

**TOWN OF PEMBROKE  
ANNUAL REPORT  
2019**



*Suncook Village*

Painted by Joel Van Patten

## DEPARTMENT ADDRESSES & PHONE NUMBERS

<u>DEPARTMENT</u>	<u>ADDRESS</u>	<u>PHONE NUMBER</u>
<b>TOWN HALL</b>	311 Pembroke Street	485-4747
Board of Selectmen		Ext. 201
Tax Collector		Ext. 201
Town Clerk		Ext. 206
Town Administration		Ext. 201
Planning and Land Use Department		Ext. 213
Zoning Department		Ext. 214
Code Enforcement/Building Inspector		Ext. 214
Assessing Department		Ext. 213
Welfare Assistance		Ext. 204
<b>FIRE DEPARTMENT</b>	247 Pembroke Street	Emergency: 911 Business: 485-3621
<b>POLICE DEPARTMENT</b>	247 Pembroke Street	Emergency: 911 Business: 485-9173
<b>TRI TOWN EMS</b>	247 Pembroke Street	Emergency: 911 Business: 485-4411
<b>PUBLIC WORKS DEPARTMENT</b>	8 Exchange Street	485-4422
<b>SEWER DEPARTMENT</b>	4A Union Street	Emergency: 300-8628 Business: 485-8658
<b>SCHOOL DISTRICT</b>		
SAU #53	267 Pembroke Street	485-5187
Pembroke Academy	209 Academy Road	485-7881
Three Rivers School	243 Academy Road	485-9539
Hill School	300 Belanger Drive	485-9000
Village School	30 High Street	485-1807
<b>TOWN LIBRARY</b>	313 Pembroke Street	485-7851
<b>WATER WORKS</b>	346 Pembroke Street	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.**

*Cover Art by Joel Van Patten.  
See more of Joel's art at  
[www.vanpattenstudios.com](http://www.vanpattenstudios.com)*

❖ **DEDICATION** ❖

The Board of Selectmen dedicates the 2019 Town Report in memory of

**ALAN K. TOPLIFF**

January 23, 1954 – July 29, 2019



Alan was dedicated to making Pembroke a great place to live. In addition to serving on the Fire Department for 31 years, he was Chairman of the Planning Board for 13 years. Alan was a strong, fair Chairman who had a calm yet commanding presence. He always put the needs of Pembroke first.

Alan was raised in Pembroke and graduated from Pembroke Academy in 1972. He ran his own business in Pembroke, Wright Communications, from 1988 to 2007 and also worked for Eversource. Alan was active with the Pembroke Congregational Church and lent his voice to the choir at St. Paul's Episcopal Church in Concord.

He was proud of his Scuba Certification, and travelled with his loving wife Denice on group scuba excursions with Divers Den Dive Shop. More than anything though, he enjoyed spending time with Denice, his children, and his grandchildren. Alan is missed, not only for what he contributed to the community, but for the caring and wonderful man he was.



# 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, 2019

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**2020 TOWN MEETING WARRANT AND PROPOSED TOWN BUDGET ..... Blue Pages**

**2020 SCHOOL DISTRICT WARRANT AND PROPOSED SCHOOL BUDGET .... Blue Pages**

## **TOWN OFFICIALS**

### **Board of Selectmen**

Justine “Tina” Courtemanche, Chair (2020);  
Michael F. Crockwell (2020); Ann Bond (2021);  
Sandy Goulet (2022); Richard Bean (2022)

### **Town Treasurer**

Susan Jones (2020)

### **Deputy Treasurer**

Jillian McNeil

### **Town Clerk**

James F. Goff (2020)

### **Town Moderator**

Thomas E. Petit (2020)

### **Assistant Town Moderator**

Chet Martel

### **Supervisors of the Checklist**

Karen Dowling Yeaton, Chair (2022);  
Robin Lounsbury (2024)

### **Library Trustees**

Susan Whitbeck, Co-Chair (2020); Judy Mitchell Co-Chair (2022);  
Shelley Fowler (2021); Kaitlin Camidge (2020)  
Marie Brezosky. (2022); Linda Manter, Alternate

### **Trustees of Trust Funds**

Gerard E. Fleury, Chair (2020);  
Courtney Eschbach (2021); Sharon Wickens (2020)

### **Sewer Commission**

Harold Thompson, Chair (2022);  
Jules Pellerin (2021); Daniel Driscoll (2020)

### **Water Commission**

Edward Lavallee, Chair (2022);  
Kevin Brasley (2020); Chris Culberson (2023);  
Chet Martel (2021); Lawrence Plourde (2024)

## **TOWN DEPARTMENTS AND OFFICES**

### **Town Administration Department**

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

### **Emergency Management**

Fire Chief Harold Paulsen, Director

### **Fire Department**

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

### **Health Department**

Dr. Vincent E. Greco, Health Officer  
Dana Pendergast, Deputy Health Officer

### **Tax Collection**

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

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

Caroline Cronin, Planner  
Dana Pendergast, Code Enforcement Officer  
Elaine Wesson, Planning and Land Use Clerk

### **Police Department**

Dwayne Gilman, Chief of Police  
Gary Gaskell, Lieutenant

### **Department of Public Works**

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

### **Tri-Town EMS**

Christopher Gamache, Director

### **Library**

Tim Sheehan, Director  
Heather Tiddes, Assistant Director



## **BOARDS, COMMITTEES AND COMMISSIONS**

### **BUDGET COMMITTEE**

**හැර**

Karen Yeaton, Chair; Michael Connor; Brian Seaworth; Marie Chouinard;  
Gerard Fleury, Vice Chair and CIP Representative;  
Armand Soucy; Daniel Crean; Peter Gagyi; Paul Hanson  
Sandy Goulet, Board of Selectmen Representative;  
Richard Bean, Board of Selectmen Alt.;  
Andy Camidge, School Board Representative;  
Pat Boucher, School Board Alt.; Jillian McNeil, Recording Secretary

### **CAPITAL IMPROVEMENT PROGRAM COMMITTEE**

**හැර**

Gerry Fleury, Chair and Budget Committee Representative;  
Rosemarie Michaud, Vice Chair; Kevin Foss; Bethany Chase-Reynolds  
Sandy Goulet, Board of Selectmen Representative;  
Tina Courtemanche, Board of Selectmen Alt.;  
Robert E. Bourque, Planning Board Representative;  
Gene Gauss, School Board Representative  
Jillian McNeil, Recording Secretary

### **CEMETERY COMMISSION**

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Ellen Paulsen, Chair; James Garvin, Secretary;  
Fleda Young; Daniel E. Chase; David Richards

### **CONSERVATION COMMISSION**

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Ammy Heiser, Chair; Carol Bertsimas, Vice Chair;  
Ayn Whytemare; Wendy Weisiger; David Baril Jr.  
Brent Edmonds, Planning Board Representative  
Michael F. Crockwell, Board of Selectmen Representative

### **ECONOMIC DEVELOPMENT COMMITTEE**

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Janna Culberson; Matt Roan; Bob Cavanaugh;  
Steve Boucher; Jason Mayeu; Linda Manter;  
Richard Bean, Board of Selectmen Representative;  
Sandy Goulet, Board of Selectmen Alt.;  
Jillian McNeil, Recording Secretary

### **ENERGY COMMITTEE**

**හැර**

Robert G. Samson, Pentti J. Aalto,  
J. J. Smith; Sharon Morris; Donald Leisman;  
Ann Bond, Board of Selectmen Rep.;  
Michael Crockwell, Board of Selectmen Alt.

## **BOARDS, COMMITTEES AND COMMISSIONS**

### **PLANNING BOARD**

**၁၀၉**

Brian Seaworth, Chair; Robert E. Bourque, Vice Chair;  
Kathy Cruson; Daniel Crean; Clinton Hanson, Jr.  
Ann Bond, Board of Selectmen Representative;  
Sandy Goulet, Board of Selectmen Alt.;  
Sue Gifford, Recording Secretary

### **RECREATION COMMISSION**

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Rose Galligan, Chair; Jacob Dandy; Steve Fowler;  
Sharon Morris; Sam Barker, Alt.;  
Richard Bean, Board of Selectmen Representative

### **ROADS COMMITTEE**

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Burton Curley, Chair; Paulette Malo, Vice Chair; Jason Menard;  
Brian Seaworth, Planning Board Representative; Vincent Greco, Alt.  
James Boisvert, Dept. of Public Works Representative;  
Richard Bean, Board of Selectmen Representative

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

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Harold Paulsen, Chair, Chief, Pembroke Fire Department;  
Michael O'Meara, Vice Chair, Allenstown Citizens Representative;  
Robert Bourque, Pembroke Citizens Representative;  
Paul St. Germain, Allenstown Fire Chief;  
Will Amos, Tri-Town Employee;  
Derik Goodine, Allenstown Town Administrator;  
David Jodoin, Pembroke Town Administrator.

### **ZONING BOARD OF ADJUSTMENT**

**၁၀၉**

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

## BOARD OF SELECTMEN



**Michael Crockwell, Tina Courtemanche, Sandy Goulet, Richard Bean, Ann Bond**



In 2019, the Board welcomed Richard Bean as a new member. Sandy Goulet was also re-elected

Often times we acknowledge people after they have left office or passed on. This year we would like to change that.

After many years of volunteering for the community, Tina Courtemanche has decided to take a page out of Dave Sheldon's playbook. Buy a travel camper, retire, and sell your home and travel. Our thanks go out to Tina for not only her time served here as a Selectmen, but also on Budget and various other Boards over the years. We say Thank You and drop us postcards of your travels.

To Jim Boisvert our Public Works Director, congratulations on your impending retirement. The hours and time you put in trying to save taxpayers money did not go unnoticed and this community has been well served with your dedication. To you too we say thanks.

So what's in store for 2020 and beyond? First the Board will have to find Jim's replacement. These will be some pretty big shoes to fill.

## BOARD OF SELECTMEN

2020 will also call for more time being devoted to the Storm Water Permitting process that has been passed on down to us from the Federal Government. You will see a warrant article at this year's Town Meeting requesting funds that will be offset with a grant.

2019 saw the completion of the Upper Beacon, East Meadow and East View roadway project. The next project under review will be Main Street and could be projected for 2021.

The Board resurrected the Economic Development Committee in 2019. We have had a couple of meetings and are being assisted by Central NH Regional Planning.

Residents can now watch meetings online. Go to [www.pembroke-nh.com](http://www.pembroke-nh.com), click on recordings and scroll down to Pembroke and then look for the month and meeting you want to watch.

As always, we would like to thank all of the fine dedicated volunteers that this community has that sit on various boards.

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

Our slogan this year is get out and vote, get involved, be part of your community and sign up to be on a Board or Committee. Learn how Town Government really functions, we can assure you that it is quite different from what you read on Facebook!

If anyone is interested in serving on a committee, you can contact Town Hall and inform staff as to your interest.

Respectfully Submitted,

Justine Courtemanche, Chairman  
Ann Bond, Vice Chairman  
Michael Crockwell  
Sandy Goulet  
Richard Bean

Pembroke Board of Selectmen

**TOWN MEETING MINUTES**

**MINUTES OF THE ANNUAL TOWN MEETING  
TOWN OF PEMBROKE, NH  
MARCH 12, 2019**

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

**A motion was made to read and act on Articles #1 and #2 and to read and act on the remaining articles at the deliberative session on March 16, 2019 at the Pembroke Academy Auditorium.**

**MOVED: Bonnie Clark**

**SECONDED: Shelley Fowler**

**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

\*383

Water Commissioner for five years:  
vote for not more than one  
Lawrence A. Plourde

\*342

Treasurer for one year:  
vote for not more than one  
Susan Dean-Jones

\*346

Library Trustee for three years:  
vote for not more than two  
Marie Brezosky \*321  
Judy Mitchell \*323

Selectman for three years:  
vote for not more than two  
Sandy Goulet \*191  
Zachary Sawyer 98  
Richard F. Bean \*235  
Richard Bilodeau 103

Trust Fund Trustee for three years:  
vote for not more than one  
no one filed  
\*Gerard Fleury \*5 write-in votes  
\*Gerard Fleury is currently a Trustee

Sewer Commissioner for three years:  
vote for not more than one  
Harold L. Thompson \*346

Checklist Supervisor for one year:  
vote for not more than one  
no one filed  
\*Robin Lounsbury \*5 write-in votes

5382 voters on the Pembroke Checklist  
406 ballots cast  
7.5% voter turnout

Checklist Supervisor for five years:  
vote for not more than one  
no one filed  
Robin Lounsbury \*4 write-in votes

\*Robin Lounsbury selected the 5 year term.

## 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?

Please note that proposed language is bold and underlined.

**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 §143-8 Definitions to add a new definition for “Shed,” as follows:

**SHED – A utility shed or greenhouse not larger than three hundred twenty (320) square feet of floor area with a height not greater than twelve (12) feet from the floor to the top of the ridge.**

*The purpose of Amendment #1 is to add a definition for “Shed.”*

YES 285      NO 86      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 §143-8 Definitions to delete the definition of “Lot Consolidation.”

*The purpose of Amendment #2 is to delete the definition of Lot Consolidation because it is identical to the definition of “Lot Merger.”*

YES 324      NO 46      AMENDMENT #2 PASSED

**Amendment #3:** Are you in favor of the adoption of Amendment #3, as proposed by the Planning Board, for the Pembroke Zoning Ordinance to amend §143-8 Definitions to amend the definition of “Junk Yard,” as follows:

**JUNK YARD – Shall be as defined in RSA 236:112 (I), as amended. (Also salvage yard). Junk yards are not permitted in any zoning district, per the Table of Uses.**

*The purpose of Amendment #3 is to clarify that junk yards are not a permitted use.*

YES 333      NO 37      AMENDMENT #3 PASSED

**Amendment #4:** Are you in favor of the adoption of Amendment #4, as proposed by the Planning Board, for the Pembroke Zoning Ordinance to amend §143-19 Table of Use Regulations to delete Residential Use #4, “Planned Residential Development” and reserve Residential Use #4.

*The purpose of Amendment #4 is to remove Planned Residential Development from the Table of Uses since there are no provisions or other reference to it in the Zoning Ordinance.*

YES 277      NO 71      AMENDMENT #4 PASSED

## TOWN MEETING MINUTES

**Amendment #5:** Are you in favor of the adoption of Amendment #5, as proposed by the Planning Board, for the Pembroke Zoning Ordinance to amend §143-68 Aquifer Conservation District, Section F. Special Exceptions, to add Pembroke Water Works as an agency that the Zoning Board request input from, to read:

“Prior to rendering a decision on an application for a Special Exception, the Zoning Board of Adjustment shall request input from the Planning Department, the Conservation Commission, **Pembroke Water Works**, and the Health Officer, as to whether the proposed use is consistent with the purpose of this section.”

*The purpose of Amendment #5 is to allow Pembroke Water Works to comment on Special Exception Uses in the aquifer.*

**YES 316      NO 41      AMENDMENT #5 PASSED**

**Amendment #6:** Are you in favor of the adoption of Amendment #6, as proposed by the Planning Board, for the Pembroke Zoning Ordinance to allow Town staff to review the Zoning Ordinance and make non-substantive changes such as correcting typographical errors, grammatical errors, numbering errors, table of contents, and other similar corrections?

*The purpose of Amendment #6 is to allow staff to make non-substantive corrections without burdening the public to vote on every typo, grammatical error, and numbering error.*

**YES 308      NO 56      AMENDMENT #6 PASSED**

**Amendment #9 (By Petition):** To amend the Zoning Map of the Town of Pembroke by re-zoning;

Map 559, Lot 6; Map 559, Lot 12; Map 559, Lot 12-1; Map 559, Lot 12-2; Map 559, Lot 12-3; Map 559, Lot 12-4; Map 559, Lot 14; Map 559, Lot 16-2; and Map 561, Lot 46.

From R-3 (Rural/Agricultural-Residential) to C1 (Commercial/Light Industrial)

*The purpose of Amendment #7 is to rezone the above-mentioned parcels, generally located in the area of Silver Hills Drive and North Pembroke Road, from R3 to C1.*

**YES 229      NO 114      AMENDMENT #9 PASSED**

**MINUTES OF THE ANNUAL TOWN MEETING  
TOWN OF PEMBROKE, NH  
DELIBERATIVE SESSION  
MARCH 16, 2019**

Moderator Thomas E. Petit opens the meeting at 10:00 a.m. after the Pledge of Allegiance, an introduction of the Budget Committee members, Board of Selectmen and the Town Clerk. He then reads the results of the ballot vote taken on March 12, 2019.

**There was a motion made to dispense with the formal reading of the full warrant.**

**MOVED: Daniel Crean**

**SECONDED: Paulette Malo**

**VOTE: YES**

**MOTION PASSED**

**ARTICLE 3:** To see if the Town will change the purpose of the existing Bridge Repair and Replacement Capital Reserve Fund to the Roadway and Infrastructure Capital Reserve Fund, and to authorize the Board of Selectmen as agents to expend. (2/3 vote required)

**MOVED: Daniel Crean**

**SECONDED: Tina Courtemanche**

**The majority of registered voters in attendance voted yes with zero no votes cast. The Moderator determined that well over 2/3 voted in the affirmative.**

**VOTE: YES**

**ARTICLE #3 PASSED**

**ARTICLE 4:** To see if the Town will vote, in accordance with RSA 261:157-a, to adopt an ordinance waiving the fee to be charged for a permit to register one motor vehicle owned by a person who was captured and incarcerated for 30 days or more while serving in a qualifying war or armed conflict as defined in RSA 72:28 V, and who was honorably discharged, provided the person has provided the Town Clerk with satisfactory proof of these circumstances.

**MOVED: Ann Bond**

**SECONDED: Peter Mehegan**

**VOTE: YES**

**ARTICLE #4 PASSED**

**ARTICLE 5:** To see if the Town will vote to raise and appropriate the sum of \$462,500 to be deposited into the following Capital Reserve Funds established as indicated below:

Town Equipment Capital Reserve Fund	\$150,000
Police Cruiser Capital Reserve Fund	\$ 55,000
Municipal Facilities Capital Reserve Fund	\$ 40,000
Fire Major Equipment Capital Reserve Fund	\$140,000
Fire Small Equipment Capital Reserve Fund	\$ 10,000
Police Small Equipment Capital Reserve Fund	\$ 10,000
Revaluation Capital Reserve Fund	\$ 32,500
Cemetery Capital Reserve Fund	\$ 10,000
Energy Efficiency Capital Reserve Fund	<u>\$ 15,000</u>



**TOWN MEETING MINUTES**

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

**MOVED: Robert Farley**

**SECONDED: Tina Courtemanche**

**VOTE: YES**

**ARTICLE #5 PASSED**

**ARTICLE 6:** To see if the Town will vote to raise and appropriate the sum of \$176,000 to purchase a new 6 wheel dump truck and accessories and to authorize the withdrawal of a sum not to exceed \$176,000 from the Town Equipment Capital Reserve Fund.

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

**MOVED: Tina Courtemanche**

**SECONDED: Vincent Greco**

**VOTE: YES**

**ARTICLE #6 PASSED**

**ARTICLE 7:** To see if the Town will vote to raise and appropriate the sum of \$748,414 for the purpose of purchasing a new Fire Truck and related equipment and to authorize the withdrawal of a sum not to exceed \$748,414 from the Fire Major vehicle/equipment Capital Reserve Fund.

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

**MOVED: Erik Paulsen**

**SECONDED: Charles Schmidt**

**VOTE: YES**

**ARTICLE #7 PASSED**

**ARTICLE 8:** To see if the Town will vote to raise and appropriate the sum of \$56,000 for the purpose of purchasing a new Police Cruiser and related equipment and to authorize the withdrawal of a sum not to exceed \$56,000 from the Police Cruiser Capital Reserve Fund.

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

**MOVED: Robert Farley**

**SECONDED: Alan Topliff**

**VOTE: YES**

**ARTICLE #8 PASSED**

**ARTICLE 9:** To see if the Town will vote to raise and appropriate the sum of \$7,024 for the purpose of purchasing a new Compressor for Public Works and to authorize the withdrawal of a sum not to exceed \$7,024 from the Town Equipment Capital Reserve Fund.

Recommended by the Board of Selectmen

Recommended by the Budget Committee

**TOWN MEETING MINUTES**

**MOVED: Sandy Goulet**

**SECONDED: Vincent Greco**

**VOTE: YES**

**ARTICLE #9 PASSED**

**ARTICLE 10:** Shall the Town continue to maintain and make repairs to the Clock and Clock Tower as agreed upon with the lease between the Town and the owner of the property located at 116-122 Main Street? An affirmative vote will require the Town to proceed with the following article.

**MOVED: Vincent Greco**

**SECONDED: Ann Bond**

James Garvin gave a history of the clock and the repairs that the town had done back in 2001.

There was much discussion in reference to the lease the town has for the maintenance of the clock and the fact that almost no maintenance has been done since the repairs in 2000. There was talk of having a sense of pride in the downtown and also a sense of community.

**There was a motion made to vote on the article.**

**MOVED: Paulette Malo**

**SECONDED: Daniel Crean**

**VOTE: YES**

**VOTE ON ARTICLE 10: YES**

**ARTICLE #10 PASSED**

**ARTICLE 11:** To see if the Town will vote to raise and appropriate the sum of \$34,420 for repairs to the Clock Tower located at 116-122 Main Street. This article is contingent on the passage of Article #10.

Recommended by the Board of Selectmen  
Not Recommended by the Budget Committee

**MOVED: Paulette Malo**

**SECONDED: Diane Schuett**

Diane Schuett asked if the town has looked into performing annual maintenance.

Town Administrator David Jodoin stated that in the past, the previous Town Administrator suggested budgeting around \$3,000 a year for maintenance, but the Board of Selectmen at that time declined and that this is something that could be discussed with the current Board of Selectmen.

**VOTE: YES**

**ARTICLE #11 PASSED**

**ARTICLE 12:** Shall the Town continue to own and maintain properties located at 4 Union Street (Perry Eaton Building) and 6 Union Street (land)? If the property is sold, the Board would have the authority to let those with leases out of their contract. An affirmative vote will require the Town to proceed with the following article.

## TOWN MEETING MINUTES

Dana Carlucci gave a brief history of the building from when the police moved into the Safety Center. He talked about the repairs that have been done, the rental history and the repairs that will need to be done on the retaining wall on the property. He also spoke about the importance of the parking that is provided on that property.

Alan Topliff gave a “hats off” to Dana and Jocelyn Carlucci for all the time and effort they gave in the management of the property over the years.

Discussion ensued as to whether the town should be in the commercial real estate business with some in the audience speaking against.

**VOTE: NO**

**ARTICLE #12 FAILED**

**ARTICLE 13:** To see if the Town will vote to raise and appropriate the sum of \$150,000 for repairs to the rear wall located at 4 Union Street (Perry Eaton Building). This article is contingent on the passage of Article #12.

Recommended by the Board of Selectmen  
Not Recommended by the Budget Committee

**There was a motion made to table Article #13.**

**MOVED: Daniel Crean**

**SECONDED: Eugene Gauss**

**VOTE: YES**

**ARTICLE #13 TABLED**

**ARTICLE 14:** To see if the Town will vote, pursuant to RSA 35:9-a II, to authorize the Trustees of Trust Funds to pay for Capital Reserve Fund investment management services, and any other expenses incurred, from Capital Reserve Funds income. No vote by the Town to rescind such authority shall occur within five years of the original adoption of this article.

**MOVED: Daniel Crean**

**SECONDED: Ann Bond**

Trust Fund Trustee Gerard Fleury explains the reasoning behind this article.

Dianne Schuett thanks Gerard Fleury for all he has done as a trustee.

**VOTE: YES**

**ARTICLE #14 PASSED**

**ARTICLE 15:** To see if the Town will vote to raise and appropriate the Budget Committee’s recommended amount of \$8,318,667 for the 2019 municipal operating budget, not including appropriations by special warrant articles and other appropriations voted separately.

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

## TOWN MEETING MINUTES

Budget Committee Chair Karen Yeaton explains the budget process and thanks the Budget Committee, Town Administrator David Jodoin and the Board of Selectmen for the time and effort on this year's budget process. Then made a motion to adopt the budget as presented.

**MOVED: Karen Yeaton**

**SECONDED: Gerard Fleury**

**VOTE: YES**

**ARTICLE #15 PASSED**

**ARTICLE 16:** To transact any other business that may legally come before said meeting.

There was a motion made to accept the reports of all boards, committees and commissions as printed in the 2018 Town Report.

**MOVED: James F. Goff**

**SECONDED: Tina Courtemanche**

**VOTE: YES**

**There was a motion made to adjourn the 2019 Town Meeting.**

**MOVED: Peter Mehegan**

**SECONDED: Gary Gaskell**

**VOTE: YES**

**The Pembroke Town meeting adjourned at 12:15 pm.**

**After the meeting adjourned, Moderator Petit swore in all officials that were elected on the 2019 Town Meeting ballot.**

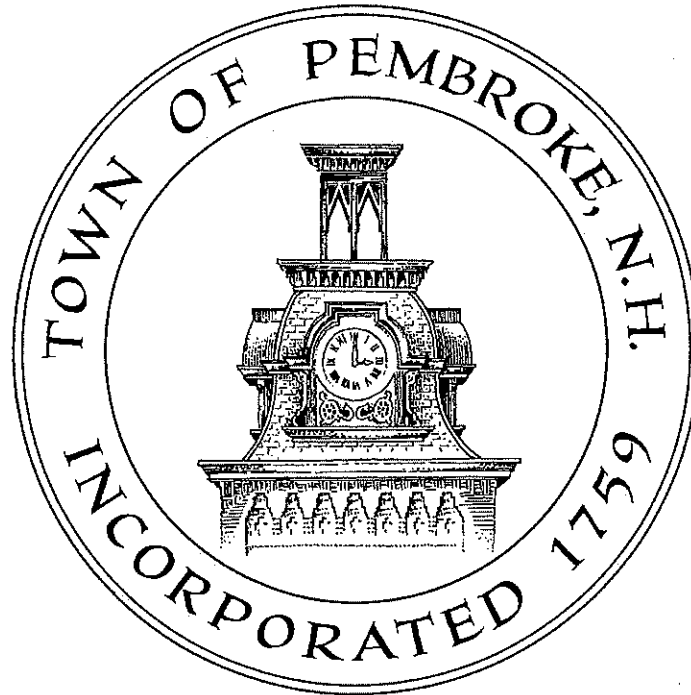
Respectfully submitted:

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James F. Goff  
Town Clerk  
Pembroke, NH

March 16<sup>th</sup>, 2019

TOWN SEAL



**Volunteers are always needed!**

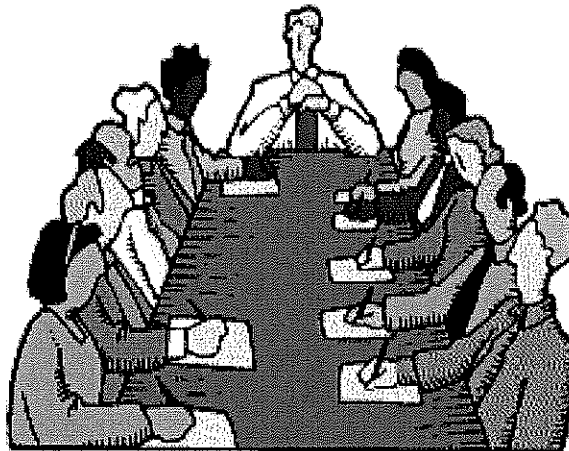
**Get involved with your community and join a board or committee**

**You can download a Volunteer Interest form on the  
Pembroke Website**

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

**or stop by Town Hall and pick one up.**

**We look forward to having you join us.**



**TREASURER'S REPORT**

**2019 Treasurer's Report  
(Unaudited)**

<u>Account</u>	<u>Balance</u>
<b><u>Town Operating Account</u></b>	
Beginning Balance 1/1/19	\$ 10,038,869
Deposits	26,342,718
Disbursements	<u>(23,827,946)</u>
Ending Balance 12/31/19	<u>12,553,641</u>
<b><u>Escrow Account</u></b>	
Beginning Balance 1/1/19	36,290
Deposits	16,623
Disbursements	<u>(16,116)</u>
Ending Balance 12/31/19	<u>36,797</u>

## BALANCE SHEET

### 2019 Balance Sheet (Unaudited)

Account	Balance
<b><u>ASSETS</u></b>	
Cash	\$ 12,554,502
Taxes Receivable (net of uncollectables)	658,050
Accounts Receivable	34,609
Due from Other Governments	
Due from Other Funds	39,518
Prepaid Expenses	72,325
<b>Total Assets</b>	<b>\$ 13,359,005</b>
 <b><u>LIABILITIES</u></b>	
Accounts Payable	161,082
Due to Others	12,413
Due to School District	4,376,147
Due to Other Funds	292,013
<b>Total Liabilities</b>	<b>\$ 4,841,654</b>
 <b><u>EQUITY</u></b>	
Reserved for Encumbrances	588,462
Unreserved Fund Balance	7,928,888
<b>Total Equity</b>	<b>\$ 8,517,350</b>
<b><u>TOTAL LIABILITIES AND EQUITY</u></b>	<b>13,359,005</b>

**STATEMENT OF REVENUES**

**2019 Revenues**

(Unaudited Balances through 12/28)

Account Code	Description	Budgeted	Actual	Over/(Under) Collected
<b><u>TAXES</u></b>				
3110	Net Property Tax	\$ 3,885,021	\$ 4,067,088	\$ 182,067
3120	Land Use Change Tax			-
3185	Timber Tax	7,124	10,399	3,275
3186	Payment in Lieu of Taxes	42,249	42,249	-
3187	Excavation Tax	1,225	8,296	7,071
3190	Interest & Penalties on Taxes	65,000	120,984	55,984
		<u>\$ 4,000,619</u>	<u>\$ 4,249,016</u>	<u>\$ 248,397</u>
<b><u>LICENSES, PERMITS &amp; FEES</u></b>				
3220	Motor Vehicle Permit Fees	1,400,000	1,557,020	157,020
3230	Building Permits	29,000	77,914	48,914
3290	Other Licenses, Permits & Fees	35,210	45,590	10,380
		<u>\$ 1,464,210</u>	<u>\$ 1,680,524</u>	<u>\$ 216,314</u>
3311-3319	<b><u>FROM FEDERAL GOVERNMENT</u></b>			\$ -
	<b><u>FROM STATE</u></b>			-
3351	Shared Revenues	102,298	102,298	-
3352	Meals & Rooms Tax Distribution	361,054	361,054	-
3353	Highway Block Grant	170,556	170,301	(255)
3354	Water Pollution Grant			-
3359	Other			-
		<u>\$ 633,908</u>	<u>\$ 633,653</u>	<u>\$ (255)</u>
<b><u>CHARGES FOR SERVICES</u></b>				
3401-3406	Income from Departments			
	General	1,500	22,626	21,126
	Recreation	1,000	1,187	187
	Planning & Land Use	20,980	44,341	23,361
	Cemeteries	1,000	9,675	8,675
	Public Works	86,300	112,430	26,130
	Police	29,000	37,944	8,944
	Fire	250	1,587	1,337
	Welfare	500	597	97
		<u>\$ 140,530</u>	<u>\$ 230,387</u>	<u>\$ 89,857</u>
<b><u>MISCELLANEOUS REVENUES</u></b>				
3501	Sale of Municipal Property	2,400	139,312	136,912
3502	Interest on Investments	50,000	94,443	44,443
3503	Facilities Rental	24,000	18,224	(5,776)
3509	Other			-
		<u>\$ 76,400</u>	<u>\$ 251,979</u>	<u>\$ 175,579</u>



## STATEMENT OF REVENUES

### 2019 Revenues (Unaudited Balances through 12/28)

Account Code	Description	Budgeted	Actual	Over/(Under) Collected
<b><u>OPERATING TRANSFERS IN</u></b>				
3912	From Special Revenue Funds		22,805	22,805
3913	From Capital Projects Funds		1,661,814	1,661,814
3914	From Enterprise Funds			-
	Sewer - (Offset)	1,061,127	1,061,127	-
	Water - (Offset)	898,793	898,793	-
3915	From Capital Reserve Funds	987,438	812,559	(174,879)
	From Trust and Agency Funds			-
		<b>\$ 2,947,358</b>	<b>\$ 4,457,098</b>	<b>\$ 1,509,740</b>
<b><u>OTHER FINANCING SOURCES</u></b>				
3934	Proc. from Long Term Bonds & Notes			-
	Amounts VOTED From Fund Bal.			-
	Fund Balance to Reduce Taxes	540,000	540,000	-
		<b>\$ 540,000</b>	<b>\$ 540,000</b>	<b>\$ -</b>
		<b>\$ 9,803,025</b>	<b>\$ 12,042,657</b>	<b>\$ 2,239,632</b>

## STATEMENT OF EXPENDITURES

**2019 Expenditures**  
(Unaudited Balances through 12/28)

Account Code	Description	Appropriation	Expended/ Encumbered	Remaining
<b><u>GENERAL GOVERNMENT</u></b>				
4130-4139	Executive	\$ 318,185	\$ 334,159	\$ (15,974)
4140-4149	Election, Reg. & Vital Statistics	136,149	126,403	9,746
4150-4151	Financial Administration	40,603	39,690	913
4152	Revaluation of Property	68,000	39,042	28,958
4153	Legal Expense	100,000	25,216	74,784
4155-4159	Personnel Administration			-
4191-4193	Planning & Zoning	276,999	269,628	7,371
4194	General Government Buildings	124,587	103,246	21,341
4195	Cemeteries	28,870	26,841	2,029
4196	Insurance	140,268	113,600	26,668
		<b>\$ 1,233,661</b>	<b>\$ 1,077,825</b>	<b>\$ 155,836</b>
<b><u>PUBLIC SAFETY</u></b>				
4210-4214	Police	1,553,819	1,440,554	113,265
4215-4219	Ambulance	147,822	147,822	-
4220-4229	Fire	383,238	329,543	53,695
4290-4298	Emergency Management	21,894	18,465	3,429
4299	Other	29,484	14,742	14,742
		<b>\$ 2,136,257</b>	<b>\$ 1,951,126</b>	<b>\$ 185,131</b>
<b><u>HIGHWAYS &amp; STREETS</u></b>				
4311	Administration	1,178,406	1,089,325	89,081
4312	Highways & Streets			-
4313	Bridges			-
4316	Street Lighting	30,000	14,473	15,527
4319	Other	5,000	5,000	-
		<b>\$ 1,213,406</b>	<b>\$ 1,108,798</b>	<b>\$ 104,608</b>
<b><u>SANITATION</u></b>				
4321	Administration	283,950	250,157	33,793
4323	Solid Waste Collection			-
4324	Solid Waste Disposal			-
		<b>\$ 283,950</b>	<b>\$ 250,157</b>	<b>\$ 33,793</b>
<b><u>HEALTH/WELFARE</u></b>				
4411	Administration	3,380	3,229	151
4415-4419	Health Agencies & Hosp. & Other	21,000	21,000	-
4441-4442	Administration & Direct Assist.	87,985	40,583	47,402
		<b>\$ 112,365</b>	<b>\$ 64,812</b>	<b>\$ 47,553</b>

## STATEMENT OF EXPENDITURES

**2019 Expenditures**  
(Unaudited Balances through 12/28)

Account Code	Description	Appropriation	Expended/ Encumbered	Remaining
<b><u>CULTURE &amp; RECREATION</u></b>				
4520-4529	Parks & Recreation	31,373	28,139	3,234
4550-4559	Library	255,426	255,426	-
4583	Patriotic Purposes	200	200	-
4589	Other Culture & Recreation	7,053	6,290	763
		<u>\$ 294,052</u>	<u>\$ 290,055</u>	<u>\$ 3,997</u>
<b>4651-4659</b>	<b><u>CONSERVATION</u></b>			
	Administration	\$ 3,700	\$ 2,999	\$ 701
	Other Conservation			\$ -
<b>4651-4659</b>	<b><u>ECONOMIC DEVELOPMENT</u></b>	<u>\$ 355</u>		<u>\$ 355</u>
<b><u>DEBT SERVICE</u></b>				
4711	Princ.- Long Term Bonds & Notes	600,000	600,000	-
4721	Interest-Long Term Bonds & Notes	179,450	179,450	-
4723	Int. on Tax Anticipation Notes	1		1
		<u>\$ 779,451</u>	<u>\$ 779,450</u>	<u>\$ 1</u>
<b><u>CAPITAL OUTLAY</u></b>				
4901	Land			-
4902	Machinery, Vehicles & Equipment	987,438	925,441	61,997
4903	Buildings	34,420	34,420	-
4909	Other Improvements -	301,550	350,950	(49,400)
		<u>\$ 1,323,408</u>	<u>\$ 1,310,811</u>	<u>\$ 12,597</u>
<b><u>OPERATING TRANSFERS OUT</u></b>				
4912	To Special Revenue Fund			-
4913	To Capital Projects Fund			-
4914	To Enterprise Fund			-
	Sewer-	1,061,127	1,061,127	-
	Water-	898,793	898,793	-
4915	To Capital Reserve Fund	437,500	437,500	-
4919	To Agency Funds	25,000	25,000	-
		<u>\$ 2,422,420</u>	<u>\$ 2,422,420</u>	<u>\$ -</u>
		<u><u>\$ 9,803,025</u></u>	<u><u>\$ 9,258,453</u></u>	<u><u>\$ 544,572</u></u>

