime</b>	<b>Other</b>	<b>Gross Wages</b>	<b>Social Security</b>	<b>Medicare</b>	<b>NH Retirement</b>
Welch., Robert	\$62,235.46	\$11,733.48	\$1,440.00	\$75,408.94		\$1,093.43	\$24,189.14
Welcome, Corey	\$52,685.28		\$1,384.56	\$54,069.84	\$3,352.33	\$784.01	\$7,286.02
Wesson, Elaine	\$54,926.41		\$1,190.88	\$56,117.29	\$3,479.27	\$813.70	\$7,745.29
Whitbeck, Suzanne	\$80.00			\$80.00	\$4.96	\$1.16	
Williams, Linda	\$51,846.27		\$1,213.92	\$53,060.19	\$3,289.73	\$769.37	\$7,150.00
Yeaton, Karen	\$2,200.00			\$2,200.00	\$136.40	\$31.90	
				\$3,386,881.92			
Total Medical Benefits	\$650,343.26						
Total Dental Benefits	\$40,714.01						
Total Life/Disability Insurance	\$32,758.51						

## AUDITOR'S REPORT

This page is normally reserved for the Auditors report that is prepared by our outside Auditing firm Vachon Clukay & Company.

At the time of this printing, the 2022 Audit was under review by the firm and we hope to have a final report by Town Meeting. Once we receive the report, you can view it as well as previous years on the Town website [www.pembroke-nh.com](http://www.pembroke-nh.com). Click on Government then Board of Selectmen. On the left you will see a tab saying Audit reports. Click on that and you will see the reports. A final copy will also be available for viewing at the Town Library.

In this booklet, the 2023 Town financial statements have been prepared by staff and submitted. These documents are considered **UNAUDITED** at this time.

Respectfully Submitted,

Karen Yeaton, Chairman  
Sandy Goulet, Vice Chairman  
Richard Bean  
Peter Gagy  
Richard Frederickson

Pembroke Board of Selectmen



## POLICE DEPARTMENT

### *PEMBROKE POLICE DEPARTMENT*

With the Greatest of Appreciation for 30 years of dedicated service to the Town of Pembroke and the Pembroke Police Department.



Mary Ann Ricciotti (aka “MA”)  
Administrative Secretary  
1993-2023

Hello Town of Pembroke!! To start the 2023 message in the town report was a simple choice of words. THANK YOU!! Thank you for supporting the Pembroke Police Department throughout 2023 the members of the department are blessed with the citizens we serve.

By the time this report is published Administrative Assistant Mary Ann Ricciotti “MA” will have begun a new chapter in her life called “Retirement” as of February 2024. Mary Ann has been of great service and has always been a true proponent for everything Pembroke. I have been lucky enough to work with MA for my entire career starting as a patrolman and working up to the position of Chief of Police. Throughout her employment here she has held the position of Administrative Assistant to five Pembroke Police Chiefs not to mention over 50 police officers in this time.

When Mary Ann reached the 30 year milestone, the town was exceptional with expressing gratitude for her dedication. Thank you Mary Ann for who you are, what you have done for Pembroke! You are a blessing to all of us and you will be missed. Congratulations on Retirement!!

Pembroke Police Department 2023 - Last year I introduced everyone to the town in the town report, this year I am going to update the town with the new. To begin, the Pembroke Police Department is not immune to the employment woes of law enforcement that are seen throughout the country when it comes to retention, this past year we have lost a couple employees, and in turn we have gained a couple of employees. We are still not operating at full staff however, the employees of the Pembroke Police Department stay dedicated to the citizens of our community.

This year we added a first to the police department by hiring our own police prosecutor. Attorney Alicia O’Rourke comes with many years of experience, with a law enforcement background. We are excited to have



## POLICE DEPARTMENT

her join us in this position as her drive and dedication is focused for the citizens of our town.

Officer Scott Pihl is a new face driving around in the marked police cruiser, he was hired in July with several years of police experience under his belt. He has proven to be an asset in department in the areas of patrol, investigations and in department training.

The K9 (canine) program is up and running once again, Officer Michael St. Jacques & K9 “Franklin” are the newest team to patrol the streets of Pembroke. Officer St. Jacques & Franklin attended Canine Patrol School over the fall and successfully graduated with NAPWDA (North American Police Work Dog Association) certification. Congratulations!! Franklin is a 14 month old Belgian Malinois with a drive to work. Take a minute when you meet them and say hello.



Our agency members continue to provide a high level of proactive policing service to the community. This is evidenced given the dramatic increases in self-initiated activities, like directed patrols, business checks, vacant home checks, motor vehicle stops, and community policing contacts. We maintained and expanded community engagement and community policing activities participating in two Drug Take Back events, a food, clothing & toy drive and PD sponsored blood drive. All events are designed for building and strengthening community relations and partnerships. Our SRO John Webber continues to develop lasting relationships with the children through engagement and mentorship, teaching LEAD to the middle school and working closely with all schools. Several of our officers volunteer with organizations like Special Olympics of New Hampshire & the Child Advocacy Center.

In closing, we are committed to continually evaluating our services to ensure we are meeting the needs of the community in the most effective manner possible. The members of Pembroke PD are committed to serving our Pembroke community with professionalism and pride.

Respectfully Submitted,

Gary R. Gaskell  
Chief of Police

## PEMBROKE FIRE DEPARTMENT

2023 was a year of mixed emotions for the members of the Pembroke Fire Department. We celebrated when Retired Assistant Chief John Theuner was recognized as the 2023 Citizen of the Year. Recognition well deserved after serving 59 years with the Pembroke Fire Department.

Soon after our celebration we mourned the loss of our Lieutenant, Terrence “Terry” Judge on March 24th. The loss of Terry has had an impact on all of us. Terry had been a member of the Department for 33 years. Terry took great pride in being the Officer of our Aerial Tower. He was dedicated to the department and community. He will not be easily replaced and we miss him dearly.

On June 8<sup>th</sup> we once again suffered a loss to our department. Lois Theuner passed away suddenly. Lois and John Theuner had been married 70 years. Lois had assisted the Department as a member of the Women’s Auxiliary. Lois watched over us making sure there was coffee and food when our calls kept us away from our homes.

We had two members complete the driver operator program. They received training on the operation of all our equipment and demonstrated proficiency. We congratulate Martha Cyr and Christopher Laroche as they were promoted to the rank of Engineer.

We also congratulate Martha Cyr for being recognized by her peers and awarded the Fire Departments Fire Fighter of the Year Award. Martha was well deserving of the recognition.

The Pembroke Fire Department is a Call Department. We do not have fulltime staff and rely on Call and Volunteer members. If you are interested in learning more about the fire department you are welcome to call or stop in. We train on Tuesday evenings from 6:30pm – 9:00pm from March thru November. You can call us at 603-485-3621 and leave a message, someone will contact you and arrange to meet with you.

In 2023 we were able to obtain a John Deere UTV and an enclosed trailer through federal surplus. Their primary purpose will be resources for Woodlands Fires. The UTV will be used at Old Home Day, The Regatta and on Class VI roads to transport people and equipment. Another addition to the department is the repurposing of a police vehicle for Fire Department use. It has been equipped for use at incidents as a command post. Also used by the fire prevention unit when performing inspections.

Respectfully submitted,

Paul Gagnon, Chief

## PEMBROKE FIRE DEPARTMENT

### Staff



Chief Paul Gagnon  
Assistant Chief Erik Paulsen  
Deputy Chief Rob Farley

Captain Charles Schmidt  
Captain Jeffrey Cyr

Lieutenant Brian Lemoine	Lieutenant Tyrel Lemoine
Lieutenant Chester Martel	Lieutenant Bill Clark
Lieutenant Rob Martin	

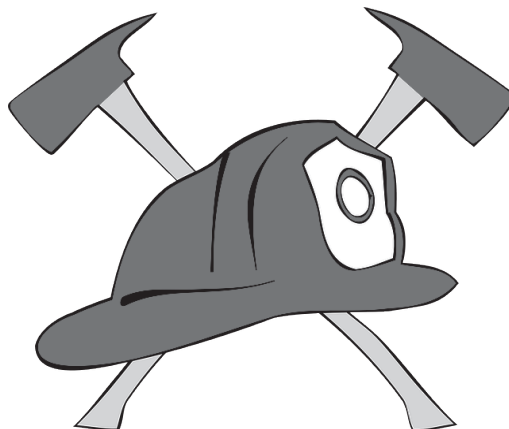
### *In Memoriam*

Lieutenant Terry Judge

Quartermaster Michael Perron

Chaplain Robert Vodra

Engineer Stephen Ludwick	Engineer Bradley Robertson
Engineer Rick Bilodeau	Engineer Martha Cyr
Engineer Christopher Larochelle	Firefighter Joshua Ginn
Firefighter Scott Merrill	Firefighter Andrew Engwer
Firefighter Steven Perron	Firefighter Michael Brown
Firefighter Corey Girard	Firefighter Robert Vodra
Firefighter Ann Lemoine	Firefighter Vash Rosfield
Firefighter Edward Higgins	Firefighter Erica Tucker
Firefighter David Everton	Firefighter Thomas Ryan
Firefighter Matthew Rockwell	



## PUBLIC WORKS

### Yearly Report 2023

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 22 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	863	Each
2. Inquiries/Transfer Station	103	Each
3. Inquiries/Rubbish Route	145	Each
4. Inquiries/Road Conditions	181	Each
5. Payment Vouchers Processed	809	Each
6. Street Light Repairs	5	Each
7. Driveway Permits	42	Each
8. Trench/Excavation Permits	7	Each
9. Cemetery Inquiries	55	Each

**Highway Division:** This division is headed by Foreman Adam Mendoza, and is responsible for the maintenance and repair of approximately 83 miles of road, 11 miles of sidewalk, storm water which includes 618 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 approximately 25 miles of Town roads, clean 618 catch basins, painted 19.38 miles of roadway striping and cut down several large hazardous trees.

There were 29 snow/ice storm events that occurred during 2023 which required 1505.25 man-hours, 514.77 tons of sand, 1223.82 tons of salt. Snow removal from downtown and the municipal parking lots required 154.5 man-hours. Plowing about 11 miles of sidewalks each storm expended 116 man-hours.

The road reconstruction and paving projects list for the year of 2023 included ditching, reclaiming and paving on Brickett Hill Road, Buck Street, Bow Lane, Ricker Road and Robinson Road. We also replaced two culverts on Thompson Road. Crack Sealing was done on various roads including Cooperative Way, Kline Way, Ross Road, Cross Country Road, North Pembroke Road, Glass Street, Union Street, Pheasant Run, East Meadow Lane, East View Drive and Ryan Drive.

The Main Street reconstruction project was continued and should be completed in the Spring/Summer of 2024.

## PUBLIC WORKS

Other tasks performed by this division consisted of the following:

1. Road side ditching	1425.00	Linear Feet
2. Cold patching pot holes	2.65	Tons
3. Hot topping pavement repairs	5669.34	Tons
4. Road wash out repairs	5477.00	Linear Feet
5. Sweeping Sidewalks	6.60	Miles
6. Road side mowing	152.10	Miles
7. Road side brush cutting and chipping	474.50	Cubic Yards
8. Large Tree Cutting	28	Each
9. Sign Maintenance & Replacements	26	Each
10. Complaints	16	Each
11. Inquiries	181	Each
12. Assist Solid Waste Division	596.00	Man Hours
13. Assist Fleet Division	670.00	Man Hours
14. Assist Parks & Recreation Division	44.50	Man Hours
15. Assist Cemetery Division	28.00	Man Hours
16. Assist Sewer Department	5.00	Man Hours

The Highway Division also assisted with setting up and cleanup for Elections this year.

**Solid Waste Division:** This division is headed by Robert Fanny. He 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 and propane gas cylinders. Fees are charged for some items such as appliances, demolition, gas cylinders and tires. For 2023, a total of 2178.1 tons of solid waste was generated from Pembroke and disposed of at Casella Waste in Allenstown, NH. Also in 2023, a total of 714.77 tons of single stream recycling was taken to Casella Waste in Allenstown. This division also performed curbside pickup of leaves from residents during spring cleanup. Household Hazardous Waste Day was held on September 30, 2023. Sixty two households took advantage of this to properly dispose of 620 pounds of hazardous waste. Thank you.

The following is a tabulation of solid waste that was collected and disposed of in 2023:

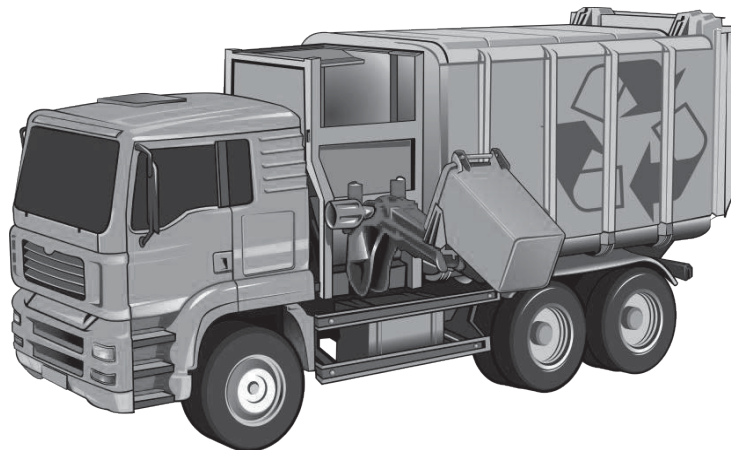
### 1. Curbside Pickup

a. Rubbish	1783.30	Tons
b. Single Stream Recycling	671.43	Tons
c. Leaves	224	Cubic Yards
d. Brush chipped from Spring cleanup	45	Cubic Yards
e. Refuse Tags Issued	113	Each
f. Inquiries	145	Each
g. Complaints	7	Each

## PUBLIC WORKS

### 2. Transfer Station Activity

a.	Rubbish	374.22	Tons
b.	Single Stream Recycling	34.05	Tons
c.	Construction & Demolition	194.26	Tons
d.	Concrete	0	Tons
e.	Scrap Metal	95.4287	Tons
f.	Aluminum Cans	1747	Lbs.
g.	Textile Recycling, Planet Aid, Epilepsy, Helpsy	8654	Lbs.
h.	Refrigerator/Freezer	105	Each
i.	Air Conditioners	212	Each
j.	Brush	982	Cubic Yards
k.	Christmas Trees	11	Each
l.	Leaves	856	Cubic Yards
m.	Propane Tanks or Canisters	158	Each
n.	Waste Oil	1650	Gallons
o.	Waste Antifreeze	110	Gallons
p.	Batteries	2213	Lbs.
q.	Tires	257	Each
r.	Complaints	0	Each
s.	Inquiries	103	Each
t.	Hazardous Waste Refused	0	Each
u.	Video Displays	259	Each
v.	C&D Debris (Minimum Load)	225	Loads
w.	C&D Debris (Maximum Load)	46	Loads
x.	School	0	Loads
y.	Residents	17307	Each



## PUBLIC WORKS

### 3. Electronics Recycling

a.	Computer Monitors	75	Each
b.	Televisions	206	Each
c.	Printers	61	Each
d.	Fax Machines	3	Each
e.	Stereo Equipment	44	Each
f.	VCRs	6	Each
g.	DVD Players	21	Each
h.	Copiers	31	Each
i.	Scanners	8	Each
j.	Radios	21	Each
k.	PCs	84	Each
l.	Microwaves	107	Each
m.	Other (Keyboards, etc.)	7	Each
n.	Fluorescent Tubes & Bulbs	469	Lbs.
o.	Thermostats	0	Box
p.	Alkaline & Zinc Batteries	640	Lbs.
q.	Rechargeable Batteries (NiCd, Li-Ion, NiMH, Lead)	133	Lbs.
r.	Cell Phones Recycled	4	Each
s.	34 Gaylords of Electronics Picked Up	20307	Lbs.

Pembroke Automated Collection Program Data Collection - 2023 Summary					
MONTH	WEIGHT (IN TONS)		% RECYCLING	RECYCLING FEE/TON	COSTS (VS. \$107.71/TON FOR TRASH)*
	*TRASH	RECYCLING			
JANUARY	166.06	61.81	27.13%	\$141.35	(\$2,617.65)
FEBRUARY	144.34	48.71	25.23%	\$146.47	(\$2,312.26)
MARCH	179.42	62.05	25.70%	\$135.78	(\$2,282.20)
APRIL	166.12	51.99	23.84%	\$131.98	(\$1,714.63)
MAY	190.66	61.31	24.33%	\$126.80	(\$1,704.42)
JUNE	205.47	67.08	24.61%	\$122.62	(\$1,584.43)
JULY	184.14	61.96	25.18%	\$129.12	(\$1,866.24)
AUGUST	198.28	61.54	23.69%	\$137.63	(\$2,377.29)
SEPTEMBER	183.40	59.09	24.37%	\$123.13	(\$900.17)
OCTOBER	172.61	56.34	24.61%	\$131.29	(\$1,328.50)
NOVEMBER	205.61	59.69	22.50%	\$128.02	(\$1,212.30)
DECEMBER	181.99	63.20	25.78%	\$120.99	(\$839.30)
TOTAL 2023	2178.10	714.77	24.75% AVERAGE	\$131.27 AVERAGE	(\$20,750.39) Eff. 9/1/23, \$107.71/Ton



## PUBLIC WORKS

**Public Properties Division:** Foreman Robert Fanny operated 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 and the Town Clock Tower.

**Cemetery Division:** This division, headed by Adam Mendoza, 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 (new North Pembroke Road) 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 2023, there were 4 full burials, 12 cremation burials and 5 cemetery plots sold. Pembroke Hill Cemetery driveway was paved this year and a tree was taken down at North Pembroke Road Cemetery.

**Fleet Division:** This division is headed by the Fleet Mechanic Corey Heath 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 2023, this division performed 41 safety inspections and 282 routine maintenance tasks on the town's fleet. In addition, there were 325 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	129	76	100	465	30.04%
Solid Waste	76	67	60	302	19.51%
Fleet	79	38	71	251	16.21%
Police	40	57	20	162	10.47%
Fire	46	24	51	266	17.18%
Ambulance	9	12	10	33	2.13%
Code Enforcement	1	2	1	4	.26%
Parks & Recreation	15	6	12	42	2.71%
Snow Plowing	0	0	0	23	1.49 %
<b>Totals</b>	<b>395</b>	<b>282</b>	<b>325</b>	<b>1548</b>	<b>100%</b>
<b>Fleet Division Administration</b>				429	
<b>Total Hours</b>				<b>1977</b>	



## **PUBLIC WORKS**

A computer controlled maintenance program called Fleetwise 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, Mark Chevrette, Jordan Fanny, Robert Fanny, Corey Heath, Neal (Alex) Marrion, Adam Mendoza, Stacy Pelletier, Steven Perron and Robert Turcotte take pride in their work and are very professional workers. This year we experienced staff changes with Robert Turcotte, Jordan Fanny, Daniel Jameson and Robert Fanny leaving to pursue other avenues. We wish them well. We brought on board Joseph DuVarney as our part time Transfer Station attendant, Paul Mailhot as part time custodian and Michael Brown also became part of our crew. We all also mourn the loss of Terrence Judge who was a vital member of our team as well as to the Fire Department. 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,  
VJ Ranfos  
Director of Public Works



## PLANNING BOARD

2023 was another productive year for the Pembroke Planning Board. Work continued with Central New Hampshire Regional Planning Commission (CNHRPC) on a study of the range roads, a joint meeting was held with the Zoning Board to discuss accessory dwelling units (ADUs), and amendments were adopted to the Zoning Ordinance. The number of site plan applications remained about the same as 2022, but the number of subdivision applications quadrupled.

In February, the Planning Board met with CNHRPC for next steps on the range road study. CNHRPC produced a number of buildout scenarios on range roads as an exercise to demonstrate what the impacts of future unmitigated development would be. An associated cost estimate analysis is underway, and the CNHRPC plans to present the data to town boards in 2024 as a next step in the process.

In July, a joint workshop was held with the Planning Board and Zoning Board to discuss accessory dwelling units. The town has received increasing number of ADU requests, many of which include variance requests for detached units. The two Boards discussed existing issues with ADU permitting, pros and cons of attached versus detached, and pros and cons of allowing by special exception or by right. Ultimately, the boards decided not to make any changes this year, but the conversation was a productive one, and the issue can be revisited in 2024 if needed.

