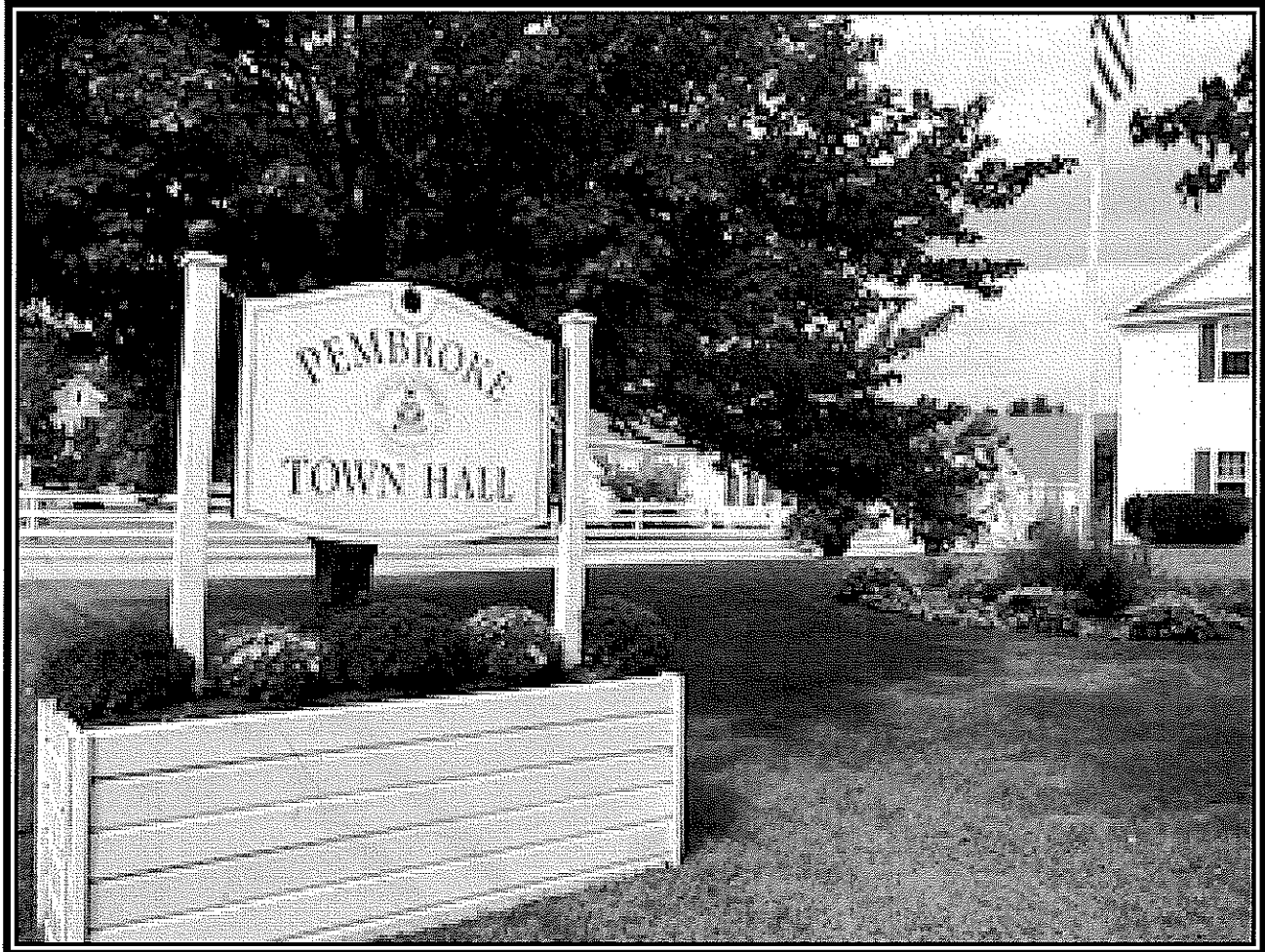


# TOWN OF PEMBROKE ANNUAL REPORT 2018



## **TOWN HALL FLOWERS and DECORATIONS**

*Thank You to the  
Pembroke Woman's Club*

## 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.**

❖ DEDICATION ❖

The Board of Selectmen dedicates the 2018 Town Report in memory of

**PATRICIA Y. CRAFTS**

February 5, 1930 – September 8, 2018



Pat, a graduate of Pembroke Academy and resident of Pembroke for 68 years served 12 years as a Supervisor of the Checklist, was the recording clerk for the Budget Committee and was a Library Trustee for 3 years, working hard fund raising ( book sales and yard sales ) to support the construction of the new library building. She also served as a volunteer EMT for the Tri-Town Ambulance Service.

Pat was also instrumental and an original member of the Old Home Day Committee that resurrected the Old Home Days in 1981. She and her friend Reggie Frost Baxter hand made the OHD banner that spans Broadway.

Pat raised her family along with running two different businesses in Pembroke, was a founding member of the Plausawa Valley Country Club and a member of the Pembroke Congregational Church. What we will probably all remember Pat for most, along with her dedication to anything she became involved with is her sense of humor. If you were talking with Pat and not chuckling along with her, then you weren't listening to her. Pat Crafts will be missed.

# **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, 2018

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**2019 TOWN MEETING WARRANT & PROPOSED TOWN BUDGET.....Blue Pages**

**2019 SCHOOL DISTRICT WARRANT & PROPOSED SCHOOL BUDGET....Blue Pages**

## **TOWN OFFICIALS**

### **Board of Selectmen**

Justine “Tina” Courtemanche, Chair (2020);  
Vincent E. “Doc” Greco (2019); Michael F. Crockwell (2020);  
Ann Bond (2021); Sandy Goulet (2019)

### **Town Treasurer**

Shelley Fowler (2019)

### **Deputy Treasurer**

Susan Jones

### **Town Clerk**

James F. Goff (2019)

### **Town Moderator**

Thomas E. Petit (2020)

### **Assistant Town Moderator**

Chet Martel

### **Supervisors of the Checklist**

Karen Dowling Yeaton, Chair (2022);  
Iris Altilio (2019)  
Robin Lounsbury (2019)

### **Library Trustees**

Susan Whitbeck, Co-Chair (2020); Judy Mitchell Co-Chair (2019);  
Shelley Fowler (2021); Linda Proulx, Treasurer (2020)  
Marie Brezosky. (2019); Linda Manter, Alternate

### **Trustees of Trust Funds**

Gerard E. Fleury, Chair (2020);  
Daniel Crean (2019); Courtney Eschbach (2021)

### **Sewer Commission**

Harold Thompson, Chair (2019);  
Jules Pellerin (2021); Daniel Driscoll (2020)

### **Water Commission**

Edward Lavallee, Chair (2022);  
Kevin Brasley (2020); Chris Culberson (2023);  
Chet Martel (2021); Andrew Boisvert (2019)

## **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  
Larry Young, Sr., Deputy Director

### **Fire Department**

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

### **Health Department**

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

### **Tax Collection**

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

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

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

## **BOARDS, COMMITTEES AND COMMISSIONS**

### **BUDGET COMMITTEE**



Karen Yeaton, Chair; Michael Connor; Brian Seaworth; Marie Chouinard;  
Gerard Fleury, Vice Chair and CIP Representative;  
Connie Soucy; Armand Soucy; Daniel Crean  
Tina Courtemanche, Board of Selectmen Representative;  
Ann Bond, Board of Selectmen Alt.;  
Tom Serafin, School Board Representative;  
David Doherty, School Board Alt.;

### **CAPITAL IMPROVEMENT PROGRAM COMMITTEE**



Gerry Fleury, Chair and Budget Committee Representative;  
Rosemarie Michaud, Vice Chair; Bryan Christensen; Kevin Foss;  
Ann Bond, Board of Selectmen Representative;  
Tina Courtemanche, Board of Selectmen Alt.;  
Larry Young, Sr., Planning Board Representative;  
Gene Gauss, School Board Representative

### **CEMETERY COMMISSION**



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

### **CONSERVATION COMMISSION**



Ammy Heiser, Chair; Carol Bertsimas, Vice Chair;  
Ayn Whytemare; Jennie Manzelli; Wendy Weisiger, Alt.;  
Brent Edmonds, Planning Board Representative  
Michael F. Crockwell, Board of Selectmen Representative

### **ENERGY COMMITTEE**



Daniel Crean, Robert G. Samson,  
Pentti J. Aalto, J. J. Smith; Sharon Morris

## **BOARDS, COMMITTEES AND COMMISSIONS**

### **PLANNING BOARD**



Alan Topliff, Chair; Brian Seaworth, Vice Chair;  
Kathy Cruson; Brent Edmonds;  
Robert E. Bourque; Kellie J. Dyjak, Alt.; Timothy Goldthwaite;  
Ann Bond, Board of Selectmen Representative;  
Vincent E. "Doc" Greco, Board of Selectmen Alt.;  
Jocelyn Carlucci, Recording Secretary

### **RECREATION COMMISSION**



Rose Galligan, Chair; Jacob Dandy; Steve Fowler;  
Sharon Morris; Sam Barker, Alt.;  
Vincent E. "Doc" Greco, Board of Selectmen Representative

### **ROADS COMMITTEE**



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

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



Harold Paulsen, Chair, Chief, Pembroke Fire Department;  
Michael O'Meara, Vice Chair, Allenstown Citizens Representative;  
Robert Bourque, Pembroke Citizens Representative;  
Shawn Murray, Allenstown Fire Chief;  
Hearshell VanLuven, Tri-Town Employee;  
Derik Goodine, Allenstown Town Administrator;  
David Jodoin, Pembroke Town Administrator.

### **ZONING BOARD OF ADJUSTMENT**



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

## BOARD OF SELECTMEN

In 2018 the Board saw some changes. Ann Bond was elected to the Board after serving on the Budget Committee. Longtime member Dave Sheldon retired to sunny Florida and the Board appointed former Selectman Sandy Goulet to fill the slot for the remainder of the year.

The Board would like to especially thank Dave for the years that he dedicated to the Town on various Boards and Committees.

The Tax Increment Financing district was dissolved by a vote of the residents in 2018. All tax revenue from that area now goes directly to the General Fund. There are still some uncompleted items in the district that will remain until a tenant is secured.

2018 saw construction on Upper Beacon, East Meadow and East View roadways that were completely re-designed and re-paved to include all new drainage. Final completion work will be done in 2019. Presently the next roadway project that is being designed is Main Street. The voters will likely see a bond request for this project in 2021.

Selectmen, Budget, Planning, Zoning, Ambulance and Conservation meetings are now recorded and can be seen by clicking on the Town website and clicking the link.

As always, we would like to thank all of the fine dedicated volunteers that this community has that sit on various boards. At this time we are putting a call out to all of you. We are in desperate need for residents to volunteer for various Boards. A community can only be as good as those who get involved. We understand that people's time is valuable, but we are also looking for people to get involved with their community, after all it's your tax dollars not just ours!

If anyone is interested in serving on a committee, you can contact Town Hall and inform staff as to your interest. We need your help, there are various spots that are open.

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 closing message to all taxpayers, get out and vote, get involved in your community and participate in Pembroke's future.**

Respectfully Submitted,

Justine Courtemanche, Chairman  
Vincent (Doc) Greco, Vice Chairman  
Michael Crockwell  
Sandy Goulet  
Ann Bond

Pembroke Board of Selectmen

## **TOWN MEETING MINUTES**

### **MINUTES OF THE ANNUAL TOWN MEETING TOWN OF PEMBROKE, NH MARCH 13, 2018**

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 17, 2018 at the Pembroke Academy Auditorium.

**MOVED: Bonnie Clark**

**SECONDED: Vincent Greco**

**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	*505	Water Commissioner for five years vote for not more than one Christopher Culberson	*462
Moderator for 2 years: Vote for not more than one Thomas E. Petit	*482	Library Trustee for three years: vote for not more than one Shelley Fowler	*477
Treasurer for one year: vote for not more than one Shelley Fowler	*473	Trust Fund Trustee for three years: vote for not more than one Courtney Eschbach	*444
Selectman for three years: vote for not more than one Sandy Goulet.	161	Checklist Supervisor for six years vote for not more than one *no one filed	
Ann Bond	*219	**Ann Bond had the most write-in votes with 4	
Bob Bourque	112	**Ann Bond is already a supervisor so she is Disqualified	
Sewer Commisioner for three years: vote for not more than one Jules Pellerin	*454		

5227 voters on the Pembroke Checklist  
535 ballots cast  
10% voter turnout

## 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?

Proposed language is underlined and existing language is crossed out.

#### **Proposed Zoning Amendment #1** Public Hearing completed on December 12, 2017

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

#### **§ 143-18.1 Accessory dwelling units.**

**One Accessory Dwelling Unit (ADU) shall be permitted in accordance with the NH Planning and Land Use Regulations RSA 674:71, 674:72, 674:73 as amended. Further,** one ADU shall be permitted in all zones that allow single Family Detached Dwelling Units by special exception from the zoning board of adjustment with the following stipulations.