# 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	
<input type="text" value="David"/>	<input type="text" value="Jodoin"/>	
Street No.	Street Name	Phone Number
<input type="text" value="311"/>	<input type="text" value="Pembroke Street"/>	<input type="text" value="(603) 485-4747"/>
Email (optional)		
<input type="text" value="djodoin@pembroke-nh.com"/>		

**TAX COLLECTOR'S REPORT**



*New Hampshire  
Department of  
Revenue Administration*

**MS-61**

<b>Debits</b>		<b>Prior Levies (Please Specify Years)</b>			
<b>Uncollected Taxes Beginning of Year</b>	<b>Account</b>	<b>Levy for Year of this Report</b>	<b>Year: 2018</b>	<b>Year: </b>	<b>Year: </b>
Property Taxes	3110		\$498,332.79		
Resident Taxes	3180				
Land Use Change Taxes	3120		\$4,450.00		
Yield Taxes	3185				
Excavation Tax	3187				
Other Taxes	3189				
Property Tax Credit Balance		(\$4,991.20)			
Other Tax or Charges Credit Balance					

<b>Taxes Committed This Year</b>	<b>Account</b>	<b>Levy for Year of this Report</b>	<b>2018</b>	<b>Prior Levies</b>	
Property Taxes	3110	\$18,029,086.00			
Resident Taxes	3180				
Land Use Change Taxes	3120	\$15,480.00			
Yield Taxes	3185	\$10,399.38			
Excavation Tax	3187	\$8,295.70			
Other Taxes	3189				
Sewer			\$63,250.95		

<b>Overpayment Refunds</b>	<b>Account</b>	<b>Levy for Year of this Report</b>	<b>2018</b>	<b>Prior Levies</b>	
Property Taxes	3110	\$52,325.89	\$781.00		
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185				
Excavation Tax	3187				
Sewer			\$281.82		
Interest and Penalties on Delinquent Taxes	3190	\$5,284.48	\$30,382.34		
Interest and Penalties on Resident Taxes	3190				
<b>Total Debits</b>		<b>\$18,115,860.16</b>	<b>\$597,478.40</b>	<b>\$0.00</b>	<b>\$0.00</b>

**TAX COLLECTOR'S REPORT**



*New Hampshire*  
 Department of  
 Revenue Administration

**MS-61**

<b>Credits</b>				
<b>Remitted to Treasurer</b>	<b>Levy for Year of this Report</b>		<b>Prior Levies</b>	
	<b>2018</b>			
Property Taxes	\$17,284,165.22	\$242,308.03		
Resident Taxes				
Land Use Change Taxes	\$15,480.00	\$4,490.00		
Yield Taxes	\$10,399.38			
Interest (Include Lien Conversion)	\$5,264.48	\$30,382.34		
Penalties				
Excavation Tax	\$8,295.70			
Other Taxes				
Conversion to Lien (Principal Only)		\$256,801.92		
Sewer		\$39,507.49		
Conversion to Lien Sewer		\$24,025.28		
Discounts Allowed				
<b>Abatements Made</b>				
	<b>Levy for Year of this Report</b>		<b>Prior Levies</b>	
	<b>2018</b>			
Property Taxes	\$268,017.96	\$3.34		
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes				
Current Levy Deeded	\$4,341.00			

**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		
		2018		
Property Taxes	\$524,887.71			
Resident Taxes				
Land Use Charge Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes				
Property Tax Credit Balance	(\$4,991.29)			
Other Tax or Charges Credit Balance				
<b>Total Credits</b>	<b>\$18,115,860.16</b>	<b>\$597,478.40</b>	<b>\$0.00</b>	<b>\$0.00</b>

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$519,896.42
Total Unredeemed Liens (Account #1110 - All Years)	\$203,942.39

**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: 2017	Year: 2016	Year: Prior
Unredeemed Liens Balance - Beginning of Year		\$187,403.04	\$49,746.63	\$65,000.55
Liens Executed During Fiscal Year	\$301,005.82			
Interest & Costs Collected (After Lien Execution)	\$10,280.71	\$29,586.79	\$16,195.00	\$29,412.30
<b>Total Debits</b>	<b>\$311,286.53</b>	<b>\$217,069.83</b>	<b>\$65,941.92</b>	<b>\$94,412.85</b>

Summary of Credits				
	Last Year's Levy	Prior Levies		
		2017	2016	Prior
Redemptions				
	\$176,176.91	\$118,211.02	\$38,509.81	\$6,303.60
Interest & Costs Collected (After Lien Execution) #3190	\$10,280.71	\$29,586.79	\$16,195.00	\$29,412.30
Abatements of Unredeemed Liens	\$11,768.86			
Liens Deeded to Municipality	\$10,240.33	\$11,325.07	\$9,213.58	\$17,544.47
Unredeemed Liens Balance - End of Year #1110	\$102,819.72	\$57,946.95	\$2,023.44	\$41,152.28
<b>Total Credits</b>	<b>\$311,286.53</b>	<b>\$217,069.83</b>	<b>\$65,941.92</b>	<b>\$94,412.85</b>

For DRA Use Only	
Total Uncollected Taxes (Account #1000 - All Years)	\$519,896.42
Total Unredeemed Liens (Account #1110 - All Years)	\$203,942.39



**TAX COLLECTOR'S REPORT**



*New Hampshire*  
*Department of*  
*Revenue Administration*

**MS-61**

**PEMBROKE (361)**

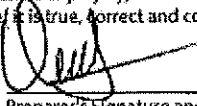
**1. CERTIFY THIS FORM**  
Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Preparer's First Name	Preparer's Last Name	Date
David	Jodoin	Jan 17, 2020

**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.

 TOWN ADM / TAX COLLECTOR  
Preparer's Signature and Title

**TAX RATE CALCULATION**

2019 Appropriations and Revenues		
Municipal Accounting Overview		
Description		
Total Appropriation	\$9,803,025	
Net Revenues (Not Including Fund Balance)		(\$5,378,004)
Fund Balance Voted Surplus		\$0
Fund Balance to Reduce Taxes		(\$540,000)
War Service Credits	\$148,500	
Special Adjustment	\$0	
Actual Overlay Used	\$343,546	
Net Required Local Tax Effort	\$4,377,067	
County Apportionment		
Description	Appropriation	Revenue
Net County Apportionment	\$1,908,164	
Net Required County Tax Effort	\$1,908,164	
Education		
Description	Appropriation	Revenue
Net Local School Appropriations	\$16,974,192	
Net Cooperative School Appropriations		
Net Education Grant		(\$5,348,045)
Locally Retained State Education Tax		(\$1,378,647)
Net Required Local Education Tax Effort	\$10,247,500	
State Education Tax	\$1,378,647	
State Education Tax Not Retained	\$0	
Net Required State Education Tax Effort	\$1,378,647	
Valuation		
Municipal (MS-1)		
Description	Current Year	Prior Year
Total Assessment Valuation with Utilities	\$761,864,478	663,715,336
Total Assessment Valuation without Utilities	\$733,467,378	633,307,536

2018 Municipal Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
Municipal	\$4,377,067	\$761,864,478	\$5.75
County	\$1,908,164	\$761,864,478	\$2.50
Local Education	\$10,247,500	\$761,864,478	\$13.45
State Education	\$1,378,647	\$733,467,378	\$1.88
Total	\$17,911,378		\$23.58

Tax Commitment Calculation	
Total Municipal Tax Effort	\$17,911,378
War Service Credits	(\$148,500)
Village District Tax Effort	
Total Property Tax Commitment	\$17,762,878

**TAX RATE BREAKDOWN**



New Hampshire  
Department of  
Revenue  
Administration

**2019**  
**\$23.58**

**Tax Rate Breakdown  
Pembroke**

Municipal Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
Municipal	\$4,377,067	\$761,864,478	\$5.75
County	\$1,908,164	\$761,864,478	\$2.50
Local Education	\$10,247,500	\$761,864,478	\$13.45
State Education	\$1,378,647	\$733,467,378	\$1.88
<b>Total</b>	<b>\$17,911,378</b>		<b>\$23.58</b>

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

Tax Commitment Calculation	
Total Municipal Tax Effort	\$17,911,378
War Service Credits	(\$148,500)
Village District Tax Effort	
<b>Total Property Tax Commitment</b>	<b>\$17,762,878</b>

James P. Gerry  
Director of Municipal and Property Division  
New Hampshire Department of Revenue Administration

10/14/2019

**LONG TERM DEBT**

Town of Pembroke  
Long-Term Debt Schedule

Upper  
Beacon

Refunded (Safety)

TIF

Year	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2020	300,000.00	14,700.00	314,700.00	100,000.00	18,150.00	118,150.00	200,000.00	124,600.00	324,600.00
2021	300,000.00	7,350.00	307,350.00	100,000.00	13,650.00	113,650.00	200,000.00	114,400.00	314,400.00
2022				100,000.00	9,150.00	109,150.00	200,000.00	104,200.00	304,200.00
2023				100,000.00	4,600.00	104,600.00	200,000.00	94,000.00	294,000.00
2024							200,000.00	83,800.00	283,800.00
2025							200,000.00	73,600.00	273,600.00
2026							200,000.00	63,400.00	263,400.00
2027							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>	<b>600,000.00</b>	<b>22,050.00</b>	<b>622,050.00</b>	<b>400,000.00</b>	<b>45,550.00</b>	<b>445,550.00</b>	<b>2,600,000.00</b>	<b>836,200.00</b>	<b>3,436,200.00</b>

**All Debt**

2020	600,000.00	157,450.00
2021	600,000.00	135,400.00
2022	300,000.00	113,350.00
2023	300,000.00	98,600.00
2024	200,000.00	83,800.00
2025	200,000.00	73,600.00
2026	200,000.00	63,400.00
2027	200,000.00	53,200.00
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>	<b>3,600,000.00</b>	<b>903,800.00</b>

**SUMMARY INVENTORY OF PROPERTY**

Net Assessed Valuation Comparison  
2016 - 2019  
Town of Pembroke, NH

	2016	2017	2018	2019
<b>LAND</b>				
Current Use	999,924	999,983	1,124,636	\$1,062,578
Discretionary Easement	62,300	62,300	69,800	\$69,800
Residential	143,030,250	160,070,910	160,363,410	\$180,168,900
Commercial/Industrial	32,189,750	30,506,408	32,474,490	\$38,641,800
Total Taxable Land	176,282,224	191,639,601	194,032,336	\$219,943,078
Tax Exempt & Non-Taxable Land	9,461,466	9,692,866	9,732,766	\$18,224,455
<b>BUILDINGS</b>				
Residential	300,291,110	343,301,740	344,241,240	\$404,597,300
Manufactured Housing	1,727,900	2,026,000	2,047,600	\$2,171,900
Commercial/Industrial	93,834,890	83,220,209	93,357,460	\$107,051,100
Total Taxable Buildings	395,853,900	428,547,949	439,646,300	\$513,820,300
Tax Exempt & Non-Taxable Buildings	42,495,500	44,510,000	44,678,600	\$54,058,200
<b>PUBLIC UTILITIES</b>				
Gas	10,755,200	9,843,100	10,149,300	\$10,173,200
Electric	20,191,500	18,750,000	20,258,500	\$18,223,900
Other	94,600	100,000	100,000	\$100,000
Utilities Total	31,041,300	28,693,100	30,507,800	\$28,497,100
Gross Valuation	603,177,424	648,880,650	664,186,436	\$762,260,478
Less Exemptions	1,149,800	1,029,400	471,100	\$396,000
<b>Net Valuation</b>	<b>602,027,624</b>	<b>647,851,250</b>	<b>663,715,336</b>	<b>\$761,864,478</b>

## 2019 TOWN OWNED PROPERTIES

OWNER	MAP	LOT	UNIT	STREET #	STREET NAME	ACRES	LAND	OBS	XF	BLDG	TOTAL ASSESS
PEMBROKE, TOWN OF	VE	1		172	MAIN ST	0.12	\$80,200	\$0	\$0	\$0	\$80,200
PEMBROKE, TOWN OF	VE	165			CENTRAL ST	0.74	\$65,600	\$22,500	\$0	\$0	\$88,100
PEMBROKE, TOWN OF	VE	195			GLASS ST	1.50	\$66,700	\$0	\$0	\$0	\$66,700
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	184			EXCHANGE ST	2.51	\$106,400	\$0	\$0	\$0	\$106,400
PEMBROKE, TOWN OF	VW	186			EXCHANGE ST	0.25	\$6,400	\$0	\$0	\$0	\$6,400
PEMBROKE, TOWN OF	VW	188		45	PLEASANT ST	30.00	\$568,700	\$76,900	\$0	\$0	\$645,600
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	\$58,000	\$164,300
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-SAFETY CENTER	266	40		247	PEMBROKE ST	2.01	\$142,000	\$37,100	\$129,400	\$2,143,600	\$2,452,100
PEMBROKE, TOWN OF	266	79		231-2	DEARBORN RD	1.75	\$94,600	\$0	\$0	\$0	\$94,600
PEMBROKE, TOWN OF	266	171		171-173	BUCK ST	0.24	\$6,400	\$0	\$0	\$0	\$6,400
EVERGREEN CEMETERY	266	CM	2		CEMETERY - EVERGREEN	9.58	\$234,400	\$0	\$0	\$0	\$234,400
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	561	86		625-629	BOROUGH RD	8.70	\$117,700	\$0	\$0	\$0	\$117,700
PEMBROKE, TOWN OF	563	22	1-1	502-516	THIRD RANGE RD	26.62	\$40,300	\$0	\$0	\$0	\$40,300

## 2019 TOWN OWNED PROPERTIES

OWNER	MAP	LOT	UNIT	STREET #	STREET NAME	ACRES	LAND	OBS	XF	BLDG	TOTAL ASSESS
PEMBROKE WATER WORKS	563	39		226	BRICKETT HILL RD	0.92	\$81,000	\$1,697,900	\$0	\$0	\$1,778,900
PEMBROKE, TOWN OF	563	70		475	PEMBROKE ST	1.53	\$8,200	\$0	\$0	\$0	\$8,200
POIRIER, WILFRID G	563	90		OFF	CENTER RD	87.21	\$238,900	\$0	\$0	\$0	\$238,900
PEMBROKE, TOWN OF	563	94		305-325	BRICKETT HILL RD	28.48	\$536,000	\$0	\$0	\$0	\$536,000
PEMBROKE, TOWN OF, WATER WORKS	565	51		346	PEMBROKE ST	1.66	\$134,100	\$13,200	\$1,600	\$138,700	\$287,600
PEMBROKE, TOWN OF	565	59		59	WHITE SANDS RD	1.28	\$104,300	\$0	\$0	\$0	\$104,300
PEMBROKE, TOWN OF	565	81	A		BOW LANE	0.65	\$9,300	\$0	\$0	\$0	\$9,300
PEMBROKE, TOWN OF	565	81	B		WHITE SANDS RD	31.64	\$293,200	\$0	\$0	\$0	\$293,200
PEMBROKE, TOWN OF	565	81	C	444	PEMBROKE ST	34.30	\$286,500	\$0	\$0	\$0	\$286,500
PEMBROKE, TOWN OF	565	81	19	410	NADINE RD	0.55	\$45,300	\$0	\$0	\$0	\$45,300
PEMBROKE SEWER COMMISSION	565	81	B-P	55	WHITE SANDS RD	0.00	\$0	\$1,700	\$0	\$53,700	\$55,400
PEMBROKE, TOWN OF	565	95		27	WHITTEMORE RD	5.02	\$104,600	\$0	\$0	\$0	\$104,600
PEMBROKE, TOWN OF	565	256		311	PEMBROKE ST	2.99	\$169,400	\$18,800	\$12,900	\$1,810,300	\$2,011,400
PEMBROKE, TOWN OF	565	257	6-1		CHURCH RD	0.43	\$6,500	\$0	\$0	\$0	\$6,500
PEMBROKE STREET CEMETERY	565	CM	3		CEMETERY-PEMBROKE ST	2.38	\$51,900	\$1,100	\$0	\$0	\$53,000
PEMBROKE, TOWN OF	567	1	1		MERRIMACK RIVER BANK	2.95	\$12,800	\$0	\$0	\$0	\$12,800
PEMBROKE WATER WORKS	632	3		635-655	PEMBROKE ST	12.00	\$449,500	\$1,000	\$0	\$62,400	\$512,900
PEMBROKE SEWER COMMISSION	632	8	1-P	702	KEITH AVE	0.00	\$0	\$1,600	\$0	\$36,800	\$38,400
PEMBROKE WATER WORKS	632	18	12	142	SHEEP DAVIS RD	14.94	\$407,200	\$8,300	\$0	\$0	\$415,500
PEMBROKE, TOWN OF	634	46		572	PEMBROKE ST	0.11	\$104,300	\$0	\$0	\$0	\$104,300
PEMBROKE SEWER COMMISSION	634	46	P	572	PEMBROKE ST	0.00	\$0	\$2,000	\$0	\$32,700	\$34,700
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

## 2019 TOWN OWNED PROPERTIES

OWNER	MAP	LOT	UNIT	STREET #	STREET NAME	ACRES	LAND	OBS	XF	BLDG	TOTAL ASSESS
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
<b>Count:</b>	<b>76</b>										





**TOWN WAGE SCHEDULE**

<i>Hourly</i>	<i>Minimum</i>	<i>Maximum</i>
<b><u>Grade 5</u></b> Custodian Library Circulation Svcs. I	\$11.38	\$16.50
<b><u>Grade 6</u></b> Laborer/Maintenance	\$12.29	\$17.43
<b><u>Grade 7</u></b> Library Circul. Svcs. II  Recording Secretary	\$12.78	\$18.53
<b><u>Grade 8</u></b>	\$13.55	\$19.65
<b><u>Grade 9</u></b> EMT -B Ambulance Firefighter (Probationary) Secretary - DPW Truck Driver/Operator	\$14.36	\$20.84
<b><u>Grade 10</u></b>  Library Children Services	\$15.22	\$22.08
<b><u>Grade 11</u></b> Planning & Land Use Clk. Assistant Library Director EMT - Advanced Finance Clerk Police Secretary Secretary to TA Firefighters Collections Clerk	\$16.13	\$23.44

<i>Hourly</i>	<i>Minimum</i>	<i>Maximum</i>
<b><u>Grade 12</u></b>  Police Admin. Sec.  Sewer Laborer Mechanic	\$17.10	\$24.86
<b><u>Grade 13</u></b> Welfare Administrator Police Off. - Non Cert. Highway Foreman Fire Engineer	\$18.13	\$26.37
<b><u>Grade 14</u></b> Accountant Police Officer Cert.  Tax Collector Fire Lieutenant Paramedic	\$19.31	\$28.00
<b><u>Grade 15</u></b>  Detective	\$20.57	\$29.83
<b><u>Grade 16</u></b>  Code Enforce. Off. Planner	\$21.91	\$31.77
<b><u>Grade 17</u></b> Ass't EMS Director Police Sgt.	\$23.33	\$33.83

**TOWN WAGE SCHEDULE**

<i>Salary</i>		<i>Minimum</i>	<i>Maximum</i>
<b><u>Grade 16</u></b>		\$45,573	\$66,082
	Fire Captain		
	Library Director		
	Town Clerk		
<b><u>Grade 17</u></b>		\$48,895	\$69,218
<b><u>Grade 18</u></b>		\$51,438	\$74,589
	Police Lieutenant		
	Deputy Fire Chief		
<b><u>Grade 19</u></b>		\$54,517	\$79,040
	Finance Dir.		
	Assistant Fire Chief		
<b><u>Grade 20</u></b>		\$58,382	\$82,648
	Sewer - Op. Dir.		
<b><u>Grade 21</u></b>		\$61,256	\$88,816
	EMS Director		
<b><u>Grade 22</u></b>		\$64,938	\$94,162
	Fire Chief		
	Public Works Dir.		
<b><u>Grade 23</u></b>		\$68,827	\$99,798
	Police Chief		
<b><u>Grade 24</u></b>		\$72,966	\$105,810
	Town Administrator		

2019 Wages and Benefits							
Name	Base Pay	Overtime	Other	Gross Wages	Social Security	Medicare	NH Retirement
Addington, Christine	\$43,991.20	\$101.58	\$1,000.32	\$45,093.10	\$2,795.77	\$653.85	\$4,972.04
Alley, Annette	\$43,601.21	\$95.19	\$1,015.20	\$44,711.60	\$2,772.12	\$648.32	
Altilio, Iris	\$120.00			\$120.00	\$7.44	\$1.74	
Amos, William	\$50,105.92	\$8,922.45		\$59,028.37	\$3,659.76	\$855.91	\$6,412.19
Ayers, Karley	\$2,279.01			\$2,279.01	\$141.30	\$33.05	
Baro, Andrew	\$26,784.00	\$830.25	\$180.00	\$27,794.25		\$403.02	\$7,850.75
Baron, Gregory	\$417.22			\$417.22	\$25.87	\$6.05	
Bean, Richard	\$1,500.00			\$1,500.00	\$93.00	\$21.75	
Bilodeau, Richard	\$32.16			\$32.16	\$1.99	\$0.47	
Boisvert, James	\$83,200.48		\$1,945.44	\$85,145.92	\$5,279.05	\$1,234.62	\$9,601.17
Boisvert, Jordan	\$52,602.24	\$15,081.75	\$1,918.08	\$69,602.07		\$1,009.23	\$19,858.63
Bond, Ann	\$2,000.00			\$2,000.00	\$124.00	\$29.00	
Boucher, Cove	\$952.25			\$952.25	\$59.04	\$13.81	
Bouffard, Jason	\$35,063.29	\$5,930.97		\$40,994.26	\$2,541.64	\$594.42	\$4,621.40
Brown, Michael	\$1,478.49			\$1,478.49	\$91.67	\$21.44	
Carlucci, Jocelyn	\$1,939.63			\$1,939.63	\$120.26	\$28.12	
Caron, Taylor	\$45,928.00	\$8,006.23	\$7,222.40	\$61,156.63		\$886.77	\$15,777.40
Chevrette, Mark	\$38,353.28	\$1,909.25	\$892.32	\$41,154.85	\$2,551.60	\$596.75	\$4,540.07
Chouinard, Marie	\$80.00			\$80.00	\$4.96	\$1.16	
Clark, Bonnie	\$80.00			\$80.00	\$4.96	\$1.16	
Clough, Craig	\$3,962.00			\$3,962.00	\$245.64	\$57.45	
Courtemanche, Justine	\$2,200.00			\$2,200.00	\$136.40	\$31.90	
Connell, Daniel	\$5,140.12			\$5,140.12	\$318.69	\$74.53	
Crockwell, Michael	\$2,000.00			\$2,000.00	\$124.00	\$29.00	
Cronin, Carolyn	\$51,979.11			\$51,979.11	\$3,222.70	\$753.70	\$5,860.15
Cunha, Christopher	\$66,619.04	\$2,695.14	\$2,399.68	\$71,713.86		\$1,039.85	\$20,302.17
Cupp, Joshua	\$5,348.32			\$5,348.32	\$331.60	\$77.55	
Cushing, Robyn	\$5,174.35			\$5,174.35	\$320.81	\$75.03	
Cyr, Jeffrey	\$4,324.09			\$4,324.09	\$268.09	\$62.70	
Cyr, Martha	\$3,334.19			\$3,334.19	\$206.72	\$48.35	
Davin, Elizabeth	\$666.83			\$666.83	\$41.34	\$9.67	
Dean, Mitchell	\$2,929.73			\$2,929.73	\$181.64	\$42.48	

2019 Wages and Benefits							
				Gross	Social		NH
Name	Base Pay	Overtime	Other	Wages	Security	Medicare	Retirement
Dean-Jones, Susan	\$2,250.00			\$2,250.00	\$139.50	\$32.63	
DiGiovanni, Nicholas	\$7,395.71			\$7,395.71	\$458.53	\$107.24	
Dorr, Adrienne	\$559.15			\$559.15	\$34.67	\$8.11	
Driscoll, Daniel	\$1,200.00			\$1,200.00	\$74.40	\$17.40	
Engwer, Andrew	\$378.65			\$378.65	\$23.48	\$5.49	
Fanny, Robert	\$38,233.63	\$4,081.69		\$42,315.32	\$2,623.55	\$613.57	\$4,772.77
Farley, Robert	\$11,194.19			\$11,194.19	\$694.04	\$162.32	
Fiske, Jason	\$64,454.48	\$2,661.11	\$1,957.50	\$69,073.09		\$1,001.56	\$19,970.64
Fitzgerald, Daniel	\$11,970.69			\$11,970.69	\$742.18	\$173.58	
Foster, Michael	\$57,324.21	\$2,713.51	\$1,707.06	\$61,744.78		\$895.30	\$17,854.41
Fowler, Shelley	\$830.00			\$830.00	\$51.46	\$12.04	
Gagne, Camryn	\$1,064.00			\$1,064.00	\$65.97	\$15.43	
Gagne, Shanna	\$19,427.87			\$19,427.87	\$1,204.53	\$281.70	
Gagnon, Paul	\$8,902.09			\$8,902.09	\$551.93	\$129.08	
Galligan, Rose	\$5,602.72			\$5,602.72	\$347.37	\$81.24	
Gamache, Christopher	\$75,258.30		\$1,754.00	\$77,012.30	\$4,774.76	\$1,116.68	\$8,484.37
Gaskell, Gary	\$75,902.40		\$3,121.62	\$79,024.02		\$1,145.85	\$22,846.56
Germain, Kevin	\$1,584.46			\$1,584.46	\$98.24	\$22.97	
Gifford, Susan	\$1,948.54			\$1,948.54	\$120.81	\$28.25	
Gilbert, Alyssa	\$7,558.39			\$7,558.39	\$468.62	\$109.60	
Gilman, Dwayne	\$85,715.84		\$2,905.80	\$88,621.64		\$1,285.01	\$25,627.36
Ginn, Joshua	\$901.83			\$901.83	\$55.91	\$13.08	
Girard, Corey	\$6,574.24			\$6,574.24	\$407.60	\$95.33	
Goff, James F	\$61,254.40		\$1,418.88	\$62,673.28	\$3,885.74	\$908.76	\$7,064.45
Goulet, Sandy	\$2,000.00			\$2,000.00	\$124.00	\$29.00	
Gott, Elizabeth	\$390.40			\$390.40	\$24.20	\$5.66	
Greco, Vincent	\$3,500.00			\$3,500.00	\$217.00	\$50.75	
Guilmette, Andrew	\$1,188.00			\$1,188.00	\$73.66	\$17.23	
Guilmette, Sarah	\$6,572.50			\$6,572.50	\$407.50	\$95.30	
Hardy, Sara	\$2,339.36			\$2,339.36	\$145.04	\$33.92	
Harry, Jonathan	\$1,716.60			\$1,716.60	\$106.43	\$24.89	
Haas, Kyle	\$8,966.29			\$8,966.29	\$555.91	\$130.01	
Heath, Corey	\$48,588.51	\$472.96		\$49,061.47	\$3,041.81	\$711.39	\$5,531.08

**2019 Wages and Benefits**

				<b>Gross</b>	<b>Social</b>		<b>NH</b>
<b>Name</b>	<b>Base Pay</b>	<b>Overtime</b>	<b>Other</b>	<b>Wages</b>	<b>Security</b>	<b>Medicare</b>	<b>Retirement</b>
Higgins, Edward	\$11,171.44			\$11,171.44	\$692.63	\$161.99	
Higgins, Irina	\$9,900.62			\$9,900.62	\$613.84	\$143.56	
Hornblower, Ryan	\$46,985.80	\$9,077.55	\$1,056.00	\$57,119.35	\$3,541.40	\$828.23	\$6,317.04
Jeffrey, Elizabeth	\$1,647.50			\$1,647.50	\$102.15	\$23.89	
Jeffrey, Heather	\$4,845.75			\$4,845.75	\$300.44	\$70.26	
Jodoin, David	\$94,843.20		\$4,369.24	\$99,212.44	\$6,151.17	\$1,438.58	\$10,938.85
Jordan, Aleesha	\$616.10			\$616.10	\$38.20	\$8.93	
Judge, Terrence	\$2,552.55			\$2,552.55	\$158.26	\$37.01	
Lamy, Rachel	\$2,784.00			\$2,784.00	\$172.61	\$40.37	
Lang, Wanda	\$9,516.70			\$9,516.70	\$590.04	\$137.99	
Langille, Michael	\$14,665.55			\$14,665.55	\$909.26	\$212.65	
Larochelle, Christopher	\$2,076.02			\$2,076.02	\$128.71	\$30.10	
Leblanc, Haley	\$1,362.20			\$1,362.20	\$84.46	\$19.75	
Lemaire, Maxwell	\$1,119.35			\$1,119.35	\$69.40	\$16.23	
Lemoine, Ann	\$3,849.35			\$3,849.35	\$238.66	\$55.82	
Lemoine, Brian	\$4,838.43			\$4,838.43	\$299.98	\$70.16	
Lemoine, Tyrel	\$8,032.77			\$8,032.77	\$498.03	\$116.48	
Locke, Stephanie	\$63,272.02	\$5,702.78		\$68,974.80	\$4,276.44	\$1,000.13	\$7,534.75
Lounsbury, Robin	\$120.00			\$120.00	\$7.44	\$1.74	
Ludwick, Stephen	\$892.75			\$892.75	\$55.35	\$12.94	
Madden, Lawrence	\$39,201.02	\$4,036.17		\$43,237.19	\$2,680.71	\$626.94	\$4,875.26
Malo, Paulette	\$74,427.76		\$2,549.12	\$76,976.88	\$4,772.57	\$1,116.16	\$8,479.77
Marion, Marlene	\$33,048.00			\$33,048.00	\$2,048.98	\$479.20	\$3,726.14
Martel, Chester	\$3,828.16			\$3,828.16	\$237.35	\$55.51	
McAdams, Jessie	\$13,102.20			\$13,102.20	\$812.34	\$189.98	
McIntosh, Tiffany	\$6,523.04			\$6,523.04	\$404.43	\$94.58	
McNeil, Jillian	\$2,208.88			\$2,208.88	\$136.95	\$32.03	
Mehegan, Alese	\$94.25			\$94.25	\$5.84	\$1.37	
Mehegan, Marie	\$20,199.02			\$20,199.02	\$1,252.34	\$292.89	
Mendoza, Adam	\$41,579.61	\$4,372.04	\$300.00	\$46,251.65	\$2,867.60	\$670.65	\$5,215.53
Merrill, Scott	\$128.32			\$128.32	\$7.96	\$1.86	
Miller, Katerina	\$4,691.41			\$4,691.41	\$290.87	\$68.03	
Nadeau, Reno	\$50,490.80	\$2,895.48		\$53,386.28	\$3,309.95	\$774.10	\$6,011.00

2019 Wages and Benefits							
				Gross	Social		NH
Name	Base Pay	Overtime	Other	Wages	Security	Medicare	Retirement
Norris, Samuel	\$1,324.00			\$1,324.00	\$82.09	\$19.20	
Osborne, Emma	\$16,881.72			\$16,881.72	\$1,046.67	\$244.78	
Paquette, Maurice	\$772.80			\$772.80	\$47.91	\$11.21	
Paulsen, Erik	\$8,019.37			\$8,019.37	\$497.20	\$116.28	
Paulsen, Harold	\$27,371.04			\$27,371.04	\$1,697.00	\$396.88	
Pelissier, Ryan	\$115.26			\$115.26	\$7.15	\$1.67	
Pellerin, Jules	\$1,200.00			\$1,200.00	\$74.40	\$17.40	
Pendergast, Dana	\$61,141.23			\$61,141.23	\$3,790.76	\$886.55	\$6,712.54
Perron, Michael	\$5,271.99			\$5,271.99	\$326.86	\$76.44	
Perron, Steven	\$40,995.65	\$9,715.26	\$200.00	\$50,910.91	\$3,156.48	\$738.21	\$5,436.07
Petit, Thomas	\$140.00			\$140.00	\$8.68	\$2.03	
Picott, Hannah	\$667.80			\$667.80	\$41.40	\$9.68	
Pinter, Caleb	\$869.20			\$869.20	\$53.89	\$12.60	
Pinter, Rene	\$826.80			\$826.80	\$51.26	\$11.99	
Previe, Muriel	\$27,088.36			\$27,088.36	\$1,679.48	\$392.78	
Ranfos, Victor	\$53,535.70	\$6,948.69	\$1,212.00	\$61,696.39	\$3,825.18	\$894.60	\$6,959.75
Reale, McKayla	\$6,263.58			\$6,263.58	\$388.34	\$90.82	
Ricciotti, Maryanne	\$48,945.38	\$1,776.96		\$50,722.34	\$3,144.79	\$735.47	\$5,719.40
Robertson, Bradley	\$5,703.10			\$5,703.10	\$353.59	\$82.69	
Rockwood, Jack	\$551.20			\$551.20	\$34.17	\$7.99	
Roy, Dennis	\$4,222.12			\$4,222.12	\$261.77	\$61.22	
Roy, Michael	\$722.51			\$722.51	\$44.80	\$10.48	
Royce, Haley	\$1,440.00			\$1,440.00	\$89.28	\$20.88	
Schmidt, Charles	\$8,100.00			\$8,100.00	\$502.20	\$117.45	
Sepalla, Taylor	\$1,114.49			\$1,114.49	\$69.10	\$16.16	
Sevigny, Katherine	\$16,558.33			\$16,558.33	\$1,026.62	\$240.10	
Sheehan, Timothy	\$30,892.17			\$30,892.17	\$1,915.31	\$447.94	\$3,354.46
St. Germain, Elizabeth	\$2,986.60			\$2,986.60	\$185.17	\$43.31	
St. Jacques, Michael	\$19,725.44			\$19,725.44		\$286.02	\$5,615.21
Stephens, Ashley	\$447.85			\$447.85	\$27.77	\$6.49	
Stosse, Cynthia	\$33,008.09			\$33,008.09	\$2,046.50	\$478.62	\$3,756.30
Sullivan, Joseph	\$6,431.05			\$6,431.05	\$398.73	\$93.25	
Teasck, Megan	\$617.45			\$617.45	\$38.28	\$8.95	

2019 Wages and Benefits							
				Gross	Social		NH
Name	Base Pay	Overtime	Other	Wages	Security	Medicare	Retirement
Theuner, John	\$9,677.04			\$9,677.04	\$599.98	\$140.32	
Thompson, Harold	\$1,500.00			\$1,500.00	\$93.00	\$21.75	
Tiddes, Heather	\$33,143.30			\$33,143.30	\$2,054.88	\$480.58	
Tucker, Erica	\$2,827.07			\$2,827.07	\$175.28	\$40.99	
VanLuven, Hearshell	\$19,630.00			\$19,630.00	\$1,217.06	\$284.64	
Vaughn, Benjamin	\$33,826.95			\$33,826.95		\$490.49	\$10,200.73
Vincent, Kristen	\$54,044.96	\$1,883.86	\$296.34	\$56,225.16		\$815.26	\$16,290.98
Vodra, Robert	\$3,973.15			\$3,973.15	\$246.34	\$57.61	
Walz, Joseph	\$8,554.51	\$832.44	\$1,378.86	\$10,765.81		\$156.10	\$2,762.58
Webber, John	\$56,786.93	\$2,652.85	\$5,610.89	\$65,050.67		\$943.23	\$18,430.08
Weisenborn, Jacob	\$2,720.59			\$2,720.59	\$168.68	\$39.45	
Welch., Robert	\$50,287.36	\$5,420.93	\$2,108.22	\$57,816.51		\$838.34	\$16,107.40
Wesson, Elaine	\$49,475.21		\$600.00	\$50,075.21	\$3,104.66	\$726.09	\$5,644.07
Whitbeck, Suzanne	\$80.00			\$80.00	\$4.96	\$1.16	
White, Brandon	\$15,503.89			\$15,503.89	\$961.24	\$224.81	
Williams, Linda	\$43,423.37	\$15.95	\$300.00	\$43,739.32	\$2,711.84	\$634.22	\$4,930.72
Woo, Mary	\$29,410.54			\$29,410.54	\$1,823.45	\$426.45	
Yeaton, Karen	\$120.00			\$120.00	\$7.44	\$1.74	
Yeaton, Peggy	\$23,428.56			\$23,428.56	\$1,452.57	\$339.71	
				\$2,812,163.90			
Total Medical Benefits	\$540,025.52						
Total Dental Benefits	\$42,162.52						
Total Life/Disability Insurance	\$29,800.43						

AUDITOR'S REPORT



CERTIFIED PUBLIC ACCOUNTANTS  
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November 12, 2019

To the Board of Selectmen  
Town of Pembroke, New Hampshire

We have audited the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the Town of Pembroke, New Hampshire for the year ended December 31, 2018. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated April 16, 2019. Professional standards also require that we communicate to you the following information related to our audit.