In 2023, the Planning Board reviewed and approved eight subdivision applications. The majority of applications were condominium conversions and lot line adjustments, which do not result in new lots. Of the “true” subdivision applications, one new lot was approved on Fourth Range Road, two new lots were approved on Third Range Road, and two new lots with a new roadway were approved on Pembroke Hill Road.

The Planning Board also approved four applications for site plan review. The Board approved a plan to redevelop the old American Legion building on Glass Street into a mix of commercial uses. Soake Pools plans to construct a new office building on Silver Hills Drive. Michels Power was approved to expand onto the abutting lot at 88 Sheep Davis Road for additional equipment storage space. Oddball Brewing was approved for an interior renovation to increase seating capacity at their location in the village.

For March 2023 Town Meeting, the Board put forth three amendments to the zoning ordinance. The Planning Board proposed a reformatting of the Table of Dimensional and Density Regulations to make it more user-friendly and a reformatting of the Ordinance as a whole for consistency. Both were recommendations from the CNHRPC Zoning Ordinance audit. The third amendment was to revise the reapplication procedure for special use permit applications. All three amendments passed.

## PLANNING BOARD

For March 2024, voters can expect to see a three proposals related to signs. One is a comprehensive reformatting and re-categorizing of signs to bring the Sign Ordinance into compliance with a 2014 Supreme Court ruling on content neutrality and the first amendment. Two small substantive changes to signs are proposed as separate amendments: to allow off-premise signs in non-commercial zones by special exception and to allow signs to cover minor architectural features on a building façade. The Board proposes two “clean-up” items: to update a table reference in the manufactured housing provisions and to remove a contradictory purpose statement about uses in the wetlands ordinance. Lastly, changes to the Floodplain Ordinance and Definitions section were provided to the town by FEMA in order to remain in compliance with the National Flood Insurance Program. The Board also worked on a new special use permit that would allow for mixed use (commercial and residential) development in the Soucook River Development District, but decided that the ordinance needed more work and was not ready for a 2024 Town Meeting vote. The Board will continue to work on this item in the year ahead.

We are seeking residents to serve as alternates on the Planning Board as all alternate seats are currently vacant. Serving on the Planning Board is a great way to get involved in the town and will give you a seat at the table to discuss and make decisions on development, housing, transportation, and other important community issues. An alternate position is a great way to learn all about the Planning Board. Please call or email the Planning Office for more information.

As we reflect on another year of hard work, we want to recognize Carolyn Cronin, town planner; Michael Vignale, the town’s consulting engineer from KV Partners, LLC; Susan Gifford, recording secretary; and staff from CNHRPC, whom we thank for their time, commitment, and services.

Respectfully Submitted,

Brian Seaworth, Planning Board Chair

### Members of the Board 2023:

Brian Seaworth, Chairman	Robert E. Bourque, Vice Chairman	Kathy Cruson, Member
Brent Edmonds, Member	Clinton Hanson, Jr., Member	Kevin Foss, Member
Bryan Christiansen, Member	Rick Frederickson, Selectmen Representative	
Karen Yeaton, 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 for 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.**

With the end of the federal government’s Emergency Rental Assistance Program (ERAP) which was implemented during the Covid-19 epidemic, the Town saw a significant rise in welfare applications, mostly for rent. Many families found themselves faced with eviction notices due to the fact that once the Covid-19 moratorium on evictions ended, landlords saw an opportunity to “renovate” their apartments and increase the monthly rents. Some rents even doubling, thus forcing tenants to look for more affordable housing. Sadly, we are in a housing crisis and finding housing that the working poor can afford is nearly impossible. With housing difficult to find and shelters filled to capacity, per RSA 165, it becomes the Town’s responsibility to house these families (i.e. motel stays) until either shelter or housing becomes available. Even finding a motel that will accept a welfare voucher is an issue as most motels will no longer accept a voucher due to the difficulties they encountered during the Covid-19 pandemic. As winter sets in, the situation only gets worse.

Many hours were spent speaking with landlords and encouraging them to file a Demand for Rent/Eviction Notice as soon as their tenant is one month in arrears on rent. This is because of an increase in clients applying for assistance when they are four or five months behind on rent and just now getting an eviction notice...sometimes for as much as \$6,000 in arrearages. This scenario makes it very difficult to assist in providing them with resources and opportunities to get back on track and requires many hours of work and negotiation to be in compliance with our welfare guidelines and RSA 165.

Our Christmas “Giving Tree” program once again only accepted gift cards and monetary donations. Our many wonderful “Secret Santas” helped provide gifts for 56 needy Pembroke children this year. We also provided Market Basket Gift cards for needy families and seniors who needed a little extra help over the holidays.

The Capital Region Holiday Food Program, which celebrated its 50<sup>th</sup> year, provided Market Basket Food Vouchers for 127 families. (up from 78 last year). Many thanks go to all the volunteers at the Capital Region Food Program who spent countless hours implementing this voucher program.

Respectfully submitted,

Muriel Previe, Welfare Director

## RECREATION COMMISSION

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

Each year the commission sponsors a summer recreation program, men's recreational basketball league, yoga classes, and our summer concert series. Other programs that have been offered in the past were: tennis lessons, archery lessons, golf lessons, Lego Club, Hershey Track and Field Team, beginning guitar lessons, and Manchester Monarch's hockey night.

The Commission also 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, Snow Slickers Car Show, and various groups or individuals from Pembroke who use the park facilities for gatherings.

Our 10-station physical fitness circuit, located at Memorial Park, is always open for use. These 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.

Sarah Guillemette directed our summer recreation program for children in grades 1 - 6. The program ran for eight weeks. Over 90 children registered for the program. The cost was one hundred ten dollars a week and included field trips. Scholarships were made available for families. Cove Boucher and Emily Guillemette assisted Sarah along with teenage counselors. Throughout the summer, the children were involved in sport activities, arts and crafts, outside visitor's presentations, and field trips. The commission would like to recognize Sarah for all the hard work that she puts into this successful program.

Sarah organized a theme each week. This year's theme weeks were: Summer Kick Off, Party in the USA, Colors Wars, Olympic Week, Campers vs Counselors, Under the Sea, Pembroke Rec. Has Talent, and Best of the Best.

Field trips were taken to the Flume Gorge, Chunkys & Cowabungas, Whales Tale Waterpark, Seacoast Science Center, Wellington State Park, Pawtuckaway State Park, and Wallis Sands State Park. Wildlife Encounters also came to visit during the first week.

## RECREATION COMMISSION

The Program had extended hours for early drop off and late pick up. Parents paid a modest weekly fee for the extended care. We would like to thank Josh Coughlin, his staff, and SAU 53 for allowing us to use Three Rivers on days with inclement weather.

The commission would like to thank Rob Azevedo from Granite State of Mind on WKXL 103.9 FM. Rob brought in a variety of performers for our concert series for the community to enjoy. Musicians playing in 2023 were: Don Bartenstein, Joey Clark and the Big Hearts, The Paulie Stone Project, Dusty Gray, 3 Guitars and 2 Girls, and two tributes to Willie Nelson and Van Morrison. Concerts are held on Saturdays at 6 pm at the park.

A BIG thank-you for our concert sponsors:

Mosquito & Turf Management, Brickett Hill Landscaping, Suncook Dental, Caruso Landscape, Kimball's Cav'ern, Jacques Pastries, Jade Stone & Landscape, Pembroke Pines, Pembroke Automotive, Dead River Company & BT Painting.

Old Home Day Committee marked another successful celebration in August with the theme "Kindness Matters". The Snow Slickers held another successful car show in September. And in October the Amoskeag Rowing Club held their annual New England Regatta Championship. It was another successful day for their organization.

The Pembroke Recreation Commission sincerely appreciates the great care groups took in the using the park and their outstanding cleanup after their events.

In closing, we want thank VJ Ranfos and his highway crew. We appreciate their support every year. They were instrumental in trimming and removing brush, repairs to roadway when needed, and other special projects. Thank you for fitting us in your busy schedule. We would also like to recognize **Dan Doyle** from **Mosquito Turf & Management, A & C Fencing** for donating time on fence repairs, **Todd's Tree Service** – tree work, **Brendan Fish** from **Jade Stone and Landscape** for his advice and work on the playground & grounds, and **Bob Caruso** from **Pro Edge Landscape** for leaf pick up and removal.

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  
Rob Azevedo  
Steve Fowler  
Sam Barker  
Rick Frederickson, Selectman

## TOWN CLERK'S REPORT

January 1, 2023 to December 31, 2023

Motor Vehicle Registrations.....	10,188.....	\$1,569,972.15
Title Application Filing Fees.....	1,855 @ \$2.00 ea.....	\$3,710.00
Municipal Agent Fees.....	10,124 @ \$3.00 ea.....	\$30,374.00
Dog Licenses.....	1389.....	\$11,339.00
Dog Fines.....		\$25.00
Marriage Licenses.....	40 @ \$50.00 ea.....	\$2,000.00
Vital Record Fees.....		\$6,230.00
UCC State Fees.....		\$2,389.00
Election Filing Fees.....	0 @ \$2.00 ea.....	\$0.00
Tax Lien Filing Fees.....	0 @ \$15.00 ea.....	\$0.00
Pole & Wire Permits.....	0 @ \$10.00 ea.....	\$0.00
Rental Respondent Affidavit.....	0 @ \$15.00 ea.....	\$0.00
Articles of Agreement.....	0 @ \$5.00 ea.....	\$0.00
Miscellaneous.....		\$129.75
 TOTAL TOWN CLERK DEPOSITS – 2022.....		 \$1,626,168.90
 <b>STATE FEES COLLECTED AS MUNICIPAL AGENT.....</b>		 <b>\$543,856.55</b>

## VITAL RECORDS

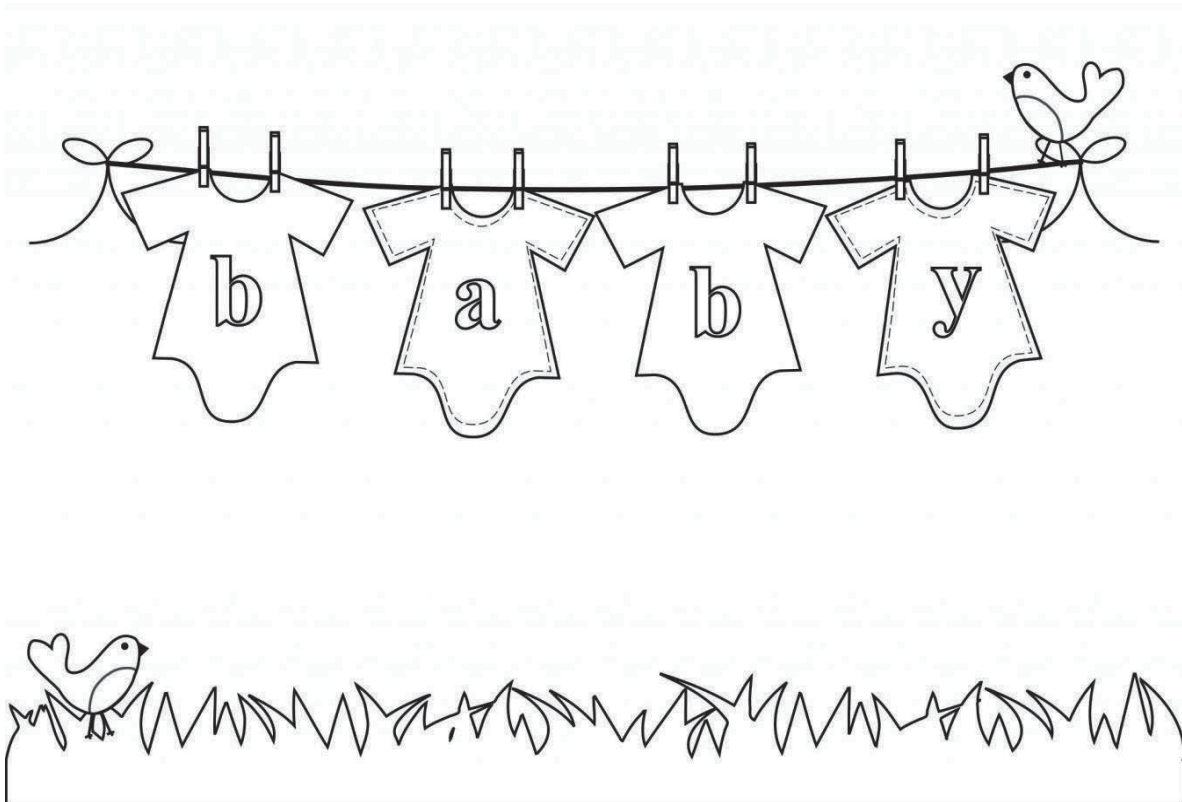
### PEMBROKE RESIDENT BIRTH REPORT - 2023

Child's Name	DOB	Place of Birth	Parents	
Eide, Cedar Timothy	1/10	Pembroke	Eide, Josiah Francis	Eide, Lilyanna Vienna
Pickowicz, Charlotte Blake	1/27	Concord	Pickowicz, John N	Pickowicz, Emily Rose
Bonin, Bellamy-Rose Anaise	2/10	Concord	Bonin, Sean Michael	Bonin, Kelly Lee
Geary, Reese Jean	2/26	Concord	Geary, Bryan C	Geary, Amanda Jean
Curtin, Jack Winsor	2/28	Concord	Curtin, Griffin David	Curtin, Lauren Mackenzie
Johnston, Declyn William	3/02	Concord	Johnston, William R	Phillips, Katie Lynne
Sherburne, Sloane Mary	3/03	Concord	Sherburne, Kristopher	Sherburne, Jordan Mary
Jensen, Grayson Joseph	3/31	Concord		Jensen, Michelle Lee
Russell V, John	4/13	Concord	Russell IV, John	Russell, Kaila Marie
Bouvier, Levi Michael	4/24	Nashua	Bouvier, William K	Bouvier, Kaylee Marie
Sheilds, Theodore James	4/29	Concord	Blache, Leah Elizabeth	Sheilds, Kelsea Eileen
Uribe, Cedric Peter	5/14	Manchester	Uribe, Zachary Robert	Miller, Macie Jane Lizette
Uribe, Oliver Daniel	5/14	Manchester	Uribe, Zachary Robert	Miller, Macie Jane Lizette
Reyes, Lucas Roland	5/25	Concord	Reyes, Pedro Ramon	Reyes, Alexandra Rebecca
Wengenroth, Kyla Adaline	6/03	Concord	Wengenroth, Richard J	Wengenroth, Jacqueline M
Hirschfeld, Rosalie Amy	6/27	Manchester	Hirschfeld, Isaac David	Hirschfeld, Megan Olivia
Gauss, William Theodore	7/01	Concord	Gauss, Zachary W	Gauss, Audrey Leanne
Zahorak, Ginny	7/01	Concord	Zahorak, Gavin	Phillips, Helena Deanne
Pono, Atlas Kay	7/25	Pembroke	Pono, Domenico A	McHenry, Breanna Kay
Artz, Kailee Danielle	7/29	Concord	Artz, Daniel Lawrence	Artz, Amanda Marie
Boisvert, Lennon Rose	8/04	Manchester	Boisvert, Stephen R	Boisvert, Kaylee Rose
Fannion, Lily Jean	8/16	Concord	Fannion, Justin W	Fannion, Abigail Leigh



## VITAL RECORDS

Child's Name	DOB	Place of Birth	Parents	
Maher, Cooper Patrick	9/01	Concord	Maher III, James J	Maher, Rachel Marie
Jankun, Bodhi Michael	9/29	Concord	Jankun, Christopher M	Jankun, Molly Jean
McNamara, Levi Kearney	10/4	Manchester	McNamara, Dominyk	McNamara, Mackenzie Grace
Butler, Mckenna Katherine Lynn	10/5	Concord	Butler, Jared Seth	Butler, Hannah Jane
Hawkins, Zavearia	10/20	Manchester	Hawkins Jr, Gary Dean	Hawkins, Jessie Judith Elizabeth
Hawkins, Zyra	10/20	Manchester	Hawkins Jr, Gary Dean	Hawkins, Jessie Judith Elizabeth
Beaulieu, Archer Marc-Andre	12/28	Manchester	Beaulieu, Kyle Jean	Beaulieu, Danielle Nicole
Price, Caleb William	12/28	Concord	Price III, Paul Anthony	Fleury, Brittany Ann



## VITAL RECORDS

## PEMBROKE RESIDENT MARRIAGE REPORT – 2023

Person A	Residence	Person B	Residence	Place	Date
Levesque, Karissa A	Weare	Tarbox, Austin J	Pembroke	Goffstown	2/04
Roy, Rebecca A	Pembroke	Holden III, Charles E	Pembroke	Hampstead	2/12
Catenacci, Mark S	Pembroke	Jammal, Anne M	Stoneham Ma	Allenstown	2/24
Bergeron, Angela L	Pembroke	Marcotte, Alex	Pembroke	Pembroke	3/09
Compagna, Aaron M	Pembroke	Hanson, Meredith R	Pembroke	Concord	4/22
Laliberte, Chris P	Pembroke	Roy, Melissa N	Concord	Alton	5/04
Frost Jr, Richard S	Pembroke	Poirier, Miah R	Pembroke	Goffstown	6/09
Anzalone, Edward J	Pembroke	Anzalone, Kathleen A	Pembroke	Campton	6/17
Pietsch, Jason C	Pembroke	Meehan, Kelli A	Pembroke	Pembroke	7/08
Slosek, Howard P	Pembroke	Bates, Laurel A	Pembroke	Franklin	7/23
Clark, Kathryn M	Pembroke	Arel, Keith J	Pembroke	Newbury	8/05
Hazeltine, Jesse S	Pembroke	O'Brien, Angela L	Pembroke	Manchester	8/12
Landry, Joseph T	Pembroke	Plourde, Andrea L	Manchester	Lincoln	8/25
Cousins, Rebecca E	Pembroke	Downes, David M	Pembroke	Pembroke	9/03
Miller, Brooke K	Pembroke	Dumont, Jacob M	Pembroke	Tilton	9/09
Mitchell, Holly E	Pembroke	Ruggles, Jared E	Bedford	Concord	9/17
Roy, Samantha L	Pembroke	Lombard Jr, David P	Pembroke	Windham	9/23
Garlow, Tessa R	Pembroke	Apgar, Benjamin M	Pembroke	Epsom	9/30
Lessard, Marc E	Pembroke	Anderson, Douglas R	Pembroke	Loudon	9/30
Johnson, Jennifer A	Pembroke	Miskovic, Alain C I	Pembroke	Concord	9/30
Therrien, Celina J I	Pembroke	Wareing, Jonathan M	Pembroke	Concord	10/05
Jodrey, Justine M	Pembroke	Lawrence, Cory W	Pembroke	Pembroke	10/21
Hammond, Sara E	Pembroke	Landry, David J	Pembroke	Wolfeboro	10/21
Baldvins, Jillian C	Pembroke	Speight, Michael S	Pembroke	Windham	10/27
Petrullo, Briana L	Pembroke	Swinson, David T	Pembroke	Pembroke	11/04
Fisher, Nicolas G	Pembroke	Burns, Alyssa D	Pearland, TX	Pembroke	11/22