- A. An accessory dwelling unit shall be clearly incidental to the primary use of the property for a single-family dwelling. Such accessory living space shall not exceed 750 square feet and all appropriate town building codes shall be followed.
- B. An accessory dwelling unit may be constructed either within or attached to the single-family dwelling.
- C. At least one interior connecting door or other access for persons to pass between the accessory dwelling unit and the single-family dwelling must be included.
- D. Septic system design/capacity shall be approved by the NH Department of Environmental Services and provided to the Town.
- E. **A minimum of** one off street parking space shall be provided for an accessory dwelling unit, however, no new curb cut from the street shall be constructed.
- F. Exterior construction and material shall be uniform and compatible with the single-family dwelling.
- G. There shall be only one electric, water, and sewer service for both units.
- H. This section of the ordinance does not preclude the applicant from having to comply with applicable sewer and water connection fees.

**YES 368 NO 109 AMENDMENT #1 PASSED**

#### **Proposed Zoning Amendment #2** Public Hearing completed on November 14, 2017

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

## TOWN MEETING MINUTES

### § 143-68 Aquifer Conservation (AC) District.

F. Special Exceptions: For use which may be allowed by special exception in the underlying zoning district the Zoning Board of Adjustment must first find, in written findings of fact, that all of the following are true:

- (1) The proposed use will not have a detrimental effect on the quality of the groundwater contained in the aquifer by directly contributing to pollution or by increasing the long-term susceptibility of the aquifer to potential pollutants;
- (2) The proposed use will not cause a significant reduction in the long-term volume of water contained in the aquifer, or in the storage capacity of the aquifer;
- (3) The proposed use will discharge no wastewater on site other than that which is permitted under the provisions of this section; and
- (4) The proposed use complies with all other applicable sections of this section.

The Zoning Board of Adjustment may require that the applicant for a special exception provide data or reports prepared by a professional engineer or qualified groundwater consultant to assess any potential damage to the aquifer that may result from the proposed use. The Zoning Board of Adjustment may engage such professional assistance as it requires to adequately evaluate such reports and to evaluate, in general, the proposed use in light of the above criteria. Costs for any of the above-mentioned services shall be paid by the applicant.

Prior to rendering a decision on an application for a Special Exception, the Zoning Board of Adjustment shall request input from the Planning Department, Board ~~(only if subsequent action by the Planning Board is not required)~~ the Conservation Commission, and the Health Officer as to whether the proposed use is consistent with the purpose of this section.

[Amended 3-13-2007 Town Meeting by Amendment No. 1]

**Exemption: The provisions of this section shall not apply to special exceptions granted relating to one or two family residences and Accessory Dwelling Units.**

YES 379      NO 96      AMENDMENT #2 PASSED

**Proposed Zoning Amendment #3**      Public Hearing completed on November 14, 2017

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

### § 143-42 Commercial kennels.

For commercial kennels the following special conditions shall apply:

## TOWN MEETING MINUTES

A. (Reserved)

*Editor's Note: Former Subsection A, which required compliance with licensing requirements, was repealed 3-13-2007 by Amendment No. 5.*

B. A commercial kennel shall not be considered a home business.

**[Added 3-11-2008 Town Meeting by Amendment No. 2]**

C. A new commercial kennel shall be required to undergo site plan review process; **[Added 3-11-2008 Town Meeting by Amendment No. 2]**

D. No outdoor commercial kennel shall be located less than 400' from the front lot line and 200' from the rear and side lot lines;

**[Amended 3-11-2008 Town Meeting by Amendment No. 2]**

E. No indoor commercial kennel shall be located less than 100' from the front lot line and 50' from the rear and side lot lines;

**[Added 3-11-2008 Town Meeting by Amendment No. 2]**

F. One 12 square foot freestanding sign shall ~~is~~ be permitted in accordance with ~~143-59~~ 143-62 **Dimensional Table of Signs**, or with dimensions compliant with ~~143-59~~ 143-62 **Dimensional Table of Signs**, whichever is more restrictive;

**[Added 3-11-2008 Town Meeting by Amendment No. 2]**

YES 391 NO 91 AMENDMENT #3 PASSED

**Proposed Zoning Amendment #4** Public Hearing completed on November 14, 2017

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

### **§ 143-30.1 Office Conversions.**

D. Specifically, the following special conditions must be met to the satisfaction of the Zoning Board of Adjustment as well as the conditions set forth in § ~~143-113~~ before a special exception can be granted. In granting a special exception, the Zoning Board of Adjustment may attach any reasonable conditions to the approval to insure the protection of the residential character of the neighborhood:

(5) There shall be no advertising on the premises other than as provided under § ~~143-62~~, **Dimensional Table of Signs**, and

YES 380 NO 99 AMENDMENT #4 PASSED ~~§ 143-63C;~~

**Proposed Zoning Amendment #5** Public Hearing completed on November 28, 2017

Are you in favor of the adoption of Amendment #5 as proposed by the Planning Board to add a definition of an Accessory Dwelling Unit to the Town Zoning Ordinance as follows:

### **§ 143-18 Definitions.**

**Accessory Dwelling Unit (ADU)- A residential living unit no larger than 750 square feet that is within or attached to a single-family dwelling, and that provides independent living facilities for one or more persons, includes provisions for sleeping, eating, cooking, and sanitation on the same parcel of land as the**

## TOWN MEETING MINUTES

**principal dwelling unit it accompanies. Refer to 143-18.1.**

**YES 389      NO 107      AMENDMENT #5 PASSED**

**Zoning Amendment #6**

Public Hearing held on December 12, 2017

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

### § 143-46 Table of Off-Street Parking Requirements.

NOTES	
1)	Where one building or site is used for more than one use, parking requirements shall be computed for each use as if it were a principal use, except as provided for under Article <b>XI</b> .
2)	Where the computation of parking spaces results in a fractional number, the fraction of <del>one-half (1/2) or more</del> shall be counted as one parking space.
3)	For any use other than one specifically mentioned in § <b>143-46</b> , the parking requirements shall be as for the closest similar use as determined by the Code Enforcement Officer.
4)	In addition to the <del>residential</del> parking requirements <b><u>specifically mentioned in Table 143-46</u></b> additional spaces may be required by the Planning Board for visitor, <b><u>employee, staff parking, and any other</u></b> parking depending on the type of residential use.
5)	<b><u>The Code Enforcement Officer shall assess the need for parking in addition to what is specified in Table 143-46 and make any recommendations to the Planning Board.</u></b>

**YES 362      NO 115      AMENDMENT #6 PASSED**

**Zoning Amendment #7**

Public Hearing completed on December 12, 2017

Are you in favor of the adoption of Amendment #7 as proposed by the Planning Board for the following section of the Town Zoning Ordinance as follows:

## TOWN MEETING MINUTES

### **§ 143-8 Definitions.**

**CONTIGUOUS BUILDABLE AREA** – A contiguous area on a single lot which consists of buildable area, unfragmented by non-buildable area. [Amended 3-12-2013 Town Meeting Amendment No.3]

Refer to note #13 Table 143-21 for additional information

**LOT** - A tract of land owned and recorded as the property of the same persons or controlled by a single entity. (Also parcel)Refer to note #8 Table 143-21 for additional information

**LOT FRONTAGE** - The length of the front lot line measured at the street right-of-way line Refer to notes #2, #3, #6, #12 Table 143-21 for additional information

**LOT, CORNER** - A lot or parcel of land abutting upon two or more streets at their intersection or upon two parts of the same street form an interior angle of less than 135 degrees. Refer to note #4 Table 143-21 for additional information

**LOT, THROUGH** - A lot that fronts on two parallel streets or that fronts upon two streets that do not intersect at the boundaries of the lot.

Refer to note #9 Table 143-21 for additional information

**SEPTIC SYSTEMS** A wastewater disposal or treatment system that receives domestic sewage, other than a holding tank.

Refer to note #14 & #15 Table 143-21 for additional information

**SETBACK (YARD DEPTH) MEASUREMENT** – The setback (yard depth) of a parcel shall be measured from the lot line

Refer to note #5 & #14 Table 143-21 for additional information

**YARD** - A portion of a lot upon which a building is not situated, unobstructed artificially from the ground to the sky, except as otherwise provided herein.

Refer to note #10 Table 143-21 for additional information

### **§ 143-20 Applicability of dimensional and density regulations.**

The regulations for each district pertaining to minimum lot area, minimum lot frontage, minimum lot depth, minimum front yard depth, minimum side yard depth, minimum rear yard depth, maximum height of buildings, and percent minimum pervious space shall be specified in this section and set forth in the Table of Dimensional and Density Regulations, and subject to the further provisions of this chapter. [Amended 3-10-2015 Town Meeting] Refer to note #7 Table 143-21 for Additional information

### **§ 143-76 Maximum Development Density.**

[Amended 3-12-2013 Town Meeting Amendment No. 11]

Calculation of Buildable (useable) Area. The density requirement (number of dwelling units per unit of buildable area) for any open space development shall generally be the same as the underlying zoning district permits. The calculation of total buildable area shall only include the portions of the parcel that meet the minimum contiguous buildable area for that district. Refer to note #8 Table 143-21 for additional information

YES 354      NO 113      AMENDMENT #7 PASSED

## **TOWN MEETING MINUTES**

### **MINUTES OF THE ANNUAL TOWN MEETING TOWN OF PEMBROKE, NH DELIBERATIVE SESSION MARCH 17, 2018**

Moderator Thomas E. Petit opens the meeting at 10:18 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 13, 2018.

**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**

**There was a motion made to accept the reports submitted in the 2017 Pembroke Town Report with one correction. The correction is the reference made to March Town Meeting Deliberative Session listed for the date of March 18<sup>th</sup> which should have been listed as March 17<sup>th</sup>.**

**MOVED: Vincent Greco**

**SECONDED: Tina Courtemanche**

**VOTE: YES**

**MOTION PASSED**

*ARTICLE 3 - To see if the Town will vote to raise and appropriate the sum of \$1,200,000 for the Roadway Improvement and reconstruction project for the following streets; Upper Beacon Hill; East Meadow and East View, and to authorize the issuance of not more than \$1,200,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); to authorize the Selectmen to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project and to comply with all laws applicable to said project; to authorize the Selectmen to issue, negotiate, sell and deliver such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the Selectmen to take any other action or to pass any other vote relative thereto. (2/3 ballot vote required)*

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

**MOVED: Paulette Malo**

**SECONDED: Daniel Crean**

**The polls were open for ballot vote at 10:48am.**

**The polls remained open in excess of one hour and after all registered voters in attendance who wished to vote had done so, the polls were closed at 11:51 a.m.**

## TOWN MEETING MINUTES

**The results are as follows:**

**YES 159      NO 12**

**ARTICLE #3 ADOPTED**

**ARTICLE 4** – To see if the Town will vote to allow the operation of KENO within the Town pursuant to the provisions of NH RSA 284:41 through 51.

**MOVED: David Sheldon**

**SECONDED: Robin Lounsbury**

Selectperson Sandy Goulet explains this article.

**This being a ballot article, the Moderator opens the polls for voting at 11:15 a.m.**

**After all registered voters in attendance who wished to vote on this article had done so, the Moderator closes the polls for voting at 11:28 a.m.**

**The ballots are counted and the results are as follows:**

**YES 147      NO 19**

**ARTICLE #4 ADOPTED**

**ARTICLE 5** - To see if the Town will vote to raise and appropriate the sum of \$466,000 to be deposited into the following Capital Reserve Funds established as indicated below:

Town Equipment Capital Reserve Fund	\$200,000
Police Cruiser Capital Reserve Fund	\$ 55,000
Municipal Facilities Capital Reserve Fund	\$ 10,000
Fire Major Equipment Capital Reserve Fund	\$135,000
Fire Small Equipment Capital Reserve Fund	\$ 10,000
Police Small Equipment Capital Reserve Fund	\$ 13,500
Revaluation Capital Reserve Fund	\$ 32,500
Cemetery Capital Reserve Fund	\$ 10,000

---

\$466,000

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

**MOVED: David Sheldon**

**SECONDED: Rob Farley**

**VOTE: YES**

**ARTICLE #5 ADOPTED**

**ARTICLE 6** – To see if the Town will vote to raise and appropriate the sum of \$14,000 to purchase a new snow blower attachment for the Trackless machine (which is used to plow the sidewalks) and to authorize the withdrawal of a sum not to exceed \$14,000 from the Town Equipment Capital Reserve Fund.

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

## **TOWN MEETING MINUTES**

**MOVED: David Sheldon**

**SECONDED: Tina Courtemanche**

**VOTE: YES**

**ARTICLE #6 ADOPTED**

**ARTICLE 7** – To see if the Town will vote to raise and appropriate the sum of \$4,709 to purchase a Box Plow attachment for Public Works and to authorize the withdrawal of a sum not to exceed \$4,709 from the Town Equipment Capital Reserve Fund.

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

**MOVED: Tina Courtemanche**

**SECONDED: SANDY GOULET**

**VOTE: YES**

**ARTICLE #7 ADOPTED**

**ARTICLE 8** - To see if the Town will vote to raise and appropriate the sum of \$45,859 for the purpose of purchasing a new Police vehicle and related equipment and to authorize the withdrawal of a sum not to exceed \$45,859 from the Police Cruiser Replacement Capital Reserve Fund.