**Significant Audit Findings**

*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town of Pembroke, New Hampshire are described in Note 1 to the financial statements. During the year ended December 31, 2018, the Town of Pembroke, New Hampshire adopted and implemented GASB Statement No. 75 – *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. Accordingly, the cumulative effect of the accounting change as of the beginning of the year has been reported in the financial statements and is described in Note 17 to the basic financial statements. We noted no transactions entered into by the Town of Pembroke, New Hampshire during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

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

The most sensitive estimates affecting the financial statements of the Governmental Activities, Business-type activities, and major Proprietary Funds were:

Management's estimates of the useful lives of capital assets are based upon historical records of utilization, necessary improvements and replacements. We evaluated the key factors and assumptions used to develop the depreciable useful lives of capital assets in determining that they are reasonable in relation to the financial statements taken as a whole.



## AUDITOR'S REPORT

Significant estimates also include actuarial assumptions used in determining pension and other post-employment benefit costs which are based on plan audited financial statements and a plan actuarial valuation report, respectively. We evaluated the assumptions used in the plan audited financial statements and the plan actuarial valuation report to determine that they are reasonable in relation to the financial statements as a whole.

The most sensitive estimates affecting the financial statements of the Governmental Activities, Business-type activities, General Fund, Sewer Fund and the aggregate remaining fund information were:

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

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

### *Difficulties Encountered in Performing the Audit*

The audit of the Town's financial statements was delayed as the Water Fund's actuarial valuation to estimate its single-employer OPEB liability was not available in a timely manner. Audit fieldwork was scheduled for the week ending May 20, 2019. However, the Water Fund's actuarial valuation was received on September 12, 2019.

### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. Please see the attached schedule of material adjustments detected and corrected as a result of audit procedures.

### *Disagreements with Management*

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

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated November 12, 2019.

### *Management Consultations with Other Independent Accountants*

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

## AUDITOR'S REPORT

### *Other Audit Findings or Issues*

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

### Other Matters

We applied certain limited procedures to the management's discussion and analysis, budgetary comparison information, schedules of changes in the Town's proportionate share of the net OPEB liability, schedule of Town OPEB contributions, schedule of changes in the Town's total OPEB liability and related ratios, schedule of changes in the Town's proportionate share of the net pension liability and the schedule of Town pension contributions, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

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

### Restriction on Use

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

Very truly yours,

*Vachon Clukay & Company PC*

## AUDITOR'S REPORT

Town of Pembroke, New Hampshire  
Material Audit Adjustments  
For the year ended December 31, 2018

The following is a listing of the material audit adjustments made for the year ended December 31, 2018 and have been corrected by management:

**Sewer Fund:**

- To restore the beginning net position figure by \$155,500.
- To remove the recognized revenue and expense applicable to the State Revolving Loan and reduce the long-term liability by \$248,723.
- To record principal forgiveness on the State Revolving Loan of \$69,951.
- To record current year depreciation on capital assets in the amount of \$159,945.
- To record capital asset additions of \$50,233.
- To record a prior period adjustment for the implementation of GASB No. 75 in the amount of \$38,519.

**Aggregate Remaining Information:**

- To increase the investment balance of the school agency funds in the amount of \$405,481.
- To restore the beginning fund balance in the Ambulance Fund by \$120,000.

AUDITOR'S REPORT

 **VACHON CLUKAY  
& COMPANY PC**

**CERTIFIED PUBLIC ACCOUNTANTS**  
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**REPORT ON INTERNAL CONTROL BASED ON  
AN AUDIT OF BASIC FINANCIAL STATEMENTS**

To the Board of Selectmen  
Town of Pembroke, New Hampshire

In planning and performing our audit of the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the Town of Pembroke, New Hampshire (the Town) as of and for the year ended December 31, 2018, in accordance with auditing standards generally accepted in the United States of America, we considered the Town's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

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

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

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

*Vachon Clukay & Company PC*

Manchester, New Hampshire  
November 12, 2019

AUDITOR'S REPORT

 **VACHON CLUKAY  
& COMPANY PC**

**CERTIFIED PUBLIC ACCOUNTANTS**  
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November 12, 2019

To the Board of Selectmen  
Town of Pembroke, New Hampshire

In planning and performing our audit of the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the Town of Pembroke, New Hampshire for the year ended December 31, 2018, we considered the Town's internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the basic financial statements and not to provide assurance on the internal control structure.

However, during our audit we became aware of matters that are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding these matters. We previously reported on the Town's internal control structure in our report dated November 12, 2019. This letter does not affect that report or our report on the basic financial statements dated November 12, 2019.

We have already discussed these comments and suggestions with various Town personnel, and we will be pleased to discuss them in further detail at your convenience, to perform additional study of these matters, or to assist you in implementing the recommendations.

The purpose of this letter is to provide constructive and meaningful recommendations to you.

Sincerely,

*Vachon Clukay & Company PC*

Vachon Clukay & Company PC

## AUDITOR'S REPORT

### PAYROLL TIMEKEEPING

#### *Observation*

During the current year audit engagement, we selected one payroll transaction at random to review the payment for appropriateness and ensure policies and procedures were being followed. We noted that a police officer was paid for both holiday pay and vacation time on the same day.

#### *Implication*

The implication is an increased risk in misunderstanding the payroll policies and allowable time paid. Currently the police department follows the personnel policy of the Town which directly prohibits payout for both holiday and vacation; however, the police department explained that there is a different practice in place. Without the difference in policy and practices applied being formally documented by the Town, there is an increased risk for employee confusion and possible litigation.

#### *Recommendation*

We recommend that the police department documents the payroll practice whereby an officer is scheduled to work on a day that is recognized as a Town paid holiday. We further recommend that the Town adopts this exception from the current personnel policy.

#### *Town Response*

Police officers who are required to work the Holiday must work the day. If they wish the day off, they must put in for vacation and have the Chief approve it. Normally, they would get Holiday pay and time worked for covering the Holiday, so when they put in for a vacation day on a Holiday, they get paid for both vacation and Holiday. The Town will be updating their personnel policy to clarify.

### CREDIT CARD DISBURSEMENTS

#### *Observation*

As part of every audit engagement, our firm examines credit card purchases for proper documentation and appropriateness of expenditures. We noted that the welfare department purchases gift cards in bulk using the Town credit card; however, minimal documentation is retained regarding the purpose of the gift cards.

#### *Implication*

There is an increased risk for inappropriate use of the gift cards if the values are not accurately tracked and approved.

#### *Recommendation*

We recommend that when gift cards are purchased by the welfare department, there is a level of tracking to show if the cards are given to specific individuals or used for gifts, etc. If a gift card value is used, we recommend maintaining the supporting receipt to document town expenditures.

## AUDITOR'S REPORT

### *Town Response*

Gift cards are purchased with funds received from non-taxpayer funds through the Christmas donation program. These cards are used to purchase gifts for the needy for the Holidays. The Town will in the future retain the entire copy of the Walmart bill and attach it to the payment voucher. As for individual gift cards that are handed out, the Welfare Director will compile a listing showing the card denomination and the case number that it was issued to. For privacy reasons, we cannot list the applicant's name.

### CUSTODIAL CREDIT RISK

#### *Observation*

Per the Town's investment policy for its governmental and proprietary funds, all deposits are to be fully collateralized. We noted that as of December 31, 2018, \$66,467 of the Town's deposits were uninsured and uncollateralized. The majority of the Town's funds are held in one financial institution, which is collateralized by a letter of credit for amounts in excess of the FDIC limits. However, the deposits of the Water and Sewer Fund are maintained in a different financial institution, and there is no collateralization agreement.

#### *Implication*

The Town is not in compliance with its investment policy. In the event of a bank failure, the Town's deposits may not be returned to it.

#### *Recommendation*

We recommend the Town review the banking arrangements of the Water and Sewer Funds, which are held by the Town's Treasurer. Federal depository insurance is provided for the first \$250,000 of cash deposits for each bank and type of bank account. In order to comply with the Town's investment policy, protective measures need to be taken to address the uninsured balance.

#### *Town Response*

The Water and Sewer Commissioners will work with the Treasurer to develop a plan to insure that all of their funds are protected.

**FIRE DEPARTMENT**

2019 PEMBROKE FIRE DEPARTMENT

Your fire department responded to 374 incidents or calls for service in 2019. None of these calls resulted in any serious injury to Citizens or Firefighters. We had five structural fires resulting in an estimated loss of \$716,600 in building values.

**Types of calls we responded to:**

Fires – All Types	34	9.09%
Rescue & Emergency Medical Service	111	29.67%
Hazardous Conditions (No Fire)	35	9.35%
Service Calls	42	11.23%
Good Intent Calls	63	16.84%
False Alarm & False Call	89	23.79%
Total	374	Calls for Service

**Other Activities:**

We continue our aggressive training program with weekly training activities once per week for most of the year. We support as many community organizations and events as possible.

**Our Staff:**

- Chief Harold Paulsen
- Assistant Fire Chief John Theuner
- Deputy Fire Chief Paul Gagnon
- Captain Erik Paulsen
- Captain Rob Farley
  

Lieutenant Bill Clark	Lieutenant Brian Lemoine
Lieutenant Charles Schmidt	Lieutenant Jeff Cyr
Lieutenant Chester Martel	Lieutenant Tyrel Lemoine

Quartermaster Michael Perron

Engineer Stephen Ludwick	Engineer Brad Robertson
--------------------------	-------------------------

Firefighter Scott Merrill	Firefighter Terrence Judge
Firefighter Joshua Ginn	Firefighter Steven Perron
Firefighter Rick Bilodeau	Firefighter Andy Engwer
Firefighter Corey Girard	Firefighter Michael Brown
Firefighter Ryan Pelissier	Firefighter Robert Vodra
Firefighter Ann Lemoine	Firefighter Jason Bouffard
Firefighter Martha Cyr	Firefighter Chris Larochelle
Firefighter Erica Tucker	Firefighter Brenten Cupp
Firefighter Jacob Weisenborn	Firefighter Kevin Germain

We thank the Citizens of Pembroke for their continued support.

Thank you,  
Harold Paulsen, Fire Chief



## FIRE WARDEN REPORT

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

This past year we were fortunate enough to have favorable weather conditions in the spring and summer which limited the amount of wildfire activity throughout the state. Your local fire departments and the Division of Forests & Lands worked throughout the year to protect homes and the forests. The statewide system of 16 fire lookout towers continues to operate on high fire danger days. The towers' fire detection efforts are supplemented by the NH Civil Air Patrol when the fire danger is especially high.

Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Every year New Hampshire sees fires which threaten or destroy structures, a constant reminder that wildfires burn more than just trees. Homeowners should take measures to prevent a wildfire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at [www.firewise.org](http://www.firewise.org). Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

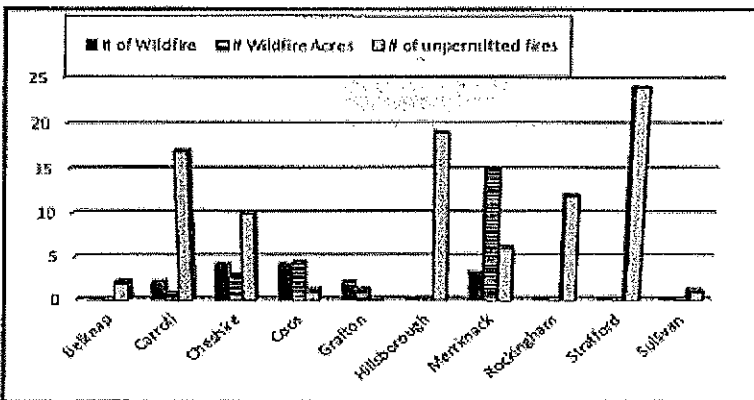
The Forest Protection Bureau and local fire departments were very busy this year celebrating Smokey Bear's 75<sup>th</sup> year preventing wildfires. Many events were held at local libraries, in fact, this program was so successful we will be offering it again in 2020. We were fortunate enough to partner with the Northeast Forest Fire Protection Compact and bring the Smokey Hot Air Balloon to Franconia Notch in August. The weather was fantastic and hundreds of people got the chance to ride in the balloon! Smokey's message has always been about personal responsibility – remember his ABC's: Always Be Careful with fire. If you start a fire, put it out when you are done. **"Remember, Only You Can Prevent Wildfires!"**



As we prepare for the 2020 fire season, please remember to contact your local Forest Fire Warden or Fire Department to determine if a fire permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning, unless the ground is completely covered with snow. Fire permits are also available online in most towns and may be obtained by visiting [www.nhfirepermit.com](http://www.nhfirepermit.com). The burning of household waste is prohibited by the Air Resources Division of the Department of Environmental Services (DES). You are encouraged to contact the local fire department or DES at 603-271-3503 or [www.des.nh.gov](http://www.des.nh.gov) for more information. Safe open burning requires your diligence and responsibility. Thank you for helping us to protect New Hampshire's forest resources. For more information please contact the Division of Forests & Lands at (603) 271-2214, or online at [www.nh.gov/nhdtf/](http://www.nh.gov/nhdtf/).

### 2019 WILDLAND FIRE STATISTICS (All fires reported as of December 2019)

*John Thurner  
Fire Warden*



Year	Number of Wildfires	Wildfire Acres Burned	Number of Unpermitted Fires*
2019	15	23.5	92
2018	53	46	91
2017	65	134	100
2016	351	1090	159
2015	143	665	180

\* Unpermitted fires which escape control are considered Wildfires.

### CAUSES OF FIRES REPORTED

(These numbers do not include the WMNF)

Arson	Debris Burning	Campfire	Children	Smoking	Railroad	Equipment	Lightning	Misc.
4	3	1	0	1	1	1	1	3

Respectfully submitted,  
John Thurner, Fire Warden

**PUBLIC WORKS**

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 1 part time employees with 18 pieces of major equipment that has been organized into the following divisions:

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

<b>Activities</b>	<b>Amount</b>	<b>Unit</b>
1. Facility Permits Issued	1441	Each
2. Inquiries/Transfer Station	134	Each
3. Inquiries/Rubbish Route	212	Each
4. Inquiries/Road Conditions	202	Each
5. Payment Vouchers Processed	857	Each
6. Street Light Repairs	6	Each
7. Driveway Permits	98	Each
8. Trench/Excavation Permits	48	Each
9. Cemetery Inquiries	38	Each

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

In addition to these projects, the Highway Division also provided routine maintenance which included sidewalk sweeping, brush cutting along the country road shoulders, cold patching pot holes and replacing missing or damaged street signs. Private contractors were also used to sweep 25.51 miles of Town roads, clean 586 catch basins, paint 114,322 LF of roadway striping and cut down several large hazardous trees.

There were 30 snow/ice storm events that occurred during 2019 which required 2447.00 man-hours, 877.18 tons of sand, 954.94 tons of salt. Snow removal from downtown and the municipal parking lots required 149 man-hours. Plowing about 7 miles of sidewalks each storm expended 149 man-hours.

The road reconstruction and paving project list for the year of 2019 is 100% complete. It included paving Glass Street, Sixth Range Road, Pembroke Hill Road and North Pembroke Road including milling pavement, replacing drainage pipes, repairing catch basin structures and frame and grate adjustments, then pavement was applied. Also, Union Street, East View Drive, East Meadow Lane, Upper Beacon Hill Road and Third Range Road were completed.

Engineering continues for Main Street. Once completed and turned over to the Town, there will be a public hearing for comments and suggestions.

Other tasks performed by this division consisted of the following:

**PUBLIC WORKS**

1. Road side ditching	10,060	Linear Feet
2. Cold patching pot holes	6.69	Tons
3. Hot topping pavement repairs	1858.57	Tons
4. Road wash out repairs	2715	Linear Feet
5. Sweeping Sidewalks	2.05	Miles
6. Road side mowing	19	Miles
7. Road side brush cutting and chipping	318	Cubic Yards
8. Large Tree Cutting	22	Each
9. Sign Maintenance & Replacements	57	Each
10. Complaints	71	Each
11. Inquiries	137	Each
12. Assist Solid Waste Division	803.50	Man Hours
13. Assist Fleet Division	445.00	Man Hours
14. Assist Parks & Recreation Division	56.00	Man Hours
15. Assist Cemetery Division	123.50	Man Hours
16. Assist Sewer Department	5.00	Man Hours

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

**Solid Waste Division:** This division is headed by Reno Nadeau, and is responsible for the collection of residential solid waste and single stream recycling from individual homes throughout the Town on a weekly basis as well as the operation of the Transfer Station. Residents who wish to can bring their trash and recycling for disposal to the Transfer Station at 8 Exchange Street on Tuesdays and Saturdays from 7:30 a.m. to 3:30 p.m. Besides residential trash and recycling the Transfer Station accepts appliances, demolition materials, tires, waste oil, antifreeze, scrap metal, leaves, brush, auto batteries, cell phones, PDA's, rechargeable batteries, alkaline & zinc batteries, ink jet cartridges, LaserJet cartridges, textiles and propane gas cylinders. Fees are charged for some items such as appliances, demolition, gas cylinders and tires. For 2019, a total of 3008.23 tons of solid waste was generated from Pembroke and disposed of at Casella Waste in Allenstown, NH. Also in 2019, a total of 765.15 tons of single stream recycling was taken to Casella Waste in Allenstown. Diverting this recyclable material from the waste stream saved the Town \$31,471.99 in tipping fees. This division also performed curbside pickup of leaves from residents during spring cleanup.

The following is a tabulation of solid waste that was collected and disposed of in 2019:

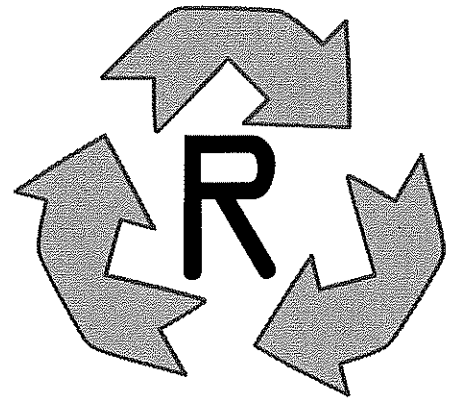
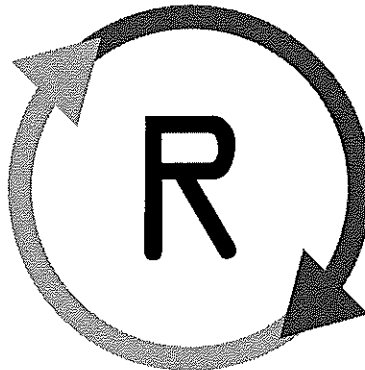
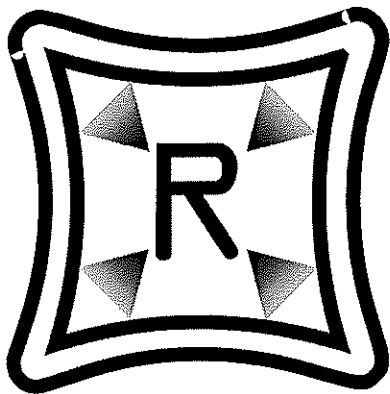
1. Curbside Pickup

a. Rubbish	1591.52	Tons
b. Single Stream Recycling	675.89	Tons
c. Leaves	256	Cubic Yards
d. Brush chipped from Spring cleanup	55	Cubic Yards
e. Refuse Tags Issued	67	Each
f. Inquiries	212	Each
g. Complaints	22	Each

**PUBLIC WORKS**

2. Transfer Station Activity

a.	Rubbish	382.26	Tons
b.	Single Stream Recycling	89.26	Tons
c.	Non-Burnables	177.76	Tons
d.	Burnables	129.09	Tons
e.	Concrete	0	Tons
f.	Scrap Metal	120.05	Tons
g.	Aluminum Cans	1546	Lbs.
h.	Textile Recycling – Planet Aid	3679	Lbs.
i.	Refrigerator/Freezer	58	Each
j.	Air Conditioners	139	Each
k.	Brush	1021	Cubic Yards
l.	Christmas Trees	31	Each
m.	Leaves	1705	Cubic Yards
n.	Propane Tanks or Canisters	49	Each
o.	Waste Oil	1550	Gallons
p.	Waste Antifreeze	165	Gallons
q.	Batteries	3154	Lbs.
r.	Tires	200	Each
s.	Complaints	0	Each
t.	Inquiries	134	Each
u.	Hazardous Waste Refused	0	Each
v.	Video Displays	347	Each
w.	C&D Debris (Minimum Load)	260	Loads
x.	C&D Debris (Maximum Load)	106	Loads
y.	School	8	Loads
z.	Residents	21,069	Each



**Reduce Reuse Recycle**

**PUBLIC WORKS**

3. Electronics Recycling

a.	Computer Monitors	42	Each
b.	Televisions	302	Each
c.	Printers	112	Each
d.	Fax Machines	2	Each
e.	Stereo Equipment	459	Each
f.	VCRs	24	Each
g.	DVD Players	43	Each
h.	Copiers	3	Each
i.	Scanners	1	Each
j.	Radios	112	Each
k.	PCs	88	Each
l.	Microwaves	94	Each
m.	Other (Keyboards, etc.)	140	Each
n.	Fluorescent Tubes & Bulbs	835	Lbs.
o.	Thermostats	0	Box
p.	Alkaline & Zinc Batteries	705	Lbs.
q.	Rechargeable Batteries (NiCd, Li-Ion, NiMH, Lead)	179	Lbs.
r.	Cell Phones Recycled	15	Each
s.	51 Gaylords of Electronics Picked Up	35,166	Lbs.

<b>Pembroke Automated Collection Program Data Collection - 2019 Summary</b>					
<b>MONTH</b>	<b>WEIGHT (IN TONS)</b>		<b>% RECYCLING</b>	<b>RECYCLING FEE/TON</b>	<b>SAVINGS! (VS. \$63.81/TON FOR TRASH)*</b>
	<b>*TRASH</b>	<b>RECYCLING</b>			
<b>JANUARY</b>	150.74	65.92	30.43%	\$19.70	<b>\$2,907.86</b>
<b>FEBRUARY</b>	135.85	53.68	28.32%	\$22.32	<b>\$2,227.34</b>
<b>MARCH</b>	142.35	56.38	28.37%	\$19.69	<b>\$2,487.54</b>
<b>APRIL</b>	163.09	62.80	27.80%	\$20.63	<b>\$2,386.50</b>
<b>MAY</b>	200.69	71.88	26.37%	\$22.20	<b>\$2,990.71</b>
<b>JUNE</b>	159.74	60.27	27.39%	\$22.66	<b>\$2,480.35</b>
<b>JULY</b>	179.27	67.79	27.44%	\$22.54	<b>\$2,797.96</b>
<b>AUGUST</b>	168.51	70.26	29.43%	\$22.10	<b>\$2,930.69</b>
<b>SEPTEMBER</b>	178.36	62.01	25.80%	\$21.50	<b>\$2,623.95</b>
<b>OCTOBER</b>	179.63	67.17	27.22%	\$22.19	<b>\$2,887.97</b>
<b>NOVEMBER</b>	144.90	55.86	27.82%	\$26.21	<b>\$2,176.64</b>
<b>DECEMBER</b>	170.65	71.13	29.42%	\$28.986	<b>\$2,574.48</b>
<b>TOTAL 2019</b>	<b>1973.78</b>	<b>765.15</b>	<b>27.98% AVERAGE</b>	<b>\$27.98 AVERAGE</b>	<b>\$31,471.99 *Eff.10/2019 \$65.18/TON</b>

**PUBLIC WORKS**

**Recycling Saves: The more we recycle the more we save. Thank you for recycling.**

**Public Properties Division:** Foreman Reno Nadeau operates this division, which is responsible for the daily maintenance and repairs to all town buildings, which include the Town Hall, Library, Safety Center, Public Works Garage, Town Clock Tower, and the Perry Eaton Building. This year new radiant heaters were installed in the new garage at Public Works.

**Cemetery Division:** This division, headed by VJ Ranfos, is responsible for the operation, maintenance and record keeping of the 9 Town owned cemeteries which include Pembroke Hill, French Family, Richardson, Evergreen, North Pembroke Road, Buck Street, Pembroke Street, Blueberry Hill and Abbot Cemeteries. This division works very closely with the Cemetery Commission and the local funeral homes to insure all needs are met with courtesy, dignity, and respect. The cemetery lawns are maintained by a private landscaper and all burials are performed by a private contractor under the Town’s supervision. For the year 2019, there was 3 full burial, 7 cremation burials and 16 cemetery plots sold. This year several headstones were cleaned and repaired and trees were trimmed or removed from Pembroke Street Cemetery and Old North Pembroke 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 2019, this division performed 31 safety inspections and 277 routine maintenance tasks on the town’s fleet. In addition, there were 267 major repairs performed on this equipment. The following is a summary of maintenance and repairs performed on vehicles by department:

Department	Total # Vehicles	# of Preventative Maintenance	# of Repairs	Total Hours of Work	% of Repairs
Highway	118	61	90	436	31.32%
Solid Waste	76	69	43	246	17.67%
Fleet	114	62	69	358	25.72%
Police	42	43	22	124	8.91%
Fire	35	21	29	121	8.69%
Ambulance	3	2	2	9	0.65%
Code Enforcement	2	5	0	3	.22%
Parks & Recreation	17	14	12	59	4.24%
Snow Plowing	0	0	0	36	2.59%
<b>Totals</b>	<b>407</b>	<b>277</b>	<b>267</b>	<b>1392</b>	<b>100%</b>
<b>Fleet Division Administration</b>				351	
<b>Total Hours</b>				<b>1743</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, Jason Bouffard, Mark Chevrette, Robert Fanny, Alyssa Gilbert, Corey Heath, Wanda Lang, Lawrence Madden, Adam Mendoza, Reno Nadeau, Steve Perron and Victor Ranfos III, take pride in their work and are very professional workers. This year we experienced changes in our staff with Wanda leaving and Alyssa coming on board. Safety is our number one priority. As many of you know I am retiring this year, 2020, and I would like to thank my employees for their hard work & professionalism over the last twelve years, the Board of Selectmen for their cooperation and the Town Administrator for his patience. If you should ever have a question please feel free to call us and we will do our best to keep our Town safe and clean.

Respectfully Submitted,  
James Boisvert  
Director of Public Works



## PLANNING BOARD

The Pembroke Planning Board had a busy 2019 with applications and town projects. Many work sessions were spent reviewing final drafts of the updated Master Plan chapters. The Master Plan is a living document, updated throughout the years, which sets community goals and guides land use decisions by the town. The Master Plan can influence zoning changes, budgeting decisions, and changes to land use regulations. It is an important document created by the community as a whole. The Central New Hampshire Regional Planning Commission (CNHRPC) was contracted to assist the Board with the update process. The Board is nearing the finish line and expects to have an upcoming public hearing and adoption of the Plan in 2020.

In 2019, the Planning Board reviewed six subdivision applications. The Board approved three lot line adjustments and three new lots, which includes one property on Third Range Road to be held by the Conservation Commission as open space in perpetuity.

The Planning Board also approved nine applications for site plan review. The town welcomed Pace Career Academy and a small woodworking business to a previously vacant building on Riverwood Drive. Michel's Power moved into the old H. P. Fairfield site. Additions and expansions were approved at Pleasant View Gardens, 106 Mini Storage, Continental Paving, and Pembroke Animal Hospital.

For March 2019 Town Meeting, the Board put forth six amendments to the zoning ordinance. The amendments were mainly clarifications that affected zoning definitions, the Table of Uses, and aquifer conservation review. All of the amendments passed. A seventh amendment by petition to re-zone an area of Silver Hills Drive from rural residential to commercial also passed.

For March 2020, voters will consider correcting some inconsistencies related to agricultural uses and to fence height. An amendment to update the outdated Telecommunications ordinance would bring the Town into compliance with State law changes. A 10 foot sign setback and a corner clearance provision are proposed. More substantial changes are proposed to defining and regulating types of greenhouses and also to strengthening wetlands protections.

In 2019, the Planning Board regretfully received resignation from Recording Secretary Jocelyn Carlucci. For over ten years, Jocelyn did a fantastic job recording the minutes of the meetings. The Board thanks her for all her hard work and commitment over the years, and wishes her well.

The Board lost a long-standing member last year with Chairman Alan Topliff's sad passing in July after a long, hard-fought battle with cancer. Alan dutifully served as the Planning Board Chair for over ten years. He had a passion for Pembroke and was very dedicated to the community through his involvement with the Planning Board, Fire Department, and the church. Alan was an anchor of the Planning Board for many years and is greatly missed by all.



## PLANNING BOARD

Serving on the Planning Board is a great way to get involved in the town. Becoming a member will give you a seat at the table to discuss and make decisions on development, housing, transportation, and other important community trends. The Board has space for an additional member as well as alternate positions. Please call or email the Planning Office for more information.

As we reflect on another year of hard work, we want to acknowledge Michael Vignale, the town's consulting engineer from KV Partners, LLC as well as staff from the CNHRPC, whom we thank for their services.

Respectfully Submitted,

Brian Seaworth, Planning Board Chair

### Members of the Board 2019:

Alan Topliff, Chairman	Brian Seaworth, Chairman	Robert E. Bourque, Vice Chairman
Kathy Cruson, Member	Brent Edmonds, Member	Timothy Goldthwaite, Member
Daniel Crean, Member	Clinton Hanson, Jr., Member	Andrew Githmark, Alternate Member
Ann Bond, Selectmen Representative	Vincent Greco, Selectmen Alternate	
Sandy Goulet, Selectmen Alternate		
Jocelyn Carlucci, Recording Secretary	Susan Gifford, Recording Secretary	

**GENERAL ASSISTANCE**

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

**Total applications for general assistance in 2018: 132                      in 2019: 147**

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

**Total general assistance given:**

	<u>2018</u>	<u>2019</u>
Rent w/o heat	1,600.00	3,725.00
Shelter/Motel	430.00	2,880.00
Electric	350.33	152.36
Gas/Oil	.00	938.50
Gasoline	15.00	.00
Burial	<u>1,500.00</u>	<u>3,135.00</u>
 TOTAL	 <u>\$ 3,895.33</u>	 <u>\$10,830.36</u>

The Town pays the Community Action Program (CAP) for a percentage of the costs incurred by that agency by citizens who are Town residents. The assessment for 2019 was \$21,000.00 which also comes out of General Assistance Funds.

Due to the lack of affordable housing we are seeing more applicants looking to find alternative housing options. They call looking for Town Welfare to find them a new apartment. Unfortunately, we are not able to do that. Applicants must find housing on their own (a list of landlords is provided). Once they find safe, affordable housing they may contact the Welfare Department to see if they are eligible for assistance with first month's rent. They must provide verification that, if assisted, they can maintain that new apartment on their own so that they are not evicted from it in a few months.

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

Respectfully submitted,  
Muriel Previe  
Welfare Director

## RECREATION COMMISSION

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

Last year the commission used revolving account money to put in motion sensor LED lights in the bathrooms, purchased a new door on concession stand, and installed a metal roof over the concession window.

The commission would like to congratulate Ryan Martineau for receiving his Eagle Scout Badge. Ryan's project was to upgrade the 12 horseshoe pits at the park. New backboards were installed along with new material added to all pits. Congratulations Jon on a well-deserved award.

The commission would like to recognize 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 2019 were: Jasmine Mann, Green Heron, Arthur James, Walker Smith, Dean Harlem, and Senie Hunt. These concerts were a free event for all.

A BIG thank-you for our concert sponsors: Allenstown Laundromat, Brickett Hill Landscape, Continental Paving, Granite State of Mind, Jacques' Pastries, Kimball's Cav'ern, Kruger's Excavating & Paving, Lavallee Oil, Merrill Construction, Pembroke Pines Country Club, Pembroke Automotive, The Print Shop, Sully's Market, and Suncook Dental.

Each year the commission sponsors a summer recreation program, vacation camps during school vacations, men's recreational basketball league, yoga classes, tennis lessons, and our summer concert series.

Other programs that have been offered in the past were: archery lessons, golf lessons, lego club, Hershey Track and Field Team, 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, and various groups or individuals from Pembroke who use the park facilities for gatherings.

A 10-station physical fitness circuit is located at Memorial Field. 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. All signs/structures have been upgraded or replaced.

## RECREATION COMMISSION

Our summer tennis lessons were directed by Chris Sporic. Twenty people participated. The classes were held for children and adults at the tennis courts located at the high school.

Sarah Guillemette directed our summer rec program for children in grades 1 - 6. The program ran for eight weeks. One hundred twenty-five children registered for the program. The cost was sixty dollars a week and included the weekly field trips. Scholarships were made available for families. Heather Jeffrey, Elizabeth Jeffery, and Rachel Lamy assisted Sarah along with teenage counselors. Throughout the summer, the children were involved in sport activities, arts and crafts, and weekly field trips. Trips attended were: State Park Beaches, The Flume Gorge, Polar Caves, Fischer cats game, Chunky's, Cowabunga's, and York's Wild Kingdom. Campers were also entertained by outside groups – Wildlife Encounters, The Majestic Theatre, and Squam Lake Science Center. Sarah organized a theme each week. This year's theme weeks were: Passport to Fun, Water World, Animal Planet, Color Wars, Campers vs Counselors, Olympic Week, Retro Week, and Best of the Best.

This year the program added upgraded field trips for the older campers at an additional cost. Trips were taken to Whales' Tales Water Park, York's Wild Kingdom, Hilltop Fun Center, Mel's Funway Park, Candia Springs Adventure Park, Fun Spot, Fun World, and Chucksters. The Program had extended hours for early drop off and late pick up. Parents paid a modest weekly for the extended care. Sarah also ran our Christmas, February, and April vacation camps. This allowed parents the opportunity to drop off their children for supervised activities.

Old Home Day Committee had another successful day for their annual event. This year's theme was "Remember When." The Amoskeag Rowing Club used the facility for their annual New England Regatta Championship. It was another successful day for their annual event. The Pembroke Recreation Commission sincerely appreciates the great care both groups took in the using the park and their outstanding cleanup after their events.

To close, we want thank **Jim Boisvert** and the highway department for 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 Boudette** from **Specialized Turf Services** for his advice and amenities he has provided to the town; **Brendan Fish** from **Jade Stone and Landscape** for the his work on the playground and grounds; **Josh Coughlin** and his school staff for his help in securing space for our recreation camps; **Amoskeag Rowing Club's** donation towards upkeep of the park; and **Continental Paving** for another **generous** donation to the recreation department.