## VITAL RECORDS

## PEMBROKE RESIDENT DEATH REPORT – 2023

<u>Name</u>	<u>Date</u>	<u>Place</u>	<u>Father's name</u>	<u>Mother's name</u>
Cognata, Paul M	01/01	Pembroke	Cognata, Charles	Prestia, Lydia
Bouley Jr, William R	01/02	Concord	Bouley, William	Ramsey, Eva
Priolo, Mary Rose	01/10	Pembroke	Bisson, Ernest	Vigneau, Rachel
Contraros, Leo John	01/12	Concord	Contraros, John	Libee, Laura
Stinson, Prudence M	01/13	Pembroke	Stinson, Charles	Robinson, Brenda
Parmenter, Marina	01/13	Concord	Kontos, Alexander	Pappas, Urania
Pope, Karen A	01/22	Pembroke	Wilcox, Noel	Anderson, Cora
Jewell, Cydney M	01/27	Concord	Hallstrom, William	Pinney, Leone
Ahern, Micahla S	01/28	Pembroke	Huot, David	Richards, Lisa
Brezosky, Marie A	1/29	Pembroke	Griffin, Warren	Valley, Anna
Freeman Sr, Russell S	2/06	Pembroke	Freeman, Raymond	Unknown, Theresa
Perron, Laurent	2/17	Epsom	Perron, Donat	Courtemanche, Clothilde
Ayles Jr, Kenard F	2/23	Pembroke	Ayles Sr, Kenard	Felix, Kathryn
Thompson Sr, Harold L	3/03	Concord	Thompson, Clifton	Bergeron, Alice
Rainville, Pauline L	3/07	Epsom	Laplante, Lucien	Gagnon, Charlotte
Noel, Jean U	3/21	Pembroke	Noel, Chester	Petersen, Evelyn
Cincotta, Marc J	3/22	Manchester	Cincotta, John	Lambert, Collette
Gilbert, Edward J	3/25	Epsom	Gilbert, Maurice	Savard, Rosilda
Cloutier, Joseph R E	4/01	Concord	Cloutier, Edgar	Blanchette, Rose
Nelson Jr, Ervin R	4/02	Warner	Nelson Sr, Ervin	Harreck, Lana
Serafin, Gene T	4/12	Pembroke	Serafin, Francis	Sheridan, Virginia
Loso, Darlene A	4/16	Pembroke	Bauman, Ralph	Demetri, Elizabeth
Sapienza, James M	4/18	Pembroke	Sapienza, Salvatore	Young, Wanza
Adam, Mary-Ellen	5/04	Bedford	Adam, Frank	Tuttle, Barbara
Morency, Marc R	5/05	Manchester	Morency, Leo	Desrosiers, Cecile
Currier, Rose M	5/08	Concord	Distadio, John	Mitchell, Antoinette
Watson, Marilyn E	5/16	Concord	Watson, James	Reid, Maecille
Szalajeski, Paul J	5/20	Epsom	Szalajeski, Thaddeus	Daroska, Anastasia
Callaghan, Virginia A	6/02	Concord	Callaghan, James	Hastings, Virginia
Caldwell, Muriel L	6/05	Concord	Acheson, Guy	Cunningham, Marian
Theuner, Lois S	6/08	Concord	Schneiderheinze, Eldred	Ploss, Margaretta
Keegan, Scott F	6/28	Epsom	Keegan, Francis	Daneault, Sylviane
Cofrin, Shirrill	7/06	Concord	Prunier, Richard	Flanagan, Dorothy
Clairmont, David L	7/14	Manchester	Clairmont, Leo	Huddleston, Rena
Wencek, James S	7/17	Pembroke	Wencek, Ignatius	Coughlan, Anne
Bonenfant, Lorraine D	8/01	Concord	Drolet, Hilaire	Saucier, Olida
Gratton, Ilse W	8/07	Concord	Muller, Franz	Schneider, Lucie
Wilkinson, Michael T	8/11	Pembroke	Wilkinson, William	Ainslie, Merrylee
Stratton, Ellenor D	8/17	Concord	Yeske, Emil	Eckert, Alma
Skaling, Harold P	9/03	Concord	Skaling, Fredrick	Demars, Carolyn
Cheney, Alan D	9/03	Pembroke	Cheney, Earlon	O'Neil, Eleanor

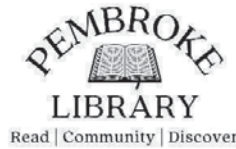
## VITAL RECORDS

### PEMBROKE RESIDENT DEATH REPORT – 2023

<u>Name</u>	<u>Date</u>	<u>Place</u>	<u>Father's name</u>	<u>Mother's name</u>
D'Alessandro, Robert A	9/08	Epsom	D'Alessandro, Anthony	Bonagura, Irene
Dowling, Catherine J	9/16	Pembroke	Lappas, George	Smith, Rena
Keniston, Peter D	10/03	Concord	Keniston, Ralph	Healy, Sally
Orlinski, Daniel	10/10	Pembroke	Orlinski, John	O'Neil, Charlotte
Horlick, Diane	10/15	Concord	Conner, Laurence	Hubbard, Gene
Womack, Howard G	10/22	Pembroke	Womack, Howard	Goddard, Catherine
Lafrazia, Richard	10/25	Pembroke	Lafrazia, Anthony	Spiralki, Catherine
Cofrin, George	10/26	Boscawen	Cofrin, William	Barker, Gertrude
Siwanowicz, Christopher P	11/02	Pembroke	Siwanowicz, Victor	Reichenbach, Brenda
Howes, Michael J	11/08	Manchester	Unknown	Hanson, Simone
Doyon, Simonne Y	11/15	Concord	Grandmaison, Armand	Pelletier, Eva
Fish, Thelma L	11/16	Epsom	Batchelder, Jean	Landry, Alma
Couture Jr, Philip L	11/20	Concord	Couture, Philip	Moody, Dorothy
Longfellow, Ashley E	11/26	Pembroke	Demello, Paul	Comire, Connie
Edmonds, William F	12/05	Concord	Edmonds, Richard	Labontee, Goldie
Nadeau, Kim J	12/09	Pembroke	Sheridan, George	Laverdiere, Irene
Rogers, Carol A	12/11	Concord	Merchant, Amos	Berard, Anita
Peakes, David E	12/15	Pembroke	Peakes, Lawrence	Mann, Arline
Lara, Lesley M	12/18	Concord	Stevens, Robert	Guay, Thelma



## LIBRARY



With your support, we had another amazing year filled with opportunities, great change and services to all ages.

The Pembroke Town Library continues to strive for its mission to encourage the love of reading and offer community enrichment. If you didn't make it to the library in 2023 we hope to see you in the New Year! It's never too late to get a library card.

First, we would like to thank our patrons and those who donated to our library for a great year. With 1,804 renewals, 18,250 checkouts, and 379 new library cards; our library was very active this past year. Every year our library system notes how much money patrons save while borrowing library material rather than spending that money elsewhere. This year, our records show that library cardholders saved \$326,196.40 in 2023. Last year we set a goal to save \$300,000 as a community and we went above and beyond that! In 2024, our new goal will be to save \$350,000 as a community using the library. Come join the fun!

Second, we would like to thank our staff and other town employees that have worked alongside us to deliver great services to our community.

Lastly, we would like to thank Marie Brezosky, one of our late trustees who passed away in January of 2023. Marie was an amazing support to our library through many decades and in many roles. In September, we planted a lilac tree to the right of our book drop that will grow and prosper as we know Marie helped our library do the same.

This year, your library has changed a lot! We've created more spaces in the teen and adult area for studying, relaxing, reading, etc. On the other side of the library, our children's room has grown and now offers more space for play. We also have a new website ([www.pembroke-library.org](http://www.pembroke-library.org)) that offers an interactive events calendar, an easier way to request items through Interlibrary Loan, and much more!

In the Children's Room: Our library has offered many amazing children's events this year. We have our regular Preschool Story Times for ages 3+ and Tiny Tots for ages 0-3. We offer a rotating after school club on Wednesdays and a drop-in Open Play on Fridays. Throughout the year we have offered many programs and events in the children's room: Reading with Abby our local therapy dog, Family Game nights, Bedtime Stories, Crafternoons, an Escape Room, a Farm Story & Tour at Gelin's Farm, and hundreds of other events throughout the year. Some of our big events that we will continue into 2024 will be our Winter Reading Program, Take Your Child to the Library Day, Dr. Seuss Party, our Monarch Butterfly Story Time and release, the Summer Reading Program, Touch-A-Truck, the Fall Festival and our Polar Express Night. This past year, our children's librarian and library director participated in a national training to turn our library into a "Family Place Library". This program encourages libraries to transform their spaces to offer family friendly environments within the library and allows our library to offer a Family Place Workshop that is offered at least twice a year. This workshop brings caregivers of young children and professionals in various fields together to offer an opportunity for caregivers to learn more about their children and to connect with other families. We're excited to offer our first workshop in the spring!

## LIBRARY

In the Adult space: Our library offered many adult events throughout the year. We have our standing events that we enjoy hosting for our community like our Adult Book Discussion, Mah Jongg, and Movie Matinees. This year we added some new regular events like Yoga with Lia and a Grandparent Get Together with our partner Waypoint. If you're a grandparent looking to connect with others who have grandchildren or you may be a second time parent, come to our free social group on the second Friday of each month (childcare is provided). Some of our biggest events were our NH Humanities Council presentations with the Historical Society. These events have been enriching and continue to spark amazing conversations. These of course are free and open to the public. We will continue to offer all these adult events and more to come in 2024.

We are still offering staple services to our residents such as a free notary public, computers, WiFi, printing services for a small charge, and Attraction Passes to many places around New Hampshire. This past year, we added an attraction pass to Sensory Seekers in Concord. With the Community Play Pass, 1 child plays for free and any additional children in the same family play at a discounted rate of 40% off. Reservations are required. One of our new services is our Library of Things. These are items that are in our library collection that someone can check out like a book. These items include, a sewing machine, Cricut Maker, Canopy Tent, Pressure Washer, Ukulele, and more. These items are just a few of the ones in our collection, and with your library card you can access even more at our partner libraries in Northwood, Pittsfield, and Epsom.

We have re-started a Friends of the Library group and are actively looking for Pembroke Residents to join. If you would like to offer some volunteer time and join a group that works on community programs to help support the Pembroke Town Library, please reach out to the library to discuss joining.

Your library also offers non-profit groups the opportunity to use our Pine Grove Farm Meeting room during and after library hours. We also have our New Hampshire Room that may be used only during library hours.



### Open Hours:

Monday, Tuesday, & Thursday 10 am to 5 pm  
Wednesday 10 am to 7 pm  
Friday 10 am to 4 pm  
Saturday 10 am to 2 pm (Summer Hours differ)

Respectfully submitted,  
Pembroke Town Library Trustees  
Susanne Whitbeck  
Shelley Fowler  
Judy Mitchell  
Kaitlin Camidge  
Pamela Stauffacher  
Beckie Hanson

Pembroke Town Library Staff:  
Ryan O'Hara  
Heather Tiddes  
Caitlin Huertas  
Shanna Gagne  
Jie Huan



## TRUSTEES OF TRUST FUNDS

### PEMBROKE TRUSTEES OF TRUST FUNDS ANNUAL REPORT FOR CALENDAR YEAR 2023

Calendar year 2022 included a learning curve for the trustees, especially regarding the submission of our annual forms to the state known as the MS-9 and MS-10. While the reports were quite late because of several problems with the software and the bank documents, we expect few to no problems going forward when the reports are filed this year.

In 2020 the town hired a Wealth Manager to invest trust fund and track and report capital reserve funds. In 2022 due to the low interest rates imposed by the Federal Reserve, most funds either broke even or lost money. Thankfully in 2023, the Federal Reserve hiked interest rates to fight inflation. Since earning on the funds are indexed to the interest rate declared by the Federal Reserve, all funds made money this year. As we all know, the economic future is far from clear, but we hope to continue to see positive gains in the investments.

In 2022, there were several transaction errors, which could only be corrected in 2023. Those corrections were accurately made and all account balances are now accurate and properly stated.

New to the Capital Reserve accounts for 2023 was a new account for Pembroke's Ambulance Service, which became necessary after Allenstown severed the intermunicipal agreement, which had been in place for many years. There were also a few less Capital Reserve accounts due to the Pembroke Sewer Commission assuming control over accounts which were not mandated by law to be under the control of the Trustees of Trust Funds. The number of traditional Trusts and Capital Reserves remains unchanged.

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. Data on Cemetery Perpetual Care Trusts continue to be carried at book with an aggregate adjustment to market value. This was done so that the original monetary links to the origination of those perpetual care lots would not be lost

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:      Courtney Eschbach - Trustee  
Chet Martel – Trustee  
Zephan Wood - Trustee

## TRUSTEES OF TRUST FUNDS

### TRUST FUND REPORT OF THE TOWN OF PEMBROKE, NEW HAMPSHIRE ON DECEMBER 31, 2023 SCHEDULE OF TRUST BALANCES - MUNICIPAL

Cemetery Trusts - Unexpendible Balance	35,713.11
Cemetery Trust - Available for Distribution (D)	46,437.84
Library Book Fund - Unexpendible Balance	8,132.31
Library Book Fund - Available for Distribution (E)	250.24
Library Media Fund - Available for Distribution (E)	5,330.21
Cemetery Improvements - Available for Distribution (D)	26,017.23
Cemetery Donation Fund - Available for Distribution (D)	244.15
Town Equipment Fund - Available for Distribution (C)	234,784.09
Police Cruiser Replacement - Available for Distribution (C)	122,381.31
Police Small Equipment Fund - Available for Distribution (D)	59,786.03
Fire Major Equipment Fund - Available for Distribution (C)	677,585.05
Fire Small Equipment Fund - Available for Distribution (D)	75,025.78
Ambulance Capital Reserve - Available for Distribution (D)	5,160.94
Recreation Capital Reserve - Available for Distribution (C)	35,226.73
Sidewalk Building & Repair Fund - Available for Distribution (C)	44,402.24
Sewer Commission - Capital Improvements (B)	17,574.18
Sewer Commission - Repair & Replacement (B)	73,952.03
Energy Savings Capital Reserve (D)	28,935.30
Town Hall Cupola Fund - Available for Distribution (D)	1,130.60
Town Clock Fund - Available for Distribution (D)	12,558.84
Sewer & Water Capital Reserve - Available for Distribution (D)	69,026.81
Municipal Facilities Capital Reserve (D)	343,564.39



## TRUSTEES OF TRUST FUNDS

TRUST FUND REPORT OF THE TOWN OF PEMBROKE,  
NEW HAMPSHIRE ON DECEMBER 31, 2023  
SCHEDULE OF TRUST BALANCES – MUNICIPAL  
(Continued)

Property Revaluation Fund (D)	139,786.82
Town Roadway & Infrastructure Fund - Available for Distribution (D)	<u>328,050.45</u>
TOTAL UNEXPENDIBLE FUNDS	43,845.42
PRESENT ACCOUNT BALANCE	<u>2,347,211.26</u>
TOTAL TRUST FUNDS	<u><b>2,391,056.68</b></u>

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, NEW HAMPSHIRE ON DECEMBER 31, 2023 CHANGE IN TRUST FUND ASSETS - MUNICIPAL

<b>Assets at December 31, 2022</b>	<b>\$2,217,903.51</b>
<b>Contributions to the Trusts:</b>	
Fire Equipment Capital Reserve	154,350.00
Fire Small Equipment Fund	350,000.00
Ambulance Capital Reserve	5,000.00
Town Equipment Fund	275,000.00
Town Clock Fund	7,500.00
Roadway & Infrastructure Capital Reserve	100,000.00
Cemetery Improvement Capital Reserve	11,000.00
Police Cruiser Replacement Fund	60,000.00
Police Small Equipment Fund	10,000.00
Recreation Capital Reserve Fund	15,000.00
Municipal Facilities Capital Reserve	100,000.00
Revaluation Capital Reserve	<u>30,000.00</u>
	\$1,117,850.00
<b>Transfers, Fees, Income &amp; Changes in Unrealized Gains &amp; Losses</b>	
Cemetery Trust - Perpetual Care	726.73
Cemetery Trust - Perpetual Care	
Expendible Cash	2,949.25
Cemetery Improvements	1,437.47
Cemetery Donation Fund	10.14
Foss Library Book Fund	206.19
Foss Library Book Fund Expendible Cash	249.77
Library Media Fund	221.43
Energy Savings Capital Reserve	1,202.07
Town Equipment Fund	24,603.63
Fire Major Equipment Fund	27,279.12
Fire Small Equipment Fund	14,628.87
Ambulance Capital Reserve	160.94
Sewer & Water Capital Improvement	2867.60
Town Hall Cupola Fund	46.97
Town Clock Fund	565.43
Municipal Facilities Capital Reserve	14,034.18
General Purpose Sidewalk Fund	1,844.62
Recreation Fund	2,062.45
Police Cruiser Fund	7,698.99
Police Small Equipment Fund	2,755.85
Sewer Commission Capital Improvement	730.09
Sewer Commission Repairs & Replacement	3,072.21
Town Roadway Infrastructure Capital Reserve	13,064.64
Revaluation Fund	<u>6,314.33</u>
	\$128,732.97

## TRUSTEES OF TRUST FUNDS

**TRUST FUND REPORT OF THE TOWN OF PEMBROKE,  
NEW HAMPSHIRE ON DECEMBER 31, 2023  
CHANGE IN TRUST FUND ASSETS – MUNICIPAL  
(Continued)**

**Withdrawals from Trust Funds:**

Police Cruiser Capital Reserve	\$103,504.19
Police Equipment Capital Reserve	\$14,434.31
Fire Small Equipment Capital Reserve	\$362,414.29
Library Book Trust Fund	345.00
Cemetery Improvement Capital Reserve	\$16,275.00
Municipal Facilities Capital Reserve	\$8,735.65
Town Clock Capital Reserve	8,040.00
Recreation Capital Reserve	\$18,371.10
Revaluation Capital Reserve	\$18,173.76
Town Equipment Capital Reserve	<u>\$523,136.50</u>
	\$1,073,429.80

**Assets at December 31, 2023** **\$2,391,056.68**

## TRUSTEES OF TRUST FUNDS

### TRUST FUND REPORT OF THE TOWN OF PEMBROKE PERIOD ENDING DECEMBER 31, 2023 SCHEDULE OF TRUST BALANCES -SCHOOL

Scholarship Fund - Unexpendible Balance	\$1,128,876.87
Scholarship Fund - Available for Distribution (A)	27,138.56
Literacy Trust - Unexpendible Balance	35,186.08
Literacy Trust - Available for Distribution (B)	7,607.00
Pembroke Hill School Addition & Renovation Reserve (D)	219,050.53
Capital Repairs - Available for Distribution (C)	519,969.35
Major Equipment & Labor Fund - Available for Distribution (D)	245,242.88
School Technology Capital Reserve (D)	73,525.07
Special Education Fund - Available for Distribution (D)	387,827.22
School Site Improvement Capital Reserve (C )	382,871.77
Instructional Materials (D)	95,302.29
Educational Opportunities Fund (E)	16,725.93
Vehicle Expendible Trust (D)	63,074.67
TOTAL UNEXPENDIBLE FUNDS	1,164,062.95
TOTAL AVAILABLE FOR DISTRIBUTION	<u>2,038,335.27</u>
<b>TOTAL TRUST FUNDS</b>	<b>\$3,202,398.22</b>

Footnotes: Capital Repairs understated by \$14,221 due to distribution error to be reversed in 2023.

Vehicle Expendible Trust understated by \$31,838.90 due to distribution error to be reversed in 2023.

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.