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

**MOVED: Rob Farley**

**SECONDED: Dianne Schuett**

**There was a motion made to amend Article #8 as follows:**

**”Move that the Pembroke Police Department not patrol Route 3 and/or any other State highway for more than 15 minutes every four hours inasmuch as any fines generated by such patrols do not benefit the Town of Pembroke and if a court appearance is involved, actually cost the Town for the time spent by any officer attending the court hearing”.**

**MOVED: Don Girard**

**SECONDED: Joyce Colby**

**VOTE: NO**

**AMENDMENT TO ARTICLE #8 FAILED**

**VOTE ON ARTICLE #8 AS WRITTEN: YES**

**ARTICLE #8 ADOPTED**

**ARTICLE 9** – To see if the Town will vote to discontinue the Soucook River Tax Increment Financing District that was created by Town Meeting vote in March of 2005 per RSA 162-K. If approved all funding which is currently set at 35% of the tax revenues will now revert to the Town General Fund. All future debt will now be the obligation of the Town and paid through its General Fund.

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

## **TOWN MEETING MINUTES**

**MOVED: Paulette Malo**

**SECONDED: Tina Courtemanche**

**VOTE: YES**

**ARTICLE #9 ADOPTED**

**ARTICLE 10** – To see if the Town will vote to require that the Board of Selectmen, before disposing of property that the Town has acquired by Tax Collector's deed, first request a recommendation from the Conservation Commission whether the property should be presented to Town Meeting for consideration that it be retained for conservation purposes.

**MOVED: Don Hill**

**SECONDED: Michael Crockwell**

**VOTE: YES**

**ARTICLE #10 ADOPTED**

**ARTICLE 11** – (By Petition) To see if the Town will vote to raise and appropriate the sum of Three Thousand Six Hundred Dollars (\$3,600) for the purpose of recording, live streaming, and keeping for historical record, on demand high definition video of public meetings to be made available to the residents for viewing on the internet and Town website.

Recommended by the Board of Selectmen  
Recommended by the Budget Committee

**MOVED: Tina Courtemanche**

**SECONDED: Brian Lemoine**

**There was a motion to amend Article 11 to read as follows:**

**"To see if the Town will vote to raise and appropriate the sum of six hundred dollars (\$600) for the purpose of recording, live streaming, and keeping for historical record, on high definition video of public meetings to be made available to residents for viewing on the internet and town website".**

**MOVED: Steve Donovan**

**SECONDED: Daniel Crean**

Steve Donovan explains that the same article was voted on and passed at the School District Meeting, so he felt that not as much money was needed as it would be a duplication of equipment.

**After some discussion about the fact that there are two meeting rooms at the town hall and there are nights where both meeting rooms are in use, Steve Donovan pulls the amendment and changes it to read:**

**"To see if the Town will vote to raise and appropriate the sum of twelve hundred dollars (\$1,200) for the purpose of recording, live streaming, and keeping for historical record, on high definition video of public meetings to be made available to residents for viewing on the internet and town website".**

**MOVED: Steve Donovan**

**SECONDED: Rick Fredrickson**

After a lengthy discussion on the equipment needed, Gerard Fleury speaks against the amendment and for the article as written.

## **TOWN MEETING MINUTES**

**Steve Donovan asks to pull the amendment.**

**Moderator Petit states that if Rick Fredrickson agrees to pull the second the he will allow it.**

**Rick Fredrickson agrees to pull the second.**

**Discussion continues on Article #12 as written.**

**After a lengthy discussion about ease of use, off-site recording, responsibility of recording a motion is made to vote on the Article.**

**MOVED: David Sheldon**

**SECONDED: Robin Lounsbury**

**VOTE: YES**

**VOTE ON ARTICLE #11: YES**

**ARTICLE #11 ADOPTED AS WRITTEN**

**ARTICLE 12** – (By Petition) Shall the Town vote to instruct the Board of Selectmen to negotiate, as part of the Pembroke, NH franchise agreement with Comcast Corporation and at no cost to the taxpayer, the inclusion of one or more local television channels for Public, Education & Government (PEG) programming, equipment and costs required to produce and televise community and municipal programming, by and for the residents of Pembroke, NH.

**MOVED: Chuck Schmidt**

**SECONDED: Rob Farley**

**There was a motion made to table Article 12.**

**MOVED: Daniel Crean**

**SECONDED: Gerard Fleury**

**VOTE TO TABLE ARTICLE 12: YES    ARTICLE 12 TABLED**

**ARTICLE 13** – To see if the Town will vote to raise and appropriate the Budget Committee's recommended amount of \$8,504,320 for the 2018 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

**Budget Committee Chair Mark Lepage gives a brief explanation of the budget and three factors that led to the unexpected increase in the 2017 Taxes, he then moves Article #13 as written.**

**MOVED: Mark Lepage**

**SECONDED: Gerard Fleury**

**VOTE: YES**

**ARTICLE #13 ADOPTED**

## **TOWN MEETING MINUTES**

**ARTICLE 14** - To transact any other business that may legally come before said meeting.

Town Administrator David Jodoin and Selectman David Sheldon stated the town needs volunteers for the various board, committees and commissions.

**There was a motion made to adjourn the 2018 Pembroke Town Meeting.**

**MOVED: Daniel Crean**

**SECONDED: Michael Crockwell**

**VOTE: YES**

**MEETING ADJOURNED AT 12:44 p.m.**

Respectfully submitted:

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James F. Goff  
Town Clerk  
Pembroke, NH

March 17<sup>th</sup>, 2018

## TREASURER'S REPORT

### 2018 Treasurer's Report (Unaudited)

<u>Account</u>	<u>Balance</u>
<b><u>Town Operating Account</u></b>	
Beginning Balance 1/1/18	\$ 12,315,526
Deposits	22,893,581
Disbursements	<u>(25,170,238)</u>
Ending Balance 12/31/18	<u>10,038,869</u>
<b><u>Escrow Account</u></b>	
Beginning Balance 1/1/18	33,428
Deposits	14,479
Disbursements	<u>(11,617)</u>
Ending Balance 12/31/18	<u>36,290</u>

**BALANCE SHEET****2018 Balance Sheet**  
(Unaudited)

<b>Account</b>	<b>Balance</b>
<b><u>ASSETS</u></b>	
Cash	\$ 10,141,277
Taxes Receivable (net of uncollectables)	713,563
Accounts Receivable	1,222
Due from Other Governments	1,339
Due from Other Funds	375,467
Prepaid Expenses	2,590
<b>Total Assets</b>	<b>\$ 11,235,458</b>
<b><u>LIABILITIES</u></b>	
Accounts Payable	207,971
Due to Others	13,363
Due to School District	3,759,896
Due to Other Funds	889,553
<b>Total Liabilities</b>	<b>\$ 4,870,783</b>
<b><u>EQUITY</u></b>	
Reserved for Encumbrances	782,645
Unreserved Fund Balance	5,482,030
<b>Total Equity</b>	<b>\$ 6,264,675</b>
<b><u>TOTAL LIABILITIES AND EQUITY</u></b>	<b><u>11,135,458</u></b>

**STATEMENT OF REVENUES**  
**2018 Revenues**  
(Unaudited Balances through 12/28)

Account Code	Description	Budgeted	Actual	Over/(Under) Collected
<b><u>TAXES</u></b>				
3110	Net Property Tax	\$ 4,270,816	\$ 4,294,417	\$ 23,601
3120	Land Use Change Tax			-
3185	Timber Tax	5,594	7,400	1,806
3186	Payment in Lieu of Taxes	42,953	42,953	0
3187	Excavation Tax	14,690	14,691	1
3190	Interest & Penalties on Taxes	89,000	94,844	5,844
		<b>\$ 4,423,053</b>	<b>\$ 4,454,305</b>	<b>\$ 31,252</b>
<b><u>LICENSES, PERMITS &amp; FEES</u></b>				
3220	Motor Vehicle Permit Fees	1,250,000	1,521,207	271,207
3230	Building Permits	20,000	33,608	13,608
3290	Other Licenses, Permits & Fees	29,110	49,000	19,890
		<b>\$ 1,299,110</b>	<b>\$ 1,603,814</b>	<b>\$ 304,704</b>
3311-3319	<b><u>FROM FEDERAL GOVERNMENT</u></b>			\$ -
	<b><u>FROM STATE</u></b>			-
3352	Meals & Rooms Tax Distribution	363,293	363,293	(0)
3353	Highway Block Grant	167,923	167,828	(96)
3354	Water Pollution Grant			-
3359	Other	1,000	4,460	3,460
		<b>\$ 532,216</b>	<b>\$ 535,581</b>	<b>\$ 3,365</b>
<b><u>CHARGES FOR SERVICES</u></b>				
3401-3406	Income from Departments			
	General	1,000	8,282	7,282
	Recreation	1,000	1,050	50
	Planning & Land Use	12,750	22,174	9,424
	Cemeteries	1,000	6,600	5,600
	Public Works	82,300	104,155	21,855
	Police	33,000	49,247	16,247
	Fire	1	3,034	3,033
	Welfare	500	360	(140)
		<b>\$ 131,551</b>	<b>\$ 194,903</b>	<b>\$ 63,352</b>
<b><u>MISCELLANEOUS REVENUES</u></b>				
3501	Sale of Municipal Property	10,000	9,410	(590)
3502	Interest on Investments	30,000	66,236	36,236
3503	Facilities Rental	20,500	25,900	5,400
3509	Other	4,000	5,610	1,610
		<b>\$ 64,500</b>	<b>\$ 107,156</b>	<b>\$ 42,656</b>

## STATEMENT OF REVENUES

Account Code	Description	Budgeted	Actual	Over/(Under) Collected
<b><u>OPERATING TRANSFERS IN</u></b>				
3912	From Special Revenue Funds			-
3913	From Capital Projects Funds			-
3914	From Enterprise Funds			-
	Sewer - (Offset)	1,230,586	1,230,586	-
	Water - (Offset)	883,904	883,904	-
3915	From Capital Reserve Funds	64,568	62,957	(1,611)
	From Trust and Agency Funds	9,000	10,825	1,825
		<b>\$ 2,188,058</b>	<b>\$ 2,188,272</b>	<b>\$ 214</b>
<b><u>OTHER FINANCING SOURCES</u></b>				
3934	Proc. from Long Term Bonds & Notes	1,200,000	1,200,000	-
	Fund Balance to Reduce Taxes	400,000	400,000	-
		<b>\$ 1,600,000</b>	<b>\$ 1,600,000</b>	<b>\$ -</b>
		<b>\$ 10,238,488</b>	<b>\$ 10,684,031</b>	<b>\$ 445,543</b>

## STATEMENT OF EXPENDITURES

**2018 Expenditures**  
 (Unaudited Balances through 12/28)

Account Code	Description	Appropriation	Expended/ Encumbered	Remaining
<b><u>GENERAL GOVERNMENT</u></b>				
4130-4139	Executive	\$ 318,386	\$ 321,638	\$ (3,252)
4140-4149	Election, Reg. & Vital Statistics	135,250	125,276	9,974
4150-4151	Financial Administration	40,102	37,524	2,578
4152	Revaluation of Property	111,000	59,238	51,762
4153	Legal Expense	150,000	32,488	117,512
4155-4159	Personnel Administration			-
4191-4193	Planning & Zoning	274,949	296,838	(21,889)
4194	General Government	121,457	122,691	(1,234)
	Buildings			
4195	Cemeteries	28,870	25,151	3,719
4196	Insurance	137,363	136,363	1,000
		<b>\$ 1,317,377</b>	<b>\$ 1,157,206</b>	<b>\$ 160,171</b>
<b><u>PUBLIC SAFETY</u></b>				
4210-4214	Police	1,510,515	1,430,632	79,883
4215-4219	Ambulance	224,635	224,635	-
4220-4229	Fire	360,457	317,348	43,109
4290-4298	Emergency Management	6,831	3,743	3,088
4299	Other	29,484	29,484	-
		<b>\$ 2,131,922</b>	<b>\$ 2,005,843</b>	<b>\$ 126,079</b>
<b><u>HIGHWAYS &amp; STREETS</u></b>				
4311	Administration			-
4312	Highways & Streets	1,149,191	1,037,081	112,110
4313	Bridges			-
4316	Street Lighting	44,000	38,116	5,884
4319	Other			-
		<b>\$ 1,193,191</b>	<b>\$ 1,075,197</b>	<b>\$ 117,994</b>
<b><u>SANITATION</u></b>				
4321	Administration			-
4323	Solid Waste Collection	266,450	251,697	14,753
4324	Solid Waste Disposal			-
		<b>\$ 266,450</b>	<b>\$ 251,697</b>	<b>\$ 14,753</b>
<b><u>HEALTH/WELFARE</u></b>				
4411	Administration	3,380	3,230	151
4415-4419	Health Agencies & Hosp. & Other	21,000	21,000	-
4441-4442	Administration & Direct Assist.	88,085	34,301	53,784
		<b>\$ 112,465</b>	<b>\$ 58,531</b>	<b>\$ 53,934</b>