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

Respectfully submitted,  
Rose Galligan, Chairperson  
Sharon Morris  
Steve Fowler  
Richard Bean, Selectman  
Sam Barker, Alternate

**TOWN CLERK REPORT**

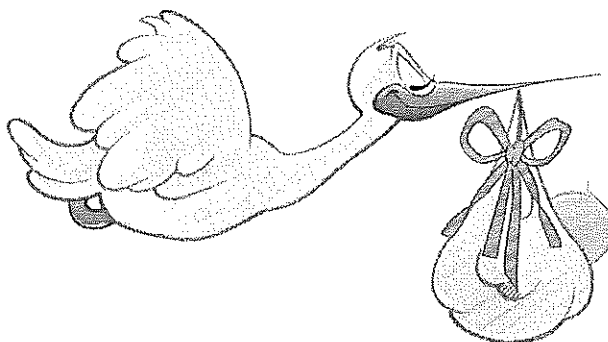
January 1, 2019 to December 31, 2019

Motor Vehicle Registrations.....	10,074.....	\$1,561,926.56
Title Application Filing Fees.....	2,036 @ \$2.00 ea.....	\$4,072.00
Municipal Agent Fees.....	9,591 @ \$3.00 ea.....	\$28,773.00
Dog Licenses & Fines.....	1,430.....	\$10,367.00
Dog Fines.....	.....	250.00
Marriage Licenses.....	32 @ \$50.00 ea.....	\$1,600.00
Vital Record Fees.....	.....	\$4,375.00
UCC State Fees.....	.....	\$2,095.00
Election Filing Fees.....	0 @ \$2.00 ea.....	\$0.00
Tax Lien Filing Fees.....	0 @ \$15.00 ea.....	\$0.00
Pole & Wire Permits.....	6 @ \$10.00 ea.....	\$60.00
Rental Respondent Affidavit.....	0 @ \$15.00 ea.....	\$0.00
Articles of Agreement.....	1 @ \$5.00 ea.....	\$5.00
Miscellaneous.....	.....	\$245.80
<b>TOTAL TOWN CLERK DEPOSITS – 2019.....</b>	<b>.....</b>	<b>\$1,613,769.36</b>
<b>STATE FEES COLLECTED AS MUNICIPAL AGENT.....</b>	<b>.....</b>	<b>\$475,989.64</b>

## VITAL RECORDS

## PEMBROKE RESIDENT BIRTH REPORT - 2019

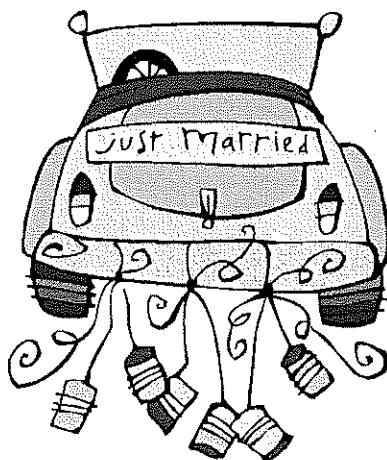
<u>Child's Name</u>	<u>DOB</u>	<u>Place of Birth</u>	<u>Parents</u>	
Hilton, Brayden Christopher	01/02	Concord	Hilton, Christopher	Matchekosky, Samantha
Hoffman, Audrey Rose	01/20	Concord	Hoffman, Benjamin	Morales Hoffman, Megan
Murray, Andrew James	02/09	Concord	Murray, James	Murray, Dayna
MacNally, Delaney Louise	02/18	Manchester	MacNally, Michael	MacNally, Amanda
McFarland, Anna Michelle	02/26	Concord	McFarland, Ian	Smith, Jillian
Guilbeault, Julian Dennis	03/01	Concord	Guilbeault, Christopher	Smith, Mariah
Adams, Lola Elizabeth	04/03	Concord	Adams, Michael	Adams, Samantha
Morgan, Jonathan Patrick	04/15	Manchester	Morgan, Sean	Montville, Rebecca
Morgan, Aislin Eileen	04/15	Manchester	Morgan, Sean	Montville, Rebecca
Barnes, Logan Maxell	04/22	Concord	Barnes, Madison	Mahoney-Lyons, Caitlin
Jenness, Rhyss Scott	05/07	Concord	Jenness, Derick	Jenness, Abby
Adams, Charlotte Grace	05/09	Concord	Adams, Cory	Adams, Kelsey
Ernst, Levi Edward	05/17	Concord	Ernst, Zachary	Ernst, Rachel
Lamirande, Elijah Thomas	05/31	Manchester	Lamirande, Johnathan	Jones, Hannah
Lamirande, Emma Rose	05/31	Manchester	Lamirande, Johnathan	Jones, Hannah
Gwinn, Levi Brian	06/12	Concord		Gwinn, Julie
Dubuque, Stella Jo	06/19	Manchester	Dubuque, Tyler	Smith, Emily
Miner, Wesley Daniel	06/27	Concord	Miner, Blakely	Miner, Danielle
Reposa, Arianna Giselle	07/04	Manchester	Reposa, Corey	Sanchez, Sheena
Abbott, Greyson Carter	07/25	Concord	Abbott, Alex	Campbell, Alyssa
Debrand, Biasini Luna Belle	08/08	Concord	Debrand, Manuel	Biasini, Gabriela
Artz, Zoie Elaine	08/14	Concord	Artz, Daniel	Artz, Amanda
Graichen, Brooks Henry	08/14	Derry	Graichen, Brian	Lakowicz, Carrieann
Carrier, Felix Sebastian	0814	Concord	Carrier, Derek	Carrier, Lindsey
Malandrino, Adalynn Rose	08/17	Concord	Malandrino, Corey	Malandrino, Laura
Bulsa, Natalie Ann	09/06	Manchester	Bulsa, Matthew	Plante, Jessica
Thorne, Kalii Rae	10/07	Manchester	Thorne, Jason	Thorne, Desiree
Breton, Charlotte Ann	10/23	Concord	Breton, David	Breton, Stefanie
Meffert, Wesley Robert	10/25	Concord	Meffert, Sean	Meffert, Carolyn
Miller, Olivia Helen	12/07	Manchester	Miller, Scott	Leblanc, Melanie



## VITAL RECORDS

## PEMBROKE RESIDENT MARRIAGE REPORT – 2019

<u>Person A</u>	<u>Residence</u>	<u>Person B</u>	<u>Residence</u>	<u>Place</u>	<u>Date</u>
Legsdin, Kelsi R.	Pembroke	Lemear, Zachary J.	Pembroke	Sunapee	01/11
Goss, Ryan T.	Pembroke	Saltzman, Jessica I.	Pembroke	Bedford	01/12
Judge, Brooke L.	Pembroke	Costello Jr., Anthony E.	Pembroke	Hooksett	01/12
O'Brien, Ronald A.	Pembroke	Paulin, Angela L.	Pembroke	Nashua	05/31
Difava, Kayla M.	Pembroke	Hastings, Avery E.	Pembroke	Chichester	05/31
Taylor, Daniel S.	Pembroke	Yeaton, Bethany E.	Pembroke	Goffstown	06/01
Scavotto, Sean M.	Pembroke	Carlstrom, Julia M.	Elkins	Candia	06/08
Kenny, Sanuel T.	Pembroke	Apgar, Lydia G.	Epsom	Epsom	06/15
Carleton, John D.	Pembroke	Vance, Sarah E.	Pembroke	Allenstown	07/08
Patno, Brian C.	Pembroke	Iannuzzi, Sabrina M.	Pembroke	Dunbarton	07/13
Merrill, Jonathan K.	Pembroke	Mills, Lindsey E.	Pembroke	Concord	07/19
Lewis, John G.	Pembroke	Spottiswood, Jessika A.	Pembroke	Lincoln	08/10
MacNeill, David A.	Concord	Lee, Madison M.	Pembroke	Candia	08/11
Pandolfi, Brianna K.	Pembroke	Hiltz, James-John E.	Pembroke	Laconia	08/31
Lacourse, Paul J.	Pembroke	Dupre, Louise A.	Pembroke	Pembroke	09/01
Ventresco Jr., John R.	Pembroke	Bergeron, Laura B.	Pembroke	Gorham	09/07
Soares, Jeffrey A.	Pembroke	Richards, Patricia A.	Pembroke	Pembroke	09/13
Dabrieo Jr., Stephen R.	Pembroke	Trombley, Mary B.	Pembroke	Pembroke	09/18
Daneault, Ashley J.	Pembroke	McDowell, Davin R.	Pembroke	Pittsburg	09/21
Brock, Daniel R.	Pembroke	Demartini, Shauna M.	Pembroke	Londonderry	09/28
Leveque, Nicole M.	Pembroke	Sinclair Jr., Paul W.	Manchester	Chichester	09/28
Sherman, Victoria E.	Pembroke	Fagnant, Jamie L.	Pembroke	Keene	09/28
Gelinas, Adam M.	Pembroke	Gagne, Madison A.	Pembroke	Epping	10/06
Patterson, Stacey L.	Pembroke	Gagnon, Katelyn L.	Pembroke	Northfield	10/19
Smith, Jillian K.	Pembroke	McFarland, Ian M.	Pembroke	Pembroke	10/19
Weiss, Lauren A.	Pembroke	Schuttinger, Christopher M.	Pembroke	Jackson	12/14
Arbo, Michael K.	Pembroke	Pelletier, Debra A.	Pembroke	Pembroke	12/31



## VITAL RECORDS

### PEMBROKE RESIDENT DEATH REPORT – 2019

<u>Name</u>	<u>Date</u>	<u>Place</u>	<u>Father's name</u>	<u>Mother's name</u>
Luckern, Judy	01/05	Pembroke	Banker, Edmund	Hamel, Arlene
Digiuseppe, Henry	01/09	Tilton	Digiuseppe, William	Divincenzi, Giovanna
Roach, Kristin	01/16	Concord	Wakefield, Kenneth	Houghton, Lorraine
Rolph, William	01/20	Pembroke	Rolph Sr., Loyal	McCurdy, Blanche
Roy, Roger	01/27	Concord	Roy, Ernest	Larcher, Jeanne D'Arc
Rowden, Douglas	01/30	Epsom	Rowden, Ralph	McNeilly, Marion
Waldron, Devron	02/02	Manchester	Waldron, Sidney	Rogers, Alice
Ward, Sabine	02/07	Portsmouth	Mueller, Alfred	Gwinner, Ingeborge
Saltmarsh, Judith	02/12	Pembroke	Jannelle, Robert	Burnham, Marilyn
Dean Jr., Harry	02/19	Pembroke	Dean, Harry	Benson, Irene
Mulcahy, Claire	02/26	Manchester	Mello, Tilbert	Copeland, Gloria
Letendre, Jeanne	03/05	Concord	Raymond, Albert	Sirard, Alice
Wein, David	03/10	Concord	Wein, Richard	Stranahan, Helen
Lombardi, Joseph	03/12	Pembroke	Lombardi Sr., Joseph	Clegg, Shirley
Poole Jr., Eric	03/16	Epsom	unknown	Burney, Juanza
Ordway, Dakota	03/18	Laconia	Ordway, David	Holley, Casey
Carter, Richard	03/25	Pembroke	unknown	Carter, Susan
Roberge, Mark	03/28	Nashua	Roberge, Francis	Timmins, Ruth
Santacruce Jr., Patsy	04/09	Pembroke	Santacruce, Patsy	Pelillo, Celia
Buttrick, Leni	04/11	Bedford	Baldelli, Lido	Dyment, Pauline
Smith, Sandra	04/15	Concord	Bernard, Hollis	Goodale, Barbara
Barnes, Michael	04/22	Concord	Barnes, Francis	Frace, Mildred
Rogers, David	04/23	Manchester	unknown	unknown, Ruth
Fletcher, Jean	04/29	Windham	Totman, Reginald	Durfee, Helen
Robinson, Christine	04/29	Bow	Perci, Vito	McDonnell, Margaret
Lessard, Larry	04/30	Manchester	Lessard Sr., Larry	Bureau, Marcia
Emmons, Brad	05/09	Hooksett	Emmons, Raymond	Wencek, Stephanie
Boddy, Noreen	05/26	Lebanon	Boddy, Merton	Mann, Mabel



## VITAL RECORDS

## PEMBROKE RESIDENT DEATH REPORT – 2019

<u>Name</u>	<u>Date</u>	<u>Place</u>	<u>Father's name</u>	<u>Mother's name</u>
Connor, Marie	05/28	Concord	Jacob, Louis	Benoit, Alice
Button, Alan	06/09	Pembroke	Button, Howard	Pelletier, Helena
Burroughs, Tracy	06/10	Lebanon	Burroughs, Ronald	Ridgeway, Rebecca
Brown, Robert	06/10	Concord	Brown, Jeness	Rand, Emma
Heck III, George	06/24	Pembroke	Heck Jr., George	Thompson, Gladys
McDonnell Jr., John	07/12	Concord	McDonnell Sr., John	McDonnell, Margaret
Snyder, Danielle	07/13	Pembroke	Hebert, Richard	Pickard, Wanda
MacKenzie Sr., Earl	07/14	Concord	MacKenzie, William	McLntyer, Jessie
Whitbeck, Woodrow	07/23	Concord	Whitbeck, Woodrow	Raynor, Evelyn
Chestang, Pierre	07/28	Manchester	unknown	unknown
Mondoux, Gerard	07/28	Epsom	Mondoux, William	Gaumont, Alberta
Topliff, Alan	07/29	Concord	Topliff, Hubert	Robish, Kathryn
Wolf, Marilyn	08/07	Concord	Brown, Raymond	Kibbey, Mary
Eaton, Robert	08/21	Concord	Eaton, Laurence	Godfrey, Clarice
Michael, David	08/29	Pembroke	Michael, Earl	Damron, Eloise
Nadeau, Mary	09/07	Pembroke	Towle, Herbert	Bean, Louise
Davis, Francis	09/17	Pembroke	Desrosier Jr., Francis	Shea, Ardith
Decato, Donna	09/30	Boscawen	Austin Jr., George	Beliveau, Theresa
Baum, Simone	10/01	Concord	Amyot, William	Gamelin, Blanche
Lessels, Robert	10/02	Concord	Lessels, Clarence	Hammond, Marjorie
Erickson, Chantal	10/14	Concord	Erickson, William	Binette, Paula
Rouse, Tre	11/15	Hooksett	Rouse, Ted	Richardson, G Renee
O'Brien, Kevin	11/21	Concord	O'Brien, Richard	Glines, Agnes
Strachan, John	11/21	Pembroke	Strachan, Guy	Spiro, Violet
Bernard, Beverly	12/07	Pembroke	Distadio, John	Mitchell, Antoinette
Johnson, Robert	12/12	Concord	Johnson, Theodore	Jones, Eva
Robinson, Howard	12/12	Concord	Robinson, Joseph	Lewis, Flossie
Demel, Sasha	12/15	Concord	Leech, Ian	Hatt, Sarah

## LIBRARY

Longtime Pembroke Town Library Director Cindy Stosse retired May 31, 2019. Cindy served the Town for thirteen years. You'll occasionally see Cindy at the Library. She visits often. The Library Board of Trustees hired Tim Sheehan of Hooksett to serve as Library Director. Tim started May 23, 2019.

Tim and the Library staff are working to implement a new automated system. Our current system, Alexandria, is out of date. After evaluating various systems during the fall, staff have selected Biblionix's Apollo as our new system. Once implemented, patrons will find the catalog interface user friendly. Cardholders will be able to renew items online, reserve items online, and receive text messages when items are ready for pickup. More information about the system will be available soon.

We have several volunteers we'd like to salute. Sue Hunt assists Children's Librarian Marie Mehegan weekly with Story Times. Sue also contributes to special events, such as our Halloween Party and annual Polar Express extravaganza. We also thank Lisa Gilbert for her annual assistance with our Polar Express event. Sami Gunther deserves recognition for assisting us with shelving Children's books. We'd also like to thank Associated Grocers of New England, Cowabunga's of Hooksett, Jacques Pastries, and Suncook Dental for contributing to our Summer Reading Program. If you or your business would like to contribute prizes to our Summer Reading Program, please contact the Library. For this year's Summer Reading Program, we will also have a fun way for adults and teens to participate.

We'd also like to give a huge thumbs up to the Library staff. Assistant Director Heather Tiddes catalogs items for our collection, handles requests for inter-library loan, and maintains our daily book sale. Our Children's Librarian Marie Mehegan provides weekly Story Time programs that readies young Pembroke children for school and homeschool programs that not only assists homeschool children, but also parents. Shanna Gagne processes items recently purchased. Her creative displays make the Library a festive place to visit. Alyssa Gilbert excels in keeping the Library clean. We appreciate the staff's efforts.

The Library Board of Trustees commissioned local artist Katy Rhodebeck to paint a mural honoring Pembroke greats Pat Crafts, a former Library trustee, and Bert Whittemore, a Library supporter. Rhodebeck completed the mural in November. The mural showcases activities cherished by Crafts and Whittemore. The Trustees used donations in honor of Crafts and Whittemore to pay for the mural. Come see the mural during Library operating hours. It is located in our knitting/reading nook.

Knitters are welcome to hang out in our knitting nook. Various yarns are available for all to use. Marie hosts a Knit/Crochet for a Cause Saturdays at 11am.

When you use the Library to borrow a book or video, you save yourself money. Interested in seeing how the Library saves you money? On our website (<https://www.pembroke-nh.com/library>), we have a link in our navigation bar titled "Library Use Value Calculator." Use it to calculate your savings. Not a Library user? Come in to see our offerings. If we don't have what you're looking for, we'll either purchase it or borrow it from another New Hampshire Library.

Our used Book Sale is available during Library hours. Paperbacks are \$0.50 each. Hardcover books, CDs, and DVDs are \$1.00 each. During November, we host an expanded book sale, with items ideal for gift giving. The Book Sale is another way we save you money.

We offer much more than books. Puzzles, a telescope, and museum passes (Children's Museum of New Hampshire and **McAuliffe-Shepard Discovery Center**) are available to borrow. A high intensity reading lamp is available for in-library use. We have weekly programs for children, such as Tuesday and Wednesday Story Times. Mah Jongg players meet every Wednesday at 1pm. Annual children's events include Take Your Child to the Library Day, a Halloween Party, and our December Polar Express reading.

## LIBRARY

We are also a mini business center. No need to venture to Concord or Hooksett. A photocopier is available. Photocopies are \$0.10 per page. Need to fax something? We have a fax service with costs at \$1.50 for the first page, and \$1.00 for each additional page. Is your computer on the fritz? Come to the Library to use one of ours. Printing is 10 cents per page. Public WiFi is also available if you prefer using your own device. Need something notarized? Tim is a public notary. Need help using your device? Schedule a Tech Time with Tim session.

**We invite all Pembroke non-profit groups to use our Pine Grove Farm meeting room. The Library recently purchased a 65 inch television so that one may easily hook up their laptop make a presentation on a large, crystal-clear screen. A projector and a screen are also available. Please call the library at 485-7851 for availability.**

The Pembroke Town Library goals are to encourage the love of reading, to stimulate the search for information, and to enrich personal lives by providing services, programs and materials to expose the entire community to rich varieties of culture. The Library is open to suggestions about our collections and services. Please feel free to provide your input to staff, be it book recommendations or programs you'd like the Library to offer. The Library Board of Trustees meets every third Wednesday of the month. All meetings are open to the public, with time reserved for public comments.

Respectfully submitted,

Pembroke Town Library Trustees:

Susanne Whitbeck – Co-Chair  
Judy Mitchell – Co-Chair  
Shelley Fowler – Treasurer  
Marie Brezosky  
Kaitlin Camidge  
Linda Manter – Alternate

Pembroke Town Library Staff:

Tim Sheehan – Director  
Heather Tiddes – Assistant Director  
Marie Mehegan – Children's Librarian  
Shanna Gagne – Circulation Services  
Alyssa Gilbert - Custodian



## TRUSTEES OF TRUST FUNDS

### ANNUAL REPORT FOR CALENDAR YEAR 2019

The Trustees would like to take this opportunity to summarize the key changes in the Trust Funds for 2019.

In 2019, the number of capital reserve and trust accounts remained constant, but the name and purpose of an account for bridge repairs was broadened to include roadway infrastructure. There were changes in the composition of investments resulting from corporate restructuring, corporate acquisitions, and dividend suspensions which necessitated sale of the securities in the Pembroke Academy Scholarship Trust.

This year also marked a major change in the way that trusts and capital reserves are managed. The trustees issued a request for proposal and interviewed wealth management organizations to assume custody and State reporting duties. TD Wealth Management was selected and asset transition began in late December of 2019.

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. Because of the timing of asset transfers, interest income may be understated slightly but not materially. The magnitude of the understatement is equal to interest for the last 11 days of December of 2019. Any interest or dividend income and any fees resulting from operation at TD Wealth Management in the closing days of December could not be obtained in time to be included in this year's Town Report schedules. Forms MS-9 and MS-10 which can be difficult to comprehend and which contain essentially the same data as statements in the Town Report are not included. Those forms are prepared and submitted annually to the State Department of Revenue Administration and the Office of the Attorney General, Division of Charitable Trusts. Trust laws dictate however, that Cemetery Trust information contained on Form MS-9 itemizing cemetery lots, be published annually. That required information can be found on adjacent pages in this report.

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

Respectfully submitted: Gerard Fleury - Trustee  
Courtney Eschbach – Trustee  
Sharon Wickens - Trustee

## TRUSTEES OF TRUST FUNDS

### TRUST FUND REPORT OF THE TOWN OF PEMBROKE, NEW HAMPSHIRE ON DECEMBER 31, 2019 CHANGE IN TRUST FUND ASSETS - MUNICIPAL

<b>Assets at December 31, 2018</b>	<b>\$3,044,316.15</b>
<b>Contributions to the Trusts:</b>	
Fire Equipment Capital Reserve	140,000.00
Fire Small Equipment Fund	10,000.00
Town Equipment Fund	150,000.00
Cemetery Improvement Capital Reserve	10,000.00
Energy Efficiency Capital Reserve	15,000.00
Police Cruiser Replacement Fund	55,000.00
Police Small Equipment Fund	10,000.00
Municipal Facilities Capital Reserve	40,000.00
Revaluation Capital Reserve	<u>32,500.00</u>
	<b>\$462,500.00</b>
<b>Earnings on Trust Investments:</b>	
Cemetery Trust - Perpetual Care Interest & Dividend - Net of Fees	1,854.36
Cemetery Trust - Perpetual Care Gains/(Losses)	67.08
Cemetery Improvements	0.64
Cemetery Donation Fund	0.03
Library Book Fund	0.46
Library Media Fund	0.46
Energy Savings Capital Reserve	1.50
Town Equipment Fund	36.41
Fire Major Equipment Fund	54.47
Fire Small Equipment Fund	12.03
Sewer & Water Capital Improvement	6.31
Water Works Capital Improvements	15.24
Water Works Equip. & Buildings	17.93
Town Hall Cupola Fund	0.11
Town Clock Fund	0.23
Municipal Facilities Capital Reserve	25.60
General Purpose Sidewalk Fund	4.07
Recreation Fund	6.31
Police Cruiser Fund	8.17
Police Small Equipment Fund	6.32
Sewer Commission Capital Improvement	23.17
Sewer Commission Repairs & Replacement	12.90
Sewer Plant Reserve	3.38
Sewer Equipment & Building Fund	10.96
Town Roadway Infrastructure Capital Reserve	8.17
Revaluation Fund	<u>12.38</u>
	<b>\$2,188.69</b>

**TRUSTEES OF TRUST FUNDS**

**TRUST FUND REPORT OF THE TOWN OF PEMBROKE,  
NEW HAMPSHIRE ON DECEMBER 31, 2019  
CHANGE IN TRUST FUND ASSETS - MUNICIPAL  
(Continued)**

<b>Withdrawals from Trust Funds:</b>	
Police Cruiser Fund	18,360.77
Police Small Equip Capital Reserve	4,909.40
Fire Major Equipment Capital Reserve	690,929.00
Fire Small Equipment Capital Reserve	31,538.85
Cemetery Improvement Capital Reserve	13,575.00
Municipal Facilities Capital Reserve	54,106.00
Revaluation Capital Reserve	58,827.43
Water Works Capital Reserve	224,872.39
Water Works Equip & Buildings	244,009.21
Town Equipment Capital Reserve	99,644.00
	<u>\$1,440,772.05</u>
<b>Assets at December 31, 2019</b>	<b>\$2,068,232.79</b>

## TRUSTEES OF TRUST FUNDS

### TRUST FUND REPORT OF THE TOWN OF PEMBROKE,

#### NEW HAMPSHIRE ON DECEMBER 31, 2019 SCHEDULE OF TRUST BALANCES - MUNICIPAL

Cemetery Trusts - Unexpendible Balance	\$29,355.82
Cemetery Trust - Available for Distribution (D)	42,099.05
Library Book Fund - Unexpendible Balance	4,666.62
Library Book Fund - Available for Distribution (E)	16.28
Library Media Fund - Available for Distribution (E)	5,072.29
Cemetery Improvements - Available for Distribution (D)	3,470.81
Cemetery Donation Fund - Available for Distribution (D)	232.33
Town Equipment Fund - Available for Distribution (C)	399,616.03
Police Cruiser Replacement - Available for Distribution (C)	110,761.15
Police Small Equipment Fund - Available for Distribution (D)	71,484.29
Fire Major Equipment Fund - Available for Distribution (C)	113,854.37
Fire Small Equipment Fund - Available for Distribution (D)	106,491.80
Recreation Capital Reserve - Available for Distribution (C)	65,675.64
Sidewalk Building & Repair Fund - Available for Distribution (C)	42,253.59
Water Works Capital Reserve I - Available for Distribution (A)	0.00
Water Works Capital Reserve II - Available for Distribution (A)	0.00
Sewer Commission - Capital Improvements (B)	241,569.93
Sewer Commission - Repair & Replacement (B)	134,505.29
Sewer Commission - Sewer Plant Reserve (B)	34,986.33
Sewer Commission - Equip & Buildings (B)	114,205.08
Energy Savings Capital Reserve (D)	27,535.10
Town Hall Cupola Fund - Available for Distribution (D)	1,075.89
Town Clock Fund - Available for Distribution (D)	2,431.53
Sewer & Water Capital Reserve - Available for Distribution (D)	65,686.57
Municipal Facilities Capital Reserve (D)	260,831.00
Property Revaluation Fund (D)	105,460.13
Town Roadway & Infrastructure Fund - Available for Distribution (D)	84,895.87
TOTAL UNEXPENDIBLE FUNDS	34,022.44
PRESENT ACCOUNT BALANCE	<u>2,034,210.35</u>
<b>TOTAL TRUST FUNDS</b>	<b>\$2,068,232.79</b>

**TRUSTEES OF TRUST FUNDS**

**TRUST FUND REPORT OF THE TOWN OF PEMBROKE,**

**NEW HAMPSHIRE ON DECEMBER 31, 2019**

**SCHEDULE OF TRUST BALANCES - MUNICIPAL**

**(Continued)**

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  
FOR PERIOD ENDING DECEMBER 31, 2019  
CHANGE IN TRUST FUND ASSETS - SCHOOL**

<b>Assets at December 31, 2018</b>	<b>\$1,317,389.66</b>
<b>Contributions to the Trusts:</b>	
Educational Opportunities Fund	1,663.68
School Building & Grounds Capital Reserve	31,000.00
School Technology Capital Reserve	10,000.00
School Equipment Capital Reserve	<u>70,000.00</u>
Total Contributions	\$112,663.68
<b>Earnings on Trust Investments - Net of Fees:</b>	
Interest & Dividends Net of Fees - Scholarships	35,061.51
Capital Loss - Scholarships	-8,476.63
Interest & Dividend Net of Fees - Literacy Trust	697.47
Interest Income on Educational Opportunities Fund	0.78
Interest Income on Special Education Capital Reserve	35.35
Interest Income on Building Capital Reserve	15.11
Interest Income on Site Improvement Capital Reserve	6.31
Interest Income on School District Major Equipment Fund	8.29
Interest Income on School Technology Fund	3.96
Interest Income on School Instructional Materials	<u>8.82</u>
Total Earnings	\$27,360.97
<b>Withdrawals from Trust Funds:</b>	
Scholarship Funds Awarded	35,000.00
Building Capital Reserve Fund	27,812.00
School Instructional Materials Capital Reserve	3,642.28
Total Withdrawals	\$66,454.28
<b>Assets at December 31, 2019</b>	<b>\$1,390,960.03</b>

**TRUSTEES OF TRUST FUNDS**

**TRUST FUND REPORT OF THE TOWN OF PEMBROKE  
PERIOD ENDING DECEMBER 31, 2019  
SCHEDULE OF TRUST BALANCES -SCHOOL**

Scholarship Fund - Unexpendible Balance	\$436,524.51
Scholarship Fund - Available for Distribution (A)	25,655.58
Literacy Trust - Unexpendible Balance	19,798.22
Literacy Trust - Available for Distribution (B)	4,730.85
Capital Repairs - Available for Distribution (C)	172,922.60
Major Equipment & Labor Fund - Available for Distribution (D)	147,595.69
School Technology Capital Reserve (D)	50,014.29
Special Education Fund - Available for Distribution (D)	369,060.08
School Site Improvement Capital Reserve (C )	65,485.90
Instructional Materials (D)	90,690.56
Educational Opportunities Fund (E)	8,481.75
<b>TOTAL UNEXPENDIBLE FUNDS</b>	<b>456,322.73</b>
<b>TOTAL AVAILABLE FOR DISTRIBUTION</b>	<b><u>934,637.30</u></b>
<b>TOTAL TRUST FUNDS</b>	<b>\$1,390,960.03</b>

Distribution legend:

- (A) Academy Scholarship Awards Committee are Agents to Expend.
- (B) Elementary School Principals are Agents to Expend.
- (C) Warrant Article at School District Meeting Required for Expenditure.
- (D) School Board are Agents to Expend.
- (E ) PALS are Agents to Expend

**PERPETUAL CARE CEMETERY TRUST FUNDS**

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

**PERPETUAL CARE CEMETERY TRUST FUNDS**

Yr. Created	Name	Amount	Yr. Created	Name	Amount	Yr. Created	Name	Amount
1964	Rufus George	200.00	1968	Burt D. Robinson	400.00	1974	Ashley H. Knowlton	100.00
1964	<i>Evans Clark</i>	300.00	1970	<i>Forrest Huggins</i>	200.00	1974	Hasselind & Tilden	200.00
1964	<i>George H. Batchelder</i>	250.00	1970	E. George Bayer	200.00	1947	Russ & Nevley Hilliard	200.00
1964	Gilman Bradbury	200.00	1971	Moses Martin	200.00	1975	<i>Enoch Nerbonne</i>	200.00
1967	Frederick & Jean Talk	200.00	1971	John Rand	200.00	1977	<i>George Cofran</i>	300.00
1967	Jenness Dearborn	200.00	1971	Mark Milton	100.00	1977	<i>Norman &amp; Abby Smith</i>	200.00
1968	Batchelder & Lamb	200.00	1972	<i>Eleazer Baker</i>	200.00	1977	<i>Locke &amp; Clough</i>	500.00
1968	Agar & Rogge	200.00	1972	Maynard Knowlton	80.00	1978	<i>Duffet Lot</i>	1000.00
1968	<i>Gilbert Astles</i>	200.00	1974	Harry & Erwin Chase	200.00	1978	Bates Lot	200.00
1968	William Miller	200.00	1974	<i>Mary A. Wyker</i>	200.00	1979	Willard & Ruth Hill	200.00
1968	Tim & Viola Fowler	200.00	1974	<i>Everett &amp; Grace Farnum</i>	200.00	1980	*	150.00
1968	<i>George Lea</i>	200.00	1974	Harrison Morgan	100.00	1981	<i>Evergreen Perp Care</i>	6940.00
		2,550.00			2,280.00	1982	*	1600.00
						1983	*	700.00
						1985	<i>Catherine Simpson</i>	500.00
						1986	*	300.00
								13,290.00
<i>Evergreen Cemetery Lots</i>						TOTAL CEMETERY FUNDS **		36,270.00
* Trust records document the increase in trust principal but not the identity of the Lot Owner.						Cumulative Investment Losses		6,914.18
** Trust values are expressed at originally recorded book values.						Cemetery Fund Adjusted Balance		\$29,355.82



## **SUPERVISORS OF THE CHECKLIST**

### **Supervisors**

The Town of Pembroke maintains two elected, checklist supervisor positions, Robin Lounsbury and supervisor chair, Karen Yeaton.

Per RSA 654:27 Pembroke supervisors held five public sessions between January and December at which, changes to the checklist were reviewed and approved. Voters made name-changes, address or party affiliation changes and new voters registered to vote in Pembroke. The schedule for public, supervisor sessions is found on the bulletin board at town hall and on the town website.

Supervisors had the opportunity to attend Election Law Training meetings hosted by the State of New Hampshire Secretary of State's Office, as well as the SANS Cyber Security Training to learn more about the newly implemented processes and tools that are designed to protect the town and the state voters and voter databases from hacking and other security threats.

In between training and elections, supervisors were busy maintaining the voter checklist. In 2019, supervisors made 380 changes to the checklist including adding 88 voters.

### **Elections**

Checklist supervisors managed one election in 2019.

Pembroke Town/School Elections on March 12, 2019

- Total Votes: 391 (7.29%)

At the end of 2019, there are 5331 registered voters in Pembroke. The political party distribution of voters is:

- 1661 Republican
- 1452 Democrat
- 2218 Undeclared

### **New/Revised Election Laws in 2019**

#### **Libertarian Party**

The Libertarian party's candidate for Governor received less than 4 percent of the total number of votes cast at the November 6, 2018. Therefore, as required by RSA 652:11, the party transitioned back to be a political organization on January 2, 2019.

Starting January 2, 2019, a person may no longer choose to be a member of the Libertarian Party when registering to vote or when changing party affiliation. All voters in Pembroke who were registered as members of the Libertarian Party where changed to undeclared.

#### **Where and How Do I Register to Vote?**

1. Visit the Pembroke town clerk's office.
2. You may also register with the Supervisors of the Checklist. By law, the supervisors are required to meet on a day which is 6 - 13 days before a state election. Check the town's website for scheduled Checklist Supervisor Sessions or call the town clerk's office for the date and time of such meetings.
3. Qualified individuals may register to vote at the polling place on election day at all state-sponsored elections.

## SUPERVISORS OF THE CHECKLIST

4. No matter when or where you register to vote, you will be required to fill out a standard voter registration form, and you will be asked to show proof of identity, age, citizenship, and domicile. Evidence of identity, age, citizenship, and domicile may be shown in paper or electronic form.

The checklist supervisors would like to extend a hearty thank you to Jim Goff, Town Clerk and his staff, David Jodoin & Linda Williams of the Town Administrator's office, our Board of Selectmen and our Town Moderator, Thomas Petit for their continued help and support.

Respectfully submitted,

Town of Pembroke Voter Checklist Supervisors  
Karen D. Yeaton, Chair  
Robin Lounsbury



## CEMETERY COMMISSION

During 2019 the Pembroke Cemetery Commission revised Chapter 155 of the Town Code, which regulates cemeteries. This chapter had not been substantially updated for thirty years. The revised chapter was approved at a public hearing convened by the Board of Selectmen on September 16, 2019, and may be seen on the Pembroke Town Website (<https://www.pembroke-nh.com/>) under “Town Code.” Incorporating research by Commission member Daniel E. Chase, the revised chapter includes provisions that reflect state statutes and the practices of neighboring towns of the approximate size of Pembroke. The Commission thanks Pembroke funeral director Matthew Roan for his professional advice during the process of revision.

The Commission reminds residents that the ordinance 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.

The Commission focused much of its work in 2019 on Pembroke Street Cemetery, the town’s oldest, repairing monuments that had been damaged by a falling tree at the back of the cemetery and re-setting split granite capstones that had fallen from portions of the fieldstone perimeter wall of the cemetery. Repairs to the perimeter wall will continue in 2020 as funds may permit.

Commission members will place flags on veterans’ graves before Memorial Day, May 25, 2020, and will appreciate knowing of any veteran’s grave that is not currently marked with a flag holder.

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

Commission members express their gratitude to V. J. Ranfos and Chris Addington of the Public Works Department for their hard work and unfailing support of Pembroke’s cemeteries.

Respectfully submitted,

Ellen Paulsen, Chair

James Garvin, Secretary

Daniel E. Chase

David Richards

Fleda Young

James Boisvert, Director of Public Works and  
Superintendent of Cemeteries

Victor J. Ranfos III, Public Works Department

**PLANNING AND LAND USE**

**Code Enforcement**

2019 was a busy year for the Code Enforcement Department. The state of New Hampshire updated the commercial and residential Building Codes from 2009 to the 2015 version. This change was a giant leap for us as well as the building community and required us to work together to iron out the details and implementation process. Building permits remained steady this year with 419 issued permits.