(E ) PALS are Agents to Expend

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**TRUSTEES OF TRUST FUNDS**
**TRUST FUND REPORT OF THE TOWN OF PEMBROKE,  
NEW HAMPSHIRE ON DECEMBER 31, 2023  
CHANGE IN TRUST FUND ASSETS - SCHOOL**

Assets at December 31, 2022	\$2,561,851.09
Contributions to the Trusts:	
School Building Capital Reserve	205,000.00
Site Improvement Capital Reserve	250,000.00
School Equipment Capital Reserve	25,000.00
Educational Vehicle Expendable Trust Fund	7,000.00
Educational Opportunity Capital Reserve	\$1,748.77
Total Contributions	\$488,748.77
Transfers, Fees, Income & Changes in Unrealized Gains & Losses	
Scholarship Investments	55,692.75
Scholarship - Cash	27,651.08
Literacy Trust Investment	1,046.11
Literacy Trust Cash	1,265.06
Educational Opportunities Fund	629.78
Special Education Capital Reserve	16,111.64
Pembroke Hill Addition & Renovation Capital Reserve	9,693.32
Building Capital Reserve	13,973.52
Site Improvement Capital Reserve	6,603.64
School District Major Equipment Fund	9,258.00
School Technology Fund	3,054.48
School Instructional Materials	3,959.18
Educational Vehicle Replacement Fund	<u>2,100.25</u>
Total Earnings	\$151,038.81
Withdrawals from Trust Funds:	
PHS Addition Capital Reserve	41,304.35
Vehicle Replacement Capital Reserve	-46,059.90
Scholarship Funds Awarded	<u>3,996.00</u>
Total Withdrawals	-\$759.55
Assets at December 31, 2023	3,202,398.22

PERPETUAL CARE CEMETERY TRUST FUNDS								
Yr. Created	Name	Amount	Yr. Created	Name	Amount	Yr. Created	Name	Amount
1888	E.N. Upham	100.00	1929	Frank L. Aldrich	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	Charles H. Ruggles	150.00
1911	John G. Bartlett	100.00	1934	Crosby Knox	100.00	1953	Herbert Glidden	200.00
1917	Pluma E. Richardson	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	Charles E. Cushing	200.00
1919	Annie B. Thompson	250.00	1934	William Haseltine	150.00	1954	John Marden	200.00
1921	Willaim M. Fife	100.00	1934	Jeremiah Wilkins	100.00	1954	Walter Libbey	100.00
1921	Mary E. Osgood	200.00	1934	F.S. Whitehouse	250.00	1954	Myra Georgi	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	1936	George Miller	100.00	1956	Maude L. Locke	200.00
1924	John F. Clifford	100.00	1936	Stephen Bates	200.00	1956	Levi & Olive Burroughs	50.00
1924	Willis H. Noyes	250.00	1936	Charles N. Quimby	100.00	1957	John C. Bradbury	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	William Johnston	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	Martin C. Cochran	250.00	1959	Gustav Ober	200.00
1928	Philip Holt	100.00	1941	George O. Harris	100.00	1959	Josiah Brown	100.00
1928	Annie C. Drake	100.00	1942	Julia E. Cass	100.00	1959	Lewis Cass	400.00
1928	George Morgan	100.00	1942	Charles A. Gile	100.00	1959	Carton 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

PERPETUAL CARE CEMETERY TRUST FUNDS							
Yr. Created	Name	Amount	Yr. Created	Name	Amount	Yr. Created	Name
1928	Parker Bailey	50.00	1945	Walter Hayward	300.00	1961	Gedeon Vigno
1928	James Stevens	100.00	1946	<b>Thomas Brasley</b>	100.00	1961	John Sullivan
1929	<b>Daniel T. Merrill</b>	100.00	1946	Annie M. Edgerly	100.00	1961	Henry T. Simpson
1929	<b>George W. Sargent</b>	150.00	1946	<b>Albert Mason</b>	50.00	1964	Edwin M. Annis
		5,600.00			5,250.00		7,300.00
1964	Rufus George	200.00	1968	Burt D. Robinson	400.00	1974	Ashley H. Knowlton
1964	<b>Evans Clark</b>	300.00	1970	<b>Forrest Huggins</b>	200.00	1974	Hasselind & Tilden
1964	<b>George H. Batchelder</b>	250.00	1970	E. George Bayer	200.00	1947	Russ & Nevley Hilliard
1964	Gilman Bradbury	200.00	1971	Moses Martin	200.00	1975	<b>Enoch Nerbonne</b>
1967	Frederick & Jean Talk	200.00	1971	John Rand	200.00	1977	<b>George Cofran</b>
1967	Jenness Dearborn	200.00	1971	Mark Milton	100.00	1977	<b>Norman &amp; Abby Smith</b>
1968	Batchelder & Lamb	200.00	1972	<b>Eleazer Baker</b>	200.00	1977	<b>Locke &amp; Clough</b>
1968	Agar & Rogge	200.00	1972	Maynard Knowlton	80.00	1978	<b>Duffet Lot</b>
1968	<b>Gilbert Astles</b>	200.00	1974	Harry & Erwin Chase	200.00	1978	Bates Lot
1968	William Miller	200.00	1974	<b>Mary A. Wyker</b>	200.00	1979	Willard & Ruth Hill
1968	Tim & Viola Fowler	200.00	1974	<b>Everett &amp; Grace Farnum</b>	200.00	1980	No name on file 1980
1968	<b>George Lea</b>	200.00	1974	Harrison Morgan	100.00	1981	<b>Evergreen Perp Care</b>
		2,550.00			2,280.00	1982	No name on file 1982
						1983	No name on file 1983
						1985	<b>Catherine Simpson</b>
						1986	No name on file 1986
<b>Evergreen Cemetery Lots</b>						TOTAL CEMETERY FUNDS **	
* Trust records document the increase in trust principal but not the identity of the Lot Owner.						Cumulative Investment Loss	
** Trust values are expressed at originally recorded book values.						Cemetery Fund adjusted Balance	
						\$35,713.11	

## SUPERVISORS OF THE CHECKLIST

The Supervisors of the Checklist are elected officials serving the voters of the Town of Pembroke, New Hampshire, with duties to encourage voting and maintain the voter checklist for the town. Supervisors are required to understand and remain current on New Hampshire election law as it pertains to encouraging voting and assuring those voting are qualified to vote. Voter records are maintained electronically on the ElectionNet system. Supervisors are trained by staff from the Secretary of State's and Attorney General's offices to perform their duties. Current supervisors are Iris Altilio, Kris Erkkila and Yewande Jordan.

Voters may complete paperwork to register to vote or change their voting records with the Town Clerk during regular business hours. Voters may also attend public sessions of the Supervisors of the Checklist to register to vote, make changes, ask questions, resolve issues and request research. Notice of public sessions is posted at least seven days prior to a session on the bulletin boards at Pembroke Town Hall and the Pembroke Town Library and on the town website and calendar.

Changes to the voter checklist are reviewed by Supervisors at public sessions and approved or rejected. Minutes of the sessions are available for review by contacting the Supervisors and copies of the checklist are available with the Town Clerk and at the Pembroke Library.

### **Voters on Checklist statistics:**

- January 2023: 4716 registered voters  
1437 Democrat, 1568 Republican and 1711 undeclared
- December 2023: 4511 registered voters  
1339 Democrat, 1477 Republican and 1695 undeclared

### **2023 Election and Deliberative Session Statistics:**

Supervisors managed one election and two deliberative sessions in 2023.

Pembroke School Board Deliberative Meeting on March 11, 2023

- Voters on checklist: 4808; voters at meeting: 182, 3.8% of voters on checklist

Pembroke Town Election on March 14, 2023

- Voters registering to vote at the election: 3
- Voters on checklist including new voters: 4813; voted: 187, 3.9% of voters on checklist

Pembroke Town Deliberative Session on March 18, 2023

- Voters on checklist: 4811; voters at meeting: 144, 3.0% of voters on checklist

### **New/Revised Election Laws**

- There were ten election law changes in 2023.
- Effective January 1, 2023, for all elections, if a voter on Election Day is registering to vote for the first time in New Hampshire and does not have a valid photo identification establishing such voter's identification or does not meet the identity requirements of RSA 659:13, then such voter shall vote by affidavit ballot.
- Starting on July 1, 2022, the Secretary of State is required to check NH voter addresses against the US Postal Service change of address system and notify Supervisors of the Checklist of permanent moves. Three hundred forty five names were identified per a June 2023 report from the Secretary of State, of which 281 were removed.

Voters can review details of the affidavit ballot and other changes on the NH Secretary of State website at <https://www.sos.nh.gov/elections/information/election-laws>.



## **SUPERVISORS OF THE CHECKLIST**

### **Registering to Vote in New Hampshire**

- Register to vote with the Town Clerk at Pembroke Town Hall during regular business hours, before a stated deadline.
- Register with the Supervisors of the Checklist at a public session or on election day at the polling place.
- You may register by absentee (by mail) in a limited number of circumstances. Find more information at <https://www.sos.nh.gov/elections/voters/absentee-ballot-instructions-and-applications>.
- A person must meet the following requirements to register and vote in New Hampshire: (1) 18 years of age or older on election day, (2) a United States citizen and (3) domiciled in the town or ward where the person seeks to vote.
- A person registering to vote needs to provide proof of identity, age, citizenship and domicile. Proof can be either documents, paper or electronic, or by affidavit if the person does not have documents with him/her or available.

Read more information on registering to vote in New Hampshire and download the NH Pocket Voter Guide on the NH Secretary of State's website, <https://www.sos.nh.gov/elections/voters/register-vote>. View your voter information, search polling places and town clerk information at the Secretary of State's Voter Information site <https://app.sos.nh.gov/viphome>.

The Checklist Supervisors thank Jim Goff, Town Clerk, Stephanie Baldwin, Deputy Town Clerk, David Jodoin and Linda Williams of the Town Administrator's Office, the Board of Selectmen and Town Moderator, Thomas Serafin, for their continued help and support.

Respectively submitted,

Town of Pembroke Supervisors of the Checklist

Iris Altilio

Kristen Erkkila

Yewande Jordan



## CEMETERY COMMISSION

The Cemetery Commission works closely with the Department of Public Works in planning improvements of the town's public cemeteries. In 2023, the principal project was the repaving of the driveway in Pembroke Hill Cemetery with the installation of a culvert to manage road runoff. Other projects included removal of a dying maple tree at New North Pembroke Cemetery and ongoing monument evaluation and repair, especially at Pembroke Street Cemetery where a toppled pine tree from adjacent land had damaged some markers.

Directed by Commission members Dan Chase and Ellen Paulsen, local Cub Scout Pack 270 placed flags on veterans' graves in Evergreen and Pembroke Hill Cemeteries before Memorial Day and removed the veterans' flags from Evergreen Cemetery after Veterans' Day. The Commission thanks the scouts and their leader, Catrina Rantala and looks forward to their help in the future.

At the request of the Commission, the Board of Selectmen amended the Town Code in September 2023 to permit weekend burials. Weekend and holiday burials require a somewhat higher fee than do weekday burials.

With the help of the Commission, the reinvigorated Pembroke Historical Society researched the graves of veterans of the American Revolution in Pembroke Street Cemetery and offered a fall tour of Revolutionary gravesites in the cemetery, which is the oldest burying ground in Pembroke.

The Commission reminds residents that the Town Code prohibits "temporary or permanent plants or decorations which are unsightly or impede the maintenance of the cemetery." Memorial tributes or mementoes may be placed on top of headstones or monuments, or within stone, plastic, or concrete planters placed adjacent to the monument. The Commission asks lot owners to remove shrubs that have become overgrown.

Commission members and Cub Scouts will place flags on veterans' graves before Memorial Day, May 27, 2024. We 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 this 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.

The Commission expresses its gratitude to Public Works director Victor J. Ranfos III, foreman Adam Mendoza, and secretary Chris Addington for their dedicated work in support of Pembroke's cemeteries.

Respectfully submitted,

Ellen Paulsen, Chair

James Garvin, Secretary

Daniel E. Chase

Fleda Young

Zachary Sawyer

Adam Mendoza, liaison, Public Works Department

Victor J. Ranfos III, Director of Public Works and Superintendent  
of Cemeteries

## CONSERVATION COMMISSION

Pembroke's Conservation Commission is at work each year monitoring Pembroke's 700 acres of conservation land, reviewing planning board, zoning board and DES Letters and applications for potential environmental impacts, and protecting our town's natural resources. Hoping to add to our current 700 acres of conservation land, the commission is always searching for land and easement acquisitions and donations of land for permanent conservation. The following are highlights and happenings from 2023.

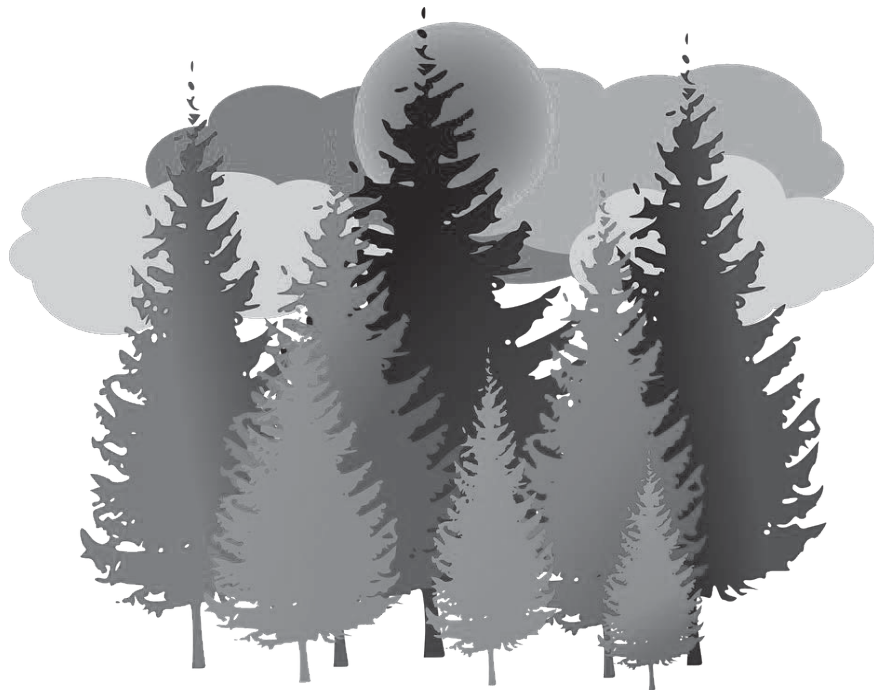
- 1) Due to the nature of the Beck conservation parcel having many abutters, the commission elected to have a full survey completed to delineate clear and official boundaries. Surveyors from Belanger Land Surveying began work in December, 2023. Work in the survey will include granite post markers, a stable-base (mylar) plat map, and recording of the plat with the Merrimack County Registry of Deeds.
- 2) The Pembroke Conservation Commission received a \$70,000 donation from the Olivia Phipps Trust for the purpose of purchasing forest land for protection to be established as the "Phipps Town Forest" in memory of Donald And Olivia Phipps. The Conservation Commission is currently researching available parcels, particularly high priority parcels or forested areas adjacent to existing conservation lands yielding a larger area as a whole.
- 3) In the interest of continuing education for our commission, some of our members attended the 53<sup>rd</sup> annual business meeting held at Pembroke Academy in November for the New Hampshire Association of Conservation Commissions. Some of our other members also attended a strategic planning meeting for Five Rivers Conservation Trust, a non-profit land trust whose mission is to obtain and hold conservation easements in lands within 17 communities in the Concord Area. In July, Anthony Drouin of the New Hampshire Department of Environmental Services gave an excellent informational presentation to the commission on biosolids and polyfluoroalkyl substances (PFAS), which included current state guidance on PFAS and other contaminants which can be found in pre and post-wastewater treatment systems.
- 4) Members of the Conservation Commission have been at work this year monitoring several parcels of Pembroke's Conservation land. Monitoring continues through the year in order to determine any outstanding issues on each parcel which includes walking the boundaries of the parcel, checking on boundary markers, checking signage and removing trash. Each year the Conservation Commission holds an annual monitoring date where residents are welcome to participate. Our annual monitoring date is still to be determined, however it is typically the first weekend in April (stay tuned and check our Facebook page for dates). The main focus for the 2024 monitoring year will involve those conservation parcels which have had issues with litter and waste-disposal. Please join us in checking out some of our town conservation lands.
- 5) Range Road Protection – Signs are posted at the Range Roads in town as a reminder that OHRV use is prohibited (excluding snowmobiles) December 16<sup>th</sup> through May 31<sup>th</sup> to help preserve the integrity and quality of the town Range Roads.
- 6) Facebook News – Check out our Facebook page where you can view the latest information and activities pertaining to conservation in our town. If you have any questions concerning conservation or even general questions, they can be directed to an administrator of the page.

## CONSERVATION COMMISSION

Our town Conservation Commission meetings are open to the public! Please feel free to attend the meetings if you would like to come see what the conservation commission is all about. We meet the second Monday of each month at 7pm in the Town Hall. Reminders are posted each month on our Facebook Page.

Respectfully Submitted,

Ammy Heiser, Chair  
Carol Bertsimas, Vice Chair  
Brian Mrazik, Secretary  
Karen Yeaton, Board of Selectman Rep  
Brent Edmonds, Planning Board Rep  
Ayn Whytemare  
Wendy Weisiger  
Tom Gallo  
Erin Insely





#### **FROM THE EMS DIRECTOR:**

As we draw nearer to the dissolution of Tri-Town EMS, I want to extend my deepest appreciation for the support the residents of Pembroke and Allenstown have shown for their ambulance service. Since 1972 an ambulance carrying the "Tri-Town" badge has responded to countless medical emergencies within both communities. This 52-year run will end on July 1, 2024. Tri-Town Volunteer Emergency Ambulance Service provided EMS services through the end of 2012, when at that time the Towns of Pembroke and Allenstown, working together, established a joint ambulance service for both communities having the goal of providing high quality medical care while defraying the cost of the service amongst both towns. During the last 11 years, Tri-Town EMS grew in its capabilities and service to the communities.

I also extend my gratitude to those who serve on both Town's Board of Selectmen and Municipal Budget Committee's. Much of their efforts towards the service have come in the form of reviewing and supporting the various budgets thus ensuring that Tri-Town's Budgets were thoroughly examined and along with the Service's Board of Directors, that the Service was being fiscally responsible.

I also want to thank the more than 20 people who have served on Tri-Town EMS' Board of Directors; providing guidance and oversight to the Service. These individuals helped ensure the highest standards were being utilized while keeping the operations of the ambulance service as efficient as possible. It was through the Board of Directors, that the Service was able to modernize and further the clinical capabilities being made available to those we serve. From the inception, through the years of operations, and now the dissolution, the members of the Board of Directors have worked to maintain the smooth operations of Tri-Town EMS.

Gratitude is also extended to the Pembroke Fire Department, Pembroke Police Department, Allenstown Fire Department, Allenstown Police Department, Concord Hospital's Simulation Lab Staff, Concord Hospital's Emergency Department Staff, and our Medical Director Dr. Robert Rix. Each of these groups and individuals have played an integral role in the operations of Tri-Town EMS.

Lastly, thank you to all those who put on the Tri-Town EMS uniform each and every day. Since 2013, when the Service started, there have been over 80 EMS providers working for Tri-Town EMS, who have tirelessly rendered emergent medical care to those in need. During this time, Tri-Town EMS has continuously provided Paramedic Ambulance Services to both communities. In the 11 years, there has not been a single shift where we were unable to staff an ambulance. To date, Tri-Town EMS has responded to over 13,900 emergencies. Our staff have earned such accolades as EMS Educator of the Year, EMS Service of the YEAR and Unit Citations, delivered babies and revived people who were in cardiac arrest. On countless occasions, rendered the care someone needed to change their clinical course for the best. The staff of Tri-Town EMS are some of the most capable EMS providers there are and show their dedication to the communities each and every day. Thank you all, for all you have done, for all you have given up, and for being there for those who needed you most.

#### **2<sup>nd</sup> AMBULANCE DEPLOYMENT**

2023 saw the full implementation of the 2<sup>nd</sup> ambulance during the day. The project initially called for the hiring of at least 5 more per-diem employees to help ensure the 2<sup>nd</sup> ambulance was staffed, preferably at the paramedic level. Without adding any new employees, the Service was able to staff a 2<sup>nd</sup> ambulance 86% of the time. When the 2<sup>nd</sup>

## TRI TOWN EMS

ambulance was in-service, it was at the paramedic level 85% of the time. The most notable benefit of this second ambulance was that mutual aid being requested went from a high of 10.73% of the calls down to 5.6%, thus decreasing our reliance on the resources of other communities. The other biggest benefit of the second ambulance was seen on those calls with the sickest patients. Many times, both ambulances either initially responded to these calls or the second ambulance was requested. It cannot be stated enough the benefit to the patient in having four EMS providers who work closely together, working in unison to help someone in need. I would also add that on many of these cases, there were at least three Tri-Town Paramedics working on a single patient giving them every chance at survival or the improvement of their medical situation.

### 2023 YEAR IN REVIEW:

2023 was the third busiest year for Tri-Town EMS, with a total of 1,422 EMS Incidents. In addition to being the primary ambulance service for Pembroke and Allenstown, Tri-Town EMS provided mutual aid responses to Chichester, Concord, Deerfield, Epsom, Hooksett, Loudon, and Northwood. During 2023, one of Tri-Town's Ambulance Crews delivered a baby while mom was being transported to the hospital. Also of note, Tri-Town EMS crews were recognized with a Unit Citation from New Hampshire's Committee of Merit for the post cardiac arrest treatment of an individual who was successfully revived and given supportive care while being transported to the hospital. The patient had an excellent outcome. A brief breakdown of the operational data is presented below. For more information, please go to either the Town of Pembroke or Allenstown website to see the 2023 Annual Directors Report. ([www.pembroke-nh.com/tri-town-ems/pages/directors-report](http://www.pembroke-nh.com/tri-town-ems/pages/directors-report) & [www.allenstownnh.gov/tri-town-ems-board-of-directors](http://www.allenstownnh.gov/tri-town-ems-board-of-directors))

# of EMS INCIDENTS: 1,422

# of EMS TRANSPORTS: 865 (60.70%)

# of EMS INCIDENTS HANDLED BY TRI-TOWN EMS: 1,345 (94.39%)

MUTUAL AID GIVEN / RECEIVED: 95/76

# of EMS INCIDENTS IN PEMBROKE: 640

# of EMS INCIDENTS IN ALLENSTOWN: 690

EMS TRANSPORTS: Concord Hospital – 623      Elliot Hospital - 164      Catholic Medical Center – 76

AVERAGE REACTION TIME (dispatch to responding): 41 sec.