## STATEMENT OF EXPENDITURES

Account Code	Description	Appropriation	Expended/ Encumbered	Remaining
<b><u>CULTURE &amp; RECREATION</u></b>				
4520-4529	Parks & Recreation	31,073	27,473	3,600
4550-4559	Library	231,572	231,572	-
4583	Patriotic Purposes	200	200	-
4589	Other Culture & Recreation	7,053	5,337	1,716
		<b>\$ 269,898</b>	<b>\$ 264,582</b>	<b>\$ 5,316</b>
<b><u>CONSERVATION</u></b>				
4651-4659	Administration	\$ 3,276	\$ 5,850	\$ (2,574)
	Other Conservation			\$ -
4651-4659	<b><u>ECONOMIC DEVELOPMENT</u></b>	<b>\$ 355</b>		<b>\$ 355</b>
<b><u>DEBT SERVICE</u></b>				
4711	Princ.- Long Term Bonds & Notes	571,000	571,000	-
4721	Interest-Long Term Bonds & Notes	191,780	191,779	1
4723	Int. on Tax Anticipation Notes	1		1
		<b>\$ 762,781</b>	<b>\$ 762,779</b>	<b>\$ 2</b>
<b><u>CAPITAL OUTLAY</u></b>				
4901	Land	1,209,000	1,208,485	515
4902	Machinery, Vehicles & Equipment	64,568	62,957	1,611
4903	Buildings			-
4909	Other Improvements -	326,715	326,715	-
		<b>\$ 1,600,283</b>	<b>\$ 1,598,157</b>	<b>\$ 2,126</b>
<b><u>OPERATING TRANSFERS OUT</u></b>				
4912	To Special Revenue Fund			-
4913	To Capital Projects Fund			-
4914	To Enterprise Fund			-
	Sewer-	1,230,586	1,230,586	-
	Water-	883,904	883,904	-
4915	To Capital Reserve Fund	456,000	456,000	-
4919	To Agency Funds	10,000	10,000	-
		<b>\$ 2,580,490</b>	<b>\$ 2,580,490</b>	<b>\$ -</b>
		<b>\$ 10,238,488</b>	<b>\$ 9,760,333</b>	<b>\$ 478,155</b>

## TAX COLLECTOR'S REPORT



New Hampshire  
Department of  
Revenue Administration

MS-61

## Tax Collector's Report

For the period beginning Jan 1, 2018 and ending Dec 31, 2018

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: PEMBROKE County: MERRIMACK Report Year: 2018

## PREPARER'S INFORMATION

First Name Last Name  
David Jodoin

Street No. Street Name Phone Number  
311 Pembroke Street (603) 485-4747

Email (optional)  
djodoin@pembroke-nh.com

## TAX COLLECTOR'S REPORT



New Hampshire  
Department of  
Revenue Administration

MS-61

Debits						
Uncollected Taxes Beginning of Year	Account	Levy for Year of this Report	Prior Levies (Please Specify Years)			
			Year: 2017	Year:	Year:	
Property Taxes	3110		\$550,936.90			
Resident Taxes	3180					
Land Use Change Taxes	3120		\$3,800.00			
Yield Taxes	3185		\$2,354.62			
Excavation Tax	3187					
Other Taxes	3189					
Property Tax Credit Balance		(\$14,633.21)				
Other Tax or Charges Credit Balance						

Taxes Committed This Year	Account	Levy for Year of this Report	2017	Prior Levies
Property Taxes	3110	\$17,196,869.00		
Resident Taxes	3180			
Land Use Change Taxes	3120	\$28,860.00		
Yield Taxes	3185	\$7,400.28		
Excavation Tax	3187	\$14,690.85		
Other Taxes	3189			
Sewer			\$64,564.27	

Overpayment Refunds	Account	Levy for Year of this Report	2017	Prior Levies
Property Taxes	3110	\$14,980.77		
Resident Taxes	3180			
Land Use Change Taxes	3120			
Yield Taxes	3185			
Excavation Tax	3187			
Sewer			\$794.37	
Interest and Penalties on Delinquent Taxes	3190	\$7,943.70	\$25,040.56	
Interest and Penalties on Resident Taxes	3190			
<b>Total Debits</b>		<b>\$17,256,111.34</b>	<b>\$647,490.72</b>	<b>\$0.00</b>

## TAX COLLECTOR'S REPORT



New Hampshire  
Department of  
Revenue Administration

MS-61

Credits				
Remitted to Treasurer	Levy for Year of this Report	2017	Prior Levies	
Property Taxes	\$16,713,379.48	\$326,660.16		
Resident Taxes				
Land Use Change Taxes	\$24,410.00	\$3,800.00		
Yield Taxes	\$7,400.28			
Interest (Include Lien Conversion)	\$7,943.70	\$25,040.56		
Penalties				
Excavation Tax	\$14,690.80			
Other Taxes				
Conversion to Lien (Principal Only)		\$258,180.97		
Sewer		\$33,786.10		
Discounts Allowed				

Abatement Made	Levy for Year of this Report	2017	Prior Levies	
Property Taxes	\$138.00	\$19.16		
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes				
Sewer		\$3.47		
Current Levy Deduct				

## 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		
	2017			
Property Taxes	\$496,332.29			
Resident Taxes				
Land Use Change Taxes	\$4,450.00			
Yield Taxes				
Excavation Tax				
Other Taxes				
Property Tax Credit Balance	(\$14,633.21)			
Other Tax or Charges Credit Balance				
<b>Total Credits</b>	<b>\$17,256,111.34</b>	<b>\$647,490.72</b>	<b>\$0.00</b>	<b>\$0.00</b>

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$488,149.08
Total Unredeemed Liens (Account #1110 - All Years)	\$302,230.42

## 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:	2016	2015	Prior
Unredeemed Liens Balance - Beginning of Year		\$169,437.46	\$61,267.30	\$58,093.31
Liens Executed During Fiscal Year	\$311,335.43			
Interest & Costs Collected (After Lien Execution)	\$12,150.04	\$30,006.17	\$17,792.02	\$1,924.06
<b>Total Debits</b>	<b>\$323,485.47</b>	<b>\$199,443.63</b>	<b>\$79,059.32</b>	<b>\$60,017.37</b>
Summary of Credits				
	Last Year's Levy	Prior Levies		
		2016	2015	Prior
Redemptions	\$123,683.46	\$119,601.42	\$51,111.01	\$3,249.05
Interest & Costs Collected (After Lien Execution) #3190	\$12,150.04	\$30,006.17	\$17,792.02	\$1,924.06
Abatements of Unredeemed Liens	\$168.93	\$89.21		
Liens Deeded to Municipality				
Unredeemed Liens Balance - End of Year #1110	\$187,483.04	\$49,746.93	\$10,156.29	\$54,844.26
<b>Total Credits</b>	<b>\$323,485.47</b>	<b>\$199,443.63</b>	<b>\$79,059.32</b>	<b>\$60,017.37</b>

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$488,149.08
Total Unredeemed Liens (Account #1110 - All Years)	\$302,230.42

## 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

David

Preparer's Last Name

Jodoin

Date

Jan 12, 2019

**2. SAVE AND EMAIL THIS FORM**

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

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

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

**PREPARER'S CERTIFICATION**

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

Preparer's Signature and Title

 TOWN ADM / TAX Collector

## TAX RATE CALCULATION

2018 Appropriations and Revenues		
Municipal Accounting Overview		
Description		
Total Appropriation	\$10,238,488	
Net Revenues (Not Including Fund Balance)		(\$5,567,672)
Fund Balance Voted Surplus		\$0
Fund Balance to Reduce Taxes		(\$400,000)
War Service Credits	\$151,500	
Special Adjustment	\$0	
Actual Overlay Used	\$58,994	
Net Required Local Tax Effort	\$4,481,310	
County Apportionment		
Description		Revenue
		Appropriation
Net County Apportionment	\$1,856,876	
Net Required County Tax Effort	\$1,856,876	
Education		
Description		Revenue
		Appropriation
Net Local School Appropriations	\$16,037,861	
Net Cooperative School Appropriations		
Net Education Grant		(\$5,027,965)
Locally Retained State Education Tax		(\$1,413,491)
Net Required Local Education Tax Effort	\$9,596,405	
State Education Tax	\$1,413,491	
State Education Tax Not Retained	\$0	
Net Required State Education Tax Effort	\$1,413,491	
Valuation		
Municipal (MS-1)		
Description		Prior Year
		Current Year
Total Assessment Valuation with Utilities	\$663,715,336	\$647,851,250
Total Assessment Valuation without Utilities	\$633,307,536	\$619,258,150

2018 Municipal Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
Municipal	\$4,481,310	\$663,715,336	\$6.75
County	\$1,856,876	\$663,715,336	\$2.80
Local Education	\$9,596,405	\$663,715,336	\$14.46
State Education	\$1,413,491	\$633,307,536	\$2.23
Total	\$17,348,082		\$26.24

Tax Commitment Calculation	
Total Municipal Tax Effort	\$17,348,082
War Service Credits	(\$151,500)
Village District Tax Effort	
Total Property Tax Commitment	\$17,196,582

**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
2019	300,000	22,050	322,050	100,000	22,600	122,600	200,000	134,800	334,800
2020	300,000	14,700	314,700	100,000	18,150	118,150	200,000	124,600	324,600
2021	300,000	7,350	307,350	100,000	13,650	113,650	200,000	114,400	314,400
2022				100,000	9,150	109,150	200,000	104,200	304,200
2023				100,000	4,600	104,600	200,000	94,000	294,000
2024							200,000	83,800	283,800
2025							200,000	73,600	273,600
2026							200,000	63,400	263,400
2027							200,000	53,200	253,200
2028							200,000	43,000	243,000
2029							200,000	32,800	232,800
2030							200,000	24,600	224,600
2031							200,000	16,400	216,400
2032							200,000	8,200	208,200
<b>Totals</b>	<b>900,000</b>	<b>44,100</b>	<b>944,100</b>	<b>500,000</b>	<b>68,150</b>	<b>568,150</b>	<b>2,800,000</b>	<b>971,000</b>	<b>3,771,000</b>

	<b>All Debt</b>	
2,019	600,000	179,450
2,020	600,000	157,450
2,021	600,000	135,400
2,022	300,000	113,350
2,023	300,000	98,600
2,024	200,000	83,800
2,025	200,000	73,600
2,026	200,000	63,400
2,027	200,000	53,200
2,028	200,000	43,000
2,029	200,000	32,800
2,030	200,000	24,600
2,031	200,000	16,400
2,032	200,000	8,200
<b>Totals</b>	<b>4,200,000</b>	<b>1,083,250</b>

## SUMMARY INVENTORY OF PROPERTY

Net Assessed Valuation Comparison  
2015 - 2018  
Town of Pembroke, NH

	2015	2016	2017	2018
<b>LAND</b>				
Current Use	1,026,725	999,924	999,983	1,124,636
Discretionary Easement	69,845	62,300	62,300	69,800
Residential	143,124,150	143,030,250	160,070,910	160,363,410
Commercial/Industrial	29,772,050	32,189,750	30,506,408	32,474,490
Total Taxable Land	173,992,770	176,282,224	191,639,601	194,032,336
Tax Exempt & Non-Taxable Land	9,458,666	9,461,466	9,692,866	9,732,766
<b>BUILDINGS</b>				
Residential	299,533,610	300,291,110	343,301,740	344,241,240
Manufactured Housing	1,731,100	1,727,900	2,026,000	2,047,600
Commercial/Industrial	92,010,540	93,834,890	83,220,209	93,357,460
Total Taxable Buildings	393,275,250	395,853,900	428,547,949	439,646,300
Tax Exempt & Non-Taxable Buildings	33,473,300	42,495,500	44,510,000	44,678,600
<b>PUBLIC UTILITIES</b>				
Gas	10,698,100	10,755,200	9,843,100	10,149,300
Electric	20,713,900	20,191,500	18,750,000	20,258,500
Other	96,900	94,600	100,000	100,000
Utilities Total	31,508,900	31,041,300	28,693,100	30,507,800
 Gross Valuation	 598,776,920	 603,177,424	 648,880,650	 664,186,436
Less Exemptions	1,149,800	1,149,800	1,029,400	471,100
<b>Net Valuation</b>	<b>597,627,120</b>	<b>602,027,624</b>	<b>647,851,250</b>	<b>663,715,336</b>