81 Commercial permits were issued 18 Building and renovations, 25 Electrical, 21 Mechanical/ Plumbing, 1 Solar 10 Miscellaneous. For a total construction value of \$1,902,723.15

419 Residential permits were issued and inspections were completed. 120 Building / Renovation (28.6%), 90 Electrical permits (21%), 114 Mechanical permits (27%), 43 Plumbing Permits (10.5%), 43 Other Miscellaneous permits (10.5%)

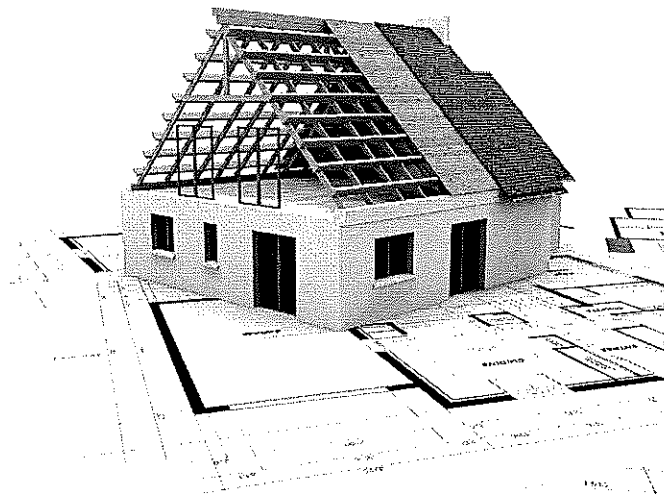
The building department is always available for your questions, code needs and Inspections. Please feel free to call us at 485-4747 ext.214 M-F 8:00 am to 4:30 or stop in and see us on the second floor of Town Hall.

**2019 Statistics**

<b>Commercial Permits Issued 81</b>	<b>Construction Value \$1,902,723</b>	<b>Permit fees collected \$25,796</b>
<b>Residential Permits Issued 419</b>	<b>Construction Value \$7,729,679</b>	<b>Permit fees collected \$49,451</b>

Respectfully Submitted;

Dana T. Pendergast  
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 2019 Zoning Board of Adjustment hearing results are broken down as follows:

Variances.....	10	Granted 7 /	2 Denied 1 withdrawn & 1 continued to 2020
Special Exceptions.....	0	Granted 0 /	0 Denied
Administrative Decision.....	0	Granted 0 /	0 Denied
Appeals.....	0	Granted 0 /	0 Denied
Re-Hearing .....	0	Granted 0	0 Denied
Total	10	Granted 7 /	2 Denied 1 withdrawn & 1 continued

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 adjourns 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 of each case in a fair, decisive manner.

Respectfully submitted,

Bruce Kudrick, Chair  
Zoning Board of Adjustment

## TRI TOWN EMS



## 2019 ANNUAL REPORT

On behalf of Tri-Town EMS, the Ambulance Service for Pembroke and Allenstown, I would like to thank the residents of both towns for their continuing support. The Service operates out of the Pembroke Public Safety Center where one ambulance is continuously staffed at the Paramedic Level. A second ambulance is located at the facility and is used when the primary ambulance is out for maintenance or to cover an event where EMS standby services are requested. Our staffing includes four (4) full time employees, three (3) part time employees and twenty-one (21) per diem staff. Besides covering Pembroke and Allenstown, we provide mutual aid to Concord, Hooksett, Epsom, Deerfield and Bow.

In early 2019, the Service finished the training on our new Zoll AEV Mechanical for Ventilator. This device is used to ventilate people who can't effectively breathe on their own. It is also used Continuous Positive Airway Pressure (or CPAP) and Bi-Level Positive Airway Pressure (or BiPAP). Most people equate CPAP to sleep apnea. EMS uses CPAP when people are unable to adequately get enough oxygen. CPAP basically inflates portions of the lungs that have collapse allowing for better oxygenation. BiPAP is used for the same patients as well as those patients who cannot get rid of enough carbon dioxide. Typically by time EMS is called, these people are very weak and tired from the added work to breath. BiPAP allows our paramedic to effectively treat most of these patients without the need of place an advanced airway. As long as the person can start a breath, the device will alter pressures to make it easier for them to breath. The goal for the Service is to improve the patient's condition with BiPAP and to reduce the need of more invasive treatments. Since deploying the ventilator, we have seen some dramatic results with using BiPAP.

About three (3) years ago, the Service discussed with Concord Hospital to possibility of being included in what is called a prerequisite protocol for *Rapid Sequence Intubation* or *RSI*. This is the process of identifying critically ill or injured patients who may be unable to effectively breathe or maintain an effective airway. These people will be given a series of medications to put them to sleep in order to place an advanced airway. Once the airway is in place, the paramedics would then breathe for the person. Over the next few years, the Service documented those patients where RSI would have been indicated and those cases where Concord Fire Department was requested to perform RSI on our patients. Early this year, all staff completed the New Hampshire Bureau of EMS' on-line programs for RSI (provider or assistant courses depending on license level). By late summer, we met with Dr. Rix, Concord Hospital's Medical Director for EMS. He felt Tri-Town was a Service where RSI could be a benefit to our patients and we had the Training and Quality Assurance activities necessary to safely perform RSI. By the end of November, we had completed all required training to have seven (7) paramedics being credentialed to perform RSI. On November 25<sup>th</sup>, the Bureau of EMS approved our RSI application and shortly thereafter, we had the medications on our ambulances. It is our hope that with the deployment of the Zoll Ventilator, through utilizing BiPAP, that we will reduce the number of possible RSI candidates. However, for those people who can't be put on BiPAP or those who continue to deteriorate after BiPAP has been applied, having the ability to take over breathing for them by placing an advanced airway then placing them on our ventilator, that we will have a positive effect on the patient's ultimate outcome.

## TRI TOWN EMS

Last year saw a few major, unanticipated expenses that negatively impacted the Service’s Budget. The first was a law suit filed in Merrimack County Superior Court, which was, in part concerning the “Tri-Town Volunteer Emergency Ambulance Service” (TTVEAS) which no longer exists. Because of similar names and other issues, the Service spent \$41,249.83 in legal fees in an effort to separate the Service from the law suit. The outcome was successful, and the service was removed from any liability and exposure.

Mechanical problems continued for both ambulances into 2019. The newer ambulance, our “Ambulance 8” had ongoing Air Conditioning problems. After having the ambulance’s AC system repaired numerous time at Grappone Ford, the Service opted to have Grappone replace the whole AC system on the Ford side of the ambulance and then send the ambulance to a specialty shop to have all the AC components in the patient compartment replaced. After this was completed, the Service did not have any more problems with AC system. These repairs contributed to the vehicle maintenance line being over spent.

“Ambulance 3”, our back up ambulance had major repairs in 2018 to include the replacement of the engine. Engine problems continued into 2019. Ultimately the Board of Directors, the oversight body of Tri-Town EMS, approved the remounting of Ambulance 3’s patient compartment on to a new Ford E450 chassis. This was completed during the fall of 2019. By the end of November, the Service once again, had two (2) reliable ambulance. As with the AC repairs on Ambulance 8, these repairs were not budgeted for.

Overall call volume was down in 2019 as compared to 2017 & 2018. This resulted in a decrease in transports. It should be noted that the percentage of EMS incidents resulting in transports is up.

EMS INCIDENTS .....	1,273	EMS TRANSPORTS:	832
Pembroke: .....	629	Concord Hospital:	674
Allenstown: ....	568	Catholic Medical Center:	71
Barnstead: .....	3	Elliot Hospital:	
Bow: .....	3		
Concord: .....	47		
Deerfield: .....	1		
Epsom:.....	9		
Hooksett: .....	13		

*Average Time to Respond the Ambulance for 2019: 46 seconds*

EMS DIRECTOR: Christopher Gamache, Paramedic

ASSISTANT DIRECTOR: Stephanie Locke, Paramedic

## TRI TOWN EMS

William Amos, Paramedic  
Craig Clough, Paramedic  
Mitchell Dean, Paramedic  
Kyle Haas, Paramedic  
Ryan Hornblower, Paramedic  
Michael Langille, Paramedic  
Jessie McAdams, Paramedic  
Maurice Paquette, Paramedic  
Hearshell VanLuven,

Paramedic  
Brandon White, Paramedic  
Mary Woo, Paramedic  
Daniel, Adv. EMT  
Robyn Cushing, Adv. EMT  
Nicholas DiGiovanni, Adv. EMT  
Daniel Fitzgerald, Adv. EMT  
Corey Girard, Adv. EMT  
Sara Hardy, Adv. EMT

Edward Higgins, EMT  
Irina Higgins, Adv. EMT  
Tiffani McIntosh, EMT  
Katherina Miller, Adv. EMT  
Emma Osborne, EMT  
McKayla Reale, EMT  
Katherine Sevigny, Adv. EMT  
Joseph Sullivan, EMT  
Robert Vodra, EMT

### BOARD of DIRECTORS:

- David Jodoin
- Derik Goodine,
- Chief Harold Paulsen
- Chief Paul St. Germaine
- Robert "Bob" Bourque
- Michael O'Mara
- William Amos

### CONCORD HOSPITAL:

- Medical Director – Dr. Robert Rix
- EMS Coordinator – Craig Clough

Respectfully Submitted  
Christopher Gamache  
EMS Director



## SEWER COMMISSION

In 2019 the commission attempted to acquire the property at 4-6 Union St. where our office is currently located. The Board of Selectmen decided not to honor the First Right of Refusal in our lease due to the vote at Town Meeting. Therefore, we will be starting to look at other options for a permanent home for the department in the next few years. The new owners have been very gracious in honoring our current lease which is valid until December of 2026. This Commission will be looking to form a committee for the purpose of evaluating the current and future needs of the department for office with meeting room as well as garage space requirements. We will be establishing a Capital Reserve as part of the Capital Improvement Plan for the Administrative Facility.

In 2019, we cleaned and inspected 5 miles of sewer lines. During this inspection we found a section of clay main that will need to be replaced in 2020. We are working on cleaning and inspecting approximately another 5 miles in 2020. We continue to update our CMOM and Asset Management. This document must be updated on a yearly basis showing that the Town is working on Best Management Practices for the sewer system.

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

Various sources contribute to the inflow, including 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, via either direct connections or discharge into sinks or tubs that are directly connected to the sewer system. **A single sump pump can contribute over 7,000 gallons of water to the sanitary sewer systems in a 24-hour period, the equivalent of the average daily flow from 31 homes.**

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

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.

Payments may be made in person or over the phone with a credit/debit card on Tuesday, Wednesday or Thursday 9:00 a.m. to 3:00 p.m. Starting in 2020 you will have access to your sewer bills on line with the option of making payment on-line as well. All bills that are due and remain unpaid at the end of the year are sent to the Tax Collector for collection.

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,

Harold Thompson, Chairman  
Daniel Driscoll  
Jules Pellerin

	PEMBROKE SEWER COMMISSION		
	12/31/2018	Budget 2018	Budget 2019
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>050- Revenue</b>			
<b>051-Sewer Rent Fees</b>	1,034,976.89	1,033,486.00	1,070,972.00
<b>052-Late Penalty</b>	27,600.00	23,000.00	23,000.00
<b>053-Hook-Up Fees-Pembroke</b>	7,665.25	0.00	
<b>053P-Permit Fees-Plant</b>	3,921.04		
<b>054-Loan Revenue</b>	20,557.21		
<b>055- Prior Year Recievables</b>	16,097.30		
<b>056-Jetter Rental</b>		0.00	
<b>058-Returned Check Fees</b>	35.00		
<b>059-Administation Fees</b>	1,010.00	200.00	200.00
<b>Total 050-Revenue</b>	<b>1,111,862.69</b>	<b>1,056,686.00</b>	<b>1,094,172.00</b>
<b>060- Income</b>			
<b>061-Interest/operating</b>	412.85	0.00	0.00
<b>062TR-Interest Trust Funds</b>	51.54		
<b>065-Misc. Income</b>	1,350.00		
<b>067-Engineering Escrow</b>	4,900.00		
<b>070-Collection Fees/Tax Collector</b>	1,060.00	1,500.00	1,500.00
<b>Total 060-Income</b>	<b>7,774.39</b>	<b>1,500.00</b>	<b>1,500.00</b>
<b>Transfer From Reserve</b>	<b>200,000.00</b>	<b>200,000.00</b>	
<b>Total Income</b>	<b>1,319,637.08</b>	<b>1,258,186.00</b>	<b>1,095,672.00</b>
<b>Expens e</b>			
<b>051A- Abatements-Sewer Receipts</b>	1,099.80	0.00	500.00
<b>052A-Abatement-Late Penalty</b>	180.00	0.00	60.00
	<b>1,279.80</b>	<b>0.00</b>	<b>560.00</b>
<b>PSC Expenses</b>			
<b>100-Pump Station 1</b>			
<b>101-Electric</b>	427.66	380.00	480.00
<b>102-Telephone/Internet</b>	0.00	0.00	1,200.00
<b>104-Alarm</b>	0.00	0.00	0.00
<b>105-Fuel</b>	0.00	0.00	0.00
<b>106-Labor</b>	0.00	0.00	0.00
<b>110-Equipment</b>	0.00	0.00	0.00
<b>115-Contractors</b>	0.00	0.00	0.00
<b>150-Maintenance</b>			
<b>151-Materials</b>	0.00		0.00
<b>152-Repairs</b>	0.00		
<b>153-Supplies</b>	0.00	0.00	0.00
<b>154-Maintenance-other</b>	759.50	500.00	500.00
<b>Total 150-Maintenance</b>	<b>759.50</b>	<b>500.00</b>	<b>500.00</b>

<b>Total 100-Pump Station 1</b>	<b>1,187.16</b>	<b>880.00</b>	<b>2,180.00</b>
<b>200-Pump Station 2</b>			
201-Electric	3,883.53	5,000.00	4,300.00
202-Telephone/Internet			1,200.00
203-Water	100.00	100.00	100.00
204-Alarm	623.40	700.00	700.00
205-Fuel	0.00	1,500.00	1,500.00
206-Labor	0.00		
210-Equipment	27.25	500.00	25,000.00
215-Contractors	0.00	600.00	800.00
<b>250-Maintenance</b>			
251-Materials	0.00	100.00	100.00
252-Repairs	1,445.63	1,000.00	1,000.00
253-Supplies	99.82	250.00	250.00
254-Maintenance Other	0.00	400.00	400.00
<b>Total 250-Maintenance</b>	<b>1,545.45</b>	<b>1,750.00</b>	<b>1,750.00</b>
<b>Total 200-Pump Station 2</b>	<b>6,179.63</b>	<b>10,150.00</b>	<b>35,350.00</b>
<b>300-Pump Station 3</b>			
301-Electric	3,791.50	3,500.00	4,200.00
302-Telephone/Internet	-125.52	0.00	1,200.00
303-Water	100.00	100.00	100.00
304-Alarm	563.40	800.00	700.00
305-Fuel	0.00	2,300.00	2,300.00
306-Labor	0.00	0.00	0.00
310-Equipment	684.38	600.00	1,500.00
315-Contractors	0.00	700.00	800.00
<b>350-Maintenance</b>			
351-Materials	0.00	1,000.00	1,000.00
352-Repairs	5,819.46	1,000.00	1,000.00
353-Supplies	52.93	200.00	200.00
354-Maintenance-other	0.00	400.00	400.00
<b>Total 350-Maintenance</b>	<b>5,872.39</b>	<b>2,600.00</b>	<b>2,600.00</b>
<b>Total 300-Pump Station 3</b>	<b>10,886.15</b>	<b>10,600.00</b>	<b>13,400.00</b>
<b>400-Pump Station 4</b>			
401-Electric	3,059.77	3,000.00	3,500.00
402-Telephone/Internet	-125.59	0.00	1,200.00
403-Water	100.00	100.00	100.00
404-Alarm	563.40	800.00	700.00
405-Fuel	855.89	1,200.00	1,200.00
406-Labor	0.00	0.00	0.00
410-Equipment	684.38	600.00	1,500.00
415-Contractors	0.00	600.00	800.00
<b>450-Maintenance</b>			
451-Materials	0.00	1,000.00	1,000.00
452-Repairs	57.30	2,000.00	2,000.00
453-Supplies	52.93	200.00	200.00

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454-Maintenance-other	0.00	400.00	400.00
<b>Total 450-Maintenance</b>	<b>110.23</b>	<b>3,600.00</b>	<b>3,600.00</b>
<b>Total 400-Pump Station 4</b>	<b>5,248.08</b>	<b>9,900.00</b>	<b>12,600.00</b>
<b>500- Pump Station 5</b>			
501-Electric	3,673.86	3,000.00	4,000.00
502-Telephone/Internet	0.00	0.00	1,200.00
503-Water	100.00	100.00	100.00
504-Alarm	563.40	800.00	700.00
505-Fuel	896.57	1,300.00	1,300.00
506-Labor	0.00	0.00	0.00
510-Equipment	684.38	600.00	1,500.00
515-Contractors	0.00	700.00	800.00
<b>550-Maintenance</b>			
551-Materials	0.00	1,000.00	1,000.00
552-Repairs	57.30	2,000.00	2,000.00
553-Supplies	64.78	200.00	200.00
554-Maintenance-other	0.00	400.00	400.00
<b>Total 550-Maintenance</b>	<b>122.08</b>	<b>3,600.00</b>	<b>3,600.00</b>
<b>Total 500- Pump Station 5</b>	<b>6,040.29</b>	<b>10,100.00</b>	<b>13,200.00</b>
<b>600-Collection System</b>			
605-Wages	3,045.85	6,180.00	6,394.00
605B-FICA & Medic	233.01	495.00	512.00
606-BC/BS, Dental	0.00	0.00	0.00
607-Retirement	0.00	0.00	0.00
<b>615-Contractors</b>	<b>31,389.34</b>	<b>65,000.00</b>	<b>65,000.00</b>
<b>650-Maintenance</b>			
651-Material	0.00	5,000.00	5,000.00
652-Repairs	51,012.50	65,500.00	60,000.00
653-Supplies	96.32	500.00	500.00
654-Sewer Equip & Building	5,433.21	10,000.00	10,000.00
<b>Total 650-Maintenance</b>	<b>56,542.03</b>	<b>81,000.00</b>	<b>75,500.00</b>
655-Collection System Equip.	1,229.33	10,000.00	10,000.00
657-Jetter-Trailer	779.88	1,000.00	1,000.00
<b>Maintenance</b>			
658-odor control	0.00	100.00	100.00
659-Safety Equipment	0.00	1,000.00	1,000.00
<b>Total 600-Collection System</b>	<b>93,219.44</b>	<b>164,775.00</b>	<b>159,506.00</b>
<b>700-Administration</b>			
701-Bank/Lien Fees	372.00	300.00	500.00
701-A-Heartland Credit Service	2,603.65	3,000.00	3,000.00
702-Audit	2,076.00	3,100.00	2,200.00
703-Workers Comp	3,332.00	3,332.00	1,837.00
703A-Property Insurance	4,280.00	4,280.00	3,425.00
703B-UnEmployment	126.00	126.00	83.00
704-Stipend,Commissioners	3,900.00	3,900.00	3,900.00



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705-Wages	71,372.80	71,366.00	74,414.00
705C-Wages Other	2,172.80	2,173.00	2,550.00
705OT-Wages Overtime	0.00	0.00	0.00
705A-Life & Disability Ins.	953.04	1,100.00	1,154.00
705B-FICA & Medic	5,774.11	5,924.00	6,158.00
706-BC/BS, Dental	17,690.88	17,961.00	18,746.00
707-Retirement	8,294.12	8,900.00	9,236.00
708-Tools	343.45	500.00	500.00
709-A-Vehicle repairs 06	0.00	0.00	0.00
709-B- Vehicle repairs 04	0.00	0.00	0.00
709-C-Vehicle expense Fuel	786.09	1,200.00	1,000.00
709-D-14 1 Ton	83.00	2,500.00	2,500.00
720-Postage	1,994.19	2,200.00	2,200.00
721-Office Rent	8,200.00	8,200.00	8,364.00
722-Contractors	880.00	900.00	900.00
724-Uniforms/safety	161.48	300.00	300.00
725-Town Report	0.00	1.00	1.00
726-Training/Licenses	0.00	500.00	500.00
727-Public Notices	0.00	500.00	500.00
<b>Total 700-Administration</b>	<b>135,395.61</b>	<b>142,263.00</b>	<b>143,968.00</b>
<b>710-Office</b>			
711-Telephone/Internet	3,737.65	3,660.00	3,660.00
712-Supplies	1,230.44	1,000.00	1,000.00
713-Sewer Bills	360.00	400.00	400.00
713TC-Tax Collector	980.00	1,500.00	1,500.00
714-Dig Safe		1.00	1.00
715-Office Equipment			
716-Repairs/Replace	319.23	600.00	600.00
717-New	876.91	1,000.00	1,000.00
718-Heat Garage		0.00	
<b>Total 710-Office</b>	<b>7,504.23</b>	<b>8,161.00</b>	<b>8,161.00</b>
<b>730-Professional Fees</b>			
731-Engineering	2,140.25	10,000.00	10,000.00
731-E-Engineering Escrow	1,847.23		
732-Legal	11,582.00	10,000.00	10,000.00
733-Accountants	0.00	1.00	1.00
734-Subscription/Dues	270.00	250.00	350.00
735-System Software Support	1,381.75	7,000.00	6,000.00
<b>Total 730-Professional Fees</b>	<b>17,221.23</b>	<b>27,251.00</b>	<b>26,351.00</b>
<b>760-Bond Payments</b>			
760- Bond Payment	266,000.00	266,796.00	58,851.00
<b>Total 760-Bond Payments</b>	<b>266,000.00</b>	<b>266,796.00</b>	<b>58,851.00</b>
<b>800-Treatment Facility</b>			
801-Capital Expense Plant	0.00	0.00	

2019 Pembroke Annual Report

<b>802-Operating Expense</b>	483,090.96	579,710.00	587,000.00
<b>Total 800-Treatment Facility</b>	<b>483,090.96</b>	<b>579,710.00</b>	<b>587,000.00</b>
<b>803-Capital Pembroke</b>	29,606.46		0.00
<b>804-Repair/Replace Pembroke</b>	0.00		
<b>Total 803-Capital/Repair Pembroke</b>	<b>29,606.46</b>	<b>0.00</b>	<b>0.00</b>
<b>Total PSC Expenses</b>	1,062,859.04	1,230,586.00	1,061,127.00
<b>Transfer to Cap/Plant Reseve Acc</b>			
	11,586.29		
<b>Total Expense</b>	<b>1,074,445.33</b>	<b>1,230,586.00</b>	<b>1,061,127.00</b>
<b>Net Ordinary Income</b>	245,191.75	27,600.00	34,545.00

2018 Proposed Pembroke Only Budget	384,080.00
<b>2019 Proposed Pembroke Only Budget</b>	<b>415,276.00</b>
2018 Pembroke Actual	325,354.37
<b>2019 Proposed Pembroke Only Budget</b>	<b>474,127.00</b>

## WATER WORKS

### Annual report of the Board of Water Commissioners

For the year ending December 31<sup>st</sup>, 2019

#### *Administration*

The staff of the Pembroke Water Works consists of a Superintendent, three Water Operators and an Administrative Bookkeeper. Andy Auger passed his Distribution 1 exam and is now a certified operator.

#### *Hydrants*

Five total hydrants replaced two in Allenstown during road reconstruction. Two hydrants on Glass St. were replaced before the road was resurfaced. One hydrant in Allenstown was replaced due to failure.

#### *Mains*

580' of 6" Ductile iron water main replaced in Allenstown during road reconstruction of Lafayette St. This work was done by the staff of the Pembroke Water Works and excavation done by Fiddler's Farm and Construction. 1200' of new water main installed in Pembroke as part of a development off Whittemore road. 190' of new water main installed on Chester Turnpike St. in Allenstown.

Five water main breaks repaired in 2019.

#### *Services*

- 1 residential service that was re-laid - Pembroke
- 7 residential services that were re-laid – Allenstown
- 7 services repaired due to leaks or inoperable shut offs
- 4 new services installed – Pembroke, Allenstown, and Hooksett

#### *Metering*

35 water meters installed or replaced.

#### *Pump Stations*

Bear Brook #1 station was upgraded with new chemical pumps, new electric panels, a new Variable frequency drive, a new transformer bringing the station from 208v to 480v. A new automatic transfer switch was installed for a future backup generator for this location. Upgrades will continue to tie this location into the SCADA system at the office for full automation.

Respectfully submitted,  
Kevin Brasley  
Board of Water Commissioners  
Chair

## WATER WORKS

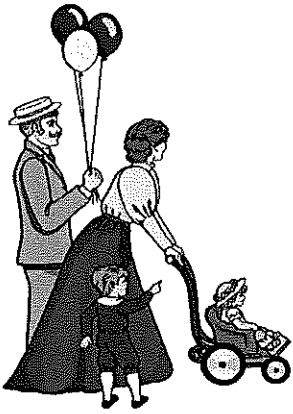
### Pembroke Water Works Profit & Loss January through December 2019

	Jan - Dec 19
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
400 · Residential Sales	761,200.55
401 · Non Residential Sales	34.39
402 · Hydrants Private	7,207.20
403 · Job Work / Merchandise	7,715.01
404 · Hydrants Public	38,509.62
406 · Meter Fees	5,237.70
408 · Backflow Testing.	16,030.00
410 · Late Fees & Penalties	13,810.00
411 · Interest Income	210.58
420 · Interest Capital Fund	221.95
427 · Interest Capital Res. Equipmen	244.14
440 · Permit Fee Income	2,975.00
441 · Connection Fee Income	8,300.00
<b>Total Income</b>	861,696.14
<b>Gross Profit</b>	861,696.14
<b>Expense</b>	
500 · Pump Station Labor	5,967.47
501 · Pump Station Supplies	4,704.65
502 · Gas & Propane Pump Stations	4,651.04
510 · Purification Labor	38,165.62
511 · Purification Supplies	37,460.25
520 · Main Labor	9,449.78
521 · Main Supplies	14,232.65
530 · Hydrant Labor	8,580.04
531 · Hydrant Supplies	937.73
532 · Hydrant Flushing	420.00
540 · Service Labor	23,582.05
541 · Service Supplies	7,171.48
545 · Backflow Testing	6,480.29
550 · Meter Labor	141.04
551 · Meter Supplies	1,996.19
555 · Reading Meters	2,125.56
560 · Shop Labor	14,754.55
561 · Shop Supplies	2,737.06
562 · Heating Oil, Etc.	3,353.51
563 · Safety Equipment	325.37
570 · Garage Labor	8,113.58
571 · Garage Supplies	7,534.45
572 · Fuel	8,397.64
600 · Engineering	945.00
602 · Gis/Gps	600.00
610 · Gravel & Hot Top	14,734.16
625 · Contract Labor	59,646.16

## WATER WORKS

### Pembroke Water Works Profit & Loss January through December 2019

	Jan - Dec 19
632 · Miscellaneous Wages	1,000.00
633 · On Call	7,691.24
634 · Plowing	1,979.11
635 · Lawn Care	3,555.00
636 · Leak Detection	15.45
638 · Plowing Supplies	1,223.90
640 · Superintendent	61,139.30
650 · Electricity	72,062.83
700 · Insurance	12,654.24
701 · Health Insurance	63,791.27
710 · Benefit Hours	28,417.66
720 · Payroll Taxes	19,816.60
731 · Property Tax	235.40
740 · Interest Expense	14,211.27
750 · Commissioner's Stipend	5,350.00
800 · Office Labor	32,873.88
802 · Direct Deposit Fees	455.00
805 · Office Equipment	1,055.94
806 · Training Cost	817.00
807 · Credit Card Charges	3,763.96
808 · Bank Service Charges	679.00
809 · Training Labor	807.78
810 · Office Supplies	1,524.94
811 · Postage	4,863.20
812 · Computer Expense	3,311.20
813 · Telephone / Internet	12,987.79
814 · Professional Fees	8,123.00
815 · Dues/Memberships	1,903.40
817 · Printing	1,363.04
818 · Licenses	474.00
819 · Business Meals	533.72
820 · Miscellaneous	278.93
830 · Depreciation Expense	150,084.22
	806,250.59
<b>Total Expense</b>	<b>806,250.59</b>
<b>Net Ordinary Income</b>	<b>55,445.55</b>
<b>Net Income</b>	<b>55,445.55</b>



## Pembroke and Allenstown Old Home Day

**SLOGAN: HANDS ACROSS THE WATER**

**THEME: "Go Green"**

**SATURDAY**, August 24, 2019, Pembroke and Allenstown Old Home Day continued to bring together family, friends, neighbors and communities for a day of food, fun, and entertainment for all ages. Pre-parade music consisted of two local bands, "The Sunshiners" 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 Patricia Crafts who dedicated countless volunteer hours as an Old Home Day Committee Member.

**PARADE** began at 10:00 am before crowds of spectators on both sides of the road from School Street in Allenstown to Memorial Field in Pembroke. Float entries by Allenstown Historical Society and Meet Me In Suncook, Associated Grocers of New England, Pembroke Cub Scout Pack #270, Pembroke Summer Recreation Program, and Dance Inspirations cleverly depicted the theme "Go Green". Floats are judged by Town Officials based on theme, originality, and creativity. The OHD 2019 parade was comprised of Police Chiefs, Selectmen, and Town Officials from both communities, State Representatives, Scouts, Alvirne High School Band, Londonderry High School Band, NH Patriot Guard Riders, Pembroke Spartan Cheerleaders, marchers, dancers, clowns, antique and classic cars, monster trucks, jeeps, farm tractors, Doodlebugs, Touch-a-Trucks, fire trucks, hay wagon, Pembroke Town Hearse, 1896 Lumber Wagon, Allenstown's first school bus (1925 REO Speedwagon), non-profit organizations, and businesses.

**ENTERTAINMENT** at Memorial Field opened with The National Anthem, sung by Breann Hellings. Back by popular demand was music performed by the Back-2-Back Band, country singer/guitarist Don Smith, rock and roll singer/guitarist Ron Drolet, Doo Wop by the Bel-Airs, Peter and Marie Mehegan children's music, dance performance by Dancesteps Etc., an educational animal presentation by Wildlife Encounters, 9 hole mini-golf course, inflatable rides and fun passes, children's games, crafts, food concessions, dunk tank, hay wagon rides, face painting, and pony rides.

**NEW to the program:** Train Wreck (Texas Blues and Classic Rock Band), Michael's Juggling and Variety Show, and Green Heron (Acoustic Folk Duo).

**FREE** admission, parking, Touch-a-Truck, antique and classic car, truck and tractor display, Doodlebugs' tractor pull competition, stage entertainment, petting zoo, balloon animals, scavenger hunt, fire foam demonstration, door prize, and fireworks were included in this event.

**BASKETBALL TOURNAMENT** for those thirteen and older took place with a portion of the proceeds from the sixth annual Jacob Kipp 3-on-3 Memorial Charitable Basketball Tournament was given to Concord NH VNA Hospice.

**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** for 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, sponsors and Civil Air Patrol who make OHD a reality. The Old Home Day Committee is an all volunteer, non-profit organization. Many hours or just a few hours are always much appreciated in 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 parade, assign members of your organization/business to help
- Volunteer for the OHD Booth, Children's Games, 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 great opportunity for high school students to contribute to their community service obligation**

**MEETINGS** are held the last Monday of the month (except May) at Pembroke Town Hall @ 6:30 pm between February and September. Additional meetings occur in June, July, and every Monday in August. **All are welcome to attend.**

Please consider becoming a committee 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 and oldhomeday on Instagram. **Mark your calendars (always the fourth Saturday) for August 22, 2020. See you there!**

Respectfully submitted, Stephen L. Fowler, OHD Chairman

**PEMBROKE and ALLENSTOWN OLD HOME DAY**

**2019 INCOME STATEMENT**

<b>INCOME:</b>	<b>ACTUAL</b>
BUSINESS DONATIONS	17,270
TOWN OF PEMBROKE	2,000
TOWN OF ALLENSTOWN	2,000
CONCESSIONS	1,435
CRAFTS	1,012
RAFFLE SALES	2,145
INFLATIBLES	2,889
INTEREST	30
DUNKING BOOTH	189
CHILDREN'S GAMES	378
50-50	340
HAYWAGON	651
MINI-GOLF	277
BASKETBALL INCOME	1,855
MISCELLANEOUS	-
<b>TOTAL INCOME</b>	<u>32,471</u>
<b>EXPENSE:</b>	
FIREWORKS	5,500
PARADE	4,503
ENTERTAINMENT	5,310
INSURANCE	2,857
PARKING	500
SAFETY	166
SANITATION RENTALS	990
POSTAGE & ENVELOPES	187
CHILDREN'S GAMES	-
STAGE	-
BLAST PARTY RENTALS	4,212
BBALL TROPHIES & SHIRTS	1,856
MAINTENANCE	158
MISCELLANEOUS	312
CAPITAL	336
IMPROVEMENTS	
CAPITAL RESERVE	<u>1,500</u>
<b>TOTAL EXPENSE</b>	<u>28,387</u>
<b>NET INCOME</b>	<u><u>4,084</u></u>

## PEMBROKE HISTORICAL SOCIETY

The Pembroke Historical Society was founded in the early 1980's to keep the memories and events of the past alive for generations to come. In the 1990's a concerted effort of Charles Hamilton and generous donations from many local sources allowed us to move and convert the old District 8 Schoolhouse from Buck Street to its current site in back of Town Hall. It now serves as a location for our eclectic collections and growing archives documenting important institutions and events from Pembroke's past. We currently are open one Sunday afternoon a month during the warmer seasons and are always looking for volunteers to keep us open more often. To avoid becoming dusty relics ourselves, we have focused much of our energy on bringing free events of local interest to the public. We have partnered with the NH Council on the Humanities for several popular talks and musical performers. Every fall we offer a walk around one of our local historical sites and have also hosted oral history gatherings. We have resurrected the tradition of the Boston Post Cane as well as staying in touch with community members who are a great repository of stories and events within living memory. Board Members helped to craft the Three Rivers School's 6<sup>th</sup> grade local history day and continue to help by giving tours of the Whittemore Homestead and making the Schoolhouse available for viewing.

If you want to be notified directly of our activities, please "Like" the **Pembroke Historical Society** on **Facebook** and consider becoming a dues-paying member. The Town has also generously allowed us a webpage on their website that contains all pertinent contact information and a brief history of the town.

Our energized Board of Directors is dedicated to bringing even more engaging events over the next year including the June 28<sup>th</sup> **Historic Homes and Creative Gardens** tour, a **2021 Calendar** with vintage photos suitable for framing and a possible Vintage Auction. Local partners in these and other efforts include the Pembroke Women's Club and the Pembroke Town Library. Partnering with other community organizations continues to be a goal, if you have a project you want to work with us on, please ask!

In the course of our work, we are often approached with offers of material. To avoid becoming a dumping ground for the unrelated or unwanted, we have enacted the following policies regarding donations:

1. Only accept items for display and/or storage in the Schoolhouse that directly pertain to Pembroke.
2. Unlabeled, unspecified material of unknown origin is not helpful to us. Scrapbooks and other curated materials are most appreciated.
3. Local genealogies, histories of local homes and documentation of important people or events have a special place in our archives and we welcome them.
4. Once things are donated, the Pembroke Historical Society owns them and may do with them as they see fit.
5. Drop off's are discouraged, instead please make an appointment with a member to see whether your items are acceptable for donation.

Respectfully,

Ayn Whytemare, President

[awhytemare@juno.com](mailto:awhytemare@juno.com), 603-228-1421



## **POLICE DEPARTMENT**

### **2019 Annual Report**

I am pleased to present the 2019 Annual Report, which highlights and summarizes the activities of the Pembroke Police Department. Our department maintained the calls for service below and investigations with at times half of the staff listed. There were times that our department operated with 50 percent of its staff and still maintained the service the Town of Pembroke was asking for. However, that being said our department used up most if not all of the overtime budget and at times has to operate with less than the amount of officers on a shift that we had in the past. This not only prevents us from being Pro-active and forces us to be Re-active with the level of service being different. I want to welcome Officer Andrew Baro and Officer Michael St. Jacques to our staff. With the hiring of the two officers this will fill our vacancies and put our department at full staff.

The Police K9 Program was effective for 2019 with several successful searches. The K9 is available 24 hours a day 7 days a week for Pembroke and abutting agencies. In 2019 the K9 was deployed 18 times for Narcotic searches, and 41 times for patrol related searches. The Program also took part in demonstrations for Pembroke Academy High School as well as other groups.

The Police Department continues to apply for grants when available. The New Hampshire Fish and Game Department has opened their Off Highway Recreation Vehicle (OHRV) grant to conduct patrols and enforcement of the Fish and Game Laws. We will be applying for this in 2020 to assist us with extra patrols on our Range roads. This allows us to monitor the Range Roads in Town for various other criminal activity on or near private property. It is very important that citizens and the police stay in contact about any matters of concern happening in your neighborhood. Please, at any time, if any member of the community has a comment or concern, please do not hesitate to contact me.