AVERAGE RESPONSE TIME: 5 min. 9 sec.

I want to thank both Towns for their Support during the 2023 year. If there are any concerns pertaining to the medical care that was received, or if there is a need for community education and services, please contact the EMS Director at (603) 485-4411. Thank You.

Respectfully Submittee,

Christopher Gamache, Director



## **TRI TOWN EMS**

### **TRI-TOWN EMS LEADERSHIP, STAFF & SUPPORT:**

EMS DIRECTOR: Christopher Gamache, Paramedic

DEPUTY DIRECTOR: Craig Clough, Paramedic

Danielle Byrne, Paramedic  
Seth Chidester, Paramedic  
Meagan Curtin-DiGenova - Paramedic  
Morgan Draus, Paramedic  
Daniel Fitzgerald, Paramedic  
Donovan Funk III, Paramedic  
Jada Goodrich, Paramedic  
Ryan Hornblower, Paramedic  
Brittany Lamontagne, Paramedic

Jessie Murdoch, Paramedic  
Daniel Connell, Adv. EMT  
Robyn Cushing, Adv. EMT  
Nicholas DiGiovanni, Adv. EMT  
Corey Girard, Adv. EMT  
Irina Higgins, Adv. EMT  
Jordan Lippmeier, Adv. EMT  
Katherina Miller, Adv. EMT  
Michelle Othot, Adv. EMT

Katherine Sevigny, Adv. EMT  
Timothy St. Germain, Adv. EMT  
Cameron Burns, EMT  
Edward Higgins, EMT  
McKayla Smith, EMT  
Joseph Sullivan, EMT  
Robert Vodra, EMT

### **BOARD of DIRECTORS:**

- David Jodoin – Pembroke Town Administrator
- Derik Goodine – Allenstown Town Administrator
- Chief Paul Gagnon – Pembroke Fire Chief
- Chief Eric Lambert – Allenstown Fire Chief
- Robert Bourque - Pembroke Representative
- Mark Solimanto – Allenstown Representative
- Michelle Othot – Employee Representative

MEDICAL DIRECTOR: Dr. Robert Rix, Concord Hospital

EMS COORDINATOR: Craig Clough, Concord Hospital



## PLANNING AND LAND USE

### CODE ENFORCEMENT

For the last 16 months, the Town of Pembroke has been using the new Permitting System, and users are very happy with it. It is called Permit Eyes and its software is hosted online. You access it by going to Pembroke's main web page, click on Forms and Documents, and, under Planning and Building Department, click on Building Permit Applications Online. Then, just click on the link that appears.

Permits for 9 new single family homes were issued this year. Building permits issued this year decreased by 7% with 561 issued permits.

40 Commercial permits were issued: 10 Building permits, 19 Electrical permits, 9 Mechanical permits, 2 Plumbing permits.

491 Residential permits were issued: 169 Building permits, 134 Electrical permits, 156 Mechanical permits, 32 Plumbing permits.

The building department is always available for your questions, code needs and inspections. Please feel free to call us at 603-485-4747 ext.1214, M-F 8:00 am to 4:30 or stop in and see us on the second floor of the Town Hall.

#### 2023 Statistics

<b>Commercial permits</b>	<b>Construction Value: <u>\$7,414,555</u></b> <b>Issued 40</b>
<b>Residential Permits</b>	<b>Construction Value: <u>\$39,856,222</u></b> <b>Issued 491</b>

Respectfully Submitted,

Paul Bacon  
Code Enforcement



## PLANNING AND LAND USE

### ZONING BOARD OF ADJUSTMENT

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 2023 Zoning Board of Adjustment hearing results are broken down as follows:

Variances.....		Granted 10 /	Denied 3 /	Withdrawn 3
Special Exceptions .....		Granted 5 /	0 Denied	
Administrative Decision		Granted 0 /	0 Denied	
Appeals.....		Granted 0/	0 Denied	
Re-Hearing .....		Granted 0	0 Denied	
<hr/>				
Total	21	Granted 15 / 3 Denied, / 3 Withdrawn		

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

The Zoning Board is always looking for interested residents to volunteer to be members on the Board. The Zoning Board meets the fourth Monday of the month on an as needed basis. The hearings start at 7pm and adjourn no later than 10pm. Please contact the Town Office if you are interested in serving as a member on the Zoning Board.

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 in each case in a fair, decisive manner.

Respectfully submitted,

Bruce Kudrick, Chair  
Zoning Board of Adjustment

## SEWER COMMISSION REPORT

In early 2023, we lost a very dedicated Commissioner Harold Thompson. He served our Commission for 23 years, 15 years as the Chairman. His presence and knowledge for our department are truly missed every day.

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.

Since February 2020 you now have access to your sewer bills on line at [pembrokesewer.viewmybill.net](http://pembrokesewer.viewmybill.net) with the option of making payments on-line as well. There are fees that are charged for all credit/debit card payments made either on line or through the sewer office. Even if you sign-up for e-billing you DONOT have to pay online. Payments may be made in person on Tuesday, Wednesday or Thursday 9:00 a.m. to 3:00 p.m. All bills that are due and remain unpaid at the end of the year are sent to the Tax Collector for collection.

The department continues to clean and camera the sewer lines on a yearly basis as required by EPA and NH DES.

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. **Please help us in reducing the source of inflow**, by removing footing/foundation drains, roof drains or leaders, downspouts, drains from window wells, outdoor basement stairwells, and drains from driveways, groundwater/basement sump pumps, and even streams. These sources are typically improperly or illegally connected to sanitary sewer systems, by 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 the sanitary sewer systems in a 24-hour period, the equivalent of the average daily flow from 31 homes.** We would like to thank all of the Pembroke Users and Plumbers that have helped to reduce the problem of I&I.

Our budget is funded only by the users on the sewer system and not tax dollars. When you don't make your payments projects could be put on hold or not done at all. Should these projects be part of the mandates from EPA or DES, fines could be imposed.

Please call us at 485-8658 or e-mail us at [sewerdept@pembroke-nh.com](mailto:sewerdept@pembroke-nh.com) with questions about your sewer bill, sewer problems or sewer hookups.

Respectfully submitted,

Jules Pellerin, Chairman  
S. Daniel Mattingly  
Paulette Malo

PEMBROKE SEWER COMMISSION			
	Unaudited	Budget 2023	Budget 2024
Ordinary Income/Expense			
Income			
050-Revenue			
051-Sewer Rent Fees	1,187,613.09	1,199,583.00	1,199,583.00
052-Late Penalty	32,520.00	25,000.00	25,000.00
053-Hook-Up Fees-Pembroke	53,317.06		
053P-Permit Fees-Plant			
054-Loan Revenue	11,770.00	11,770.00	11,770.00
055- Prior Years Recievables	8,894.98	550,000.00	460,000.00
056-Jetter Rental			
058-Returned Check Fees	70.00		
059-Administation Fees	760.00	350.00	350.00
Total 050-Revenue	1,294,945.13	1,786,703.00	1,696,703.00
060-Income			
061-Interest/operating	88,617.07	2,000.00	2,000.00
062TR-Interest Trust Funds	0.00		
065-Misc. Income	514.51		
067-Engineering Escrow	14,162.52		
070-Collection Fees/Tax Collector	880.00	1,200.00	1,200.00
071-Due To TC	0.00		
Total 060-Income	104,174.10	3,200.00	3,200.00
Transfer From Trust Reserve			
Total Income	1,399,119.23	1,789,903.00	1,699,903.00
Expense			
051A- Abatements-Sewer Receipts	472.00	500.00	500.00
052A-Abatement-Late Penalty	480.00	60.00	60.00
	952.00	560.00	560.00
PSC Expenses			
100-Pump Station 1			
101-Electric	511.23	550.00	560.00
102-Telephone/Internet	2,181.35	2,500.00	3,600.00
104-Alarm		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
150-Maintenance			
151-Materials	0.00	0.00	0.00
152-Repairs	0.00		
153-Supplies	0.00	0.00	0.00
154-Maintenance-other	133.69	500.00	500.00
Total 150-Maintenance	133.69	500.00	500.00
Total 100-Pump Station 1	2,826.27	3,550.00	4,660.00

2023 Pembroke Annual Report

<b>200-Pump Station 2</b>			
201-Electric	4,781.88	4,800.00	4,800.00
202-Telephone/Internet	2,135.35	2,500.00	3,600.00
203-Water		100.00	100.00
204-Alarm	623.40	700.00	650.00
205-Fuel	0.00	1,500.00	1,500.00
206-Labor			
210-Equipment	701.64	2,000.00	2,000.00
215-Contractors	741.45	800.00	800.00
250-Maintenance			
251-Materials	0.00	100.00	100.00
252-Repairs	652.00	1,000.00	1,000.00
253-Supplies	90.67	250.00	250.00
254-Maintenance Other	2,768.15	400.00	400.00
Total 250-Maintenance	3,510.82	1,750.00	1,750.00
<b>Total 200-Pump Station 2</b>	<b>12,494.54</b>	<b>14,150.00</b>	<b>15,200.00</b>
<b>300-Pump Station 3</b>			
301-Electric	3,975.60	4,200.00	4,200.00
302-Telephone/Internet	1,996.50	2,500.00	3,600.00
303-Water	50.00	100.00	100.00
304-Alarm	563.40	650.00	600.00
305-Fuel	2,338.70	2,300.00	2,300.00
306-Labor	0.00	0.00	0.00
310-Equipment		1,500.00	1,500.00
315-Contractors	741.45	800.00	800.00
350-Maintenance			
351-Materials	72.44	1,000.00	1,000.00
352-Repairs	758.97	1,000.00	1,000.00
353-Supplies	19.56	200.00	200.00
354-Maintenance-other		400.00	400.00
Total 350-Maintenance	850.97	2,600.00	2,600.00
<b>Total 300-Pump Station 3</b>	<b>10,516.62</b>	<b>14,650.00</b>	<b>15,700.00</b>
<b>400-Pump Station 4</b>			
401-Electric	1,888.00	3,600.00	3,600.00
402-Telephone/Internet	2,220.20	2,500.00	3,600.00
403-Water	50.00	100.00	100.00
404-Alarm	563.40	650.00	600.00
405-Fuel	944.25	1,200.00	1,200.00
406-Labor		0.00	0.00
410-Equipment		25,000.00	25,000.00
415-Contractors		800.00	800.00
450-Maintenance			
451-Materials		1,000.00	1,000.00

2023 Pembroke Annual Report

452-Repairs		2,000.00	2,000.00
453-Supplies	33.34	200.00	200.00
454-Maintenance-other	0.00	400.00	400.00
Total 450-Maintenance	33.34	3,600.00	3,600.00
<b>Total 400-Pump Station 4</b>	<b>5,699.19</b>	<b>37,450.00</b>	<b>38,500.00</b>
<b>500- Pump Station 5</b>			
501-Electric	2,989.66	4,800.00	4,800.00
502-Telephone/Internet	2,181.35	2,500.00	3,600.00
503-Water	100.00	100.00	100.00
504-Alarm	563.40	650.00	600.00
505-Fuel	954.79	1,300.00	1,300.00
506-Labor	0.00	0.00	0.00
510-Equipment		1,500.00	1,500.00
515-Contractors	741.45	800.00	800.00
550-Maintenance			
551-Materials		1,000.00	1,000.00
552-Repairs	34.79	2,000.00	2,000.00
553-Supplies	29.53	200.00	200.00
554-Maintenance-other	709.50	400.00	400.00
Total 550-Maintenance	773.82	3,600.00	3,600.00
<b>Total 500- Pump Station 5</b>	<b>8,304.47</b>	<b>15,250.00</b>	<b>16,300.00</b>
<b>600-Collection System</b>			
605-Wages	52,685.28	52,962.00	58,310.00
6052-Wages	730.00	47,283.00	30,566.00
605B-FICA & Medic	3,903.29	8,040.00	8,396.00
605C-Wage other	1,384.56	250.00	1,626.00
606-BC/BS, Dental	22,484.16	53,320.00	41,500.00
607-Retirement	7,286.02	14,130.00	12,405.00
615-Contractors	645.29	20,000.00	20,000.00
650-Maintenance			
651-Material	368.69	10,000.00	10,000.00
652-Camera/Repairs	29,738.10	60,000.00	60,000.00
653-Supplies	489.86	1,000.00	1,000.00
654-Sewer Equip & Building	2,791.28	7,000.00	7,000.00
Total 650-Maintenance	33,387.93	78,000.00	78,000.00
655-Collection System Equip.		20,000.00	20,000.00
657-Jetter-Trailer Maintenance		1,000.00	1,000.00
658-odor control	0.00	100.00	100.00
659-Safety Equipment	1,052.40	1,000.00	1,000.00
<b>Total 600-Collection System</b>	<b>123,558.93</b>	<b>296,085.00</b>	<b>272,903.00</b>

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<b>700-Administration</b>			
701-Bank/Lien Fees	703.00	800.00	800.00
701-A-SoftTelPay Credit Service		70.00	70.00
702-Audit	3,261.00	3,500.00	3,360.00
703-Workers Comp	1,644.55	1,754.00	2,453.00
703A-Property Insurance	5,479.00	5,813.00	6,906.00
703B-UnEmployment	73.42	82.00	73.00
704-Stipend,Commissioners	2,700.00	3,900.00	3,900.00
705-Wages	91,250.40	91,235.00	101,005.00
705A-Life & Disability Ins.	2,196.36	3,295.00	3,460.00
705B-FICA & Medic	7,144.63	7,896.00	8,592.00
705C-Wages Other	3,513.84	3,515.00	3,812.00
706-BC/BS, Dental	24,085.56	24,090.00	26,370.00
707-Retirement	12,764.05	13,329.00	14,738.00
708-Tools	1,039.38	1,200.00	1,090.00
709-A-2023 1 Ton	109.02	500.00	500.00
709-C-Vehicle expense Fuel	1,900.91	3,600.00	3,600.00
709-D-14 1 Ton	1,979.00	2,000.00	2,000.00
720-Postage	2,564.25	2,500.00	2,700.00
721-Office Rent	9,372.00	9,372.00	10,187.00
722-Contractors		900.00	900.00
724-Uniforms/safety	693.95	1,500.00	1,000.00
725-Town Report		1.00	1.00
726-Training/Licenses		500.00	500.00
727-Public Notices		400.00	400.00
<b>Total 700-Administration</b>	<b>172,474.32</b>	<b>181,752.00</b>	<b>198,417.00</b>
<b>710-Office</b>			
711-Telephone/Internet	3,954.17	4,500.00	4,500.00
712-Supplies	1,122.91	1,000.00	1,000.00
713-Sewer Bills	360.00	400.00	400.00
713PTC-Payment to Tax Collector	0.00		
713TC-Tax Collector	870.00	1,200.00	1,200.00
714-Dig Safe		1.00	1.00
715-Office Equipment			
716-Repairs/Replace	233.70	1,000.00	1,000.00
717-New	1,930.08	3,000.00	3,000.00
718-Heat Garage	0.00		
<b>Total 710-Office</b>	<b>8,470.86</b>	<b>11,101.00</b>	<b>11,101.00</b>
<b>730-Professional Fees</b>			
731-Engineering	9,620.44	30,000.00	30,000.00
731-E-Engineering Escrow	7,306.93		
732-Legal	622.44	25,000.00	25,000.00
733-Accountants	0.00	1.00	1.00
734-Subscription/Dues	463.00	500.00	500.00

2023 Pembroke Annual Report

735-System Software Support	2,643.14	3,000.00	3,000.00
<b>Total 730-Professional Fees</b>	<b>20,655.95</b>	<b>58,501.00</b>	<b>58,501.00</b>
760-Bond Payments			
760- Bond Payment	0.00		
<b>Total 760-Bond Payments</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
800-Treatment Facility			
801-Capital Expense Plant	0.00	460,000.00	460,000.00
802-Operating Expense	603,249.72	606,000.00	606,000.00
<b>Total 800-Treatment Facility</b>	<b>603,249.72</b>	<b>1,066,000.00</b>	<b>1,066,000.00</b>
803-Capital Pembroke	83,854.95	90,000.00	
804-Repair/Replace Pembroke	64,835.50	65,000.00	
<b>Total 803-Capital/Repair Pembroke</b>	<b>148,690.45</b>	<b>155,000.00</b>	<b>0.00</b>
<b>Total PSC Expenses</b>	<b>1,117,893.32</b>	<b>1,854,049.00</b>	<b>1,697,842.00</b>
Transfer to Cap/R&R Reseve Acc	53,317.06		
<b>Total Expense</b>	<b>1,171,210.38</b>	<b>1,854,049.00</b>	<b>1,697,842.00</b>

## WATER WORKS

### **Annual report of the Board of Water Commissioners**

For the year ending December 31<sup>st</sup>, 2023

#### *Administration*

The staff of the Pembroke Water Works consists of a Superintendent, three certified Water Operators and an Administrative Bookkeeper.

#### *Hydrants*

1 Hydrant replaced in Pembroke during road reconstruction. 1 new hydrant installed in Pembroke during road reconstruction.

#### *Mains*

In Pembroke 720' of 8" water main replaced during the Bow Lane reconstruction project.

1 water main repaired due to leakage.

#### *Services*

7 residential services re-laid - Pembroke

0 residential services re-laid - Allenstown

9 services repaired due to leaks or inoperable shut offs

2 new services installed - Pembroke, Allenstown, and Hooksett

#### *Metering*

59 water meters installed or replaced.

#### *Pump Stations*

Rte. 3 Pump #2 motor overhauled due to warranty issue.

Respectfully submitted,  
Kevin Brasley  
Board of Water Commissioners  
Chair



# 2023 Pembroke Annual Report

11:03 AM

01/02/24

Accrual Basis

## Pembroke Water Works Profit & Loss January through December 2023

	Jan - Dec 23
Ordinary Income/Expense	
Income	
400 · Residential Sales	845,904.95
402 · Hydrants Private	8,108.10
403 · Job Work / Merchandise	5,722.46
404 · Hydrants Public	41,923.80
406 · Meter Fees	1,943.86
408 · Backflow Testing.	16,585.00
409 · Other Fees	160.00
410 · Late Fees & Penalties	15,090.00
411 · Interest Income	93.75
420 · Interest Capital Fund	3,514.44
427 · Interest Capital Res. Equipment	2,604.94
440 · Permit Fee Income	43.75
441 · Connection Fee Income	6,500.00
450 · Miscellaneous Income	42.74
Total Income	948,237.79
Gross Profit	948,237.79
Expense	
513 · Water Monitoring	16,670.00
573 · Shipping/Freight/Delivery Chgs	5,705.85
500 · Pump Station Labor	11,470.22
501 · Pump Station Supplies	1,627.43
502 · Gas & Propane Pump Stations	9,033.68
510 · Purification Labor	66,807.83
511 · Purification Supplies	47,499.31
520 · Main Labor	5,937.88
521 · Main Supplies	33,074.05
530 · Hydrant Labor	2,672.05
531 · Hydrant Supplies	8,642.16
532 · Hydrant Flushing Labor	2,101.21
540 · Service Labor	36,290.04
541 · Service Supplies	5,917.27
545 · Backflow Testing	8,748.01
550 · Meter Labor	1,629.06
551 · Meter Supplies	12.24
555 · Reading Meters	2,176.45
560 · Shop Labor	9,647.31
561 · Shop Supplies	1,930.42
562 · Heating Oil, Etc.	4,571.37
570 · Garage Labor	6,685.67
571 · Garage Supplies	4,869.89
572 · Fuel	13,456.93
602 · Gis/Gps	1,165.00
610 · Gravel & Hot Top	5,103.57
625 · Contract Labor	31,863.35
632 · Miscellaneous Wages	1,571.00
633 · On Call	11,516.57
634 · Plowing Labor	3,312.99
635 · Lawn Care	3,800.00
637 · Snow Removal Hydrants	25.65
638 · Plowing Supplies	957.97
640 · Superintendent	69,767.24
650 · Electricity	71,704.08
700 · Insurance	18,275.67
701 · Health Insurance	74,797.49
705 · Deferred Comp - Retirement	8,354.43
710 · Benefit Hours	33,903.00
720 · Payroll Taxes	23,909.66
731 · Property Tax	177.50
740 · Interest Expense	12,128.57
750 · Commissioner's Stipend	5,350.00
800 · Office Labor	21,946.82

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2023 Pembroke Annual Report

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11:03 AM

01/02/24

Accrual Basis

**Pembroke Water Works**  
**Profit & Loss**  
January through December 2023

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	Jan - Dec 23
802 - Direct Deposit Fees	463.75
806 - Training Cost	958.00
808 - Bank Service Charges	1,056.29
809 - Training Labor	2,306.04
810 - Office Supplies	938.90
811 - Postage	5,915.53
812 - Computer Expense	5,546.95
813 - Telephone / Internet	15,656.86
814 - Professional Fees	16,915.19
815 - Dues/Memberships	2,819.14
817 - Printing	3,389.06
818 - Licenses	250.00
819 - Business Meals	608.49
820 - Miscellaneous	190.00
Total Expense	763,821.09
Net Ordinary Income	184,416.70
Net Income	184,416.70



## PEMBROKE and ALLENSTOWN OLD HOME DAY

**Theme: Hands Across the Water**

**Slogan: Kindness Matters**

**SATURDAY**, August 26, 2023, celebrating 41 years, Pembroke and Allenstown Old Home Day (OHD) brought together family, friends, neighbors, communities reminiscing, and a day of food, fun, and entertainment for all ages. **PRE-PARADE** music at 9:00 am consisted of two bands, "Bel Airs Doo Wop" on the Suncook Village Main Street Stage and "R & B Dignity" at the Allenstown Town Hall Gazebo. This year's celebration was in loving memory of Richard "Bear" Poitras, Kenard "Butch" Ayles, Patricia Hanson, Mark Morency, Marilyn Watson, and Lorraine Good, all who dedicated countless hours to Old Home Day and the community.