## TOWN OWNED PROPERTIES

Owner's Name	Map	Lot	Unit	St.#	Street	AC	Land	Total Assessed Outldg Value	Total Assessed Extra Features	Total Assessed Bldg Value	Total
PEMBROKE, TOWN OF	VE	1		172	MAIN ST	0.12	\$76,300	\$0	\$0	\$0	\$76,300
PEMBROKE, TOWN OF	VE	165			CENTRAL ST	0.74	\$49,500	\$22,500	\$0	\$0	\$72,000
PEMBROKE, TOWN OF	VE	195			GLASS ST	1.50	\$32,500	\$0	\$0	\$0	\$32,500
PEMBROKE, TOWN OF	VW	58	1		LINDY ST – OFF	0.07	\$4,300	\$0	\$0	\$0	\$4,300
PEMBROKE, TOWN OF	VW	113	L	116	MAIN ST	0.00	\$0	\$0	\$0	\$16,800	\$16,800
PEMBROKE, TOWN OF	VW	117	E	4	UNION ST	0.26	\$44,300	\$0	\$1,600	\$113,000	\$158,900
PEMBROKE, TOWN OF	VW	118		6	UNION ST	0.11	\$50,400	\$0	\$0	\$0	\$50,400
PEMBROKE, TOWN OF	VW	129	1	5	COLONIAL DR	0.14	\$31,300	\$0	\$0	\$0	\$31,300
PEMBROKE, TOWN OF	VW	168	1		SIMPSON AVE	0.10	\$6,700	\$0	\$0	\$0	\$6,700
PEMBROKE, TOWN OF	VW	175			HIGH ST	0.05	\$5,100	\$0	\$0	\$0	\$5,100
PEMBROKE, TOWN OF	VW	184			EXCHANGE ST	2.51	\$78,200	\$0	\$0	\$0	\$78,200
PEMBROKE, TOWN OF	VW	186			EXCHANGE ST	0.25	\$5,800	\$0	\$0	\$0	\$5,800
PEMBROKE, TOWN OF	VW	188		45	PLEASANT ST	30.00	\$268,000	\$76,900	\$0	\$0	\$344,900
PEMBROKE SEWER COMMISSION	VW	188	2-P		MEMORIAL FIELD	0.00	\$0	\$800	\$0	\$42,400	\$43,200
PEMBROKE, TOWN OF	VW	189		8	EXCHANGE ST	4.35	\$119,000	\$41,200	\$1,600	\$282,400	\$444,200
PEMBROKE, TOWN OF	VW	190			PLEASANT ST	0.09	\$4,900	\$0	\$0	\$0	\$4,900
PEMBROKE, TOWN OF	VW	203		28	PLEASANT ST	0.09	\$29,300	\$0	\$0	\$0	\$29,300
PEMBROKE, TOWN OF	VW	227		1	KEYSTONE LANE	0.20	\$5,600	\$0	\$0	\$0	\$5,600
PEMBROKE, TOWN OF	VW	228		2	EXCHANGE ST	0.40	\$71,600	\$5,900	\$0	\$41,900	\$119,400
PEMBROKE, TOWN OF	256	10	2	865	DOVER RD	0.41	\$49,400	\$0	\$0	\$0	\$49,400
PEMBROKE, TOWN OF	258	3	3	627	ROBINSON RD	1.15	\$39,100	\$0	\$0	\$0	\$39,100
FRENCH CEMETERY	258	CM	9		CEMETERY – FRENCH	0.09	\$24,400	\$0	\$0	\$0	\$24,400
PEMBROKE, TOWN OF	260	41		621-623	SIXTH RANGE RD	5.10	\$39,800	\$0	\$0	\$0	\$39,800
PEMBROKE, TOWN OF	260	42		617-619	SIXTH RANGE RD	5.60	\$41,000	\$0	\$0	\$0	\$41,000

## TOWN OWNED PROPERTIES

Owner's Name	Map	Lot	Unit	St.#	Street	AC	Land	Total Assessed Outbldg Value	Total Assessed Extra Features	Total Assessed Bldg Value	Total
PEMBROKE, TOWN OF	260	58	1		SEVENTH RANGE RD	6.00	\$49,500	\$0	\$0	\$0	\$49,500
RICHARDSON CEMETERY	260	CM	8		CEMETERY-RICHARDSON	0.06	\$23,500	\$0	\$0	\$0	\$23,500
PEMBROKE, TOWN OF	262	1	1	358	PEMBROKE HILL RD	0.06	\$25,800	\$0	\$0	\$0	\$25,800
PEMBROKE, TOWN OF	262	23	1	438	CROSS COUNTRY RD	17.50	\$131,700	\$0	\$0	\$0	\$131,700
PEMBROKE, TOWN OF	262	27		543	CROSS COUNTRY RD	14.00	\$1,370	\$0	\$0	\$0	\$1,370
PEMBROKE HILL CEMETERY	262	CM	4		CEMETERY-PEMBROKE HL	0.49	\$31,600	\$0	\$0	\$0	\$31,600
PEMBROKE, TOWN OF	264	32	1	244	ACADEMY RD	7.28	\$54,100	\$0	\$0	\$0	\$54,100
PEMBROKE, TOWN OF	264	79	1	346	PEMBROKE HILL RD	0.32	\$32,900	\$0	\$0	\$0	\$32,900
PEMBROKE, TOWN OF	264	87		308-310	FOURTH RANGE RD	0.96	\$29,700	\$0	\$0	\$0	\$29,700
PEMBROKE, TOWN OF	264	95	1		FOURTH RANGE RD	0.77	\$7,400	\$0	\$0	\$0	\$7,400
PEMBROKE, TOWN OF	266	7		34-36	MASON AVE	10.66	\$13,100	\$0	\$0	\$0	\$13,100
PEMBROKE, TOWN OF	266	24			BROADWAY	1.36	\$67,300	\$0	\$0	\$0	\$67,300
PEMBROKE, TOWN OF-SAFETY CENTER	266	40		247	PEMBROKE ST	2.01	\$120,400	\$37,100	\$129,400	\$1,792,000	\$2,078,900
PEMBROKE, TOWN OF	266	79		231-2	DEARBORN RD	1.75	\$81,800	\$0	\$0	\$0	\$81,800
EVERGREEN CEMETERY	266	CM	2		CEMETERY - EVERGREEN	9.58	\$111,600	\$0	\$0	\$0	\$111,600
PEMBROKE, TOWN OF	266	171		171-173	BUCK ST	0.24	\$5,800	\$0	\$0	\$0	\$5,800
PEMBROKE, TOWN OF	559	11		825	NO PEMBROKE RD	0.30	\$5,900	\$0	\$0	\$0	\$5,900
PEMBROKE, TOWN OF	559	13			SOUCCOOK RIVER	4.00	\$84,500	\$0	\$0	\$0	\$84,500
PEMBROKE SEWER	561	17	1-	147	SHEEP DAVIS RD	0.00	\$0	\$7,500	\$0	\$0	\$7,500

# TOWN OWNED PROPERTIES

Owner's Name	Map	Lot	Unit	St.#	Street	AC	Land	Total Assessed Outbdg Value	Total Assessed Extra Features	Total Assessed Bldg Value	Total
COMMISSION			P								
PEMBROKE, TOWN OF	561	34		402-408	BOROUGH RD	9.00	\$158,900	\$0	\$0	\$0	\$158,900
PEMBROKE, TOWN OF	561	86		625-629	BOROUGH RD	8.70	\$57,400	\$0	\$0	\$0	\$57,400
ABBOTT CEMETERY	561	CM	7		CEMETERY - ABBOTT	0.13	\$28,300	\$0	\$0	\$0	\$28,300
PEMBROKE, TOWN OF	563	22	1-1	502-516	THIRD RANGE RD	26.62	\$16,000	\$0	\$0	\$0	\$16,000
PEMBROKE WATER WORKS	563	39		226	BRICKETT HILL RD	0.92	\$76,600	\$1,132,000	\$0	\$0	\$1,208,600
PEMBROKE, TOWN OF	563	70		475	PEMBROKE ST	1.53	\$7,400	\$0	\$0	\$0	\$7,400
PEMBROKE, TOWN OF	563	94		305-325	BRICKETT HILL RD	28.48	\$183,000	\$0	\$0	\$0	\$183,000
PEMBROKE, TOWN OF, WATER WORKS	565	51		346	PEMBROKE ST	1.66	\$112,200	\$13,200	\$1,600	\$106,100	\$233,100
PEMBROKE, TOWN OF	565	59		59	WHITE SANDS RD	1.28	\$73,200	\$0	\$0	\$0	\$73,200
PEMBROKE, TOWN OF	565	81	A		BOW LANE	0.65	\$9,000	\$0	\$0	\$0	\$9,000
PEMBROKE, TOWN OF	565	81	B		WHITE SANDS RD	31.64	\$93,000	\$0	\$0	\$0	\$93,000
PEMBROKE, TOWN OF	565	81	C	444	PEMBROKE ST	34.30	\$69,800	\$0	\$0	\$0	\$69,800
PEMBROKE, TOWN OF	565	81	19	410	NADINE RD	0.55	\$42,600	\$0	\$0	\$0	\$42,600
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	\$81,100	\$0	\$0	\$0	\$81,100
PEMBROKE STREET CEMETERY	565	CM	3		CEMETERY-PEMBROKE ST	2.38	\$47,300	\$700	\$0	\$0	\$48,000
PEMBROKE, TOWN OF	565	256		311	PEMBROKE ST	2.99	\$134,300	\$18,800	\$13,200	\$1,533,700	\$1,700,000
PEMBROKE, TOWN OF	565	257	6-1		CHURCH RD	0.43	\$6,200	\$0	\$0	\$0	\$6,200
PEMBROKE, TOWN OF	567	1	1		MERRIMACK RIVER BANK	2.95	\$8,000	\$0	\$0	\$0	\$8,000

## TOWN OWNED PROPERTIES

Owner's Name	Map	Lot	Unit	St.#	Street	AC	Land	Total Assessed Outldg Value	Total Assessed Extra Features	Total Assessed Bldg Value	Total
PEMBROKE WATER WORKS	632	3		635-655	PEMBROKE ST	12.00	\$175,500	\$1,000	\$0	\$43,000	\$219,500
PEMBROKE SEWER COMMISSION	632	8	1-P	702	KEITH AVE	0.00	\$0	\$1,600	\$0	\$82,800	\$84,400
PEMBROKE WATER WORKS	632	18	12	142	SHEEP DAVIS RD	14.94	\$215,000	\$8,300	\$0	\$0	\$223,300
PEMBROKE, TOWN OF	634	46		572	PEMBROKE ST	0.11	\$99,900	\$0	\$0	\$0	\$99,900
PEMBROKE SEWER COMMISSION	634	46	P	572	PEMBROKE ST	0.00	\$0	\$2,000	\$0	\$25,700	\$27,700
PEMBROKE, TOWN OF	868	8		807	BACHELDER RD	0.37	\$49,400	\$0	\$0	\$0	\$49,400
PEMBROKE, TOWN OF	868	10		813	BACHELDER RD	0.37	\$49,400	\$0	\$0	\$0	\$49,400
PEMBROKE, TOWN OF	868	14		831	BACHELDER RD	0.07	\$25,700	\$0	\$0	\$0	\$25,700
PEMBROKE, TOWN OF	868	35		136	NO PEMBROKE RD	25.00	\$83,500	\$0	\$0	\$0	\$83,500
BUCK STREET CEMETERY	868	CM	1		CEMETERY - BUCK ST	2.50	\$42,700	\$0	\$0	\$0	\$42,700
PEMBROKE, TOWN OF	870	34		662	THOMPSON RD	0.13	\$51,500	\$0	\$0	\$0	\$51,500
OLD NORTH PEMBROKE CEMETERY	935	CM	5		CEMETERY-OLD NO PEMB	0.46	\$31,400	\$0	\$0	\$0	\$31,400
PEMBROKE, TOWN OF	937	7		424	NO PEMBROKE RD	47.67	\$231,100	\$0	\$0	\$0	\$231,100
NEW NORTH PEMBROKE CEMETERY	937	CM	6		CEMETERY-NEW NO PEMB	0.53	\$28,700	\$0	\$0	\$0	\$28,700
PEMBROKE, TOWN OF	939	67		501-623	KIMBALL RD	133.10	\$113,600	\$0	\$0	\$0	\$113,600

## TOWN WAGE SCHEDULE

## 2018 TOWN WAGE SCHEDULE

<i>Hourly</i>	<i>Minimum</i>	<i>Maximum</i>
<b><u>Grade 5</u></b>	\$11.38	\$16.10
Custodian Library Circulation Svcs. I		
<b><u>Grade 6</u></b>	\$12.05	\$17.09
Recording Secretary Laborer/Maintenance		
<b><u>Grade 7</u></b>	\$12.79	\$18.13
Child Lib. Ass't.  Library Children Svcs. Library Circul. Svcs. II		
<b><u>Grade 8</u></b>	\$13.57	\$19.27
EMT - B Probationary Firefighter		
<b><u>Grade 9</u></b>	\$14.38	\$20.43
Assist. Library Dir. Secretary Finance Clerk Truck Driver/Equip. Op. Advanced EMT		
<b><u>Grade 10</u></b>	\$15.26	\$21.65
Collections Clerk		
<b><u>Grade 11</u></b>	\$16.19	\$22.98
Welfare Admin. Planning & Land Use Clk. Police Administrative Sec.		

<i>Hourly</i>	<i>Minimum</i>	<i>Maximum</i>
<b><u>Grade 12</u></b>	\$17.18	\$24.37
Planner Fleet Mechanic  Sewer Laborer Police Officer		
<b><u>Grade 13</u></b>	\$18.24	\$25.85
Tax Collector Police Officer - Cert. SW/Highway Foreman Fire Engineer Paramedic		
<b><u>Grade 14</u></b>	\$19.34	\$27.41
Accountant Detective Fire Lieutenant		
<b><u>Grade 15</u></b>	\$20.52	\$29.09
Highway Super.		
<b><u>Grade 16</u></b>	\$21.75	\$30.85
Ass't EMS Director Code Enforce. Off. Police Sgt.		