I would like to thank the citizens of the Town of Pembroke and all volunteers that hold positions on the boards that keep our community a place that people want to live in. A special thanks to the Board of Selectmen for their continued support. Not every community has a great working relationship with their Police Department. I can say that we do and thank all of you involved in helping us do our jobs to make Pembroke a safe community to live, work and raise a family. In addition, I would like to thank the members of the Pembroke Police Department for all their assistance, hard work and dedication to the Town of Pembroke. This year has been stressful with staffing and each and every officer has helped in some way or another to provide a service.

Listed below is the 2019 statistical data pertaining to our community that may be useful to you.

Respectfully Submitted,

Dwayne R. Gilman  
Chief of Police

**POLICE DEPARTMENT**

**TABLE OF ORGANIZATION**

<u>ADMINISTRATION</u>	<u>SERVING SINCE</u>
Chief Dwayne R. Gilman	1992
Lt. Gary Gaskell	2007 Patrol Supervisor/ Training.

<u>PATROL DIVISION</u>	<u>SERVING SINCE</u>
Off. Christopher Cunha	2007 FTO, Patrol
Sgt. Jason Fiske	2014 Patrol Supervisor, Defensive Tactics Inst.
Det.Sgt. Michael Foster	2013 Supervisor/Investigations/ Firearms Inst
Off. Jordan Boisvert	2014 Patrol Officer/ K9 Officer
Off. Kristin Vincent	2015 Patrol Officer/ Investigations
Off. Robert Welch	2015 Patrol Officer/ Field Training Officer
Off. John Webber	2017 School Resource Officer
Off. Taylor Caron	2017 Patrol Officer
Off. Andrew Baro	2019 Patrol Officer
Off. Michael St. Jacques	2019 Patrol Officer

<u>ADMINISTRATIVE DIVISION</u>	<u>SERVING SINCE</u>
Mary Ann Ricciotti	1993 Administrative Assistant / Records
Annette Alley	1997 Receptionist

**POLICE DEPARTMENT**

**2019 Calls for Service and Activity of the Pembroke Police Department**

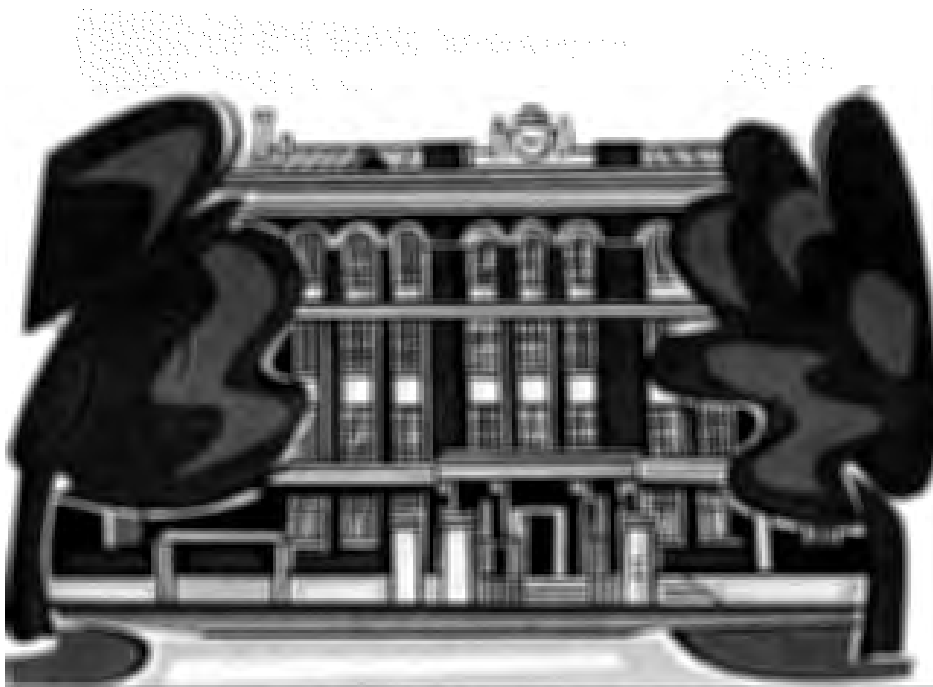
Dispatch Calls	9,643
Station Calls & Walk-Ins for Services (M-F)	5,266
Directed Patrols	497
911 CALLS	52
Alarm Activations	297
Animal Complaints	182
Assist Motorists / Citizens	1,160
Assist Other Police Agency	102
Assist Fire / Ambulance	534
Assist Fire -Issue Burn Permits	336
Burglary	16
Civil Matters	80
Domestic Disturbance	79
Drng Offenses	14
D.U.I.	14
Juvenile Offense/Complaint	96
K9 Assists	5
License to Carry Pistol/Revolver Issued	44
Missing Person	8
Motor Vehicle Accident Response	155
Motor Vehicle Complaints	198
Neighbor Disputes	10
Noise Complaints	40
Paperwork Service	253
Parking Complaints	243
Parking Tickets Issued	541
MV Summons Issued	198
Scam Reports	27
Suspicious Person / Activity	135
Suspicious Vehicles	230
Theft	62
Vandalism	49
Welfare Check	99

**ACTIVITY STATISTICS 2019**

Total Offenses Committed	944
Total Felonies	117
Total Crime Related Incidents	375
Total Non-Crime Incidents	80
On View Arrests	75
Arrest (Based on Incident/Warrants)	89
Summons Arrests	65
Protective Custody	21
Juvenile (Arrests Referred/Handled)	14



# PEMBROKE SCHOOL DISTRICT



**PEMBROKE SCHOOL DISTRICT**

**For the Year Ending June 2019**

**Moderator**  
THOMAS E. PETIT

**District Clerk**  
CYNTHIA MENARD

**Treasurer**  
JILLIAN MCNEIL

**School Board**

PATRICIA N. BOUCHER  
DANIEL DRISCOLL  
EUGENE GAUSS  
ANDREW CAMIDGE  
APRIL VILLANI

Term Expires 2020  
Term Expires 2020  
Term Expires 2021  
Term Expires 2022  
Term Expires 2022

**Superintendents of Schools**  
PATTY SHERMAN ~ PETER WARBURTON

**Business Administrator**  
AMBER WHEELER

**Auditor**  
MELANSON HEATH & COMPANY

**PEMBROKE SCHOOL DISTRICT**

**MINUTES OF THE ANNUAL SCHOOL DISTRICT MEETING  
PEMBROKE ACADEMY AUDITORIUM  
TOWN OF PEMBROKE, NH  
SATURDAY, MARCH 9, 2019**

The meeting was called to order at 10:05 am by Moderator Thomas E. Petit. Supervisors of the checklist present were; Iris Altilio, Karen Yeaton and Robin Lounsbury. Registered voters were checked in at the door and received a pink voter card. Moderator Petit instructed the voters present on meeting protocol, rules of order, emergency exits, and printed materials available for the voters. Moderator Petit introduced members of the Pembroke School Board and school administrators present; Daniel Driscoll Chairman, Patricia Nardone-Boucher, Thomas Serafin, David Doherty, Eugene Gauss, Patty Sherman, Superintendent and Amber Wheeler, Business Administrator. Moderator Petit introduced members of the Pembroke Budget Committee present; Karen Yeaton Chair, Gerard Fleury Vice Chair, Brian Seaworth, Michael Connor, Marie Chouinard, Daniel Crean and Justine Courtemanche. Moderator Petit made the voters aware a motion been received for a ballot vote on Article #2 and all amendments to Article #2 will be voted on by ballot. Ten signature votes verified on both motions. Moderator Petit led the voters present in the pledge of Allegiance.

Tom Serafin School Board Member spoke on behalf of the boards present and Pembroke voters in recognition for Moderator Tomas E. Petit for thirty-eight years of School District and Town Moderator. Tom Serafin presented a plaque to Moderator Tom Petit, 'In recognition of and appreciation for 38 years of dedicated service to the Pembroke School District as School District Moderator, March 2019. The voters present stood in applause.

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

**MOTION TO ACCEPT: Dan Crean**

**SECONDED: Gerard Fleury**

**ARTICLE 1**

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

**MOTION TO ACCEPT: Daniel Driscoll**

**SECONDED: David Doherty**

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

(M)

**PEMBROKE SCHOOL DISTRICT**

**PEMBROKE SCHOOL DISTRICT MEETING MINUTES**

**ARTICLE 2**

To see is the Pembroke School District will vote to raise and appropriate the budget committee's recommended amount of \$25,505,590 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 \$25,505,590 (3-1)*

*Budget Committee Recommends Approval of \$25,505,590 (8-2)*

Budget Committee Chair, Karen Yeaton thanked the voters for attending, stated there were many stakeholders to consider in this process, discussed the Budget Committee's process of the overall budget amount put forth in this article, with respect to meetings beginning this past October, with the school board, SAU 53 leadership, and public meeting input. Ms. Yeaton stated this presents an example of collaborative effort in the budget presented today. Ms. Yeaton stated eleven meetings were held, eighty pages of minutes and twenty hours of recorded meeting for public access. Ms. Yeaton stated she was happy to report that together with the school board a lot of work has been done on this year's budget, 1,600-line items evaluated and looked at both from a historical number of what was spent in the past and what is spent now and the difference.

Ms. Yeaton directed and reviewed the voters present to the summary of tax table handout sheet.

**Motion made to accept Warrant Article # 2 in the amount of \$25,505,590 by Karen Yeaton. Seconded by David Doherty**

The article is open to discussion.

Multiple questions received on this article regarding increases, closure of Village school and any elimination of positions, the number of student enrollment expected, grants expected, revenue changes from the state level, audit reports, Medicaid billing process, and salary increases. Tom Serafin clarified the budget freeze process, formulas used, surplus returned and town wide assessment on property values affecting the increase in tax rates on residential property. Amber Wheeler, Budget Administrator explained the pieces to the budget in respect to budget appropriation, revenue expected and conservatism in current and anticipated numbers of student enrollment expected in the fall of 2018 and 2019. Patty Sherman, Superintendent SAU 53 clarified the process of Medicaid billing, and the monthly process used to monitor billing.

**There was a motion made to amend Article #2 as follows:**

**Move that Article #2 be amended to the amount of \$25,055,590, a reduction of \$450,000.00**

**MOTION TO ACCEPT: Ann Bond**

**SECONDED: Karen Yeaton**

C.M





**PEMBROKE SCHOOL DISTRICT**

**PEMBROKE SCHOOL DISTRICT MEETING MINUTES**

**ARTICLE 3**

To see if the Pembroke School District will vote to raise and appropriate the sum of seventy-five thousand, dollars (\$75,000) for the purpose of floor replacement and security cameras, at Pembroke Hill School and Three Rivers School, and painting at Pembroke Academy, with said funds to come from the **School Building Capital Reserve Fund** previously established for these purposes.

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

**MOTION TO ACCEPT: Tom Serafin**

**SECONDED: Paul Hanson**

**VOTE: YES**

**ARTICLE #3 ADOPTED**

**ARTICLE 4**

To see if the Pembroke School District will vote to raise and appropriate the sum of up to thirty-one thousand dollars (\$31,000) to be added to the **School Building Capital Reserve Fund** previously established, with such amount to be funded from the June 30, 2019 unassigned fund balance available for transfer on July 1, 2019.

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

**MOTION TO ACCEPT: Daniel Driscoll**

**SECONDED: Tom Serafin**

**VOTE: YES**

**ARTICLE #4 ADOPTED**

**ARTICLE 5**

To see if the Pembroke School District will vote to raise and appropriate the sum of up to ten thousand dollars (\$10,000) to be added to the **Technology Expendable Trust Fund** previously established, with such amount to be funded from the June 30, 2019 unassigned fund balance available for transfer on July 1, 2019.

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

**MOTION TO ACCEPT: Daniel Driscoll**

**SECONDED: Rob Farley**

**VOTE: YES**

**ARTICLE #5 ADOPTED** C.M.

**PEMBROKE SCHOOL DISTRICT**

**PEMBROKE SCHOOL DISTRICT MEETING MINUTES**

**ARTICLE 3**

To see if the Pembroke School District will vote to raise and appropriate the sum of seventy-five thousand, dollars (\$75,000) for the purpose of floor replacement and security cameras, at Pembroke Hill School and Three Rivers School, and painting at Pembroke Academy, with said funds to come from the **School Building Capital Reserve Fund** previously established for these purposes.

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

**MOTION TO ACCEPT: Tom Serafin**

**SECONDED: Paul Hanson**

**VOTE: YES**

**ARTICLE #3 ADOPTED**

**ARTICLE 4**

To see if the Pembroke School District will vote to raise and appropriate the sum of up to thirty-one thousand dollars (\$31,000) to be added to the **School Building Capital Reserve Fund** previously established, with such amount to be funded from the June 30, 2019 unassigned fund balance available for transfer on July 1, 2019.

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

**MOTION TO ACCEPT: Daniel Driscoll**

**SECONDED: Tom Serafin**

**VOTE: YES**

**ARTICLE #4 ADOPTED**

**ARTICLE 5**

To see if the Pembroke School District will vote to raise and appropriate the sum of up to ten thousand dollars (\$10,000) to be added to the **Technology Expendable Trust Fund** previously established, with such amount to be funded from the June 30, 2019 unassigned fund balance available for transfer on July 1, 2019.

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

**MOTION TO ACCEPT: Daniel Driscoll**

**SECONDED: Rob Farley**

**VOTE: YES**

**ARTICLE #5 ADOPTED** *C.M.*

**PEMBROKE SCHOOL DISTRICT**

**PEMBROKE SCHOOL DISTRICT MEETING MINUTES**

**ARTICLE 6**

To see if the Pembroke School District will vote to raise and appropriate the sum of up to seventy thousand dollars (\$70,000) to be added to the **Equipment Installation & Labor Expendable Trust Fund** previously established, with such amount to be funded from the June 30, 2019 unassigned fund balance available for transfer on July 1, 2019.

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

**MOTION TO ACCEPT: Daniel Driscoll**

**SECONDED: Brian Lemoine**

**VOTE: YES**

**ARTICLE #6 ADOPTED**

Rosemarie Michaud asked for clarification of the fund title with the reference to labor and the balance of funds in this article. Gerard Fleury Trustee of the Trust Funds clarified the title was changed years back to include labor costs and the fund balance as of June 30 was approximately \$77,587.40.

State representative Diane Schuett spoke in favor of this article as to the need to install the security cameras voted on in article 3. Ann Bond asked if the account names can be changed for clarification. Gerard Fleury Trustee of the Trust Funds clarified the names appearing in the town reports mirror the names of the accounts.

**ARTICLE 7**

To see if the Pembroke School District will vote to authorize the School Board to convey the District-owned property known as Village School, located at 30 High Street, through the use of the open bidding process and on such terms and conditions as deemed in the public interest by the School Board.

*School Board Recommends Approval (4-0)*

**MOTION TO TABLE: Dan Driscoll**

**SECONDED: David Doherty**

**VOTE: YES**

**ARTICLE #7 ADOPTED**

Tom Serafin School Board Member spoke to this article explaining to the voters present the condition of the building, costs to repair, the bidding process and sale of the building. Steve Fowler asked about any historical value in the original part of the building. Tom Serafin appreciated the sentiment and shared it and explained the costs to repair and maintain the building were not feasible.

There was a motion made to amend Article #7 as follows; *(A.M.)*

## PEMBROKE SCHOOL DISTRICT

### PEMBROKE SCHOOL DISTRICT MEETING MINUTES

MOTION TO AMEND: Alicia L'esperance                      SECONDED: Chuck Schmidt  
Vote by voters holding up their pink voter cards.  
Amendment failed on Article #7.

Chuck Schmidt. "After which time the School Board conveys the said property of Village School a minimum one third of the proceeds or up to the amount necessary, if less, shall be designated for a long-term permanent solution for housing the effected school population".  
Tom Serafin clarified this amendment would be advisory only and can not devise current or future board on what to do. Moderator Petit explained that the school board does not take money from this process and put it into the town community, it has to go back into the school funds.  
Dan Crean explained this amendment avoids clarity of what money would go towards the school district. Clint Hanson asked to move the question and Tammy Boucher seconded.

#### ARTICLE 8

To see if the District will vote, pursuant to NH RSA 35:9-a-III, to authorize the Trustees of Trust Funds to pay for Capital reserve fund investment management services, and any other expenses incurred, from capital reserve funds income. No vote by the district to rescind such authority shall occur within five years of the original adoption of this article.

MOTION TO ACCEPT: Daniel Driscoll

SECONDED: David Doherty

VOTE: YES

ARTICLE # 8 ADOPTED

Gerard Fleury Trustee of the Trust Funds Chair explained this article to the voter's present. Moderator Petit thanked Gerard Fleury Trustee of the Trust Funds for his many years of service and dedication to the town. State Representative Diane Schuett thanked Mr. Fleury, stating we all obviously owe Jerry a great debt of gratitude. Voters stood in applause.

#### ARTICLE 9

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

There being no business to conduct, this article was passed over.

*C.M.*

## PEMBROKE SCHOOL DISTRICT

### PEMBROKE SCHOOL DISTRICT MEETING MINUTES

#### ARTICLE 10

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

Daniel Driscoll School Board Chair recognized and thanked Tom Serafin for 18 years of service on the School Board and Dave Doherty for 6 years of service on the School Board. Dan stated their dedication and service will be missed to the school board and community.

Karen Yeaton Budget Committee Chair, thanked the Supervisors of the checklist present today for their service and asked for volunteers for two open positions.

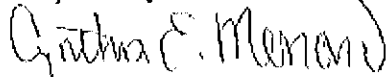
A motion was made at 1:15 in the afternoon to adjourn the 2019 Pembroke School District Meeting.

**MOTION TO ADJOURN: Daniel Driscoll**

**SECONDED: Paul Hanson**

Meeting Adjourned at 1:15PM.

Respectfully submitted,



Cynthia E. Menard  
Pembroke School District Clerk  
Pembroke, NH  
March 18, 2019

**PEMBROKE SCHOOL DISTRICT  
ANNUAL ELECTIONS**

**PEMBROKE NEW HAMPSHIRE  
TUESDAY, MARCH 12, 2019**

The polls opened at 11:00 AM at the Pembroke Three Rivers School on Academy Road. Moderator Thomas Petit presiding. The polls were declared open until 7:00 PM for the purpose of conducting business in the warrant. Supervisors of the checklist present were; Karen Yeaton, Iris Altilio and Robin Lounsbury. Assisting at the polls were; Bonnie Clark, Marie Chouinard, Suzanne Whitbeck, and Shelly Fowler. Pembroke Chief of Police, Dwayne Gilman and Lieutenant Gary Gaskell present. A motion was made to dispense with the reading of the warrant.

**Motion: Bonnie Clark and Seconded: Shelly Fowler.**

**1. To choose a Moderator for the ensuing year.**

Thomas E. Petit – 24 (write-in elected)  
Dan Crean – 23 (write-in)  
Tom Serafin – 17 (write-in)

**2. To choose a Clerk for the ensuing year.**

Cynthia E. Menard – 329 (elected)

**3. To choose two (2) members of the School Board for the ensuing three years.**

Richard D. Frost - 81  
Clinton Hanson - 135  
April Villani – 158 (elected)  
Andrew J. Camidge – 147 (elected)  
Stephanie Ferreira - 126  
Kevin M. Foss - 76

**4. To choose a Treasurer for the ensuing year.**

Jill McNeil – 4 (write-in elected)

The polls were declared closed at 7:00 PM. Assistant's to count ballots were; Michele Petit, Jillian McNeil, Ann Bond, Justine Courtemanche, Daniel Driscoll and Linda Williams.

Respectfully submitted,

Cynthia E. Menard *CM*  
Pembroke School District Clerk  
Pembroke, NH

March 18, 2019

**PEMBROKE SCHOOL DISTRICT**

**STATISTICAL REPORT FOR PEMBROKE  
2018/19**

	<u>Elementary</u>	<u>Secondary</u>	<u>Total</u>
Half Days in Session	360	360	360
Enrollment	669	760	1,429
Percent of Attendance	95.5	90.4	92.8
Average Daily Attendance	638.92	687.67	1326.59

**SUPERINTENDENTS SALARY  
2018/19**

Allenstown	\$ 32,334.08
Chichester	31,576.25
Deerfield	61,636.84
Epsom	50,522.00
Pembroke	<u>76,540.83</u>
	\$252,610.00

**BUSINESS ADMINISTRATOR  
SALARY 2018/19**

Allenstown	\$ 12,676.10
Chichester	12,379.00
Deerfield	24,163.81
Epsom	19,806.40
Pembroke	<u>30,006.69</u>
	\$99,032.00

**REPORT OF SCHOOL DISTRICT TREASURER**

For the Fiscal Year July 1, 2018 to June 30, 2019

<b>CASH ON HAND JULY 1, 2018</b>		\$ 1,507,813.01
Received from Selectmen	12,509,896.00	
Revenue from State Sources	6,227,661.00	
Received from all Other Sources	<u>6,395,547.71</u>	
<b>TOTAL RECEIPTS</b>		<u>25,133,104.71</u>
Total Amount Available for Fiscal Year		\$28,148,730.73
Less School Board Orders Paid		<u>25,471,301.59</u>
<b>BALANCE ON HAND JUNE 30, 2019</b>		\$ 2,731,429.14

**Jillian McNeil**  
School District Treasurer, Pembroke



**PEMBROKE SCHOOL DISTRICT  
TEACHER'S SALARY SCHEDULE**

STEP	2019/20			
	BA	BA+15	MA	MA+15
1	37,691	39,063	43,157	44,529
2	39,319	40,691	44,785	46,157
3	40,947	42,319	46,413	47,785
4	42,575	43,947	48,041	49,413
5	44,203	45,575	49,669	51,041
6	45,831	47,203	51,297	52,669
7	47,459	48,831	52,925	54,297
8	49,087	50,459	54,553	55,925
9	50,715	52,087	56,181	57,553
10	52,343	53,715	57,809	59,181
11	53,971	55,343	59,437	60,809
12	55,599	56,971	61,065	62,437
13	57,227	58,599	62,693	64,065
14	58,855	60,227	64,321	65,693

**19/20 SCHOOL EMPLOYEE SALARY RANGES**

Secretaries	\$15.08/hr.-\$18.66/hr.
Teacher Aides	\$13.43/hr.-\$14.50/hr.
Custodians	\$11.50/hr.-\$22.63/hr.
Lunch Program	\$9.94/hr.-\$15.00/hr.

**SCHOOL OFFICERS SALARIES - FY 19/20**

**SCHOOL BOARD MEMBERS**

Daniel Driscoll, Chair	\$600.00
Patricia Nardone-Boucher	\$600.00
Eugene Gauss	\$600.00
Andrew Camidge	\$600.00
April Villani	\$600.00

**DISTRICT CLERK**

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

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

Jillian McNeil	\$4,000.00
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**DIRECTOR OF MAINTENANCE**

Joshua Coughlin	\$76,396.00
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## PEMBROKE SCHOOL DISTRICT

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

*"Arriving at one goal is the starting point to another." John Dewey*

It is our privilege to update you on last year's SAU-wide goals, objectives and results for the citizens of the five towns served by SAU #53. To begin, we want to share our SAU Mission: *THE SAU CENTRAL OFFICE STRIVES TO FACILITATE AND SUPPORT THE WORK OF ALL SCHOOLS, THEIR FACULTY, STAFF AND BOARDS IN OUR SHARED COMMITMENT TO PROVIDE A QUALITY EDUCATION TO ALL STUDENTS. OUR OFFICE VALUES A PLEASANT WORK ENVIRONMENT, BUILDING GOOD RELATIONSHIPS, AND THE PROMOTION OF BEST PRACTICES IN BUSINESS AND EDUCATIONAL LEADERSHIP.*

The SAU office supports our schools, students, parents and community in promoting a high quality education for our students, and we work closely with our District School Boards, staff and administration when bringing annual budgets to our towns.

**Instructional Practices:** This past year all of our districts continued their work with competency-based education and finished the year by developing quality performance assessments. With facilitation from the Curriculum Director our K-8 schools are more aligned with Pembroke Academy and Concord High School which provides for a much smoother transition for our students. Districts continue to collaborate by sharing practices and materials as well as professional development with each other, and we continue discussions with our Boards to promote instructional innovation in all of our schools.

**School Safety:** Our Schools continue to work with town and state partners to evaluate and implement best practices in school safety in order to update our Emergency Operations Plan on a yearly basis.

**Facilities:** In conjunction with our communities, our school boards are discussing short and long term facilities' needs and creating CIP plans.

**Community:** Without the strong support and commitment from our communities, we would not be able to support the needs of our students and staff. So, we want to thank you for YOUR support.

In closing, please feel free to contact either of us with any questions you might have. We look forward to serving you and the children of your district in the coming year.

Respectfully submitted.

Patty Sheman, Superintendent, Deerfield, Pembroke, SAU Boards  
Peter Warburton, Superintendent, Allenstown, Chichester, Epsom

## PEMBROKE SCHOOL DISTRICT

### Pembroke Academy

#### Report of the Headmaster

Pembroke Academy is once again poised for another tremendous year in 2019-2020. We are broadening our work to train educators around inquiry-based, project-design curricula, while continuing to bolster the offerings of a traditional and rigorous model of education. Our school is a unique and special institution of secondary education, and one rich in history, while simultaneously embarking on cutting-edge educational strategies. We began in earnest this year, the preparations for our Innovation Academy in 20-21. A STEAM-based model of education within Pembroke Academy's existing systems and structures, this concept offers students and teachers the opportunity to explore curricula in more depth, with inquiry-rich learning and project-based assessment. A move in this direction for at least a small portion of our students signifies our commitment to offering the very best educational experience for our learners.

We ask a great deal from our students by simultaneously promoting a standard of academic achievement and interpersonal civility. It may sound rather simple on the surface, but there is tremendous complexity to those two requirements of students who matriculate at PA. Likewise, I would hope that our students expect just as much from us, the educators. Attending Pembroke Academy guarantees our students and their families' membership in our school community for a lifetime, and as such the expectation is to help us maintain the values and virtues of an obligation to the highest quality secondary education. It may seem cliché to say, but this is a special school in a number of ways: first, we have an outstanding staff of talented and dedicated educators. There is not a single faculty member at PA who isn't dedicated to the academic and personal success of each and every student. Pembroke Academy is also special because of the wide array of programs and initiatives we offer to give each student every chance to succeed: Pushing Your Limits, differentiated diplomas, Running Start and Advanced Placement courses, online classes, extended learning opportunities and Early Graduation options are only a few of the resources that are in place for growth and success. Finally – and most significantly – we're an esteemed school because we have a genuinely outstanding group of students who have consistently demonstrated to be among the most thoughtful, compassionate and talented young adults which any school or community could hope to have.

As important and valued as academic success is, it will never be as important as the essential goodness and civility that we try to instill in the students at Pembroke Academy. All of them will take a unique path towards fulfilling their graduation requirements, but each and every student belongs to this school community and should take pride in ownership of our school. It is with that hope that we continue to Achieve, Contribute, and Thrive.

With Spartan Pride,

Paul Famulari  
Headmaster

## PEMBROKE SCHOOL DISTRICT

### Three Rivers School Principals Report

We are having a great 2019-2020 school year! We want to welcome our new staff members. Deborah Hines: grade 8 science, Lisa Pellerin: grade 6 special education, Donna Mosca: grade 5 ELA and Sara Leddy: school psychologist. Our new staff members are a great addition to our school and educational community.

This year TRS has adopted a new math curriculum. Eureka Math was written by a team of teachers and mathematicians who took great care to present mathematics in a logical progression from grade PK—12. This coherent approach allows teachers to know what incoming students already have learned and ensures that students are prepared for what comes next. Eureka Math will dramatically reduce gaps in student learning, instill persistence in problem solving, and prepare students to understand advanced math. Math teachers have been meeting with Karolyn Wurster, a math consultant, to prepare for implementing Eureka. The math department will continue to meet with Karolyn for ongoing professional development in this area and specifically for implementing the new curriculum.

In the area of student behavior Three Rivers has updated how staff and students process behavior incidents to reflect our school's Core Values of Respect, Responsibility, Grit, and Integrity. Core values provide the foundation for members of our learning community to build their lives. They clarify who we are as students and staff members. Core values create a strong learning environment that teaches students to work through tough times, be responsible, respectful, and show grit and integrity. We hope that by transitioning to using our Core Values within this problem-solving approach to behavior that we will further engrain our Core Values into our school community. You will see these Core Values posted along our hallways, on banners in the cafeteria, and used in everyday language within our classrooms.

We are excited about student involvement in our co-curriculars. The co-curriculars at TRS continue to flourish with large numbers in all activities. The fall activities had successful seasons with the girls soccer team winning the Southeast League Championship. We also have added a Fall production to our Drama Club performance line up. This year's performance was "Are We Scared Yet?" which tells the story of Max and Katie who are lost at a spooky campsite in the middle of the woods. Coming this spring, March 12,13 and 14 is the musical Aladdin Jr!

Once again, Three Rivers School is partnering with Southern New Hampshire University School Of Education. SNHU will be teaching a methods class for its students at Three Rivers School one day a week for the spring semester. Aspiring student teachers will be able to observe and participate in classes at TRS while having instructional time with professors from SNHU. It is a wonderful opportunity to be able to collaborate with SNHU on teaching methods, curriculum and best practices in education.

I would like to thank all of those that help make Three Rivers School such a remarkable school. The community, parents, staff, and of course the students who continue to grow and achieve great things.

Respectfully Submitted,

Jonathan Marston, Principal  
Three Rivers School

## PEMBROKE SCHOOL DISTRICT

### Pembroke Hill School

This year begins a new chapter in the life of Pembroke Hill School. The two schools, Village and Hill became one when the Pembroke School District bid a final farewell to the Village School. After several years and an engineering study, it became obvious to the school board that the renovations needed to bring the Village building up to code were too costly for the town to shoulder. A committee of various stakeholders was formed with the purpose of studying space needs in Pembroke and made the final recommendation to the board that the building be closed. At the March 2019 Town Meeting, the voters gave the Board permission to sell the Village School. A Space Needs Committee was then commissioned by the school board and is currently developing a recommendation for the immediate and future needs of the Pembroke Hill School. Their work has included meeting with the faculty, principal, and district facilities director to thoroughly understand the needs moving forward to plan for the next forty to fifty years.

Within the walls of the building, student's kindergarten through fourth grades are provided strong, research-based instruction. We are providing consistent school-wide professional development for the faculty with an emphasis on reading literacy, math and social emotional learning. This system wide, uniformed approach allows for students to move from grade to grade with little interruption to their learning and provides teachers a professional learning community that allows for their own growth and development.

The social emotional curriculum is embedded in every aspect of students' day. Teachers and administrators greet students immediately upon students' entering the building, and then each teacher begins the academic day with a morning meeting during which children are greeted and participate in an activity to promote a sense of community and the responsibilities of citizenship within our school. Each aspect of the curriculum offers intentional opportunities for students to share ideas with peers, defend their thinking, and present their learning to one another. Independent, partner, and group work all play a part in student learning throughout the day. Our practices are in line with current research that indicates students need to be engaged with the material they are learning and interact with one another in order to go to a deeper level of learning and understanding. Gone are the days of students sitting in rows and filling out a worksheet after the teacher has been at the chalkboard explaining the lesson.

PHS continually receives accolades and is highlighted as an outstanding school. Fountas and Pinnell, the nationally recognized experts in literacy, continue to use our literacy coach and students as "models" in their teacher preparation videos. And our STEAM Lab, headed by Jenny Jones, was visited by the most recent recipient of the McAuliffe Sabbatical Award, who has chosen our lab as an example of cutting edge, project-based learning in the state of New Hampshire.

We continue to be grateful for all the parents who attend special assemblies and volunteer time in the library or in classrooms to even come in Wednesday morning to pop popcorn. Their presence and partnership enrich the student experience to an even greater level. We are also grateful for all the generosity from the community in the form of donations that are made throughout the school year. It is through these acts of kindness, the community's commitment, and the educators' dedication to the education of our children that Pembroke's youngest students are well on their way to successful futures.

Respectfully Submitted,  
Suzie Griffith, Principal  
Pembroke Hill School

## PEMBROKE SCHOOL DISTRICT

### PEMBROKE ACADEMY

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

#### TOWN REPORT 2018-19

##### Visits To Health Office:

Nursing Care: Assessment, Illness, Injury, Tx	3340
Medication Visits	4080
Diabetic testing: scheduled & pm:	560
Health Counseling: Self-injury/Wellness/Anxiety/Drug use assessment	388
Health Record Review/IHP development	487
Screenings (Hearing and Vision)	226

##### Committee/Team:

- \*Safety Committee
- \*ARG
- \*Special education IEP/504 participation
- \*Emergency Management
- \*Wellness

**Classroom / Staff Presentations:** Universal Precautions, CPR, First Aid, EpiPen Instruction.

**Other:** Certified School Nurse with NHDOE

CPR Instructor

Member in good standing with NH School Nurses Association

Continued Education Credits to maintain NH RN license requirements

Arranged Substance use education for Pembroke School Nurses

Provided Annual NH school immunization report

Coordinated flu clinic for students of Pembroke Academy

Respectfully Submitted,

Allison Daigle RN, CSN

## PEMBROKE SCHOOL DISTRICT

### *THREE RIVERS SCHOOL*

#### SCHOOL HEALTH SERVICES

2018-2019

#### VISITS TO THE HEALTH OFFICE

<b>Illness event:</b>	1550
<b>Injury event:</b>	211
<b>Management</b> (phone calls, in school collaboration etc.):	669
<b>Medication</b> doses administered (prescription and over the counter):	2385
<b>Other Health:</b> (assessment, self-care, nutrition, etc.):	1294
<b>Screenings</b> (height, weight, hearing, vision, pediculosis):	605
<b>Treatments:</b> (blood glucose monitoring etc.):	237

#### PROFESSIONAL INVOLVEMENT:

**Classroom presentations:** I taught in health education classes for 5<sup>th</sup> and 6<sup>th</sup> grade students (growth and development, the role of the school nurse). I also arranged for a speaker to come to TRS to give a presentation on vaping for our staff members.

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

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

**Other:** I regularly attended IEP meetings, special education referral meetings, staff meetings, and student assistance meetings. I am CPR and first aid certified and have participated in many professional development courses and conferences. I regularly review student compliance with immunization requirements and completed the NH Student Immunization Status annual report. During this school year, I worked with the Pembroke Welfare Department (Christmas Program) and Lens Crafters (to assist with getting glasses to students in need).

I continue to enjoy being a school nurse at Three Rivers School and being a part of the Pembroke School District.

Respectfully submitted,

Mary Newton RN, MSN

**PEMBROKE SCHOOL DISTRICT**

**Annual School Health Services Report  
Pembroke Hill School  
2018 – 2019**

**Total active students at end of 2018-2019 school year – 191**

**Total active TLC students at the end of 2018-2019 school year – 28**

**Health Screenings:**

	<u>Initial Screening</u>	<u>Referral</u>	<u>Rechecks</u>
Vision	189	5	3
Hearing	190	4	14
Height/Weight	190	0	0

Inactive students who were screened before leaving PSD: 4

Inactive students who were referred before leaving PSD: N/A

Nursing Assessment/Treatment for Illness/Injury and/or Health Counseling:  
2,363 total visits

Medications Administered: 786

Individual Health Care Plans written: 4

**Educational activities:**

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

Bulletin Boards: 10

Services were provided to the TLC pre-school program.