PARADE began at 10:00 am with crowds of spectators on both sides of the road from School Street in Allenstown to Memorial Park in Pembroke. The 2023 Grand Marshall was Lorette Girard, former OHD Chairperson and dedicated member. A native of Suncook, Lorette personifies a positive, spirited outlook. Her heart has always been for the betterment of our townspeople. Allenstown Historical Society and Meet Me In Suncook (MMIS), Associated Grocers of New England, Suncook Youth Soccer, Turning Pointe Center of Dance, and Casey Call of CC Racing were floats cleverly depicting this year's theme. Floats are judged by Town Officials based on theme, originality, and creativity. The OHD 2023 parade was comprised of Police Chiefs, Selectmen, and Town Officials from both towns, State Representatives, The Rodney A. White Sr. Post #8270 Color Guard, Alvirne High School Band, Londonderry High School Band, Pipes & Drums of NHSCOT, McGann Marching Band, NH Patriot Guard Riders, Bellettes of Pembroke hauling an "1896 Lumber Wagon", Pembroke Town Hearse, Allenstown's first school bus (1925 REO Speed Wagon), Suncook Cub Scout Pack #270, Pembroke Friends of Football and Pembroke Jr. Spartans Cheer, Granite State Roller Derby, DAV Chapter #19, marchers, clowns, numerous antique and classic cars, monster trucks, jeeps, and an amazing array of farm tractors, fire trucks, hay wagon, non-profit organizations, local businesses and municipalities.

ENTERTAINMENT at Memorial Park began with The National Anthem, sung by Taylor Baxter. Comeback appearances were music performed by Don Smith (Country), Ron Drolet (Rock-and-Roll), David Graham (Mix) an educational animal presentation by Wildlife Encounters, Carriage Shack Farm petting zoo, inflatable rides and all-day fun passes, mini-golf, children's games, crafts, food concessions, dunk tank, hay wagon rides, face painting, and a Meet-and Greet with Pembroke Police K-9 "Franklin".

NEW to the program: Gunderfus Jazz Band, Topper and Fed (Music and Fun), Buddy Holly Tribute Band, Glitter and Camo (Country Music), and Club Soda Band, Horse-Drawn Wagon Rides to benefit DAV.

FREE admission, parking, incredible antique and classic car, truck, jeep, and tractor display, talented stage entertainment, large petting zoo, creative balloon animals, door prize, and amazing fireworks.

BASKETBALL TOURNAMENT for those thirteen and older took place, with a portion of the proceeds 8th Annual Jacob Kipp 3-on-3 Memorial Charitable Basketball Tournament benefiting Community Action Program of Pembroke.

FIREWORK'S EXHIBITION sponsored by Associated Grocers of New England at dusk continues to be some of the finest in the region and is a fabulous end to Pembroke and Allenstown Old Home Day festivities.

THANKS to the generosity, selflessness, and dedication of the OHD Committee members and volunteers, Towns of Pembroke and Allenstown municipal officials, fire, police, ambulance, highway, and recreation departments, local non-profit organizations, businesses, participants, and sponsors, OHD continues to be a reality. A huge thanks to the Southern NH Snow Slickers and Jewell Lodge#94 F & AM for their valuable assistance in parking and traffic control. The OHD Committee is an all-volunteer, non-profit organization. Any amount of hours of volunteerism are always much appreciated when organizing OHD.

The following are some ways YOU can become involved: Donate new items, crafts, gift certificates, or gift baskets to the OHD Raffle; Promote products/services, participate in the OHD Parade, assign members of your organization/business to help; Volunteer for the OHD Booth, Children's Games, Mini Golf, Set-Up, Clean-Up, Parking, Photography, etc.; Sponsor a Mini Golf Hole, Band, Entertainer, Petting Zoo, Inflatables, Basketball Tournament, or Parade entry; Make a tax-deductible cash donation to help offset OHD costs

This is a terrific opportunity for high school students to contribute to their community service obligations.

MEETINGS are normally held the last Monday of the month at Pembroke Town Hall 6:30 pm between February and September. All are welcome to attend. FOR OHD TO CONTINUE, NUMEROUS POSITIONS MUST BE FILLED. NEW MEMBERS ARE DESPERATELY NEEDED!! Consider becoming an OHD member and part of a wonderful occasion with a loyal, hardworking group of people by contacting Steve @ 603-340-1487. Check out the Pembroke & Allenstown OHD Facebook page, oldhomeday on Instagram, and pembrokeallenstownoldhomeday.org

Mark your calendars for August 24, 2024 (always the fourth Saturday of August).

Respectfully submitted, Stephen L. Fowler, OHD Chairperson

**PEMBROKE AND ALLENSTOWN  
OLD HOME DAY  
2023 Income Statement**

<b>INCOME:</b>	<b>ACTUAL</b>
BUSINESS DONATIONS	18,700
TOWN OF PEMBROKE	2,000
TOWN OF ALLENSTOWN	2,000
CONCESSIONS	1,200
CRAFTS	1,500
RAFFLE SALES	2,247
INFLATIBLES	2,633
INTEREST	249
DUNKING BOOTH	204
CHILDREN'S GAMES	515
50-50	350
HAYWAGON	441
BASKETBALL INCOME	5,069
MISCELLANEOUS	60
CAPITAL RESERVE	3,415
	<hr/>
TOTAL INCOME	40,583
 <b>EXPENSE:</b>	
FIREWORKS	6,750
PARADE	8,752
ENTERTAINMENT	5,704
INSURANCE	4,217
PARKING & SAFETY	1,308
SANITATION RENTALS	1,040
POSTAGE & ENVELOPES	328
CHILDREN'S GAMES	150
VI PARTY RENTALS	4,295
BASKETBALL EXPENSES	4,827
MAINTENANCE	2,075
MISCELLANEOUS	1,137
	<hr/>
TOTAL EXPENSE	40,583
	<hr/>
<b>NET INCOME</b>	<b>-0-</b>



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P.O. BOX 1, Suncook, NH 03275

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

Since its incorporation in 1999, *Meet Me in Suncook* has

- Raised funds for the restoration and maintenance of the Suncook Village Clock
- Sponsored the listing of the downtown in the National Register of Historic Places
- Written and petitioned for state historical markers commemorating the village, the “Suncook Connection” Bridge, and Robert Frost’s honeymoon in Suncook
- Created a program offering historic building plaques to downtown property owners
- Offered a number of walking tours of Suncook Village
- Created a self-guided tour map for Suncook Village
- Sponsored a Pembroke bus tour in 2009 for the 250th anniversary of the incorporation of Pembroke
- Participated as an official “consulting party” in the replacement of the Main Street Bridge and the Double-Deck or “Suncook Connection” Bridge
- Participated as an official “consulting party” in the removal of the historic dams at Buck Street in Pembroke-Allenstown and in developing interpretive signage as mitigation for the loss of the dams
- Participated in the planning that led to the town’s retention and maintenance of the old Fire and Police Station on Union Street
- Cooperated with the Pembroke Conservation Commission in transforming a parcel of conservation land on the Suncook River to the Robert Frost Park
- Improved the landscaping of Robert Frost Park by planting annual and perennial flowers.
- Donated a permanent granite bench and a historical marker to Robert Frost Park
- Hosted several band concerts
- Sponsored several Suncook Village art contests for local students
- Entered a series of award-winning floats in Old Home Day parades in cooperation with the Allenstown Historical Society
- Supported Christmas in the Village in cooperation with the Pembroke Women’s Club
- Accepted a number of historical artifacts for cataloguing and permanent storage in the MMIS vault
- Supported the video “Where the Rivers Meet”, a short film on the history of Suncook. Distributed to local schools.
- Secured the “E-Flag” from the China Mill for display at Pembroke Academy.
- Participated in the Lafayette Trail marker dedication and hosted a reception for attendees at 4 Union Street.
- Continues to participate in the annual “History Day” hosted by the Allenstown Historical Society to teach 4<sup>th</sup> grade students from Pembroke and Allenstown schools about their community. The exhibit is also open to the public.
- Hosted the Allenstown vs. Pembroke Semi-Quincentennial Softball Game on August 21, 2009.

- Participated in the State of NH Lilac Planting Program to beautify public grounds
- Joined in a feasibility study of 4 Union St. (Pembroke) and China Mill (Allenstown)
- Hosted “By-Gone Brides”, an exhibit of vintage wedding gowns from 1900 to 2004.
- Sold Town Clock 504-piece puzzles
- Purchased Christmas wreaths for Main Street light poles.
- Sold Village Note Cards
- Prepared Welcome Bags for new homeowners.

These efforts have had a positive economic impact on the village and the broader communities of Pembroke and Allenstown and have enhanced a sense of pride, history, and accomplishment in Suncook Village.

Meet Me in Suncook meets on the first Tuesday of each month at 6 pm at 4 Union Street, Suncook (the former Fire and Police Department building). All meetings are open to the public. To become a member, contact Glorie Jacob 603-485-7101 or [meetmeinsuncooknh@gmail.com](mailto:meetmeinsuncooknh@gmail.com). Annual dues are \$15.



## HISTORICAL SOCIETY

### Pembroke Historical Society 2023

<https://pembrokenhhistoricalsociety.com/>

We have had a busy and productive year, filled with speakers, events, and our new website! With continued community support, we look forward to an equally involved year in 2024.

If you had a chance to attend one of the talks from the NH Humanities To Go program which we jointly hosted with the Pembroke Town Library, you were exposed to speakers from a wide range of topics; The Fugitive Slave Act, New England Architecture, One Room Schoolhouses, Native American Issues Past & Present, Quilts, How to Research Genealogy & Family Stories, Issues around the First Amendment and Poems of Robert Frost. In the coming year we will continue to challenge views and answer questions by using this impressive program. In addition, we will engage local speakers including an April lecture on the science and effects of Climate Change in NH and are partnering with an organization celebrating the 200<sup>th</sup> Anniversary of Lafayette's Tour of America in 2024 & 2025.

Our most research intensive and popular event this year was a Cemetery Tour about the Revolutionary War in Pembroke with a focus on four veterans found in the Pembroke Street Cemetery. We got the idea that maybe they were listening as a bald eagle flew overhead during the presentation! Future efforts might include another cemetery with a focus on the Civil War. If this is of interest, please consider joining our newly formed research committee.

Housekeeping issues that were of importance were the reestablishment of our 501c3 status, the resupply of the Images of America Books to be sold at the Library, a continued search for lost photos, participation in Old Home Day, the Library's Fall Festival, selling old town reports at Town Meeting, and naming Louise Eaton as our co-recipient of the Boston Post Cane along with Arlene Fleury. We established a policy to hold all Board Meetings as well as the Annual Meeting on private property. At our annual meeting in August we unveiled our website (address above) which is a resource for our calendar of events and digital archives with over 1000+ scanned photos. The digital archives are currently only available to those who have a Gmail or Google account, which is an immense cost-saving measure. If you access this information and appreciate it, please use our secure online portal to donate what you believe it is worth.

Our focus this year is on collecting Oral Histories. We are reaching out to any local organization who would be open to having an instructional presentation or would like their own history documented. Please use the Contact Us portal on our website or use the information below.

If you have already contributed to our efforts this year, we thank you from the bottom of our hearts. If you are interested in furthering our mission, there is still time to contribute, just mail a check to: Pembroke Historical Society, 311 Pembroke Street, Pembroke NH 03275 or email our president Ayn Whytemare: [awhytemare@gmail.com](mailto:awhytemare@gmail.com)





## Pembroke Grange # 111



The parent organization, National Grange, has been in existence since 1867. Its mission is to strengthen individuals, families, and communities through grassroots action, service, education, advocacy, and agricultural awareness. Pembroke Grange #111 is one of many subordinate Granges throughout the United States.

Helping to build a better community, Pembroke Grange has been distributing dictionaries to both Pembroke and Allenstown third graders for 24 years. Pembroke Grange is extremely thankful for **Sully's** monetary generosity in 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023 school years. **Sully's** is fully stocked, professionally managed, local, convenience store with friendly and courteous staff! Please think of **Sully's** in Allenstown for your shopping needs. A **“Good Neighbor”** indeed!!

Other Grange projects benefiting local communities and organizations are:

- Distributing dictionaries to Hooksett third graders
- Giving hats, mittens, and slippers to Pembroke, Allenstown, and Hooksett school children
- Supplying toiletries, blankets, robes, slippers, etc. to local shelters for abused men, women, and kids
- “Nighty Night Hugs” project (blanket, book, stuffed animal, and pillowcase) for children in homeless shelters throughout NH
- Granting scholarship monies to the State Grange Educational Fund
- Knitting hats for area needy families and active-duty service men
- Supplying toilet and paper towels to Liberty House for Homeless Veterans
- Donating to Local Food Pantries
- Offering food and cleaning items to local animal shelters
- Participating in Pembroke and Allenstown Old Home Day
- Volunteering efforts for non-profit organizations
- Helping elderly and handicapped
- Sponsoring a child at Christmas
- Donating to Pembroke Library
- Helping preserve the Old Brick Schoolhouse

As with many early fraternal organizations' membership is waning. We encourage you to join the Pembroke Grange and aid in keeping such projects alive. Anyone can join after the age of fourteen. Fellowship, recreation, and social activities in the Grange are developed with the family in mind. Children and senior citizens alike are always welcome! Meetings are normally held on the first Tuesday afternoon of the month at the Pembroke Library. Consider being an important part of the whole!!

For more information, please feel free to email Jim Batchelder at [batchelderj@comcast.net](mailto:batchelderj@comcast.net) or Steve Fowler at [relwofsp3@aol.com](mailto:relwofsp3@aol.com) or phone 603-340-1487.



# PEMBROKE SCHOOL DISTRICT



## **SCHOOL DISTRICT REPORTS**

### **PEMBROKE SCHOOL DISTRICT**

**For the Year Ending June 2023**

**Moderator**  
THOMAS SERAFIN

**District Clerk**  
CYNTHIA MENARD

**Treasurer**  
JENNIFER DORR

#### **School Board**

KERRI DEAN	Term Expires 2026
AMY MANZELLI	Term Expires 2026
ANDY CAMIDGE	Term Expires 2025
MELANIE CAMELLO	Term Expires 2025
EUGENE GAUSS	Term Expires 2024

#### **Superintendents of Schools**

PATTY SHERMAN ~ PETER WARBURTON

**Business Administrator**  
AMBER WHEELER

**Auditor**  
PLODZIK & SANDERSON

## SCHOOL DISTRICT REPORTS

### PEMBROKE SCHOOL DISTRICT

#### MINUTES OF THE ANNUAL SCHOOL DISTRICT MEETING TOWN OF PEMBROKE, NH SATURDAY, MARCH 11, 2023

At 10:05 am Moderator Thomas S. Serafin gives an introduction of the following: Supervisors of the checklist present; Iris Altilio Chari; Kristen Erkkila; and Yewande Jordan. Registered voters were checked in at the door and received a yellow voter card. Moderator Serafin instructed the voters present on meeting protocol, rules of order, emergency exits, and printed materials available for the voters. Moderator Serafin introduced members of the Pembroke School Board and school administrators present; Andy Camidge School Board Chair; Eugene Gauss; Stacy Driscoll; Melanie Camello; Amy Manzelli; and Patty Sherman, Superintendent. Moderator Serafin introduced members of the Pembroke Budget Committee present; Mark LePage Budget Committee Chair; Gerry Fleury Vice Chair; Brian Seaworth; Louis Caron; Matt Miller; Sue Whitbeck; Clint Hanson; Dave Doherty; Jennifer Johnson; and Peter Gagy.

Before the Moderator opens the meeting, Mr. Jon Marston Principal of Three Rivers School is honored for Forty plus years in education, retiring in June of this year.

Moderator Serafin informed the voters he had received requests to consider changing the start time of future annual meetings to 9:00 am and asked for the sentiment of the meeting. A show of hands indicated in favor for 9:00 am in 2024.

Moderator Serafin informed the voters present that he had received a written request with the proper signatures for a ballot vote on Article's #2 and #3.

The Moderator then asks the students of the Pembroke Hill School to lead everyone in attendance with the Pledge of Allegiance and then opens the meeting at 10:24 am.

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

**MOTION TO ACCEPT: Mark LePage**

**SECONDED: Gerard Fleury**

**VOTE: YES**

**MOTION: PASSED**

#### **ARTICLE 1**

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

**MOTION TO ACCEPT: Stacy Driscoll**

**SECONDED: Andy Camidge**

There being no reports to hear, this article was passed over.

## SCHOOL DISTRICT REPORTS

### PEMBROKE SCHOOL DISTRICT MEETING MINUTES Saturday, March 11, 2023

#### ARTICLE 2

To see if the Pembroke School District will vote to raise and appropriate the budget committee's recommended amount of **Twenty-Nine Million, Seven Hundred Fifty-Two Thousand, One Hundred Fifty-One Dollars** (\$29,752,151) 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 (5-0)  
Budget Committee Recommends Approval of (9-0-1)*

**Motion made to accept Warrant Article #2 in the amount of \$29,752,151 by Mark LePage.  
Seconded by Gerry Fleury.**

**An amendment was made for a Ballot Vote on this Article.**

**MOTION TO ACCEPT: Rosemarie Michaud**

**SECONDED: Karen Yeaton**

**VOTE: YES**

**MOTION: PASSED**

This article is open. Following a lengthy discussion, a motion was made to move the question.

**MOTION TO ACCEPT: Sue Seidner**

**SECONDED: Kevin Foss**

**VOTE: YES**

**MOTION: PASSED**

The ballot box was inspected by Mark Dumont and Sue Whitbeck. The ballot box was locked by Moderator Serafin and open for voting.

#### **BALLOT VOTE RESULTS:**

**YES =147**

**NO =28**

**VOTE: YES**

**ARTICLE #2: PASSED**

**ARTICLE #2 PASSED in the amount of \$29,752,151**

C.M.

## SCHOOL DISTRICT REPORTS

### PEMBROKE SCHOOL DISTRICT MEETING MINUTES Saturday, March 11, 2023

Following the vote on Article #2:

MOTION TO INVOKE RSA 40:10 to restrict reconsideration of Article #2: Kevin Foss

Seconded by: Andy Camidge

**VOTE: YES**

**MOTION: PASSED**

**A Motion was made to move out of order and proceed to Article #10:**

**MOTION TO ACCEPT: Andy Camidge**

**SECONDED: Stacy Driscoll**

**VOTE: YES**

**MOTION: PASSED**

#### **ARTICLE 10**

Shall we adopt the provisions of RSA 40:13 (known as SB 2) to allow official ballot voting on all issues before the School District of Pembroke on the second Tuesday of March? (3/5 majority ballot vote required). (This article is submitted by petition).