## TOWN WAGE SCHEDULE

<i>Salary</i>	<i>Minimum</i>	<i>Maximum</i>
<b><u>Grade 13</u></b> Town Clerk	\$37,922	None
<b><u>Grade 14</u></b>	\$40,204	\$56,999
<b><u>Grade 15</u></b> Library Director	\$42,683	\$60,521
<b><u>Grade 16</u></b> Fire Captain	\$45,249	\$64,161
<b><u>Grade 17</u></b>	\$47,936	\$67,861
<b><u>Grade 18</u></b> Police Lieutenant Deputy Fire Chief	\$50,856	\$72,178
<b><u>Grade 19</u></b> Assistant Fire Chief	\$53,953	\$76,377
<b><u>Grade 20</u></b> Police Chief Fire Chief Public Works Dir. Sewer - Op. Dir. EMS Director	\$57,237	\$81,027
<b><u>Grade 21</u></b>	\$60,722	\$85,963
<b><u>Grade 22</u></b>	\$64,422	\$91,196
<b><u>Grade 23</u></b> Town Administrator	\$68,345	\$96,751

# WAGE AND BENEFIT SCHEDULE

Town of Pembroke 2018 Wages and Benefits							
Name	Base Pay	Overtime	Other	Gross Wages	Social Security	Medicare	NH Retirement
Addington, Christine	\$42,388.81	\$2.14	\$387.20	\$42,778.15	\$2,652.25	\$620.28	\$4,868.12
Alley, Annette	\$42,460.80	\$45.84	\$1,625.44	\$44,132.08	\$2,736.19	\$639.92	
Altilio, Iris	\$120.00			\$120.00	\$7.44	\$1.74	
Amos, William	\$45,344.92	\$15,548.50		\$60,893.42	\$3,775.39	\$882.95	\$6,690.48
Ayers, Karley	\$1,324.14			\$1,324.14	\$82.10	\$19.20	
Bean, Andrea	\$120.00			\$120.00	\$7.44	\$1.74	
Bilodeau, Richard	\$228.72			\$228.72	\$14.18	\$3.32	
Boisvert, James	\$71,479.52		\$915.20	\$72,394.72	\$4,488.47	\$1,049.72	\$8,238.59
Boisvert, Jordan	\$48,913.92	\$10,907.26	\$3,208.68	\$63,029.86		\$913.93	\$17,635.88
Bond, Ann	\$1,500.00			\$1,500.00	\$93.00	\$21.75	
Boucher, Cove	\$746.33			\$746.33	\$46.27	\$10.82	
Bouffard, David	\$202.26			\$202.26	\$12.54	\$2.93	
Bouffard, Jason	\$25,913.39	\$1,657.95	\$2,514.56	\$30,085.90	\$1,865.33	\$436.25	\$2,064.16
Brezosky, Marie	\$160.00			\$160.00	\$9.92	\$2.32	
Brown, Michael	\$2,149.20			\$2,149.20	\$133.25	\$31.16	
Carlucci, Jocelyn	\$3,262.61			\$3,262.61	\$202.28	\$47.31	
Caron, Taylor	\$42,245.60	\$4,337.89	\$7,335.00	\$53,918.49	\$3,342.95	\$781.82	\$13,709.54
Cheney, Stephanie	\$987.12			\$987.12	\$61.20	\$14.31	
Chevrette, Mark	\$37,035.01	\$2,691.00	\$1,057.76	\$40,783.77	\$2,528.59	\$591.36	\$4,543.59
Chouinard, Marie	\$240.00			\$240.00	\$14.88	\$3.48	
Clark, Bonnie	\$240.00			\$240.00	\$14.88	\$3.48	
Clark, William	\$1,601.58			\$1,601.58	\$99.30	\$23.22	
Cook, Erika	\$4,590.91			\$4,590.91	\$284.64	\$66.57	
Courtemanche, Justine	\$2,200.00			\$2,200.00	\$136.40	\$31.90	
Crockwell, Michael	\$2,000.00			\$2,000.00	\$124.00	\$29.00	
Cronin, Carolyn	\$34,118.02			\$34,118.02	\$2,115.32	\$494.71	\$3,882.57
Croteau, Jasmine	\$6,279.12			\$6,279.12	\$389.31	\$91.05	
Cunha, Christopher	\$63,078.88	\$1,703.26	\$585.00	\$65,367.14		\$947.82	\$19,237.53
Cupp, Joshua	\$3,840.73			\$3,840.73	\$238.13	\$55.69	
Cushing, Robyn	\$4,113.46			\$4,113.46	\$255.03	\$59.65	

**Town of Pembroke  
2018 Wages and Benefits**

Name	Base Pay	Overtime	Other	Gross Wages	Social Security	Medicare	NH Retirement
Cyr, Jeffrey	\$10,970.85			\$10,970.85	\$680.19	\$159.08	
Cyr, Martha	\$2,033.36			\$2,033.36	\$126.07	\$29.48	
Davin, Elizabeth	\$576.61			\$576.61	\$35.75	\$8.36	
Dean, Mitchell	\$3,080.05			\$3,080.05	\$190.96	\$44.66	
DiGiovanni, Nicholas	\$9,811.05			\$9,811.05	\$608.29	\$142.26	
Driscoll, Daniel	\$1,200.00			\$1,200.00	\$74.40	\$17.40	
Engwer, Andrew	\$206.51			\$206.51	\$12.80	\$2.99	
Fanny, Robert	\$36,924.89	\$6,589.41	\$200.00	\$43,714.30	\$2,710.29	\$633.86	\$4,974.70
Farley, Robert	\$9,148.93			\$9,148.93	\$567.23	\$132.66	
Fiske, Jason	\$57,574.75	\$2,166.82	\$1,260.00	\$61,001.57	\$663.02	\$884.52	\$17,952.74
Fitzgerald, Daniel	\$10,693.91			\$10,693.91		\$155.06	
Foster, Michael	\$54,311.36	\$1,385.27	\$3,051.28	\$58,747.91		\$851.84	\$16,924.19
Fowler, Shelley	\$3,000.00		\$160.00	\$3,160.00	\$195.92	\$45.82	
Furlotte, Griffin	\$690.00			\$690.00	\$42.78	\$10.01	
Gagne, Camryn	\$1,127.50			\$1,127.50	\$69.91	\$16.35	
Gagne, Shanna	\$18,949.16			\$18,949.16	\$1,174.85	\$274.76	
Gagnon, Christopher	\$37,141.18			\$37,141.18		\$538.55	\$11,844.35
Gagnon, Paul	\$7,492.08			\$7,492.08	\$464.51	\$108.64	
Galligan, Rose	\$5,733.76			\$5,733.76	\$355.49	\$83.14	
Gamache, Christopher	\$73,791.82			\$73,791.82	\$4,575.09	\$1,069.98	\$8,206.37
Gaskell, Gary	\$72,120.00		\$4,839.71	\$76,959.71		\$1,115.92	\$22,649.27
Germain, Kevin	\$128.08			\$128.08	\$7.94	\$1.86	
Gifford, Susan	\$1,689.20			\$1,689.20	\$104.73	\$24.49	
Gilbert, Alyssa	\$6,025.90			\$6,025.90	\$373.61	\$87.38	
Gilman, Dwayne	\$80,969.04		\$3,863.98	\$84,833.02		\$1,230.08	\$24,966.32
Ginn, Joshua	\$1,136.42			\$1,136.42	\$70.46	\$16.48	
Girard, Corey	\$7,452.86			\$7,452.86	\$462.08	\$108.07	
Goff, James D	\$20.00			\$20.00	\$1.24	\$0.29	
Goff, James F	\$59,080.80		\$1,963.68	\$61,044.48	\$3,784.76	\$885.14	\$6,946.91
Goulet, Sandy	\$1,500.00			\$1,500.00	\$93.00	\$21.75	
Gott, Elizabeth	\$872.05			\$872.05	\$54.07	\$12.64	
Greco, Vincent	\$2,000.00		\$3,000.00	\$5,000.00	\$310.00	\$72.50	
Guilmette, Andrew	\$1,002.00			\$1,002.00	\$62.12	\$14.53	
Guilmette, Sarah	\$9,120.25			\$9,120.25	\$565.46	\$132.24	

Town of Pembroke 2018 Wages and Benefits							
Name	Base Pay	Overtime	Other	Gross Wages	Social Security	Medicare	NH Retirement
Hanson, Karl	\$33,865.09	\$1,876.93		\$35,742.02		\$518.26	\$10,518.87
Hardy, Sara	\$1,479.56			\$1,479.56	\$91.73	\$21.45	
Harry, Jonathan	\$2,408.72			\$2,408.72	\$149.34	\$34.93	
Haas, Kyle	\$27,699.39			\$27,699.39	\$1,717.36	\$401.64	
Heath, Corey	\$46,385.32	\$799.78		\$47,185.10	\$2,925.48	\$684.18	\$5,369.67
Henderson, Kayla	\$361.78			\$361.78	\$22.43	\$5.25	
Higgins, Edward	\$14,435.13			\$14,435.13	\$894.98	\$209.31	
Higgins, Irina	\$10,299.12			\$10,299.12	\$638.55	\$149.34	
Hill, Loretta	\$160.00			\$160.00	\$9.92	\$2.32	
Hodge, Everett	\$21,333.66			\$21,333.66	\$1,322.69	\$309.34	\$2,373.25
Hornblower, Ryan	\$43,681.09	\$14,181.09		\$57,862.18	\$3,587.46	\$839.00	\$6,584.75
Jawidzik, Brandon	\$2,403.25			\$2,403.25	\$149.00	\$34.85	
Jeffrey, Elizabeth	\$1,055.00			\$1,055.00	\$65.41	\$15.30	
Jeffrey, Heather	\$4,920.25			\$4,920.25	\$305.06	\$71.34	
Jodoin, David	\$91,204.01		\$4,406.16	\$95,610.17	\$5,927.83	\$1,386.35	\$10,641.24
Jordan, Aleesha	\$674.11			\$674.11	\$41.79	\$9.77	
Judge, Terrence	\$2,668.41			\$2,668.41	\$165.44	\$38.69	
Kellermann, Christian	\$2,001.96			\$2,001.96	\$124.12	\$29.03	
Lang, Wanda	\$19,917.25			\$19,917.25	\$1,234.87	\$288.80	
Langille, Michael	\$13,498.42			\$13,498.42	\$836.90	\$195.73	
Larochelle, Christopher	\$1,892.04			\$1,892.04	\$117.31	\$27.43	
Leblanc, Haley	\$1,120.83			\$1,120.83	\$69.49	\$16.25	
Lemaire, Maxwell	\$818.55			\$818.55	\$50.75	\$11.87	
Lemoine, Ann	\$3,516.46			\$3,516.46	\$218.02	\$50.99	
Lemoine, Brian	\$4,181.19			\$4,181.19	\$259.23	\$60.63	
Lemoine, Tyrel	\$7,817.47			\$7,817.47	\$484.68	\$113.35	
Locke, Stephanie	\$57,593.43	\$9,525.91	\$2,101.84	\$69,221.18	\$4,291.71	\$1,003.71	\$7,638.19
Lounsbury, Robin	\$120.00			\$120.00	\$7.44	\$1.74	
Luby, Heather	\$6,428.10			\$6,428.10	\$398.54	\$93.21	
Ludwick, Stephen	\$936.06			\$936.06	\$58.04	\$13.57	
Madden, Lawrence	\$38,416.80	\$4,918.76		\$43,335.56	\$2,686.80	\$628.37	\$4,931.57
Malo, Paulette	\$71,372.80		\$2,172.80	\$73,545.60	\$4,559.83	\$1,066.41	\$8,369.48
Manseau, Patricia	\$120.00			\$120.00	\$7.44	\$1.74	
Marion, Marlene	\$30,588.39	\$11.49		\$30,599.88	\$1,897.19	\$443.70	\$3,482.32

**Town of Pembroke  
2018 Wages and Benefits**

Name	Base Pay	Overtime	Other	Gross Wages	Social Security	Medicare	NH Retirement
Martel, Chester	\$4,362.74			\$4,362.74	\$270.49	\$63.26	
McIntosh, Tiffany	\$6,852.23			\$6,852.23	\$424.84	\$99.36	
McNeil, Jillian	\$902.64			\$902.64	\$55.96	\$13.09	
Mehegan, Alese	\$1,143.00			\$1,143.00	\$70.87	\$16.57	
Mehegan, Marie	\$17,005.14			\$17,005.14	\$1,054.32	\$246.57	
Mendoza, Adam	\$39,247.83	\$7,691.21	\$934.11	\$47,873.15	\$2,968.14	\$694.16	\$5,447.96
Mereiman, Andrew	\$12,118.69			\$12,118.69	\$751.36	\$175.72	
Merrill, Scott	\$134.88			\$134.88	\$8.36	\$1.96	
Mulcahy, Richard	\$352.80			\$352.80	\$21.87	\$5.12	
Nadeau, Reno	\$53,401.79	\$3,277.34	\$1,081.60	\$57,760.73	\$3,581.17	\$837.53	\$6,573.18
Osborne, Emma	\$320.85			\$320.85	\$19.89	\$4.65	
Osgood, Colette	\$80.00			\$80.00	\$4.96	\$1.16	
Paquette, Maurice	\$811.44			\$811.44	\$50.31	\$11.77	
Paulsen, Erik	\$6,227.02			\$6,227.02	\$386.08	\$90.29	
Paulsen, Harold	\$25,244.93			\$25,244.93	\$1,565.19	\$366.05	
Pelissier, Ryan	\$312.99			\$312.99	\$19.41	\$4.54	
Pellerin, Jules	\$1,200.00			\$1,200.00	\$74.40	\$17.40	
Pendergast, Dana	\$43,971.32			\$43,971.32	\$2,726.22	\$637.58	\$4,874.45
Perkins, Michael	\$406.60			\$406.60	\$25.21	\$5.90	
Perron, Michael	\$4,066.24			\$4,066.24	\$252.11	\$58.96	
Perron, Steven	\$26,616.84	\$6,451.41	\$2,233.71	\$35,301.96	\$2,188.72	\$511.88	\$3,766.42
Petit, Thomas	\$280.00			\$280.00	\$17.36	\$4.06	
Previe, Muriel	\$26,502.05		\$978.40	\$27,480.45	\$1,703.79	\$398.47	
Ranfoss, Victor	\$50,673.81	\$8,206.10	\$1,612.00	\$60,491.91	\$3,750.50	\$877.13	\$6,883.96
Ricciotti, Maryanne	\$47,764.80	\$1,343.82	\$2,310.24	\$51,418.86	\$3,187.97	\$745.57	\$5,851.45
Robertson, Bradley	\$4,762.97			\$4,762.97	\$295.30	\$69.06	
Roy, Dennis	\$4,192.88			\$4,192.88	\$259.96	\$60.80	
Royce, Haley	\$1,259.00			\$1,259.00	\$78.06	\$18.26	
Schmidt, Charles	\$3,433.66			\$3,433.66	\$212.89	\$49.79	
Sheldon, David	\$1,000.00			\$1,000.00	\$62.00	\$14.50	
St. Germain, Elizabeth	\$3,045.85			\$3,045.85	\$188.84	\$44.16	
Stosse, Cynthia	\$58,337.20		\$1,344.96	\$59,682.16	\$3,700.29	\$865.39	\$6,791.81
Straw, Lesley	\$160.00			\$160.00	\$9.92	\$2.32	
Stromvall, Eric	\$777.00			\$777.00	\$48.17	\$11.27	