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



## PEMBROKE ACADEMY 2019 GRADUATES

### Allenstown

Ethan Abbott  
Harmony Rane Azotea  
Victoria Marie Berube  
Madyson R. Bohaker  
Kassidy C. Bond  
Danny Allen Braiser  
Sara Jane Brasier  
Haley Dee Cauler  
James Warren Doucet  
Jared Peter Dupuis  
Cameron Joseph Erwin  
Alina Rose Gabriel  
Cody James Godin  
MacKenzie Anne Harriman  
Zofia Grace Juranty  
Laurel Anne Klawes  
Abigail Joy Meadows  
Jacob Matthew Mitchell  
Deirdre R. Nelson  
Jakob Terrence Radzik  
Madalynn J. Sarabia  
Molly Elizabeth Shackford  
Josianne Marie Stottlar  
Elisabeth Anne Valley  
Timothy P. Westgate

### Chichester

Quincy Curtis Adams  
Jacquelyn M. Arell  
Jordan Birkle  
Mikayla Marie Cadorette  
Devon J. Cassell  
Eric S. Chapman  
Alysse E. Cleasby  
Katelyn J. Cummings  
Kaden Hunter DuBois  
Garrett A. Frew  
Michaela Catherine Holst  
Jack R. Lehoullier  
Madison Lewis  
Sean M. Marden

Sean A. Menard  
Sarah E. Miner  
Cameron Joseph Nixon  
Timothy F. Pitman  
David Preve  
Levi Putman  
Hannah I. Ricker  
Nolan C. Sykes

### Epsom

Alexandria L. Bachelder  
Madison L. Bennett  
Jarrod M. Bingham  
Meredith R. Bingham  
Luc Blanchette  
Dylan T. Canning  
Autumn L. Chase  
Macey Elizabeth Cotnoir  
Noah David Cummings  
Abigail M. Downey  
Hayden M. Drew  
Emily T. Duffy  
Hunter Martell Evans  
Jenna M. Flewelling  
Kenneth Everette Gifford  
Allysha Howell  
Nathan J. Lamontagne  
Kassidy R. Larson  
Kelsey R. Larson  
Dillan Spencer LeBlanc  
Benjamin V. Lewis  
Jakob S. Mavity  
Hannah M. May  
Makayla Alexandra Mayotte  
Erin Elizabeth McFarland  
Jenina M. Melvin  
Katherine E. Muise  
Spenser Austin Palmer  
Tyler W. Pepin  
Ashton R. Ramsdell  
Olivia J. Rondeau  
Kyle D. Roukey  
Sarah May Schultz

Colby J. Stenner  
Abigail V. Tinsley  
Tyler N. Tripp  
Desiree I. Trovato  
Constantina C. Tsirovakas  
Jaesyn D. Wirchansky  
Katelyn M. Young

### Hooksett

Dylan Anthony Caswell  
Miriam Elizabeth Kafkoulas  
Kevin Scott LeBlanc  
Mercedes R. Tether

### Auburn

Samuel James Norris

### Pembroke

Christian C. Army  
Hannah Benedetti  
Samuel B. Booker  
Gianna V. Bova  
Kaitlin E. Boyer  
Madison C. Bush  
Nicole M. Cansler  
Heather L. Capps  
Justin D. Carter  
Andrew T. Chase  
Nathan R. Cormier  
Grant S. Curren  
Emma Catherine Daley  
Zachary C. Dennison  
Jacob Francis Desilets  
Alexandra Dickey  
Christopher Thomas Dion  
Joshua A. Dion  
John Dugan  
Emily G. Dunn  
Emmett Theo Duquette  
Madison I. Dwyer  
Kariana L. Ebel  
Kiana E. Evans

Joseph D. Francoeur  
Griffin J. Furlotte  
Avery Albin Gamache  
Madison E. Gaskell  
Monika J. Gauntt  
Briana N. Gauthier  
Tyler M. Girard  
Autumn S. Grabas  
Jarrett L. Griffin  
Jolene S. Griffin  
Hunter S. Hart  
Brian Hollis  
Kathryn J. Hopkins  
Indy R. Hurley  
Jayden N. Hyacinthe-Keeley  
Mason M. Illies  
Brandon T. Jawidzik  
Natasha S. Jordan  
Hunter N. Kennedy  
Olivia B. Kennedy  
Isabelle Rose King  
Emily C. Lacasse  
Alyssa Marie Lambert  
Jayden T. Lamy  
Caleb L. Landry  
Zackary Thomas Laroche  
Trevor J. LeClair  
Kassidy N. Lombard  
Connor Manteau  
Madison P. McCormack  
Lauren F. McPetridge  
Kyle Wade Morris  
Selina Faith Nwikina  
Kayla Rose-Marie Paquin  
Morgan Katherine Parkinson  
Sierra M. Perkins  
Justin M. Pietsch  
Brianna M. Place  
Taylor A. Posik  
Anna Marie Prescott-Nichols  
Ashley N. Rice Mitchell  
Allen Rogerson  
Haley A. Royce  
Jacob Dimitry Russell  
Justin Arnold Russell  
Owen C. Sansoucie  
Mackenzie Shay Seeger

Hannah G. Serafin  
Tyler D. Smart  
Alison Grace Sobozenski  
Dylan M. Speak  
Courtney Evelyn St. Onge  
Curtis Sullivan  
Andrew R. Valdes  
Joseph K. Waniski  
Lilah Hope Weeden



Three Rivers School  
2019 Graduates

Aurora Albright  
Lorenz Alley  
Katelyn Armstrong  
Cameron Bailey  
Demitri Baldoumas  
Levi Baril  
Arieana Bartlett  
Grace Beaudoin  
Ariana Bell  
Adam Bishop  
Rhea Bocci  
Jacob Boisvert  
Grace Booker  
Lily Booker  
Aiden Botzos  
Abigail Bradbury-Stilt  
Owen Brown  
Logan Burgess  
Gavin Case  
Elizabeth Cericola  
Kyla Chase  
Nathan Clouthier  
Ramsey Colby  
Abigail Collins  
Lillian Corbitt  
Ashley Cormier  
Tyler Craig  
Chloe Culberson  
Nolan Curren  
Riley Dawson  
Grace Dean  
Jillian Descoteaux

Anthony Desrosiers  
Kailyn Dorais  
David Dow  
Keegan Drake  
Thea Dutton  
Chloe Duval  
Connor Duval  
Cooper Fisher  
Michael Gagnon, Jr.  
Makenzie Gagnon  
Evan Gonthier  
Payton Greene  
Devon Gross  
Amelia Gullo  
Shondell Hadley  
Haley Hagler  
Adam Heldman  
Danyelle Hines  
Madison Hogan  
Enuna Hopkins  
Michael Horn  
Ashley Hoxie  
Rebecca Insley  
Tiana Jenkins  
Hunter Jesseman  
Jacek Kiluk  
Carter Lambert  
Evan Lavenskie  
Matthew Lavigne  
Tyler Lemieux  
Joshua Martineau

Tristan Mayville  
Scarlett Miller  
Liam Murphy  
Gabriella Mutrie  
Anthony Parker  
Ryan Parker  
Emma Parsons  
Andrew Pepka  
Aiden Riley  
Vanessa Roberts  
Matthew Roach  
Collin Roy  
Cameron Royal  
Alyssa Salmon  
Hayley Santor  
Maxine Sexton  
Grace Sinmons  
Flynn Smith  
Anevey Stauffacher  
Ryan Swain  
Aedan Taylor  
Tucker Townsend  
Beck Tyler  
Steven Valentine, Jr.  
Zoie Wall  
Mollie Wallace  
Jasmyn Watts  
Lily Weigand  
Aiden Weldon  
Lucas Wing  
Jacob Wirtz  
Adriana Zimont



**PEMBROKE SCHOOL DISTRICT  
BOND PAYMENT SCHEDULE**

		Principal	Interest
<b>Roof</b>	December, 2011	(\$510,000)	
	2012/13	45,700	20,660
	2013/14	50,000	17,700
	2014/15	50,000	15,700
	2015/16	50,000	13,700
	2016/17	45,000	11,700
	2017/18	45,000	9,900
	2018/19	45,000	8,100
	2019/20	45,000	5,850
	2020/21	45,000	3,600
	2021/22 (Final)	45,000	1,350
<b>Honeywell</b>	2016-17	(\$6,211,929)	
	2016/17	331,985	55,466
	2017/18	199,834	192,862
	2018/19	209,343	186,308
	2019/20	219,254	179,441
	2020/21	229,679	172,250
	2021/22	240,342	164,716
	2022/23	251,471	156,833
	2023/24	263,224	148,585
	2024/25	275,386	139,951
	2025/26	288,053	130,918
	2026/27	301,244	121,470
	2027/28	314,981	111,589
	2028/29	329,283	101,258
	2029/30	344,174	90,457
	2030/31	359,675	79,169
	2031/32	375,812	67,371
	2032/33	392,607	55,045
	2033/34	410,089	42,167
	2034/35	428,281	28,716
	2035/36 (Final)	447,212	14,669

## PEMBROKE SCHOOL DISTRICT

### STATEMENT OF EXPENDITURES For the Year Ending June 30, 2019

<b>INSTRUCTION</b>		
Regular Education Programs	\$ 10,117,519.78	
Special Education Programs	4,054,407.42	
Vocational Programs	778,463.42	
Other Instructional Programs	583,906.33	
		\$ 15,534,296.95
<b>SUPPORT SERVICES</b>		
Student Services	\$ 1,768,614.90	
Instructional Staff	411,016.38	
General Administration	734,590.21	
School Administration	2,076,544.16	
Operation/Maintenance of Plant	1,806,646.07	
Student Transportation	729,113.62	
Central	-	
		\$ 7,526,525.34
<b>DISTRICT WIDE EXPENDITURES</b>		
Facilities Acquisition & Construction	\$ 708,567.60	
		\$ 708,567.60
<b>OTHER FINANCING USES</b>		
Debt Service - Principal	\$ 45,000.00	
Debt Service - Interest	4,050.00	
		\$ 49,050.00
<b>FUND TRANSFERS</b>		
To Food Service	\$ 11,358.32	
To General Fund	124,468.00	
Trust/Agency Funds	-	
		\$ 135,826.32
<b>SPECIAL REVENUE EXPENDITURES-INSTRUCTION</b>		
Regular Education Programs	\$ 281,739.28	
Special Programs	705.08	
Other Instructional Programs	36,272.55	
		\$ 318,716.91
<b>SPECIAL REVENUE EXPENDITURES-SUPPORT SERVICES</b>		
Student Services	\$ 1,089.05	
Instructional Staff	60,597.99	
General Administration	8,381.13	
School Administration	-	
Operation/Maintenance of Plant	-	
Student Transportation	9,413.15	
		\$ 79,481.32
<b>FOOD SERVICE FUND</b>		
Food Service Operation	\$ 673,968.51	
		\$ 673,968.51
<b>CAPITOL PROJECTS</b>		
Building Improvement	\$ -	
		\$ -
<b>TOTAL EXPENDITURES</b>		
		<u>\$ 25,026,432.95</u>

## PEMBROKE SCHOOL DISTRICT

### STATEMENT OF REVENUES For the Year June 30, 2018

<b>REVENUES FROM LOCAL SOURCES</b>			
Current Appropriation	\$ 9,596,405.00		
		\$	9,596,405.00
<b>TUITION</b>			
<i>TUITION FROM INDIVIDUALS</i>			
Regular Day School	\$ 56,664.45		
Adult Education	-		
		\$	56,664.45
<i>TUITION FROM OTHER LEAS WITHIN NH</i>			
Regular Day School	\$ 5,303,170.16		
Special Education	1,060,945.30		
		\$	6,364,115.46
<b>TRANSPORTATION FEES</b>			
<i>TRANSPORTATION FEES FROM INDIVIDUALS</i>			
Regular Day School	\$ 7,938.89		
Special Education	-		
		\$	7,938.89
<b>OTHER LOCAL REVENUES</b>			
Earnings on Investments	\$ 13,641.67		
Food Service	350,832.23		
Student Activities	6,475.00		
Rentals	49,580.71		
Other Local Revenue	161,095.79		
Summer School	-		
		\$	581,625.40
<b>TOTAL REVENUE FROM LOCAL SOURCES</b>		<b>\$</b>	<b><u>16,606,749.20</u></b>
<b>REVENUE FROM STATE SOURCES</b>			
Equitable Education Aid	\$ 5,026,147.21		
Statewide Enhanced Education Tax	1,413,491.00		
Adequacy Aid Grant - EdJobs	-		
School Building Aid	219,937.03		
Catastrophic Aid	24,090.67		
Vocational Education (Transportation)	12,547.20		
Child Nutrition	935.34		
Other	89,895.66		
<b>TOTAL STATE REVENUE</b>		<b>\$</b>	<b>6,787,044.11</b>
<b>REVENUE FROM FEDERAL SOURCES</b>			
Elementary/Secondary - Title I	\$ 291,016.48		
Elementary/Secondary - Other	106,208.86		
Other Restricted	445,864.34		
Adult Education	-		
Child Nutrition Program	237,996.17		
Medicaid Distributions	164,146.63		
<b>TOTAL FEDERAL REVENUE</b>		<b>\$</b>	<b>1,245,232.48</b>
<b>OTHER FINANCING SOURCES</b>			
Earnings on Investments	\$ -		
Transfer from Capital Projects	-		
Transfer from General Fund	11,358.32		
Transfer from Capital Reserve Fund	27,812.00		
Transfer from Other Expendable Trust Funds	7,284.56		
<b>TOTAL OTHER FINANCING SOURCES</b>		<b>\$</b>	<b>46,454.88</b>
<b>TOTAL REVENUES</b>		<b>\$</b>	<b><u>24,685,480.67</u></b>

**PEMBROKE SCHOOL DISTRICT**

PEMBROKE SCHOOL DISTRICT  
 2019  
 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 2017/18</u>	<u>FY 2018/19</u>
Actual Expenditures	\$3,839,028	\$3,643,041
Actual Revenues		
♦ Catastrophic Aid	\$ 11,587	\$ 24,091
♦ Medicaid	130,077	164,147
♦ Federal Grant (Includes IDEA)	774,245	749,587
♦ Tuition	543,513	663,494
♦ Transportation	-0-	-0-
Total Offsetting Revenues	\$1,459,422	\$1,601,319

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.

**2020**

**TOWN MEETING  
WARRANT**

**AND**

**PROPOSED  
TOWN BUDGET**



**2020**

**TOWN MEETING  
WARRANT**

**AND**

**PROPOSED  
TOWN BUDGET**

## 2020 TOWN MEETING WARRANT TOWN OF PEMBROKE, NH

*To the inhabitants of the Town of Pembroke in the County of Merrimack in said State qualified to vote in town affairs. Voters are hereby notified to meet at the Three Rivers School at 243 Academy Road in Pembroke, NH on Tuesday March 10, 2020 from 11:00 a.m. until 7:00 p.m. for the casting of ballots. Voters are further notified to meet at Pembroke Academy at 209 Academy Road in Pembroke, NH on Saturday March 14, 2020, at 10:00 a.m., to discuss, amend and act upon the following articles, proposed 2020 budget and all other matters to come before the meeting.*

*MARCH 10, 2020 – FIRST SESSION OF ANNUAL TOWN MEETING  
(Official Ballot Voting)*

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

<i>OFFICE</i>	<i>TERM/Years</i>
<i><b>Town Clerk</b></i>	<i><b>1</b></i>
<i><b>Treasurer</b></i>	<i><b>1</b></i>
<i><b>Selectman</b></i>	<i><b>3</b></i>
<i><b>Selectman</b></i>	<i><b>3</b></i>
<i><b>Sewer Commissioner</b></i>	<i><b>3</b></i>
<i><b>Water Commissioner</b></i>	<i><b>5</b></i>
<i><b>Library Trustee</b></i>	<i><b>3</b></i>
<i><b>Library Trustee</b></i>	<i><b>3</b></i>
<i><b>Trust Fund Trustee</b></i>	<i><b>3</b></i>
<i><b>Supervisor of the Checklist</b></i>	<i><b>1</b></i>
<i><b>Supervisor of the Checklist</b></i>	<i><b>5</b></i>

### ARTICLE 2 – AMEND ZONING ORDINANCE

**Please note that proposed language is bold and underlined.**

#### **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 §143-55.C., Screening and Buffers – Commercial District to increase the allowed wall or fence height from six feet to seven feet to make allowed fence heights consistent throughout the Zoning Ordinance.

***The purpose of Amendment #1 is to make allowed fence heights consistent throughout the Zoning Ordinance.***

### **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 §143-19 Table of Use Regulations to combine Agricultural Uses #4 and #9, to read, "raising and/or keeping livestock, horses, poultry, sheep, swine, or other farm animals for commercial use, not including the raising of fur animals," and allow them by Special Exception in the R1, R3, B1, and LO Districts.

***The purpose of Amendment #2 is to combine the conflicting Agricultural Uses #4 and #9 into one use.***

### **Amendment #3**

Are you in favor of the adoption of Amendment #3, as proposed by the Planning Board, for the Pembroke Zoning Ordinance to amend §143-58.B., Signs – General Requirements, to establish a ten foot setback from property lines for freestanding signs.

***The purpose of Amendment #3 is to establish a setback for freestanding signs.***

### **Amendment #4**

Are you in favor of the adoption of Amendment #4, as proposed by the Planning Board, for the Pembroke Zoning Ordinance to amend Article VIII.A, Telecommunications Facility & Antenna Criteria, to comply with state and federal law.

***The purpose of Amendment #4 is to bring the Town Telecommunications ordinance into compliance with recent changes to state and federal laws.***

### **Amendment #5**

Are you in favor of the adoption of Amendment #5, as proposed by the Planning Board, for the Pembroke Zoning Ordinance to amend §143-21, Table of Dimensional and Density Requirements, to establish a corner clearance provision by prohibiting any structure, fence, sign or landscaping on corner lots to be placed or grow in such a manner as to impede sight distance, and to allow the Code Enforcement Officer to require that a landowner remove any potential safety hazard which exceeds three (3) feet in height above curb level and is located within a triangular area formed by measuring fifteen (15) feet along the two lot frontages from their point of intersection and connecting the two endpoints.

***The purpose of Amendment #5 is to establish a corner clearance provision for safe sight distance at intersections for vehicles and pedestrians.***

### **Amendment #6**

Are you in favor of the adoption of Amendment #6, as proposed by the Planning Board, for the Pembroke Zoning Ordinance to amend §143-8 Definitions to replace the definition and use called "Commercial Greenhouses" with new uses defined for "Garden Center" and "Industrial Greenhouse." "Garden Center" shall be permitted in the R3 and C1 zones; permitted by special exception in the R1, B1, and LO zones; and prohibited in the B2 zone. "Industrial Greenhouse" shall be permitted in the C1 zone; permitted by special exception in the R1, R3, B1, and LO zones; and prohibited in the B2 zone.

**Garden Center** – A place of business where retail and wholesale products and produce are sold to the consumer. Garden centers, which may include a nursery and/or greenhouses, import more than

35% of the items sold, and may include plants, nursery products and stock, potting soil, hardware, power equipment and machinery, hoes, rakes, shovels, and other garden and farm variety tools and utensils.

**Industrial Greenhouse** – Wholesale business whose principal activity is the growing and selling of plants to retailers and not to the general public.

***The purpose of Amendment #6 is to replace the existing Commercial Greenhouse use with new uses for Garden Center and Industrial Greenhouse.***

#### **Amendment #7**

Are you in favor of the adoption of Amendment #7, as proposed by the Planning Board, for the Pembroke Zoning Ordinance to amend §143-72 Wetlands Protection (WP) District, to increase the wetland buffer from 20 ft. to 50 ft., require wetland demarcation, and broaden the types of studies and professionals authorized by the Planning Board in order to more thoroughly assess wetland impacts.

***The purpose of Amendment #7 is to increase buffers on wetlands and allow more thorough assessment and demarcation of wetlands.***

#### **Amendment #8**

Are you in favor of the adoption of Amendment #8, as proposed by the Planning Board, for the Pembroke Zoning Ordinance to amend §143-72 Wetlands Protection (WP) District, to establish a 100 ft. vernal pool buffer and define “vernal pools” in accordance with NH Code of Administrative Rules, Section Env-Wt 101.108 as follows:

**Vernal Pool** – A surface water or wetland, including an area intentionally created for purposes of compensatory mitigation, which provides breeding habitat for amphibians and invertebrates that have adapted to the unique environments provided by such pools and which:

- (a) Is not the result of ongoing anthropogenic activities that are not intended to provide compensatory mitigation, including but not limited to
  - (1) Gravel pit operations in a pit that has been mined at least every other year; and
  - (2) Logging and agricultural operations conducted in accordance with all applicable New Hampshire statutes and rules; and
- (b) Typically has the following characteristics:
  - (1) Cycles annually from flooded to dry conditions, although the hydroperiod, size, and shape of the pool might vary from year to year;
  - (2) Forms in a shallow depression or basin;
  - (3) Has no permanently flowing outlet;
  - (4) Holds water for at least 2 (two) continuous months following spring ice-out;
  - (5) Lacks a viable fish population; and
  - (6) Supports one or more primary vernal pool indicators, or 3 (three) or more secondary vernal pool indicators.

***The purpose of Amendment #8 is to define vernal pools and establish a 100 ft. buffer.***

**MARCH 14, 2020 – SECOND SESSION OF ANNUAL  
TOWN MEETING  
(Deliberative)**

**ARTICLE 3** - To see if the town will vote to raise and appropriate the sum of \$30,000 (gross budget) to defray the cost for the purpose of performing asset management for the Town's storm water collection system and Public works Department, and to authorize the issuance of not more than \$30,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and, further, to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and, to further authorize the Board of Selectmen to offset a portion of said appropriation by applying for Clean Water State Revolving Funds (CWSRF) loan. Repayment of the loan funds will include up to 100% forgiveness of loan principal in an amount up to \$30,000. (2/3 ballot vote required)

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

**ARTICLE 4** – To see if the Town will vote to raise and appropriate the sum of \$462,500 to be deposited into the following Capital Reserve Funds established as indicated below:

Town Equipment Capital Reserve Fund	\$ 90,000
Police Cruiser Capital Reserve Fund	\$ 55,000
Municipal Facilities Capital Reserve Fund	\$ 40,000
Fire Major Equipment Capital Reserve Fund	\$140,000
Fire Small Equipment Capital Reserve Fund	\$ 10,000
Roadway and Infrastructure Capital Reserve Fund	\$ 60,000
Revaluation Capital Reserve Fund	\$ 32,500
Cemetery Capital Reserve Fund	\$ 35,000
	\$462,500

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

**ARTICLE 5** – To see if the Town will vote to raise and appropriate the sum of \$175,000 to purchase a new Loader and accessories and to authorize the withdrawal of a sum not to exceed \$175,000 from the Town Equipment Capital Reserve Fund.

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

**ARTICLE 6** - To see if the Town will vote to raise and appropriate the sum of \$97,390 for the purpose of purchasing two new Police Cruisers and related equipment and to authorize the withdrawal of a sum not to exceed \$97,390 from the Police Cruiser Capital Reserve Fund.

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

**ARTICLE 7** – To see if the Town will vote to raise and appropriate the sum of \$14,573 for the

purpose of repairing the basketball court, installing and repairing fencing at memorial Field and to authorize the withdrawal of a sum not to exceed \$14,573 from the Recreation Capital Reserve Fund.

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

**ARTICLE 8** – To see if the Town will vote in accordance with RSA 80:80 V to retain a parcel of land located at 617-619 Sixth Range Road, Map 260 Lot 42 which is on a Class VI Roadway, and transfer that parcel to the Conservation Commission for the sum to be determined by the Board of Selectmen. This parcel was obtained by the Town through a Tax Collectors deed on July 6, 2011.

**ARTICLE 9** – To see if the Town will vote in accordance with RSA 80:80 V to retain a parcel of land located at 6 Howard Street, Map VE Lot 37 which was obtained through a Tax Collectors deed on June 21, 2019. Since this road is a dead end, this lot will be used as a turnaround for Public Works vehicles during trash pickup and snow removal.

**ARTICLE 10** – 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 \$23,750 or, if married, a combined net income of less than \$34,000; and own net assets not in excess of \$45,000 excluding the value of the person's residence. (Majority vote required)

**ARTICLE 11** – 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 \$17,300 or if married, a combined net income of not more than \$26,300, and own net assets not in excess of \$45,000 excluding the value of the person's residence. (Majority vote required)

**ARTICLE 12** – Shall we allow the operation of sports book retail locations within the Town?

**ARTICLE 13** – By Petition

We the undersigned registered voters of Pembroke, New Hampshire, hereby petition the Board of Selectmen to include as a Warrant Article at the 2020 Annual Town meeting the following article:

**New Hampshire Resolution to  
Take Action on Climate Pollution**

We the town of Pembroke hereby call upon our State and Federal elected representatives to enact carbon-pricing legislation to protect New Hampshire from the costs and environmental risks of continued climate inaction. To protect households, we support a Carbon Fee and Dividend approach that charges fossil fuel producers for their carbon pollution and rebates the money collected to all residents on an equal basis. Enacting a Carbon Cash-Back program decreases long-term fossil-fuel dependence, aids in the economic transition for energy consumers, and keeps local energy dollars in New Hampshire's economy. Carbon Cash-Back has been championed by US economists (Jan 17, 2019 WSJ) as the most effective and fair way to deliver rapid reductions in harmful carbon emissions

at the scale required for our safety.

We expect our representatives to lead in this critical moment for the health and well-being of our citizens and for the protection of New Hampshire's natural resources upon which we all rely.

The record of the vote approving this article shall be transmitted by written notice to Pembroke's State Legislators, to the Governor of New Hampshire, to Pembroke's Congressional Delegation, and to the President of the United States, informing them of the instructions from their constituents, by Pembroke's Select Board, within 30 days of this vote.

#### **ARTICLE 14 – By Petition**

##### **New Hampshire Resolution for Fair Redistricting**

By petition of 25 or more eligible voters of the town of Pembroke, to see if the town will urge that the New Hampshire General Court, which is obligated to redraw the maps of political districts within the state following the 2020 census, will do so in a manner that ensures fair and effective representation of New Hampshire voters. That in order to fulfill this obligation the New Hampshire General Court shall appoint an independent redistricting commission that draws the new district maps in a way that does not rely on partisan data such as election results or party registration or favor particular political parties or candidates.

The record of the vote approving this article shall be transmitted by written notice from the selectmen to the town of Pembroke's state legislators and to the Governor of New Hampshire informing them of the instructions from their constituents within 30 days of the vote.

**ARTICLE 15 –** To see if the Town will vote to raise and appropriate the Budget Committee's recommended amount of \$8,573,871 for the 2020 municipal operating budget, not including appropriations by special warrant articles and other appropriations voted separately.

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

**ARTICLE 16 -** To transact any other business that may legally come before said meeting.

Given under our hands and seal this \_\_\_\_\_ day of **February** 2020.

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Justine M. Courtemanche, Chairman

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Ann Bond, Vice Chairman

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Michael Crockwell

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Sandy Goulet

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Richard Bean

Board of Selectmen  
Town of Pembroke, NH



**TOWN MEETING WARRANT FOR PEMBROKE, NEW HAMPSHIRE**

**Posting Certification**

We hereby certify that we gave notice to the inhabitants within named, to meet at the time and place and for the purpose within mentioned, by posting an attested copy of the attached Warrant at the Pembroke Town Hall, Three Rivers School, and Pembroke Academy on the \_\_\_\_ day of February, 2020.

\_\_\_\_\_  
Justine M. Courtemanche, Chairman

\_\_\_\_\_  
Ann Bond, Vice Chairman

\_\_\_\_\_  
Michael Crockwell

\_\_\_\_\_  
Sandy Goulet

\_\_\_\_\_  
Richard Bean

Board of Selectmen  
Town of Pembroke, NH



**Proposed Budget**

**Pembroke**

For the period beginning January 1, 2020 and ending December 31, 2020

Form Due Date: **20 Days after the Annual Meeting**

This form was posted with the warrant on: \_\_\_\_\_

**BUDGET COMMITTEE 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.

Name	Position	Signature

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:  
<https://www.proptax.org/>

**For assistance please contact:**  
NH DRA Municipal and Property Division  
(603) 230-5090  
<http://www.revenue.nh.gov/mun-prop/>



Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2019	Appropriations for period ending 12/31/2019	Selectmen's Appropriations for period ending 12/31/2020 (Recommended)	Selectmen's Appropriations for period ending 12/31/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Not Recommended)
<b>General Government</b>								
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0	\$0	\$0
4130-4139	Executive	15	\$325,059	\$318,185	\$328,315	\$0	\$328,315	\$0
4140-4149	Election, Registration, and Vital Statistics	15	\$126,403	\$136,149	\$146,597	\$0	\$146,597	\$0
4150-4151	Financial Administration	15	\$39,690	\$40,603	\$41,189	\$0	\$41,189	\$0
4152	Revaluation of Property	15	\$39,042	\$68,000	\$62,000	\$0	\$62,000	\$0
4153	Legal Expense	15	\$25,216	\$100,000	\$100,000	\$0	\$100,000	\$0
4155-4159	Personnel Administration		\$0	\$0	\$0	\$0	\$0	\$0
4191-4193	Planning and Zoning	15	\$269,628	\$276,999	\$306,895	\$0	\$306,895	\$0
4194	General Government Buildings	15	\$103,246	\$124,587	\$112,780	\$0	\$112,780	\$0
4195	Cemeteries	15	\$26,841	\$28,870	\$30,500	\$0	\$30,500	\$0
4196	Insurance	15	\$113,600	\$140,268	\$141,609	\$0	\$141,609	\$0
4197	Advertising and Regional Association		\$0	\$0	\$0	\$0	\$0	\$0
4199	Other General Government		\$0	\$0	\$0	\$0	\$0	\$0
<b>General Government Subtotal</b>			<b>\$1,068,725</b>	<b>\$1,233,661</b>	<b>\$1,269,885</b>	<b>\$0</b>	<b>\$1,269,885</b>	<b>\$0</b>
<b>Public Safety</b>								
4210-4214	Police	15	\$1,440,554	\$1,553,819	\$1,655,750	\$0	\$1,655,750	\$0
4215-4219	Ambulance	15	\$147,822	\$147,822	\$221,974	\$0	\$221,974	\$0
4220-4229	Fire	15	\$329,543	\$383,238	\$367,905	\$0	\$367,905	\$0
4240-4249	Building Inspection		\$0	\$0	\$0	\$0	\$0	\$0
4290-4298	Emergency Management	15	\$18,465	\$21,894	\$5,865	\$0	\$5,865	\$0
4299	Other (Including Communications)	15	\$14,742	\$29,484	\$29,484	\$0	\$29,484	\$0
<b>Public Safety Subtotal</b>			<b>\$1,951,126</b>	<b>\$2,136,257</b>	<b>\$2,280,978</b>	<b>\$0</b>	<b>\$2,280,978</b>	<b>\$0</b>
<b>Airport/Aviation Center</b>								
4301-4309	Airport Operations		\$0	\$0	\$0	\$0	\$0	\$0
<b>Airport/Aviation Center Subtotal</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Appropriations**

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2019	Appropriations for period ending 12/31/2019	Selectmen's Appropriations for period ending 12/31/2020 (Recommended)	Selectmen's Appropriations for period ending 12/31/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Not Recommended)
<b>Highways and Streets</b>								
4311	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4312	Highways and Streets	15	\$1,088,005	\$1,178,406	\$1,235,561	\$0	\$1,235,561	\$0
4313	Bridges		\$0	\$0	\$0	\$0	\$0	\$0
4316	Street Lighting	15	\$14,473	\$30,000	\$18,000	\$0	\$18,000	\$0
4319	Other	15	\$0	\$5,000	\$25,000	\$0	\$25,000	\$0
<b>Highways and Streets Subtotal</b>			<b>\$1,102,478</b>	<b>\$1,213,406</b>	<b>\$1,278,561</b>	<b>\$0</b>	<b>\$1,278,561</b>	<b>\$0</b>
<b>Sanitation</b>								
4321	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4323	Solid Waste Collection	15	\$250,157	\$283,950	\$291,000	\$0	\$291,000	\$0
4324	Solid Waste Disposal		\$0	\$0	\$0	\$0	\$0	\$0
4325	Solid Waste Cleanup		\$0	\$0	\$0	\$0	\$0	\$0
4326-4329	Sewage Collection, Disposal and Other		\$0	\$0	\$0	\$0	\$0	\$0
<b>Sanitation Subtotal</b>			<b>\$250,157</b>	<b>\$283,950</b>	<b>\$291,000</b>	<b>\$0</b>	<b>\$291,000</b>	<b>\$0</b>
<b>Water Distribution and Treatment</b>								
4331	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4332	Water Services		\$0	\$0	\$0	\$0	\$0	\$0
4335-4339	Water Treatment, Conservation and Other		\$0	\$0	\$0	\$0	\$0	\$0
<b>Water Distribution and Treatment Subtotal</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Electric</b>								
4351-4352	Administration and Generation		\$0	\$0	\$0	\$0	\$0	\$0
4353	Purchase Costs		\$0	\$0	\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance		\$0	\$0	\$0	\$0	\$0	\$0
4359	Other Electric Costs		\$0	\$0	\$0	\$0	\$0	\$0
<b>Electric Subtotal</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2019	Appropriations for period ending 12/31/2019	Selectmen's Appropriations for period ending 12/31/2020 (Recommended)	Selectmen's Appropriations for period ending 12/31/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Not Recommended)
<b>Health</b>								
4411	Administration	15	\$3,229	\$3,380	\$3,380	\$0	\$3,380	\$0
4414	Pest Control		\$0	\$0	\$0	\$0	\$0	\$0
4415-4419	Health Agencies, Hospitals, and Other	15	\$21,000	\$21,000	\$21,000	\$0	\$21,000	\$0
<b>Health Subtotal</b>			<b>\$24,229</b>	<b>\$24,380</b>	<b>\$24,380</b>	<b>\$0</b>	<b>\$24,380</b>	<b>\$0</b>
<b>Welfare</b>								
4441-4442	Administration and Direct Assistance	15	\$40,583	\$87,985	\$89,446	\$0	\$89,446	\$0
4444	Intergovernmental Welfare Payments		\$0	\$0	\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other		\$0	\$0	\$0	\$0	\$0	\$0
<b>Welfare Subtotal</b>			<b>\$40,583</b>	<b>\$87,985</b>	<b>\$89,446</b>	<b>\$0</b>	<b>\$89,446</b>	<b>\$0</b>
<b>Culture and Recreation</b>								
4520-4529	Parks and Recreation	15	\$28,139	\$31,373	\$31,633	\$0	\$31,633	\$0
4550-4559	Library	15	\$255,426	\$255,426	\$246,563	\$0	\$246,563	\$0
4583	Patriotic Purposes	15	\$200	\$200	\$200	\$0	\$200	\$0
4589	Other Culture and Recreation	15	\$6,290	\$7,053	\$6,053	\$0	\$6,053	\$0
<b>Culture and Recreation Subtotal</b>			<b>\$290,055</b>	<b>\$294,052</b>	<b>\$284,449</b>	<b>\$0</b>	<b>\$284,449</b>	<b>\$0</b>
<b>Conservation and Development</b>								
4611-4612	Administration and Purchasing of Natural Resources	15	\$2,999	\$3,700	\$4,000	\$0	\$4,000	\$0
4619	Other Conservation		\$0	\$0	\$0	\$0	\$0	\$0
4631-4632	Redevelopment and Housing		\$0	\$0	\$0	\$0	\$0	\$0
4651-4659	Economic Development	15	\$0	\$355	\$355	\$0	\$355	\$0
<b>Conservation and Development Subtotal</b>			<b>\$2,999</b>	<b>\$4,055</b>	<b>\$4,355</b>	<b>\$0</b>	<b>\$4,355</b>	<b>\$0</b>



**Appropriations**

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2019	Appropriations for period ending 12/31/2019	Selectmen's Appropriations for period ending 12/31/2020 (Recommended)	Selectmen's Appropriations for period ending 12/31/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Not Recommended)
<b>Debt Service</b>								
4711	Long Term Bonds and Notes - Principal	15	\$600,000	\$600,000	\$600,000	\$0	\$600,000	\$0
4721	Long Term Bonds and Notes - Interest	15	\$179,450	\$179,450	\$157,450	\$0	\$157,450	\$0
4723	Tax Anticipation Notes - Interest	15	\$0	\$1	\$1	\$0	\$1	\$0
4790-4799	Other Debt Service		\$0	\$0	\$0	\$0	\$0	\$0
<b>Debt Service Subtotal</b>			<b>\$779,450</b>	<b>\$779,451</b>	<b>\$757,451</b>	<b>\$0</b>	<b>\$757,451</b>	<b>\$0</b>
<b>Capital Outlay</b>								
4901	Land		\$0	\$0	\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment		\$809,672	\$987,438	\$0	\$0	\$0	\$0
4903	Buildings		\$34,420	\$34,420	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings	15	\$300,950	\$301,550	\$308,900	\$0	\$308,900	\$0
<b>Capital Outlay Subtotal</b>			<b>\$1,145,042</b>	<b>\$1,323,408</b>	<b>\$308,900</b>	<b>\$0</b>	<b>\$308,900</b>	<b>\$0</b>
<b>Operating Transfers Out</b>								
4912	To Special Revenue Fund		\$0	\$0	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund		\$0	\$0	\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport		\$0	\$0	\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric		\$0	\$0	\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer	15	\$1,061,127	\$1,061,127	\$1,077,694	\$0	\$1,077,694	\$0
4914W	To Proprietary Fund - Water	15	\$898,793	\$898,793	\$906,772	\$0	\$906,772	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0	\$0	\$0
4919	To Agency Funds		\$0	\$0	\$0	\$0	\$0	\$0
<b>Operating Transfers Out Subtotal</b>			<b>\$1,959,920</b>	<b>\$1,959,920</b>	<b>\$1,984,466</b>	<b>\$0</b>	<b>\$1,984,466</b>	<b>\$0</b>
<b>Total Operating Budget Appropriations</b>					<b>\$8,573,871</b>	<b>\$0</b>	<b>\$8,573,871</b>	<b>\$0</b>