**MOTION TO ACCEPT: Andy Camidge**

**SECONDED: Gene Gauss**

This article was opened. Following a lengthy discussion, a motion was made to move to the ballot vote.

**MOTION TO ACCEPT: Gary Seidner**

**SECONDED: Rick Frederickson**

**VOTE: YES**

**MOTION: PASSED**

The ballot boxes were inspected by Sue Whitbeck and Mark Dumont and declared open by Moderator Serafin at 12:30 pm and will remain open for one hour until 1:30 pm.

#### **BALLOT VOTE RESULTS:**

**YES: 17**

**NO: 154**

#### **ARTICLE #10 FAILED.**

*Am,*

## SCHOOL DISTRICT REPORTS

### PEMBROKE SCHOOL DISTRICT MEETING MINUTES Saturday, March 11, 2023

#### **ARTICLE 3**

Shall the Pembroke School District vote to approve the cost items set forth in the collective bargaining agreement reached between the Pembroke School Board and the Pembroke Education Association for the 2023/24, 2024/25, and 2026/27 fiscal years, which calls for the following estimated increases in salaries and benefits at the current staffing level:

2023/24	\$430,369
2024/25	\$445,528
2025/26	\$495,010
2026/27	\$447,897

And further to raise and appropriate the sum of \$430,369 for the 2023/2 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels?

*School Board Recommends Approval (5-0)*  
*Budget Committee Recommends Approval (10-0)*

**MOTION TO ACCEPT: Andy Camidge**

**SECONDED: Gene Gauss**

**An amendment was made for a Ballot Vote on this Article.**

**MOTION TO ACCEPT: Rosemarie Michaud**

**SECONDED: Karen Yeaton**

**VOTE: YES**

**MOTION: PASSED**

Following a lengthy discussion, the second ballot box was opened and inspected by Sue Whitbeck. The ballot box was locked by the Moderator and the voters proceeded to cast their votes.

#### **BALLOT VOTE RESULTS:**

**YES: 140**

**NO: 16**

#### **ARTICLE #3 PASSED**

*C, M.*

## SCHOOL DISTRICT REPORTS

### PEMBROKE SCHOOL DISTRICT MEETING MINUTES Saturday, March 11, 2023

Following the vote on Article #3:

MOTION TO INVOKE RSA 40:10 to restrict reconsideration of Article #3, Kevin Foss.

Seconded: Andy Camidge

**VOTE: YES**

**MOTION: PASSED**

#### **ARTICLE 4**

Shall the Pembroke School District, if Article #3 is defeated, authorize the governing body to call one special meeting at its option, to address Article #3 cost items only? (Majority Vote)

Moderator Serafin asked the voters present to table this article as there was no need to conduct any business. SECONDED: Kevin Foss VOTE: YES

Article 4 Tabled.

#### **ARTICLE 5**

To see if the Pembroke School District will vote to raise and appropriate the sum of **One Hundred and Ten thousand Dollars (\$110,000)** for the purpose of floor upgrades district wide and roof replacement at Pembroke Academy, and to authorize the withdrawal of said funds from the **School Building Capital Reserve Fund**, previously established and created for that purpose.

*School Board Recommends Approval (5-0)*

*Budget Committee Recommends Approval (10-0)*

**MOTION TO ACCEPT: Andy Camidge**

**SECONDED: Gene Gauss**

**VOTE: YES**

**ARTICLE #5: PASSED**

C. M.



## SCHOOL DISTRICT REPORTS

### PEMBROKE SCHOOL DISTRICT MEETING MINUTES Saturday, March 11, 2023

#### ARTICLE 6

To see if the Pembroke School District will vote to raise and appropriate the sum of up to **Two Hundred Five Thousand Dollars (\$205,000)** to be added to the **School Building Capital Reserve Fund**, previously established, for the purpose of continuing work on the Capital improvement Projects. This sum to come from the June 30, 2023 unassigned fund balance available for transfer July 1, 2023. **No amount to be raised from taxation.**

*School Board Recommends Approval (5-0)*  
*Budget Committee Recommends Approval (10-0)*

**MOTION TO ACCEPT: Andy Camidge**

**SECONDED: Peter Mehegan**

**VOTE: YES**

**ARTICLE #6 PASSED**

#### ARTICLE 7

To see if the Pembroke School District will vote to raise and appropriate the sum of up to **Two Hundred Fifty Thousand (\$250,000)** to be added to the **Site Improvement Expendable Trust Fund** previously established. This sum to come from the June 30, 2023 unassigned fund balance available for transfer on July 1, 2023. **No amount to be raised form taxation.**

*School Board Recommends Approval (5-0)*  
*Budget Committee Recommends Approval (10-0)*

**MOTION TO ACCEPT: Andy Camidge**

**SECONDED: Gene Gauss**

**VOTE: YES**

**ARTICLE # 7 PASSED**

*A, M.*



## SCHOOL DISTRICT REPORTS

### PEMBROKE SCHOOL DISTRICT MEETING MINUTES Saturday, March 11, 2023

#### ARTICLE 8

To see if the Pembroke School District will vote to raise and appropriate the sum of up to **Seven Thousand Dollars (\$7,000)** to be added to the **Vehicle Expendable Trust Fund** previously established. This sum to come from the June 30, 2023 unassigned fund balance available for transfer on July 1, 2023. **No amount to be raised from taxation.**

*School Board Recommends Approval (5-0)*  
*Budget Committee Recommends Approval (10-0)*

**MOTION TO ACCEPT: Gene Gauss**

**SECONDED: Andy Camidge**

**VOTE: YES**

**ARTICLE #8 PASSED**

#### ARTICLE 9

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 Installation & Labor Expendable Trust Fund**, previously established. This sum to come from the June 30, 2023 unassigned fund balance available for transfer on July 1, 2023. **No amount to be raised from taxation.**

*School Board Recommends Approval (5-0)*  
*Budget Committee Recommends Approval (10-0)*

**MOTION TO ACCEPT: Gene Gauss**

**SECONDED: Andy Camidge**

**VOTE: YES**

**ARTICLE #9 PASSED**

#### ARTICLE 11

To choose Agents and Committees in relation to any subjects embraced in the Warrant.

There was no business to conduct in this article.

*A. M.*

## SCHOOL DISTRICT REPORTS

### PEMBROKE SCHOOL DISTRICT MEETING MINUTES Saturday, March 11, 2023

#### ARTICLE 12

To transact other business that may legally come before said meeting.

A motion was made at 2:05 pm in the afternoon to adjourn the 2023 Pembroke School District Meeting.

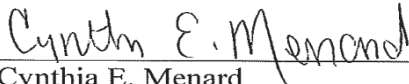
**MOTION TO ADJOURN: Tom Petit**

**SECONDED: Peter Mehegan**

**VOTE: YES**

**The Pembroke School District meeting adjourned at 2:05 pm.**

Respectfully submitted,

  
\_\_\_\_\_  
Cynthia E. Menard

Pembroke School District Clerk  
Pembroke, NH  
March 23, 2023

## SCHOOL DISTRICT REPORTS

### 2022/23 STATISTICAL REPORT FOR PEMBROKE

	<u>Hill / TRS</u>	<u>Pembroke Academy</u>	<u>Totals</u>
Calendar Hours per Year	1,026.11/ 1,052	1,052.10	
EOY Enrollment (by SASID Count)	333/316	782	1,431
Average Daily Membership (EOY)	653.01	777.98	1,430.99
School Calendar is calculated by hours per year.			

### 2022/23 SUPERINTENDENTS SALARY

Patty Sherman, Supt. ~ Peter Warburton, Supt.

Allenstown	\$ 36,556.80
Chichester	28,274.40
Deerfield	59,976.00
Epsom	47,124.00
Pembroke	<u>113,668.80</u>
	\$285,600.00

### 2022/23 BUSINESS ADMINISTRATOR SALARY

Amber Wheeler

Allenstown	\$14,592.00
Chichester	11,286.00
Deerfield	23,940.00
Epsom	18,810.00
Pembroke	<u>45,372.00</u>
	\$114,000.00

### REPORT OF SCHOOL DISTRICT TREASURER

For the Fiscal Year July 1, 2022 to June 30, 2023

Beginning Cash Balance 7/1/22	\$1,314,765.56
Total Receipts to Date	<u>30,721,632.78</u>
Total Payroll to Date	20,834,537.92
Total Manifests to Date	9,732,173.95
Other Misc Charges	<u>484.00</u>
Total Payments & Charges to Date	<u>30,567,195.87</u>
Ending Cash Balance 6/30/23	<u>\$1,469,202.47</u>

Respectfully Submitted **Jennifer R. Dorr**

# SCHOOL DISTRICT REPORTS

## APPENDIX A

### PEMBROKE SALARY SCHEDULE

#### SALARY SCHEDULES FOR 2023/24

STEP	BA	BA+15	MA	MA+15	MA+30
1	\$ 41,418.00	\$42,926.00	\$47,744.00	\$ 49,263.00	\$51,785.00
2	\$ 43,206.00	\$44,714.00	\$49,546.00	\$ 51,063.00	\$53,585.00
3	\$44,996.00	\$46,504.00	\$51,347.00	\$ 52,865.00	\$55,387.00
4	\$ 46,784.00	\$48,292.00	\$53,148.00	\$ 54,665.00	\$57,187.00
5	\$ 48,574.00	\$50,082.00	\$54,949.00	\$ 56,467.00	\$58,989.00
6	\$ 50,362.00	\$51,870.00	\$56,750.00	\$ 58,268.00	\$60,790.00
7	\$52,152.00	\$53,660.00	\$58,551.00	\$ 60,069.00	\$62,591.00
8	\$ 53,940.00	\$55,448.00	\$60,353.00	\$ 61,870.00	\$64,392.00
9	\$55,730.00	\$57,237.00	\$62,153.00	\$ 63,671.00	\$66,193.00
10	\$ 57,518.00	\$59,026.00	\$63,955.00	\$ 65,472.00	\$67,994.00
11	\$ 59,308.00	\$60,815.00	\$65,755.00	\$ 67,280.00	\$69,802.00
12	\$ 61,096.00	\$62,604.00	\$67,557.00	\$ 69,074.00	\$71,596.00
13	\$ 62,886.00	\$64,393.00	\$69,358.00	\$ 70,876.00	\$73,398.00
14	\$ 64,674.00	\$66,182.00	\$71,159.00	\$ 72,676.00	\$75,198.00
15	\$ 66,464.00	\$67,971.00	\$72,960.00	\$ 74,478.00	\$77,000.00

#### NURSES SALARY

Nurses shall be placed on the Bachelor salary schedule and track for those who have earned an RN or a BSN degree and in accordance to the years of experience as school nurse. A non-degree nurse shall be paid 90% of the BA scale at the appropriate step.

#### LONGEVITY

Longevity at \$ 2,325 for A (Beginning year 15-Through year 17 in the Pembroke School District)  
2,825 for B (Beginning year 18-Through year 20 in the Pembroke School District)  
3,325 for C (Beginning year 21-Through year 24 in the Pembroke School District)  
3,825 for D (Beginning year 25+ in the Pembroke School District)

**SCHOOL DISTRICT REPORTS**

***APPENDIX A***

***PEMBROKE SUPPORT STAFF ASSOCIATION WAGE SCHEDULE***

***2021 - 2024***

2021-22		2022-23	2023-24
Step 1	\$14.60	\$15.51	\$16.32
Step 2	\$14.97	\$15.89	\$16.73
Step 3	\$15.34	\$16.29	\$17.15
Step 4	\$15.72	\$16.70	\$17.57
Step 5	\$16.12	\$17.11	\$18.01

# SCHOOL DISTRICT REPORTS

## STATEMENT OF EXPENDITURES

For the Year Ending June 30, 2023

<b>INSTRUCTION</b>		
Regular Education Programs	\$ 11,133,885.88	
Special Education Programs	5,256,876.13	
Vocational Programs	1,051,377.22	
Other Instructional Programs	609,774.46	
		\$ 18,051,913.69
<b>SUPPORT SERVICES</b>		
Student Services	\$ 1,642,111.77	
Instructional Staff	472,911.37	
General Administration	849,486.73	
School Administration	2,418,338.81	
Operation/Maintenance of Plant	1,800,138.76	
Student Transportation	1,058,049.83	
Central	-	
		\$ 8,241,037.27
<b>DISTRICT WIDE EXPENDITURES</b>		
Non-Student Transportation	1,195,603.86	
Facilities Acquisition & Construction	\$ -	
		\$ 1,195,603.86
<b>OTHER FINANCING USES</b>		
Debt Service - Principal	\$ -	
Debt Service - Interest	0.00	
		\$ -
<b>FUND TRANSFERS</b>		
To Food Service	\$ -	
To General Fund	-	
Trust/Agency Funds	483,500.00	
		\$ 483,500.00
<b>SPECIAL REVENUE EXPENDITURES-INSTRUCTION</b>		
Regular Education Programs	\$ 667,779.26	
Special Programs	320,821.91	
Other Instructional Programs	80,229.80	
		\$ 1,068,830.97
<b>SPECIAL REVENUE EXPENDITURES-SUPPORT SERVICES</b>		
Student Services	\$ 108,149.62	
Instructional Staff	49,911.17	
General Administration	38,831.02	
School Administration	5,278.13	
Business	-	
Operation/Maintenance of Plant	1,853.00	
Student Transportation	47,763.88	
		\$ 251,786.82
<b>DISTRICT WIDE EXPENDITURES</b>		
Non-Student Transportation		
Facilities Acquisition & Construction	\$ 947,906.00	
		\$ 947,906.00
<b>FOOD SERVICE FUND</b>		
Food Service Operation	\$ 726,750.29	
		\$ 726,750.29
<b>CAPITOL PROJECTS</b>		
Building Improvement	\$ 51,020.83	
		\$ 51,020.83
<b>TOTAL EXPENDITURES</b>		<u>\$ 31,018,349.73</u>

# SCHOOL DISTRICT REPORTS

## STATEMENT OF REVENUES

For the Year June 30, 2023

<b>REVENUES FROM LOCAL SOURCES</b>		
Current Appropriation	\$ 12,504,794.00	\$ 12,504,794.00
<b>TUITION</b>		
<i>TUITION FROM INDIVIDUALS</i>		
Regular Day School	\$ 85,235.30	
Adult Education	-	
		\$ 85,235.30
<i>TUITION FROM OTHER LEAS WITHIN NH</i>		
Regular Day School	\$ 5,764,503.24	
Special Education	614,086.85	
		\$ 6,378,590.09
<b>TRANSPORTATION FEES</b>		
<i>TRANSPORTATION FEES FROM INDIVIDUALS</i>		
Regular Day School	\$ -	
Special Education	-	
		\$ -
<b>OTHER LOCAL REVENUES</b>		
Earnings on Investments	\$ 97,799.04	
Food Service	399,155.14	
Student Activities	18,368.50	
Rentals	50,393.04	
Other Local Revenue	206,372.21	
Summer School	-	
		\$ 772,087.93
<b>TOTAL REVENUE FROM LOCAL SOURCES</b>		<u>\$ 19,740,707.32</u>
<b>REVENUE FROM STATE SOURCES</b>		
Equitable Education Aid	\$ 6,122,492.93	
Statewide Enhanced Education Tax	983,013.00	
Adequacy Aid Grant - EdJobs	-	
School Building Aid	239,312.93	
Catastrophic Aid	123,436.53	
Vocational Education (Transportation)	19,351.20	
Child Nutrition	1,969.77	
Other	195,777.36	
<b>TOTAL STATE REVENUE</b>		\$ 7,685,353.72
<b>REVENUE FROM FEDERAL SOURCES</b>		
Elementary/Secondary - Title I	\$ 432,226.44	
Elementary/Secondary - Other	55,892.07	
Other Restricted	1,469,571.78	
Adult Education	-	
Disabilities Program, (IDEA)	322,835.89	
Child Nutrition Program	341,570.15	
Medicaid Distributions	18,715.34	
<b>TOTAL FEDERAL REVENUE</b>		\$ 2,640,811.67
<b>OTHER FINANCING SOURCES</b>		
Earnings on Investments	\$ -	
Transfer from Capital Projects	-	
Transfer from General Fund	483,500.00	
Transfer from Capital Reserve Fund	41,304.35	
Transfer from Other Expendable Trust Funds	9,716.48	
<b>TOTAL OTHER FINANCING SOURCES</b>		\$ 534,520.83
<b>TOTAL REVENUES</b>		<u><u>\$ 30,601,393.54</u></u>



## SCHOOL DISTRICT REPORTS



James A. Sojka, CPA\*

Sheryl A. Pratt, CPA\*\*

Michael J. Campo, CPA, MACC

December 14, 2023

\* Also licensed in Maine  
\*\* Also licensed in Vermont

Members of the School Board  
Pembroke School District  
267 Pembroke Street  
Pembroke, NH 03275

To the Members of the School Board:

This is to advise you that the audits of School Administrative Unit No. 53 and member School Districts that are currently in process are progressing, and completion is anticipated in early 2024. The past year resulted in significant progress in the completion of previously in process audits. Plodzick & Sanderson, P.A. and School Administrative Unit No. 53 management have a plan in place to return the School Administrative Unit and member School Districts to a traditional audit cycle for the June 30, 2024 fiscal year.

Respectfully,

Michael J. Campo, CPA  
Director



## SCHOOL DISTRICT REPORTS

PEMBROKE SCHOOL DISTRICT  
2023  
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 2021/2022</u>	<u>FY 2022/2023</u>
Actual Expenditures	\$4,507,038	\$5,050,717
Actual Revenues		
♦ Catastrophic Aid	\$ 79,105	\$ 123,437
♦ Medicaid	1,999	18,715
♦ Federal Grant (Includes IDEA)	1,464,704	985,841
♦ Tuition	573,056	606,568
♦ Transportation	-0-	-0-
Total Offsetting Revenues	\$1,079,050	\$1,734,561

- 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.

## SCHOOL DISTRICT REPORTS

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

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

***"Education is not something you can finish"***

**-Isaac Asimov**

Please extend a warm welcome to several new members of our SAU Leadership Team. Superintendent Jack Finley will serve the Allenstown, Chichester and Epsom School Districts, Assistant Superintendent Jessica Bickford oversees all student services, and finally Amy Parkinson is our new coordinator of Curriculum, Instruction and Assessment. Our entire SAU Leadership Team has spent a great deal of time reviewing our programs and services in our schools as well as the overall structure of our SAU office.

Please be on the lookout for a culture and climate survey that we will be distributing to all staff, students and families. Our target is to have the survey out in March, and we would appreciate your participation. The results of the survey will help guide our work over the summer.

I would like to dedicate this report to a longtime friend and colleague, Peter Warburton. As many of you are aware SAU #53 suffered an immeasurable loss last April when Superintendent Peter Warburton passed away after a brief illness. Superintendent Warburton served the Allenstown, Chichester and Epsom School Districts. He worked in SAU #53 from 2006-2011 and returned in 2018.

Superintendent Warburton's passion for public education was unsurpassed. He was a strong but gentle leader who was famous for the relationships he formed with everyone he worked with. SAU #53 was so fortunate to benefit from his leadership and his legacy will continue for many years.

In lieu of flowers his family asked that donations were sent to SAU #53 to support the performing arts programs. Peter was very passionate about the arts and never wanted a barrier to exist for any student who wanted to participate. The donations will be used to provide scholarships to assist families who would otherwise be unable to afford rental fees for musical instruments.

Thank you to the staff, the community, and the leadership teams for their unwavering support last year. It truly took a village to carry on in a manner that would make Superintendent Warburton proud.

Respectfully Submitted,

Patty Sherman, Superintendent

## SCHOOL DISTRICT REPORTS

209 Academy Road  
Pembroke, NH 03275



(603) 485-7881  
fax (603) 485-1824

PEMBROKE ACADEMY

### Pembroke Academy Headmaster's Report

Pembroke Academy was honored to be selected as the Secondary School of Excellence in New Hampshire for the 22-23 School Year. This acknowledgment was the culmination of a comprehensive vetting process, including an initial application, a self-reflection report, a formal presentation to the Selection Committee, a school visit by the Committee, and interviews with representatives from various stakeholder groups throughout the Pembroke Academy community. The Selection Committee cited the following commendations in choosing Pembroke Academy as their representative of excellence: a competency-based educational model predicated on student learning and growth; an inclusive and tolerant community with strong student leadership and staff support; and a facility that is well-maintained and helps facilitate learning and promote pride throughout the school community. I wanted to take a moment to thank all of the community members who participated in this process and helped shine a light on all of the good things happening at Pembroke Academy - congratulations!