Town of Pembroke 2018 Wages and Benefits							
Name	Base Pay	Overtime	Other	Gross Wages	Social Security	Medicare	NH Retirement
Sullivan, Joseph	\$13,156.12			\$13,156.12	\$815.68	\$190.76	
Theuner, John	\$10,006.46			\$10,066.46	\$624.12	\$145.96	
Thompson, Harold	\$1,500.00			\$1,500.00	\$93.00	\$21.75	
Tiddes, Heather	\$32,884.32		\$300.00	\$33,184.32	\$2,057.43	\$481.17	
Tucker, Erica	\$1,554.81			\$1,554.81	\$96.40	\$22.54	
Vacco, Hannah	\$617.93			\$617.93	\$38.31	\$8.96	
Vanloendersloot, John	\$617.20			\$617.20	\$38.27	\$8.95	
VanLuven, Hearshell	\$25,506.95			\$25,506.95	\$1,581.43	\$369.85	
Verdile, Stephanie	\$11,020.40			\$11,020.40	\$683.26	\$159.80	\$1,254.13
Vincent, Kristen	\$55,210.96	\$2,894.73	\$1,756.78	\$59,862.47		\$868.01	\$17,617.52
Vodra, Robert	\$4,786.81			\$4,786.81	\$296.78	\$69.41	
Walz, Joseph	\$42,561.76	\$3,043.93	\$967.50	\$46,573.19		\$675.31	\$13,421.76
Webber, John	\$52,936.44	\$1,713.41	\$3,332.07	\$57,981.92		\$840.74	\$17,064.08
Weisenborn, Jacob	\$86.86			\$86.86	\$5.39	\$1.26	
Welch., Robert	\$47,387.92	\$3,605.41	\$1,722.36	\$52,715.69		\$764.38	\$15,007.36
Wesson, Elaine	\$47,764.85		\$956.80	\$48,721.65	\$3,020.74	\$706.46	\$5,544.49
Whitbeck, Suzanne	\$80.00			\$80.00	\$4.96	\$1.16	
Williams, Linda	\$42,476.12	\$15.33	\$852.80	\$43,344.25	\$2,687.34	\$628.49	\$4,932.52
Wirtz, Kayla	\$175.00			\$175.00	\$10.85	\$2.54	
Woo, Mary	\$1,430.91			\$1,430.91	\$88.72	\$20.75	
Wood, Nathan	\$32.10			\$32.10	\$1.99	\$0.47	
Yeaton, Karen	\$120.00			\$120.00	\$7.44	\$1.74	
Yeaton, Peggy	\$21,281.05		\$447.20	\$21,728.25	\$1,347.15	\$315.06	
				\$2,684,128.03			
Total Medical Benefits	\$524,099.26						
Total Dental Benefits	\$42,258.89						
Total Life/Disability Insurance	29,992.18						

## 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, 2017, in accordance with auditing standards generally accepted in the United States of America, we considered the Town's internal control over financial reporting (internal control) as a basis for designing our audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

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

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

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



Manchester, New Hampshire  
October 31, 2018

## AUDITOR'S REPORT



**CERTIFIED PUBLIC ACCOUNTANT**  
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October 31, 2018

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, 2017. 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 May 2, 2018. Professional standards also require that we communicate to you the following information related to our audit.

### Significant Audit Findings

#### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town of Pembroke, New Hampshire are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2017. 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.

Significant estimates also include actuarial assumptions used in determining pension and other post-employment benefits costs which are based on plan audited financial statements and a plan actuarial valuation report, respectively. We evaluated the

## AUDITOR'S REPORT

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

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

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

### *Difficulties Encountered in Performing the Audit*

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

### *Corrected and Uncorrected Misstatements*

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

### *Disagreements with Management*

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

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated October 31, 2018.

### *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, schedule of funding progress for other post-employment benefits, schedule of changes in the Town's proportionate share of the net pension liability, schedule of Town contributions, and the notes to the required supplementary information, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

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

### Restriction on Use

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

Very truly yours,

*Vachon Clukay & Company PC*

## AUDITOR'S REPORT



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October 31, 2018

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, 2017, 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 a matter that is an opportunity for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding this matter. We previously reported on the Town's internal control structure in our report dated October 31, 2018. This letter does not affect that report or our report on the basic financial statements dated October 31, 2018.

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,

A handwritten signature in dark ink that reads 'Vachon Clukay &amp; Company PC'. The signature is written in a cursive, flowing style.

Vachon Clukay & Company PC

## AUDITOR'S REPORT

### CREDIT CARD DISBURSEMENTS

#### *Observation*

As part of every audit engagement, our firm examines credit card purchases for proper documentation and propriety of expenditures. We noted that purchase receipts for credit card charges applicable to the library are not being consistently retained for documentation.

#### *Implication*

The controls over library expenditures are weakened. Improper expenditures may be made using the Town's credit card which may go undetected without adequate controls.

#### *Recommendation*

We recommend that the Library Trustees adopt a formal credit card policy. We also recommend that the library director be instructed to attach the detailed purchase to monthly credit card statements. The supporting documentation should indicate what was purchased and that the purchase was approved by the proper officials.

## **FIRE DEPARTMENT**

### **2018 PEMBROKE FIRE DEPARTMENT TOWN REPORT**

Your fire department responded to 355 incidents or calls for service in 2018. None of these calls resulted in any serious injury to Citizens or Firefighters. We had three residential fires resulting in an estimated loss of \$118,025 in building values.

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

Detector and/or Alarm System Activations	91	25.6%
Fires – All Types	18	5.1%
Public Assistance	36	10.1%
Hazardous Conditions	30	8.4%
Medical Assistance	124	34.9%
Aid to Other Agencies	43	12.1%
All Other Types	13	3.7%
Total	355	Calls for Service

#### **Other Activities:**

We continue our aggressive training program with weekly training activities once per week for most of the year. We assist with the Holiday Food Basket program serving as the delivery point for that program.

#### **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

## **POLICE DEPARTMENT**

### **Pembroke Police Department 2018 Annual Report**

*I am pleased to present the 2018 Annual Report, which highlights and summarizes the activities of the Pembroke Police Department. Our department maintained full staff from 2017 through a large portion of 2018 until the departure of Officer Karl Hanson who accepted an opportunity to work with family closer to his home. Opportunities like these are rare and we wish Officer Hanson the best and thank him for his 11 years of employment with the Town.*

*The Police K9 Program was effective for 2018 with several successful searches. The K9 is available 24 hours a day 7 days a week for Pembroke and abutting agencies. In 2018, the K9 program received 400 Hours of training to stay proficient in its ability. Narcotics Training was 240 hours of this specialized training and 160 hours of In-Service Training at the K9 Academy. Throughout 2018 searches were effected dealing with (2) missing children, (4) building searches, (4) suspect searches, (3) drug searches and (2) community demonstrations. This program continues to be a valuable tool for our Town.*

*The Police Department continues to apply for grants. The New Hampshire Fish and Game Department approved an Off Highway Recreation Vehicle (OHRV) grant to conduct patrols and enforcement of the Fish and Game Laws. 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.*

*The Police Department has updated their portion of the Town web site and you will be able to download forms necessary for services we offer. These forms consist of House/Property Checks, License to Carry Conceal permits (although no longer necessary) and Police Statement forms. The Pembroke Police maintains two social media pages with Facebook and Twitter and updates them with current information and Town Services information.*

*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.*

*Listed below is the 2018 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**

<b><u>ADMINISTRATION</u></b>	<b><u>SERVING SINCE</u></b>
Chief Dwayne R. Gilman	1992
Lt. Gary Gaskell	2007 Firearms Instructor, Training Officer
 <b><u>PATROL DIVISION</u></b>	 <b><u>SERVING SINCE</u></b>
Sgt. Christopher Cunha	2007 FTO, Patrol Supervisor
Sgt. Jason Fiske	2014 Patrol Supervisor, Defensive Tactics Inst.
Det. Michael Foster	2013 Detective, Firearms Instructor
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. Joseph Walz	2016 Patrol Officer
Off. John Webber	2017 Patrol Officer /School Resource Officer
Off. Taylor Caron	2017 Patrol Officer
 <b><u>ADMINISTRATIVE DIVISION</u></b>	 <b><u>SERVING SINCE</u></b>
Mary Ann Ricciotti	1993 Administrative Assistant / Records
Annette Alley	1997 Receptionist

## POLICE DEPARTMENT

### 2018 Calls for Service and Activity of the Pembroke Police Department

Dispatch Calls	9,903
Station Calls & Walk-Ins for Services (M-F)	6,777
Directed Patrols	430
911 CALLS	72
Alarm Activations	337
Assist Motorists / Citizens	371
Assist Other Police Agency	78
Assist Fire / Ambulance	580
Assist Fire -Issue Burn Permits	272
Burglary	9
Civil Matters	66
Domestic Disturbance	105
Drug Offenses	41
D.U.I.	30
Juvenile Offense/Complaint	86
License to Carry Pistol/Revolver Issued	43
Missing Person	491
Motor Vehicle Accident Response	162
Motor Vehicle Complaints	158
Neighbor Disputes	11
Noise Complaints	39
Paperwork Service	476
Parking Complaints	406
Parking Tickets Issued	998
MV Summons Issued	390
Suspicious Person / Activity	105
Suspicious Vehicles	226
Theft	49
Vandalism	34
Welfare Check	96
Animal Complaints	194

### ACTIVITY STATISTICS 2018

Total Offenses Committed	1008
Total Felonies	118
Total Crime Related Incidents	407
Total Non-Crime Incidents	146
On View Arrests	136
Arrest (Based on Incident/Warrants)	81
Summons Arrests	48
Protective Custody	36
Juvenile (Arrests Referred/Handled)	46

## PUBLIC WORKS

### Yearly Report 2018

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

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

Activities	Amount	Unit
1. Facility Permits Issued	1538	Each
2. Inquiries/Transfer Station	128	Each
3. Inquiries/Rubbish Route	216	Each
4. Inquiries/Road Conditions	141	Each
5. Payment Vouchers Processed	845	Each
6. Street Light Repairs	44	Each
7. Driveway Permits	35	Each
8. Trench/Excavation Permits	11	Each
9. Cemetery Inquiries	39	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 25.16 miles of Town roads, clean 581 catch basins, paint 113,728 LF of roadway striping and cut down several large hazardous trees.

There were 29 snow/ice storm events that occurred during 2018 which required 2589.00 man-hours, 1115.76 tons of sand, 896.20 tons of salt. Snow removal from downtown and the municipal parking lots required 40 man-hours. Plowing about 7 miles of sidewalks each storm expended 97 man-hours.

The road reconstruction and paving project list for the year of 2018 included reconstructing Union Street, East View Drive, East Meadow Lane, Upper Beacon Hill Road and Third Range Road including reclaiming, drainage pipe, catch basin structures and frame and grate replacements and then a base coats were applied. The project is 90% complete and will be finished in 2019. Also the Kline Way (Loop Road) and Cooperative Way project was 100% completed in 2018.

## PUBLIC WORKS

Engineering for Main Street was started in 2018 and the plans should be ready in early 2019. 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:

1. Road side ditching	5620.00	Linear Feet
2. Cold patching pot holes	12.93	Tons
3. Hot topping pavement repairs	2511.96	Tons
4. Road wash out repairs	6343.00	Linear Feet
5. Sweeping Sidewalks	7.25	Miles
6. Road side mowing	30.50	Miles
7. Road side brush cutting and chipping	273.00	Cubic Yards
8. Large Tree Cutting	14	Each
9. Sign Maintenance & Replacements	47	Each
10. Complaints	59	Each
11. Inquiries	145	Each
12. Assist Solid Waste Division	822.50	Man Hours
13. Assist Fleet Division	594.00	Man Hours
14. Assist Parks & Recreation Division	46.00	Man Hours
15. Assist Cemetery Division	94.00	Man Hours
16. Assist Sewer Department	26.00	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 2018, a total of 3060.52 tons of solid waste was generated from Pembroke and disposed of at Casella Waste in Allenstown, NH. Also in 2018, a total of 852.82 tons of single stream recycling was taken to Casella Waste in Allenstown. Diverting this recyclable material from the waste stream saved the Town \$35,083.05 in tipping fees. This division also performed curbside pickup of leaves from residents during spring cleanup.