Special Warrant Articles

Account	Purpose	Article	Selectmen's Appropriations for period ending 12/31/2020 (Recommended)	Selectmen's Appropriations for period ending 12/31/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Not Recommended)
4915	To Capital Reserve Fund		\$0	\$0	\$0	\$0
4916	To Expendable Trust Fund		\$0	\$0	\$0	\$0
4917	To Health Maintenance Trust Funds		\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment	05	\$175,000	\$0	\$175,000	\$0
		<i>Purpose: Capital Outlay Equipment Purchase DPW</i>				
4902	Machinery, Vehicles, and Equipment	06	\$97,390	\$0	\$97,390	\$0
		<i>Purpose: Equipment purchase Police Department</i>				
4909	Improvements Other than Buildings	03	\$30,000	\$0	\$30,000	\$0
		<i>Purpose: Storm Water Asset Management Grant</i>				
4909	Improvements Other than Buildings	07	\$14,573	\$0	\$14,573	\$0
		<i>Purpose: Facilities Repair Town Park</i>				
4915	To Capital Reserve Fund	04	\$462,500	\$0	\$462,500	\$0
		<i>Purpose: Deposit into Capital reserve</i>				
<b>Total Proposed Special Articles</b>			<b>\$779,463</b>	<b>\$0</b>	<b>\$779,463</b>	<b>\$0</b>



Individual Warrant Articles

Account	Purpose	Article	Selectmen's	Selectmen's	Budget	Budget
			Appropriations for	Appropriations for	Committee's	Committee's
			period ending	period ending	period ending	period ending
			12/31/2020	12/31/2020	12/31/2020	12/31/2020
			(Recommended)	(Not Recommended)	(Recommended)	(Not Recommended)
<b>Total Proposed Individual Articles</b>			\$0	\$0	\$0	\$0





New Hampshire  
Department of  
Revenue Administration

2020  
MS-737

Revenues

Account	Source	Article	Actual Revenues for period ending 12/31/2019	Selectmen's Estimated Revenues for period ending 12/31/2020	Budget Committee's Estimated Revenues for period ending 12/31/2020
<b>Taxes</b>					
3120	Land Use Change Tax - General Fund		\$0	\$0	\$0
3180	Resident Tax		\$0	\$0	\$0
3185	Yield Tax	15	\$10,399	\$1,500	\$1,500
3186	Payment in Lieu of Taxes	15	\$42,249	\$42,249	\$42,249
3187	Excavation Tax	15	\$8,296	\$1,500	\$1,500
3189	Other Taxes		\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	15	\$120,843	\$66,000	\$66,000
9991	Inventory Penalties		\$0	\$0	\$0
<b>Taxes Subtotal</b>			<b>\$181,787</b>	<b>\$111,249</b>	<b>\$111,249</b>
<b>Licenses, Permits, and Fees</b>					
3210	Business Licenses and Permits	15	\$2,058	\$1,000	\$1,000
3220	Motor Vehicle Permit Fees	15	\$1,459,659	\$1,400,000	\$1,400,000
3230	Building Permits	15	\$77,914	\$25,000	\$25,000
3290	Other Licenses, Permits, and Fees	15	\$40,797	\$39,210	\$39,210
3311-3319	From Federal Government		\$0	\$0	\$0
<b>Licenses, Permits, and Fees Subtotal</b>			<b>\$1,580,428</b>	<b>\$1,465,210</b>	<b>\$1,465,210</b>
<b>State Sources</b>					
3351	Municipal Aid/Shared Revenues	15	\$102,298	\$102,298	\$102,298
3352	Meals and Rooms Tax Distribution	15	\$361,054	\$350,000	\$350,000
3353	Highway Block Grant	15	\$170,301	\$171,784	\$171,784
3354	Water Pollution Grant		\$0	\$0	\$0
3355	Housing and Community Development		\$0	\$0	\$0
3356	State and Federal Forest Land Reimbursement		\$0	\$0	\$0
3357	Flood Control Reimbursement		\$0	\$0	\$0
3359	Other (Including Railroad Tax)		\$0	\$0	\$0
3379	From Other Governments		\$0	\$0	\$0
<b>State Sources Subtotal</b>			<b>\$633,653</b>	<b>\$624,082</b>	<b>\$624,082</b>



New Hampshire  
Department of  
Revenue Administration

2020  
MS-737

Revenues

Account	Source	Article	Actual Revenues for period ending 12/31/2019	Selectmen's Estimated Revenues for period ending 12/31/2020	Budget Committee's Estimated Revenues for period ending 12/31/2020
<b>Charges for Services</b>					
3401-3406	Income from Departments	15	\$230,388	\$130,800	\$130,800
3409	Other Charges		\$0	\$0	\$0
<b>Charges for Services Subtotal</b>			<b>\$230,388</b>	<b>\$130,800</b>	<b>\$130,800</b>
<b>Miscellaneous Revenues</b>					
3501	Sale of Municipal Property	15	\$139,312	\$1	\$1
3502	Interest on Investments	15	\$94,443	\$50,000	\$50,000
3503-3509	Other		\$18,224	\$0	\$0
<b>Miscellaneous Revenues Subtotal</b>			<b>\$251,979</b>	<b>\$50,001</b>	<b>\$50,001</b>
<b>Interfund Operating Transfers In</b>					
3912	From Special Revenue Funds		\$22,804	\$0	\$0
3913	From Capital Projects Funds		\$1,661,814	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)		\$0	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)		\$0	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)	15	\$1,061,127	\$1,077,694	\$1,077,694
3914W	From Enterprise Funds: Water (Offset)	15	\$898,793	\$906,772	\$906,772
3915	From Capital Reserve Funds	06, 07, 05	\$812,559	\$286,963	\$286,963
3916	From Trust and Fiduciary Funds		\$0	\$0	\$0
3917	From Conservation Funds		\$0	\$0	\$0
<b>Interfund Operating Transfers In Subtotal</b>			<b>\$4,457,097</b>	<b>\$2,271,429</b>	<b>\$2,271,429</b>
<b>Other Financing Sources</b>					
3934	Proceeds from Long Term Bonds and Notes	03	\$0	\$30,000	\$30,000
9998	Amount Voted from Fund Balance		\$0	\$0	\$0
9999	Fund Balance to Reduce Taxes	15	\$540,000	\$500,000	\$500,000
<b>Other Financing Sources Subtotal</b>			<b>\$540,000</b>	<b>\$530,000</b>	<b>\$530,000</b>
<b>Total Estimated Revenues and Credits</b>			<b>\$7,875,332</b>	<b>\$5,182,771</b>	<b>\$5,182,771</b>



**Budget Summary**

<b>Item</b>	<b>Selectmen's Period ending 12/31/2020 (Recommended)</b>	<b>Budget Committee's Period ending 12/31/2020 (Recommended)</b>
Operating Budget Appropriations	\$8,573,871	\$8,573,871
Special Warrant Articles	\$779,463	\$779,463
Individual Warrant Articles	\$0	\$0
Total Appropriations	\$9,353,334	\$9,353,334
Less Amount of Estimated Revenues & Credits	\$5,182,771	\$5,182,771
<b>Estimated Amount of Taxes to be Raised</b>	<b>\$4,170,563</b>	<b>\$4,170,563</b>



Supplemental Schedule

<b>1. Total Recommended by Budget Committee</b>	<b>\$9,353,334</b>
<b>Less Exclusions:</b>	
2. Principal: Long-Term Bonds & Notes	\$725,068
3. Interest: Long-Term Bonds & Notes	\$175,290
4. Capital outlays funded from Long-Term Bonds & Notes	\$30,000
5. Mandatory Assessments	\$0
6. Total Exclusions ( <i>Sum of Lines 2 through 5 above</i> )	\$930,358
<b>7. Amount Recommended, Less Exclusions (<i>Line 1 less Line 6</i>)</b>	<b>\$8,422,976</b>
8. 10% of Amount Recommended, Less Exclusions ( <i>Line 7 x 10%</i> )	\$842,298
<b>Collective Bargaining Cost Items:</b>	
9. Recommended Cost Items (Prior to Meeting)	\$0
10. Voted Cost Items (Voted at Meeting)	\$0
11. Amount voted over recommended amount (Difference of Lines 9 and 10)	\$0
<b>12. Bond Override (RSA 32:18-a), Amount Voted</b>	<b>\$0</b>
<b>Maximum Allowable Appropriations Voted at Meeting:</b> <i>(Line 1 + Line 8 + Line 11 + Line 12)</i>	<b>\$10,195,632</b>

**2020**

**SCHOOL DISTRICT  
MEETING  
WARRANT**

**AND**

**PROPOSED  
SCHOOL  
BUDGET**

**2020**

**SCHOOL DISTRICT  
MEETING  
WARRANT**

**AND**

**PROPOSED  
SCHOOL  
BUDGET**

**THE STATE OF NEW HAMPSHIRE**

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

You are hereby notified to meet at the Pembroke Three Rivers School in said District on the 10th day of March, 2020 at 11:00 o'clock in the forenoon, to act upon the following subjects:

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

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

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

Given under our hands at said Pembroke this \_\_ day of February, 2020.

Daniel Driscoll, Chair  
Patricia Nardone-Boucher  
Eugene Gauss  
Andrew Camidge  
April Villani  
PEMBROKE SCHOOL BOARD

THE STATE OF NEW HAMPSHIRE

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

You are hereby notified to meet at Pembroke Academy in said District on the 7th day of March, 2020 at 10:00 o'clock in the morning to act upon the following subjects:

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

2. To see if the Pembroke School District will vote to raise and appropriate the budget committee's recommended amount of \$26,076,830 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 \$26,883,330[3-1]  
Budget Committee Recommends Approval of \$26,076,830[9-2]*

3. To see if the Pembroke School District will vote to raise and appropriate the sum of **thirty thousand dollars (\$30,000)** for the purpose of floor replacement and exterior painting district wide, with said funds to come from the **School Building Capital Reserve Fund** previously established for these purposes.

*School Board Recommends Approval [4-0]  
Budget Committee Recommends Approval [8-3]*

4. To see if the Pembroke School District will vote to raise and appropriate the sum of **one hundred and two thousand five hundred dollars (\$102,500)** to be added to the **School Building Capital Reserve Fund** for the purpose of continuing work on the Capital Improvement Projects, ADA upgrades district wide, gas fired heating units at Pembroke Academy, hot water heaters and dishwashers district wide, fire/life safety district wide and to certify and extend fume hoods at Pembroke Academy and Three Rivers School.

*School Board Recommends Approval [4-0]  
Budget Committee Does Not Recommend Approval [2-8]*

5. To see if the Pembroke School District will vote to approve the cost items set forth in the collective bargaining agreement reached between the Pembroke School Board and the **Education Association of Pembroke** for the 2020/21, 2021/22, and 2022/23 fiscal years, which calls for the following estimated increases in salaries and benefits at the current staffing level:

2020/21	\$436,954
2021/22	\$420,339
2022/23	\$406,969

and further to raise and appropriate the sum of \$436,954 for the 2020/21 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 [4-0]  
Budget Committee Does Not Recommend Approval [1-9]*

6. To see if the Pembroke School District, if Article #5 is defeated, will authorize the governing body to call one special meeting, at its option, to address Article #5 cost items only? (Majority vote)



7. To see if the Pembroke School District will vote to raise and appropriate the sum of up to **thirty-five thousand dollars (\$35,000)**, to be added to the **Site Improvement Expendable Trust Fund** previously established, for the purpose of redesigning the old main entrance at Pembroke Academy, (the horse shoe) and to fund paving district wide, with such amount to be funded from the June 30, 2020 unassigned fund balance available for transfer on July 1, 2020.

*School Board Recommends Approval [4-0]  
Budget Committee Recommends Approval [9-1]*

8. To see if the Pembroke School District will vote to raise and appropriate the sum of up to **ten thousand dollars (\$10,000)** to be added to the **Technology Expendable Trust Fund** previously established, with such amount to be funded from the June 30, 2020 unassigned fund balance available for transfer on July 1, 2020.

*School Board Recommends Approval [4-0]  
Budget Committee Recommends Approval [10-0]*

9. To see if the Pembroke School District will vote to raise and appropriate the sum of up to **thirty-seven thousand five hundred dollars (\$37,500)** to be added to the **Equipment Installation & Labor Expendable Trust Fund** previously established, for the purpose of replacing and maintaining camera systems district wide, a new pickup truck and zero turn mower, with such amount to be funded from the June 30, 2020 unassigned fund balance available for transfer on July 1, 2020.

*School Board Recommends Approval [4-0]  
Budget Committee Recommends Approval [7-4]*

10. To see if the Pembroke School District will authorize the Pembroke School Board to negotiate for the acquisition of a 14 +/- acre parcel of real property located at 245 Pembroke Hill Road on such terms and conditions as it deems to be in the best interest of the District and further to raise and appropriate the sum of eighty thousand dollars (\$80,000), with the understanding that the School Board need not expend the entire appropriation, and may decline to acquire the property if it deems the purchase price or the terms of sale to not be in the best interest of the District?

*School Board Recommends Approval [4-0]  
Budget Committee Does Not Recommend Approval [2-9]*

11. To see if the Pembroke School District will vote to authorize the School Board to convey the District-owned property known as The Grange, located at 302 Pembroke Street on such terms and conditions as deemed in the public interest by the School Board.

*School Board Recommends Approval [4-0]*

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

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

Given under our hands and seal this \_\_\_\_\_ day of February, 2020.

Daniel Driscoll, Chair  
Patricia Nardone-Boucher  
Eugene Gauss  
Andrew Camidge  
April Villani





New Hampshire  
Department of  
Revenue Administration

2020  
MS-27

Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2019	Appropriations as Approved by DRA for period ending 6/30/2020	School Board's Appropriations for period ending 6/30/2021 (Recommended)	School Board's Appropriations for period ending 6/30/2021 (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2021 (Recommended)	Budget Committee's Appropriations for period ending 6/30/2021 (Not Recommended)
<b>Instruction</b>								
1100-1199	Regular Programs	02	\$7,065,539	\$7,364,269	\$7,536,250	\$0	\$6,729,750	\$806,500
1200-1299	Special Programs	02	\$3,053,841	\$3,226,854	\$3,555,230	\$0	\$3,555,230	\$0
1300-1399	Vocational Programs	02	\$560,873	\$632,875	\$664,755	\$0	\$664,755	\$0
1400-1499	Other Programs	02	\$426,375	\$467,156	\$497,041	\$0	\$497,041	\$0
1500-1599	Non-Public Programs	02	\$0	\$0	\$0	\$0	\$0	\$0
1600-1699	Adult/Continuing Education Programs	02	\$0	\$0	\$0	\$0	\$0	\$0
1700-1799	Community/Junior College Education Programs	02	\$0	\$0	\$0	\$0	\$0	\$0
1800-1899	Community Service Programs		\$0	\$0	\$0	\$0	\$0	\$0
<b>Instruction Subtotal</b>			<b>\$11,106,628</b>	<b>\$11,691,154</b>	<b>\$12,253,276</b>	<b>\$0</b>	<b>\$11,446,776</b>	<b>\$806,500</b>
<b>Support Services</b>								
2000-2199	Student Support Services	02	\$1,169,666	\$1,124,336	\$1,156,456	\$0	\$1,156,456	\$0
2200-2299	Instructional Staff Services	02	\$310,346	\$368,914	\$376,186	\$0	\$376,186	\$0
<b>Support Services Subtotal</b>			<b>\$1,480,012</b>	<b>\$1,493,250</b>	<b>\$1,532,642</b>	<b>\$0</b>	<b>\$1,532,642</b>	<b>\$0</b>
<b>General Administration</b>								
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0	\$0	\$0
2310 (840)	School Board Contingency		\$0	\$0	\$0	\$0	\$0	\$0
2310-2319	Other School Board	02	\$51,768	\$51,699	\$52,176	\$0	\$52,176	\$0
<b>General Administration Subtotal</b>			<b>\$51,768</b>	<b>\$51,699</b>	<b>\$52,176</b>	<b>\$0</b>	<b>\$52,176</b>	<b>\$0</b>



Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2019	Appropriations as Approved by DRA for period ending 6/30/2020	School Board's Appropriations for period ending 6/30/2021 (Recommended)	School Board's Appropriations for period ending 6/30/2021 (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2021 (Recommended)	Budget Committee's Appropriations for period ending 6/30/2021 (Not Recommended)
<b>Executive Administration</b>								
2320 (310)	SAU Management Services	02	\$678,432	\$682,761	\$673,364	\$0	\$673,364	\$0
2320-2399	All Other Administration		\$0	\$0	\$0	\$0	\$0	\$0
2400-2499	School Administration Service	02	\$1,382,887	\$1,439,539	\$1,456,616	\$0	\$1,456,616	\$0
2500-2599	Business		\$0	\$0	\$0	\$0	\$0	\$0
2600-2699	Plant Operations and Maintenance	02	\$1,472,781	\$1,506,098	\$1,488,848	\$0	\$1,488,848	\$0
2700-2799	Student Transportation	02	\$729,114	\$798,427	\$813,707	\$0	\$813,707	\$0
2800-2999	Support Service, Central and Other	02	\$6,556,426	\$6,379,513	\$7,145,364	\$0	\$7,145,364	\$0
<b>Executive Administration Subtotal</b>			<b>\$10,819,640</b>	<b>\$10,806,338</b>	<b>\$11,577,899</b>	<b>\$0</b>	<b>\$11,577,899</b>	<b>\$0</b>
<b>Non-Instructional Services</b>								
3100	Food Service Operations	02	\$673,969	\$695,571	\$648,183	\$0	\$648,183	\$0
3200	Enterprise Operations		\$0	\$0	\$0	\$0	\$0	\$0
<b>Non-Instructional Services Subtotal</b>			<b>\$673,969</b>	<b>\$695,571</b>	<b>\$648,183</b>	<b>\$0</b>	<b>\$648,183</b>	<b>\$0</b>
<b>Facilities Acquisition and Construction</b>								
4100	Site Acquisition		\$0	\$0	\$0	\$0	\$0	\$0
4200	Site Improvement		\$0	\$0	\$0	\$0	\$0	\$0
4300	Architectural/Engineering		\$0	\$0	\$0	\$0	\$0	\$0
4400	Educational Specification Development		\$0	\$0	\$0	\$0	\$0	\$0
4500	Building Acquisition/Construction		\$0	\$0	\$0	\$0	\$0	\$0
4600	Building Improvement Services	02	\$41,236	\$75,000	\$3	\$0	\$3	\$0
4900	Other Facilities Acquisition and Construction	02	\$667,331	\$666,415	\$665,689	\$0	\$665,689	\$0
<b>Facilities Acquisition and Construction Subtotal</b>			<b>\$708,567</b>	<b>\$741,415</b>	<b>\$665,692</b>	<b>\$0</b>	<b>\$665,692</b>	<b>\$0</b>
<b>Other Outlays</b>								
5110	Debt Service - Principal	02	\$45,000	\$45,000	\$45,000	\$0	\$45,000	\$0
5120	Debt Service - Interest	02	\$4,050	\$5,850	\$3,600	\$0	\$3,600	\$0
<b>Other Outlays Subtotal</b>			<b>\$49,050</b>	<b>\$50,850</b>	<b>\$48,600</b>	<b>\$0</b>	<b>\$48,600</b>	<b>\$0</b>



Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2019	Appropriations as Approved by DRA for period ending 6/30/2020	School Board's	School Board's	Budget	Budget
					Appropriations for period ending 6/30/2021 (Recommended)	Appropriations for period ending 6/30/2021 (Not Recommended)	Committee's Appropriations for period ending 6/30/2021 (Recommended)	Committee's Appropriations for period ending 6/30/2021 (Not Recommended)
<b>Fund Transfers</b>								
5220-5221	To Food Service	02	\$11,358	\$5,123	\$3,000	\$0	\$3,000	\$0
5222-5229	To Other Special Revenue		\$0	\$0	\$0	\$0	\$0	\$0
5230-5239	To Capital Projects		\$0	\$0	\$0	\$0	\$0	\$0
5252	To Expendable Trusts/Fiduciary Funds	02	\$0	\$80,000	\$1	\$0	\$1	\$0
5254	To Agency Funds		\$0	\$0	\$0	\$0	\$0	\$0
5300-5399	Intergovernmental Agency Allocation	02	\$93,013	\$45,190	\$101,861	\$0	\$101,861	\$0
9990	Supplemental Appropriation		\$0	\$0	\$0	\$0	\$0	\$0
9992	Deficit Appropriation		\$0	\$0	\$0	\$0	\$0	\$0
<b>Fund Transfers Subtotal</b>			<b>\$104,371</b>	<b>\$130,313</b>	<b>\$104,862</b>	<b>\$0</b>	<b>\$104,862</b>	<b>\$0</b>
<b>Total Operating Budget Appropriations</b>					<b>\$26,883,330</b>	<b>\$0</b>	<b>\$26,076,830</b>	<b>\$806,500</b>



Special Warrant Articles

Account	Purpose	Article	School Board's Appropriations for period ending 6/30/2021 (Recommended)	School Board's Appropriations for period ending 6/30/2021 (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2021 (Recommended)	Budget Committee's Appropriations for period ending 6/30/2021 (Not Recommended)
5251	To Capital Reserve Fund		\$0	\$0	\$0	\$0
5252	To Expendable Trust Fund		\$0	\$0	\$0	\$0
5253	To Non-Expendable Trust Fund		\$0	\$0	\$0	\$0
4600	Building Improvement Services	03	\$30,000	\$0	\$30,000	\$0
		<i>Purpose: To Withdraw from Capital Reserve Fund Purpose of F</i>				
5251	To Capital Reserve Fund	04	\$102,500	\$0	\$0	\$102,500
		<i>Purpose: To Raise and Appropriate Funds for the Purpose of</i>				
5252	To Expendable Trusts/Fiduciary Funds	07	\$35,000	\$0	\$35,000	\$0
		<i>Purpose: Vote to Raise and Appropriate for the Purpose of I</i>				
5252	To Expendable Trusts/Fiduciary Funds	08	\$10,000	\$0	\$10,000	\$0
		<i>Purpose: Raise and Appropriate to Increase the Technology E</i>				
5252	To Expendable Trusts/Fiduciary Funds	09	\$37,500	\$0	\$37,500	\$0
		<i>Purpose: Raise and Appropriate Funds to Be Added to the Equ</i>				
<b>Total Proposed Special Articles</b>			<b>\$215,000</b>	<b>\$0</b>	<b>\$112,500</b>	<b>\$102,500</b>



Individual Warrant Articles

Account	Purpose	Article	School Board's Appropriations for period ending 6/30/2021 (Recommended)	School Board's Appropriations for period ending 6/30/2021 (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2021 (Recommended)	Budget Committee's Appropriations for period ending 6/30/2021 (Not Recommended)
1100-1199	Regular Programs	05	\$260,012	\$0	\$0	\$260,012
		<i>Purpose: Raise and Appropriate for the Purpose of Approving</i>				
1200-1299	Special Programs	05	\$51,299	\$0	\$0	\$51,299
		<i>Purpose: Raise and Appropriate for the Purpose of Approving</i>				
1300-1399	Vocational Programs	05	\$8,428	\$0	\$0	\$8,428
		<i>Purpose: Raise and Appropriate for the Purpose of Approving</i>				
2000-2199	Student Support Services	05	\$22,501	\$0	\$0	\$22,501
		<i>Purpose: Raise and Appropriate for the Purpose of Approving</i>				
2200-2299	Instructional Staff Services	05	\$3,561	\$0	\$0	\$3,561
		<i>Purpose: Raise and Appropriate for the Purpose of Approving</i>				
2800-2999	Support Service, Central and Other	05	\$91,153	\$0	\$0	\$91,153
		<i>Purpose: Raise and Appropriate for the Purpose of Approving</i>				
4900	Other Facilities Acquisition and Construction	10	\$80,000	\$0	\$0	\$80,000
		<i>Purpose: Authority to Negotiate Property</i>				
<b>Total Proposed Individual Articles</b>			<b>\$516,954</b>	<b>\$0</b>	<b>\$0</b>	<b>\$516,954</b>



Revenues

Account	Source	Article	Revised Revenues for period ending 6/30/2020	School Board's Estimated Revenues for period ending 6/30/2021	Budget Committee's Estimated Revenues for period ending 6/30/2021
<b>Local Sources</b>					
1300-1349	Tuition	02	\$5,756,786	\$5,821,285	\$5,821,285
1400-1449	Transportation Fees	02	\$5,000	\$5,000	\$5,000
1500-1599	Earnings on Investments	02	\$10,091	\$12,250	\$12,250
1600-1699	Food Service Sales	02	\$369,443	\$362,117	\$362,117
1700-1799	Student Activities	02	\$5,000	\$5,000	\$5,000
1800-1899	Community Service Activities		\$0	\$0	\$0
1900-1999	Other Local Sources	02	\$128,613	\$132,214	\$132,214
<b>Local Sources Subtotal</b>			<b>\$6,274,933</b>	<b>\$6,337,866</b>	<b>\$6,337,866</b>
<b>State Sources</b>					
3210	School Building Aid	02	\$224,476	\$229,213	\$229,213
3215	Kindergarten Building Aid		\$0	\$0	\$0
3220	Kindergarten Aid		\$0	\$0	\$0
3230	Special Education Aid	02	\$19,508	\$19,099	\$19,099
3240-3249	Vocational Aid		\$0	\$0	\$0
3250	Adult Education		\$0	\$0	\$0
3260	Child Nutrition	02	\$1,000	\$1,000	\$1,000
3270	Driver Education		\$0	\$0	\$0
3290-3299	Other State Sources		\$0	\$0	\$0
<b>State Sources Subtotal</b>			<b>\$244,984</b>	<b>\$249,312</b>	<b>\$249,312</b>





New Hampshire  
Department of  
Revenue Administration

2020  
MS-27

Revenues

Account	Source	Article	Revised Revenues for period ending 6/30/2020	School Board's Estimated Revenues for period ending 6/30/2021	Budget Committee's Estimated Revenues for period ending 6/30/2021
<b>Federal Sources</b>					
4100-4539	Federal Program Grants	02	\$269,357	\$269,357	\$269,357
4540	Vocational Education		\$0	\$0	\$0
4550	Adult Education		\$0	\$0	\$0
4560	Child Nutrition	02	\$276,257	\$256,751	\$256,751
4570	Disabilities Programs	02	\$410,287	\$410,286	\$410,286
4580	Medicaid Distribution		\$33,719	\$0	\$0
4590-4999	Other Federal Sources (non-4810)		\$0	\$0	\$0
4810	Federal Forest Reserve		\$0	\$0	\$0
<b>Federal Sources Subtotal</b>			<b>\$989,620</b>	<b>\$936,394</b>	<b>\$936,394</b>
<b>Other Financing Sources</b>					
5110-5139	Sale of Bonds or Notes		\$0	\$0	\$0
5140	Reimbursement Anticipation Notes		\$0	\$0	\$0
5221	Transfer from Food Service Special Revenue Fund		\$0	\$0	\$0
5222	Transfer from Other Special Revenue Funds		\$0	\$0	\$0
5230	Transfer from Capital Project Funds		\$0	\$0	\$0
5251	Transfer from Capital Reserve Funds	03	\$75,000	\$30,000	\$30,000
5252	Transfer from Expendable Trust Funds	02	\$0	\$0	\$0
5253	Transfer from Non-Expendable Trust Funds		\$0	\$0	\$0
5300-5699	Other Financing Sources	02	\$5,123	\$3,000	\$3,000
9997	Supplemental Appropriation (Contra)		\$0	\$0	\$0
9998	Amount Voted from Fund Balance	08, 09, 07	\$0	\$82,500	\$82,500
9999	Fund Balance to Reduce Taxes		\$0	\$0	\$0
<b>Other Financing Sources Subtotal</b>			<b>\$80,123</b>	<b>\$115,500</b>	<b>\$115,500</b>
<b>Total Estimated Revenues and Credits</b>			<b>\$7,589,660</b>	<b>\$7,639,072</b>	<b>\$7,639,072</b>



**2020  
 MS-27**

**Budget Summary**

<b>Item</b>	<b>School Board Period ending 6/30/2021 (Recommended)</b>	<b>Budget Committee Period ending 6/30/2021 (Recommended)</b>
Operating Budget Appropriations	\$26,883,330	\$26,076,830
Special Warrant Articles	\$215,000	\$112,500
Individual Warrant Articles	\$516,954	\$0
<b>Total Appropriations</b>	<b>\$27,615,284</b>	<b>\$26,189,330</b>
Less Amount of Estimated Revenues & Credits	\$7,639,072	\$7,639,072
Less Amount of State Education Tax/Grant	\$7,527,903	\$7,527,903
<b>Estimated Amount of Taxes to be Raised</b>	<b>\$12,448,309</b>	<b>\$11,022,355</b>



Supplemental Schedule

<b>1. Total Recommended by Budget Committee</b>	<b>\$26,189,330</b>
<b>Less Exclusions:</b>	
2. Principal: Long-Term Bonds & Notes	\$0
3. Interest: Long-Term Bonds & Notes	\$0
4. Capital outlays funded from Long-Term Bonds & Notes	\$0
5. Mandatory Assessments	\$0
6. Total Exclusions (Sum of Lines 2 through 5 above)	\$0
<b>7. Amount Recommended, Less Exclusions (Line 1 less Line 6)</b>	<b>\$26,189,330</b>
8. 10% of Amount Recommended, Less Exclusions (Line 7 x 10%)	\$2,618,933
<b>Collective Bargaining Cost Items:</b>	
9. Recommended Cost Items (Prior to Meeting)	\$0
10. Voted Cost Items (Voted at Meeting)	\$0
11. Amount voted over recommended amount (Difference of Lines 9 and 10)	\$0
<b>12. Bond Override (RSA 32:18-a), Amount Voted</b>	<b>\$0</b>
<b>Maximum Allowable Appropriations Voted at Meeting: (Line 1 + Line 8 + Line 11 + Line 12)</b>	<b>\$28,808,263</b>

**TOWN HALL AND OFFICES WILL BE CLOSED**



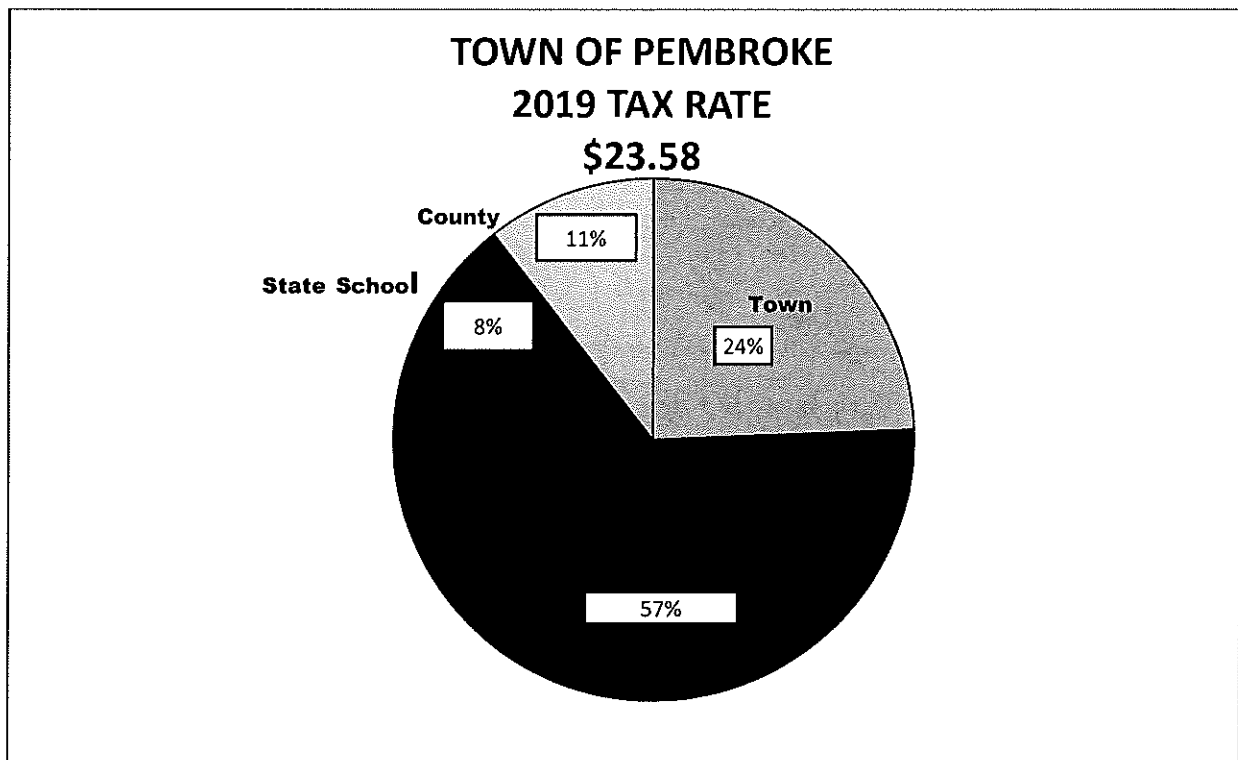
New Year's Day - January 1, 2020  
 Martin Luther King/Civil Rights Day – January 20, 2020  
 Presidents' Day – February 17, 2020  
 Memorial Day – May 25, 2020  
 Independence Day (Observed) – July 3, 2020  
 Labor Day – September 7, 2020  
 Columbus Day – October 12, 2020  
 Veteran's Day – November 11, 2020  
 Thanksgiving – November 26 & 27, 2020  
 Christmas – December 25, 2020

<b>2020 Pembroke Curbside Pickup Holiday Schedule</b>		
Regular Pickup Date	Holiday	Holiday Pickup Date
MON 01/20/20	MLK Jr./Civil Rights Day	TUES 01/21/20
MON 02/17/20	President's Day	TUES 02/18/20
MON 05/25/20	Memorial Day	TUES 05/26/20
FRI 07/03/20	Independence Day (Observed)	MON 07/06/20 (Double – FRI & MON)
MON 09/07/20	Labor Day	TUES 09/08/20
MON 10/12/20	Columbus Day	TUES 10/13/20
WED 11/11/20	Veteran's Day	TUES 11/10/20
THUR 11/26/20	Thanksgiving Day	FRI 11/27/20
FRI 11/27/20	Day After Thanksgiving	FRI 11/27/20 (Double - THUR & FRI)
FRI 12/25/20	Christmas Day	TUES 12/29/20
FRI 1/01/21	New Year's Day	TUES 1/4/21
MON 01/18/21	MLK Jr./Civil Rights Day	TUES 01/19/21
MON 02/15/21	President's Day	TUES 02/16/21
<b>2020 Pembroke Spring Cleanup Schedule</b>		
Your Trash Pickup Day	Your Spring Cleanup Week	
Monday	April 20 through April 24	
Wednesday	April 20 through April 24	
Thursday	April 27 through May 1	
Friday	April 27 through May 1	
*Please have yard waste out at the beginning of your week		
*Feel free to cut this schedule out and keep for your reference		
<b>2020 Pembroke Transfer Station Closings</b>		
Transfer Station (July 4, 2020)		
Old Home Day (August 22, 2020)		
Transfer Station's Normal Hours are: Tuesdays & Saturdays 7:30 am – 3:30 pm		



**Original Pembroke Town Hall**

*Destroyed by Fire in 1965*



Rate Breakdown: Town \$5.75 / Local School \$13.45 / State School \$1.88 / County \$2.50