Just a week prior to our site visit for the Selection Committee, Pembroke Academy hosted a Visiting Team from the New England Association for Schools and Colleges (NEASC) for our Collaborative Conference. As an accredited high school, Pembroke Academy participates in a rigorous re-accreditation process over the course of every ten years. This includes a five-year self-reflection report, a two-day visit in the eighth year of the re-accreditation cycle called the Collaborative Conference, and a three-day decennial visit at year ten. In preparation for this visit, Pembroke Academy staff sent out surveys last year to parents, students, and staff. Using the data generated from these surveys, PA staff prepared a 65-page report for the Visiting Team to review and assess during their visit. Commendations from this visit reflected many of the highlights also emphasized by the Excellence in Education Selection Committee. The NEASC Visiting Team was impressed with our adoption and fidelity to a competency-based education model, the acceptance and inclusivity of our student body and staff, and the condition and maintenance of our facility.

Respectfully Submitted,

Dr. Dan Morris  
Headmaster

## SCHOOL DISTRICT REPORTS

### THREE RIVERS SCHOOL PRINCIPAL'S REPORT

The 2023-2024 school year started smoothly, with excitement and an emphasis on our Core Values of Respect, Responsibility, Integrity, and Grit. Students are adhering to these values daily. Also, TRS has welcomed two new staff members, myself, William "Bill" McCarthy, as Principal, and Mrs. Annie Bourgue on the 6th-grade team as a mathematics teacher. The TRS community has welcomed us warmly, and we are thankful to be part of the TRS Family.

This year, TRS has adopted a new progress monitoring system, i-Ready. Teachers have facilitated meaningful discussions centered around instruction adjustments to enhance academic growth. Grade-level teams consistently collaborate to provide students with what they need to help them grow in all areas, not just academically. Students are learning from each other through cooperative learning and team-based projects.

Our Student Council, facilitated by Mrs. Susana Caxiaux and Ms. Jen Coletti, is making a difference at TRS and in the community. Their organization and efforts have provided fun opportunities for our students to participate and also have raised money (over one thousand dollars) to donate to the NH Food Bank. You can see the check presentation on our Facebook page. Members of the TRS Student Council exemplify the Core Values and stand out as student leaders.

The fall TRS athletic program was very successful. Our boys and girls soccer teams won Southeast League titles in exciting championship games. Our girls' team completed an undefeated season. Two more banners will go up in the gym this winter. Our cross-country team had a successful season, placing second in the Southeast League.

Our Drama Club, under the leadership of Mrs. Alya Morris and Mrs. Cassie Lucas, put on a successful fall production of *Roshambo*. The students worked hard to learn their lines and had fun while doing so. Four performances were held, and TRS is grateful to all who came to watch our students shine. The spring musical will be *Help, I am Trapped in a Musical*. Stay tuned for performance dates and times.

In closing, it is my distinct pleasure and honor to be the principal of Three Rivers School and be part of the Pembroke Community. I am consistently impressed with our students' and staff's efforts and dedication. I look forward to the remainder of the school year to see what we can accomplish together.

Respectfully Submitted,

William McCarthy

## SCHOOL DISTRICT REPORTS

For the 2023-2024 school year, we are excited to welcome several new staff members to the PHS family.

Joanne Rautio, Second Grade  
Amy Radja Haba, Third Grade  
Aimee Johnson, Occupational Therapist  
Rob Wilson, Paraprofessional  
Kris Parkerson, Paraprofessional  
Jonathan Lawrence, Paraprofessional  
Shenandoah Griffin, Paraprofessional  
Kristen Conway, Preschool Paraprofessional

### Pembroke Hill School Vision

Equity ♦ Achievement ♦ Climate and Culture

We believe that all students have the potential and ability to become lifelong learners. This begins by ensuring that students have equitable opportunities and access to learning that is challenging with appropriate scaffolding. The backbone of our work stands on a culture and climate that focuses on creating a safe environment for students and staff to take risks, collaborating with each other and building strong relationships. Students can achieve not only as measured by academics but by their contribution to the community and social emotional development as well.

Academically we have shifted our instruction to support our students in literacy and math in line with our vision. Based on current research, literacy instruction now incorporates a systematic and explicit approach to phonics instruction. In addition to the word recognition skills needed for decoding, we have put an increased emphasis on language comprehension. This takes the form of vocabulary, background knowledge, language structures, verbal reasoning and literacy knowledge.

Mathematics curriculum in kindergarten through grade four builds upon students' number sense to develop deep mathematical understandings. Students and teachers concentrate on a focused set of major math concepts and skills in the following areas: Counting and Cardinality, Operations & Algebraic Thinking, Number and Operations, Measurement & Data, and Geometry. Through guided exploration, hands-on and collaborative learning experiences, and exposure to rich and challenging mathematical problems, students build connections in their mathematical thinking that support growth in the next and consecutive grade levels.

Pembroke Hill staff have dedicated themselves to providing the best educational opportunities possible for our students.

Respectfully submitted,

Wendy Gerry, Principal Pembroke Hill School



## **SCHOOL DISTRICT REPORTS**

### **PEMBROKE ACADEMY**

209 Academy Road  
Pembroke, New Hampshire 03275  
Tel. (603)485-7881- Fax (603) 485-1824

### **TOWN REPORT 2022-2023**

#### **Visits to Health Office:**

Nursing Care: Assessment, Illness, Injury, Treatment and Medications: 4,200

Diabetic Testing: scheduled and prn: 751

Health Counseling: Self-injury, Wellness/Anxiety/Drug use assessment: 102

Health Record Review/IHP development: 741 Screenings (Hearing and Vision): 41

#### **Committee/Team**

\*Safety Committee

\*ARG

\*Special education IEP/504 participation

\*Emergency Management

\*Wellness

\*NHSNA

**Classroom/Staff Presentations:** Universal Precautions, Covid updates, First Aid, EpiPen, Narcan, Emergency medication instruction.

**Other:** Certified School Nurse with NHDOE, expires

Member in good standing with NH School Nurses Association

CE credits to maintain NH RN license requirements

Provided Annual NH school immunization report

Coordinated flu clinic for students and staff of PA

Yearly health education provided to staff

Respectfully Submitted,

Kristen Tessler, RN, BSN, MSN

## SCHOOL DISTRICT REPORTS

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243 ACADEMY ROAD  
PEMBROKE. NH 03275

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Jonathan Marston, Principal



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603.485.9539 (P)  
603.485.1829 (F)

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Katie Gagne, Assistant Principal

### *Health Services 2022-2023*

#### **Visits to the health office:**

**Nursing Care** (to include assessments, medication administration, and treatments) : 2,229

**Injury Events:** 335

#### **Professional Involvement:**

Ongoing guidance and Education to staff regarding Covid 19 Policies and procedures.

#### **Committees/team:**

New Hampshire School Nurse Association

#### **Other:**

I attend IEP meetings, Special Ed referral meetings, and staff meetings as requested.

Currently enrolled at Granite State College for my BSN.

Annual review of student compliance with NH immunization requirements.

Respectfully submitted,

April Barker, RN

## **SCHOOL DISTRICT REPORTS**

### **SCHOOL HEALTH SERVICES FOR PEMBROKE HILL SCHOOL 2022-2023**

<b>SCREENINGS</b>	<b>SCREENING</b>	<b>RECHECK</b>	<b>REFERRED</b>
Vision	123	3	6
Hearing	36	8	1
Height & Weight	9	0	0
Nursing Assessment/Treatment for Illness/Injury and or health counseling: 2236			
Medications/Treatments Administered:			454

I participated in, IEP and 504 meetings, Special Education meetings, student progress meetings and Pembroke and SAU nurses' meetings 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. Administered in school testing for COVID-19 to students, assisted staff in testing and provided home tests to families in need. Counseled staff and parents regarding COVID-19 guidelines and school policies. Participated in School Partner calls with NH DHHS for epidemiology and school guidance updates pertaining to COVID-19 and reported information to school administration and staff through staff and leadership meetings.

Respectfully Submitted,

Kathleen Mayer RN, BSN  
School Nurse  
Pembroke Hill School



**Pembroke Academy 2023 Graduates**

**Allenstown**

Berube, Dominic Michael  
 Bissonnette, Noah Franz  
 Brown, William Francis  
 Calangelo, Jillian Louise  
 Campbell, Lillianna Marie  
 Cluche, Pierce Edward  
 Dawson, Riley Michael  
 DesRosiers, Autumn Ellen  
 Duchesne, Abigail Grace  
 Duchesne, Elizabeth Claire  
 Dzinic, Anel  
 Frazier, Pressley Mary  
 Gardner, Kayli Lynn  
 Hamel, Madison Ruth  
 Hamel, Michael Haith  
 Helbert Jr., Craig Patrick  
 Laliberte, Johnathan Thomas  
 Lambert, Carter Thomas  
 Lavenskie, Evan Jaden  
 LeBlanc, Ryley Anne  
 Lesko, Kaydence Joseph  
 Martin, Hannah Lynn  
 Pilotte, Joshua David  
 Ranfos, Hailey Elizabeth  
 Rossmiller, Zachary Robert  
 Roy, Collin Dave  
 Sears, Jonahs Christian  
 Soule-Lambert, Clayton Paul  
 Travers, Gavin Douglas  
 Wells, Colin Joseph  
 Young, Kaili Angel  
 Zuppelli, Gino Richard John

**Chichester**

Berkeley, Isaiah  
 Brown, Dale  
 Casey, Brayden  
 Cassel, Justin Ramon  
 Chiavaras, Andrew  
 Claudio, Ayslin

Corson, Kaydence  
 Davison, Myles  
 Despres, Colby  
 Grace, Turabumukiza Marie  
 Harlow, Luke Abram  
 Jameson, Lydia  
 Jensen, Niomi Marie  
 Kunitake, Camden Benjamin  
 Manville, Angelena Rose  
 Montambeault, Kelsey  
 Perkins, Tyler  
 Rankins, Lillian Elizabeth  
 Strazzeri, Michael  
 Upton, Dylan  
 Valotto, James  
 Villalon, Madelyn Marie

**Epsom**

Adams-Gagne, Daniel Kristopher  
 Arica, Aaron Dave  
 Bennett, Lauren Paige  
 Bishop, Isabelle Tory  
 Bouchard, Connor David  
 Burtsell, Kyleigh Dawn  
 Canning, Samantha J  
 Carignan, Daniel W  
 Carignan, Eliza Corinne  
 Carignan, Jacob Alan  
 Corey, Maddison Faith  
 Curtis, Rachael Aubrey  
 Dail, Carson Foss  
 Davis, Darren Lee  
 Decker, Nathaniel Gregory  
 Dekraai, Leah A  
 Demers, Alyssa Adrienne  
 Duffy, Alivia Hope  
 Dugas, Benjamin M  
 Flewelling, Kylie A  
 Fonseca, Nathan A  
 Gentes, Nikolai Andrew  
 Grissett, Hana Elysabeth  
 Guay, Haley Elizabeth

Hurley, Joslynn M  
 Keane, John Thomas  
 Michael, Owen Clark  
 Miller, Hayden William  
 Miller, Lucius  
 Murray, Diandre Caron  
 Noel, Christian Robert  
 Noel, Xander M  
 Nutter, Parmida  
 Pagano, Francesca Jean  
 Pearson, Landon Walter  
 Pitman, Hailey Marie  
 Ransom, Charles Yohannes  
 Venable, Adam Owen  
 Waitkus, Alana Jean  
 Wills, Aidan James

**Hooksett**

Buck, Sophia Evelyn  
 D'Amore, Skylar Paige  
 Sarrasin, Logan Craig

**Pembroke**

Alley, Lorenz Allen  
 Armstrong, Katelyn Elizabeth  
 Azevedo, Leo Robert  
 Bailey, Cameron Steven  
 Baldoumas, Demitri Philip  
 Baril, Levi Jae  
 Barry, Aidan P  
 Bartlett, Arieana Michelle  
 Beaudoin, Grace Anne  
 Bell, Ariana Lena  
 Bishop, Adam Scott  
 Bocci, Rhea  
 Boisvert, Jacob James  
 Booker, Lily Florence  
 Botzos, Aiden James  
 Bradbury-Stilt, Abigail Marie  
 Brown, Owen Michael

**Pembroke Academy 2023 Graduates**

Burgess, Logan Matthew	Jenkins, Tiana Leigh	Zimont, Adriana Renee
Burns, Emily Elizabeth	Jesseman, Hunter Justin	
Campbell, Tyler Douglas	Kiluk, Jacek William	
Case, Gavin Michael	LaBelle, Kyleigh Anne	<b><u>Loudon</u></b>
Cericola, Elizabeth Rose	Laflamme, Tristan	Smith, Flynn Alexander
Chase, Kyla Lauren Margaret	Landry, Rylee Anne-Marie	
Clouthier, Nathan Raymond	Langlois, Madilyn Jean	
Cohen, Alexis Rose	Lavigne, Matthew James-Girard	
Colby, Ramsey Thomas	Lemieux, Tyler James	
Collins, Abigail Candace	Lingner, Nicholas Thomas	
Corbitt, Lillian Summer	Longacre, Natalie Elizabeth	
Craig, Tyler Barton	Marks, Cloe Jade	
Crawford, Kendyl Cherish Nancy	Martineau, Joshua Raymond	
Culberson, Chloe Ann	Mayville, Tristan Robert	
Curren, Nolan Jay	Miller, Scarlett Kay	
Davis, Luke Aryn	Munir, Shereen Hani	
Dean, Grace Colleen	Murphy, Liam Stephen	
Descoteaux, Jillian Elizabeth	Parker, Ryan Joseph	
Desrosiers, Anthony Jerald	Parsons, Emma Nicole	
Dorais, Kailyn Marie	Pepka, Andrew Clancy	
Dow, David William Samuel	Potter, Jaxson Jaymes	
Dugre, Skyler A	Riley, Aiden Michael	
Dutton, Thea Marie	Roach, Matthew Walter	
Duval, Connor Mitchell	Roberts, Vanessa La Ren	
Fisher, Cooper Charles	Rowe, Jonathan Bryan	
Fonda, Sage Isabella	Saltmarsh, Damien Beau	
Gagnon, Makenzie Lee	Saltmarsh, Jordan Evon	
Gagnon, Michael Patrick	Sexton, Maxine Elizabeth	
Gonthier, Evan Francis	Simmons, Grace Anne	
Greene, Payton Reese	Stauffacher, Anevay Grace	
Gross, Devon Julian	Swain, Ryan Steel	
Gullo, Amelia Lucy	Taylor, Aedan Noel	
Hadley, Shondell Eugene	Tessier, Arianna Marie	
Hagler, Haley Marie	Thomas-Guerzon, Leila Mahina	
Hanson, Macie Mae	Tyler, Beck Michael	
Heldman, Adam Daniel	Valentine Jr., Steven Joseph	
Hogan, Madison Starr	Wall, Zoie Ann	
Hopkins, Emma Grace	Wallace, Mollie Anne	
Horn, Michael Theodore	Watts, Jasmyn Grace	
Hoxie, Ashley Grace	Weigand, Lily Eve	
Hussey, Benjamin Owen	Weldon, Aiden Daniel	
Hussey, Emily Cathryn	Wing, Lucas Misenheimer	
Insley, Rebecca Kate	Wirtz, Jacob Steven	

## Three Rivers School

### 8th Grade Class of 2023

Ray Abbott  
Ava Alberico  
Kyren Baines  
Devon Benton  
Emilee Burgess  
Logan Calimeri-Duquette  
Evelyn Camidge  
Rileyanne Caron  
Calvin Carter  
Ava Case  
Blissany Castonguay  
Kaylin Caza  
Devlin Chapman  
Olivia Conway  
Samuel Corbitt  
Brooke Cote  
Trystan Currier  
Cole Demers  
Madelynn Desmarais  
Liam Devereaux  
Jack Dimitroff  
Dillon Dostie  
Jersey Dow  
Khloe Dugre  
Andrew Fitzgerald  
Kloe-Lynn Forest  
Lily Gagnon  
Timothy Gagnon  
Lillian Gallagher  
Xavier Gangi  
Jeffrey Gibbons Jr.  
Jose Grant

Gavin Gross  
Tanner Haggett  
Tucker Haggett  
Claire Henshaw  
Dacota Hewitt  
Jayla Hogan  
Sebastian Holden-Kersch  
Joziah Hosey  
Landon Houle  
Lilly Jacobs  
Olive Jacobs  
Dominik Jutras  
Journey Keeley  
Jacob Keiper II  
Grace Kennedy  
Caysie Krawczyk  
Rylee Lambert  
Norah Lawrence  
Vanessa Lesmerises  
Eric Maccarone  
Joshua Maccarone  
Cameron Marden  
Giada Mayville  
Kaienna McFarland  
Chloe Mechachonis  
Olivia Menard  
Jace Michaud  
Douglas Miller  
Nermeen Munir  
Frank Parker Jr.  
Gianna Pelletier Randlett  
Zoe Person

Adam Plaisted-Holmes  
Daniel Popa  
Bailey Reynolds  
Brody Ricci  
Lilian Ricci  
Elyse Riley  
Adam Roberts Jr.  
Sydney Roepke  
Lily Royer  
Connor Ryan  
Cody Savoy  
Nariah Stevens  
Christian Straub  
Adrianna Tardiff  
Lucas Topliff  
Anastasia Turgeon  
Andrew Turgeon  
Raymond Weatherbee IV

**2024**

**TOWN  
MEETING  
WARRANT**

**AND**

**PROPOSED  
TOWN  
BUDGET**

*This information was not  
available at time of printing.*

*Information can be viewed on the  
Town website*

*[pembroke-nh.com](http://pembroke-nh.com)*



**2024**

**SCHOOL  
DISTRICT  
WARRANT**

**AND**

**PROPOSED  
SCHOOL  
BUDGET**

*This information was not  
available at time of printing.*



## TOWN HALL AND OFFICES WILL BE CLOSED



New Year's Day - January 1, 2024  
Martin Luther King/Civil Rights Day - January 15, 2024  
Presidents' Day - February 19, 2024  
Memorial Day - May 27, 2024  
Independence Day - July 4, 2024  
Labor Day - September 2, 2024  
Columbus Day - October 14, 2024  
Veteran's Day - November 11, 2024  
Thanksgiving - November 28 & 29, 2024  
Christmas - December 25, 2024

### 2024 Pembroke Curbside Pickup Holiday Schedule

Regular Pickup Date	Holiday	Holiday Pickup Date
MON 01/15/24	MLK Jr./Civil Rights Day	TUES 01/16/24
MON 02/19/24	President's Day	TUES 02/20/24
MON 05/27/24	Memorial Day	TUES 05/28/24
THUR 7/4/24	Independence Day	FRI 7/5/24 (Double - THUR & FRI)
MON 09/02/24	Labor Day	TUES 09/03/24
MON 10/14/24	Columbus Day	TUES 10/15/24
MON 11/11/24	Veteran's Day	TUES 11/12/24
THUR 11/28/24	Thanksgiving Day	FRI 11/29/24 (Double - THUR & FRI)
FRI 11/29/24	Day After Thanksgiving	FRI 11/29/24 (Double - THUR & FRI)
WED 12/25/24	Christmas Day	TUES 12/24/24
WED 01/01/25	New Year's Day	TUES 12/31/24
MON 01/20/25	MLK Jr./Civil Rights Day	TUES 01/21/25
MON 02/17/25	President's Day	TUES 02/18/25



### 2024 Pembroke Spring Cleanup Schedule

Your Trash Pickup Day	Your Spring Cleanup Week
Monday	April 15 through April 19
Wednesday	April 15 through April 19
Thursday	April 22 through April 26
Friday	April 22 through April 26

\*Please have yard waste out at the beginning of your week  
\*Feel free to cut this schedule out and keep for your reference

### 2024 Pembroke Transfer Station Closings

Old Home Day (August 24, 2024)  
Transfer Station's Normal Hours are:  
Tuesdays & Saturdays 7:30 am - 3:30 pm



**TOWN OF PEMBROKE  
2023 TAX RATE  
\$27.88**