## PUBLIC WORKS

The following is a tabulation of solid waste that was collected and disposed of in 2018:

### 1. Curbside Pickup

a.	Rubbish	1539.81	Tons
b.	Single Stream Recycling	733.83	Tons
c.	Leaves	161	Cubic Yards
d.	Brush chipped from Spring cleanup	54	Cubic Yards
e.	Refuse Tags Issued	173	Each
f.	Inquiries	216	Each
g.	Complaints	13	Each

### 2. Transfer Station Activity

a.	Rubbish	427.63	Tons
b.	Single Stream Recycling	118.99	Tons
c.	Non-Burnables	138.07	Tons
d.	Burnables	147.93	Tons
e.	Concrete	0	Tons
f.	Scrap Metal	130.23	Tons
g.	Aluminum Cans	2290	Lbs.
h.	Textile Recycling – Planet Aid	6419	Lbs.
i.	Refrigerator/Freezer	64	Each
j.	Air Conditioners	170	Each
k.	Brush	935	Cubic Yards
l.	Christmas Trees	53	Each
m.	Leaves	1402	Cubic Yards
n.	Propane Tanks or Canisters	86	Each
o.	Waste Oil	1250	Gallons
p.	Waste Antifreeze	110	Gallons
q.	Batteries	2410	Lbs.
r.	Tires	223	Each
s.	Complaints	1	Each
t.	Inquiries	128	Each
u.	Hazardous Waste Refused	0	Each
v.	Video Displays	407	Each
w.	C&D Debris (Minimum Load)	331	Loads
x.	C&D Debris (Maximum Load)	117	Loads
y.	School	4	Loads
z.	Residents	21,256	Each

## PUBLIC WORKS

### 3. Electronics Recycling

a.	Computer Monitors	92	Each
b.	Televisions	326	Each
c.	Printers	118	Each
d.	Fax Machines	4	Each
e.	Stereo Equipment	516	Each
f.	VCRs	36	Each
g.	DVD Players	68	Each
h.	Copiers	2	Each
i.	Scanners	6	Each
j.	Radios	144	Each
k.	PCs	117	Each
l.	Microwaves	98	Each
m.	Other (Keyboards, etc.)	175	Each
n.	Fluorescent Tubes & Bulbs	617	Lbs.
o.	Thermostats	0	Box
p.	Alkaline & Zinc Batteries	591	Lbs.
q.	Rechargeable Batteries (NiCd, Li-Ion, NiMH, Lead)	153	Lbs.
r.	Cell Phones Recycled	35	Each
s.	71 Gaylords of Electronics Picked Up	39,286	Lbs.

Pembroke Automated Collection Program Data Collection - 2018 Summary					
MONTH	WEIGHT (IN TONS)		% RECYCLING	RECYCLING FEE/TON	SAVINGS! (VS. \$62.66/TON FOR TRASH)*
	*TRASH	RECYCLING			
<b>JANUARY</b>	157.72	70.28	30.82%	\$13.902	<b>\$3,426.71</b>
<b>FEBRUARY</b>	135.73	60.21	30.73%	\$21.468	<b>\$2,480.17</b>
<b>MARCH</b>	145.31	66.69	31.46%	\$22.071	<b>\$2,706.88</b>
<b>APRIL</b>	151.04	70.87	31.94%	\$25.293	<b>\$2,648.20</b>
<b>MAY</b>	178.93	77.10	31.01%	\$23.82	<b>\$2,994.56</b>
<b>JUNE</b>	166.23	74.41	30.92%	\$27.441	<b>\$2,620.65</b>
<b>JULY</b>	173.42	69.15	28.51%	\$24.30	<b>\$2,652.59</b>
<b>AUGUST</b>	189.71	86.49	31.31%	\$24.114	<b>\$3,333.84</b>
<b>SEPTEMBER</b>	164.33	63.03	27.72%	\$20.064	<b>\$2,684.83</b>
<b>OCTOBER</b>	171.35	74.04	30.17%	\$19.575	<b>\$3,275.16</b>
<b>NOVEMBER</b>	177.18	74.61	29.63%	\$19.224	<b>\$3,326.56</b>
<b>DECEMBER</b>	156.49	65.94	29.65%	\$19.362	<b>\$2,930.90</b>
<b>TOTAL 2018</b>	<b>1967.44</b>	<b>852.82</b>	<b>30.25% AVERAGE</b>	<b>\$21.72 AVERAGE</b>	<b>\$35,083.05 *Eff.10/2018 \$63.81/TON</b>

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

## PUBLIC WORKS

**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 2018, there was 3 full burial, 7 cremation burials and 10 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 2018, this division performed 50 safety inspections and 215 routine maintenance tasks on the town's fleet. In addition, there were 227 major repairs performed on this equipment. The following is a summary of maintenance and repairs performed on vehicles by department:

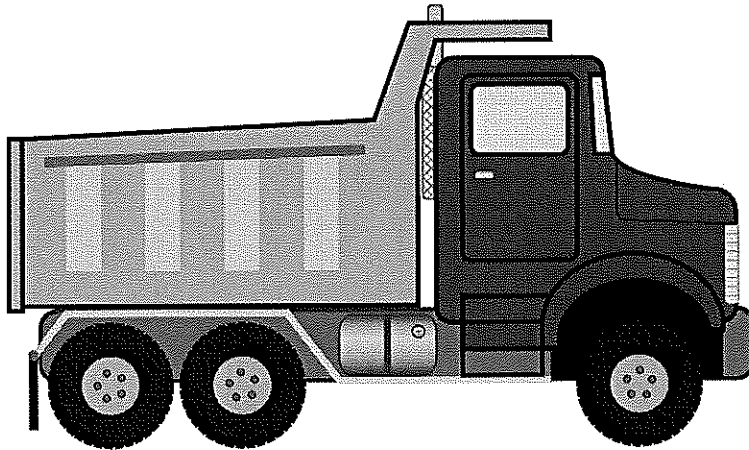
Department	Total # Vehicles	# of Preventative Maintenance	# of Repairs	Total Hours of Work	% of Repairs
Highway	123	47	90	391	30.44%
Solid Waste	57	39	26	230	17.91%
Fleet	125	66	64	342.5	26.66%
Police	24	24	11	82	6.38%
Fire	29	17	25	151	11.76%
Ambulance	2	2	0	4	0.31%
Code Enforcement	2	2	3	13	1.01%
Parks & Recreation	19	18	8	71	5.53%
<b>Totals</b>	<b>381</b>	<b>215</b>	<b>227</b>	<b>1284.5</b>	<b>100%</b>
<b>Fleet Division Administration</b>				513.5	
<b>Total Hours</b>				<b>1798</b>	

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.

## **PUBLIC WORKS**

As always our employees, Christine Addington, Mark Chevette, Robert Fanny, 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. Jason Bouffard was our part time Transfer Station attendant but has come onboard as a full time highway employee. Safety is our number one priority. If you should ever have a question please feel free to call us and we will do our best to keep our Town safe and clean.

Respectfully Submitted,  
James Boisvert  
Director of Public Works



## **PLANNING AND LAND USE CODE ENFORCEMENT**

2018 saw a major change to the Code enforcement Office with the retirement of long time Building Inspector Everett Hodge. Everett was the Code Enforcement Officer for 10 years retiring at the end of last March, I wish him good luck in his new adventures in retirement.

40 Commercial permits were issued 11 Building and renovations, 12 Electrical, 10 Mechanical/ Plumbing, 1 Demolition, 2 Antenna/Tower 1 Fire Alarm 3 Roofing. For a total construction value of \$1,436,750.

417 Residential permits were issued and inspections were completed. 3 new homes were also completed this past year. For a total construction value of \$3,111,924

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.

### **2017 Statistics**

<b>Commercial permits Issued 40</b>	<b>Construction Value \$1,436,750</b>	<b>Permit fees collected \$4,182</b>
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<b>Residential Permits Issued 417</b>	<b>Construction Value \$3,111,924</b>	<b>Permit fees collected \$29,596</b>
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<b>Sign permits Issued 4</b>	<b>Construction Value \$5,000</b>	<b>Permit fees collected \$100</b>
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Respectfully Submitted;

Dana Pendergast  
Code Enforcement

## **PLANNING AND LAND USE ZONING BOARD OF ADJUSTMENT**

The Zoning Board of Adjustment heard 23 cases in 2018. We continue to be ready to hear any matters that may come before us. The Zoning Board of Adjustment neither makes nor changes zoning ordinances, but grants exceptions when justified. If a property owner wishes to build, expand, or make changes in the use of their property, and their plans do not conform to the town code or ordinances, the property owner may appeal the decision of the Code Enforcement Officer to the Zoning Board of Adjustment. The application and any supporting evidence or documents become public information and property of the town. Applications for Appeal are available at the town office or can be downloaded from the town website.

If an appeal is made to the Board, written notice is sent to abutting property owners via certified mail. If you are not an abutter you will not be personally notified, but residents are advised to regularly check the public notices posted on the bulletin boards at the Town Hall. Any resident or property owner in Pembroke is welcome at our meetings, and is entitled to speak to any matter that may concern them.

Currently 2 Vacancies for the alternate seat still remain on the Board and people of good judgment and understanding are needed to fill these positions. If you are willing to serve your community in this capacity, no municipal experience is required. Training and guidance will be provided. Please visit Town Hall for more information

2018 Zoning Board of Adjustment hearing results.

23 cases			
12 Variances	3 Withdrew	1 Denied	8 Approved
9 special Exceptions	1 Continued		8 Approved
2 Administrative Decisions		2 Denied	

Respectfully Submitted;

Bruce Kudrick, Chair  
Zoning Board of Adjustments

## PLANNING BOARD

The Pembroke Planning Board was very active in 2018 with applications and Town projects. Work continued on the Master Plan update, which kicked off with a Visioning Session in October 2017. 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. Master Plan sub-committees met throughout the year to work on drafting chapters for Community and Recreational Facilities, Natural and Cultural Resources, Economic Development, Transportation, and Land Use and Housing. We are nearing the finish line in pulling together all of the drafts and anticipate an upcoming public hearing and adoption of the Plan soon.

A couple of large residential developments were approved in 2018. The Lodges at Pembroke Pines, adjacent to the Pembroke Pines Country Club, was approved for 72 units of duplex and four-plex style housing. The project includes 33 acres of conservation land, adjacent to White Sands Conservation Area, deeded to the Town. Long Meadow Estates subdivision was approved at 354-356 Pembroke Street. The project includes 16 single-family homes on a new loop roadway, as well as a conservation easement. The conservation pieces of both projects will add important missing links to the potential Rail Trail along the Merrimack River. In addition to the two major subdivisions approved, the Board also approved three minor residential subdivisions, each creating one new lot.

Regarding commercial development, the Board approved three major site plans, two minor site plans, and one change of use. Pembroke is happy to welcome Soake Pools. They are relocating from Concord and plan to build a brand new pool manufacturing facility on Silver Hills Drive, off of North Pembroke Road. A 2,500 square foot addition was approved at Abrasives and Tools of NH on Sheep Davis Road. Michels Power, an electrical contractor, was approved to occupy space also on Sheep Davis Road. Clean Energy, on Pembroke Street, was approved for site work to upgrade equipment. In addition to the mentioned site plans, the Board also approved five wetlands special use permits and eight aquifer special use permits.

For March 2018 Town Meeting, the Board put forth seven amendments to the zoning ordinance, which the voters all passed. Amendments included changes to accessory dwelling units to comply with new state laws, a change to the aquifer conservation ordinance to provide some relief for homeowners of one- and two-family homes, a change to commercial kennels and office conversions to comply with the new sign ordinance, and the addition of several reference notes.

For March 2019, voters will consider some clarifications in the definitions and table of uses, a new definition for "shed," inviting Pembroke Water Works to comment on aquifer special exceptions, and a request to allow staff to make non-substantive grammatical and numbering changes to the overall Zoning Ordinance.

In 2018, the Planning Board regretfully received resignation from members Larry Young, Sr. and Richard Bean. The Board thanks them for their years of service and wishes them well. With their departure, there are several alternate positions on the Board that are unfilled. For anyone who is interested in development in town and would like to get involved, we are looking for new members. Please call the Planning Office for more information.

## PLANNING BOARD

The Board also said goodbye to Stephanie Verdile, who dutifully served as Town Planner for six years. She and her service dog Maggio are missed at Town Hall, and we wish her all the best in her new planning endeavors.

On a more positive note, we welcomed a new Town Planner, Carolyn Cronin, who came to us with strong planning and application processing skills. Carolyn hit the ground running and has not missed a beat since. She continues to do an extraordinary job of preparing and supporting the Planning Board, and supporting applicants. Pembroke is very fortunate to have her on board!

In closing, 2018 was another eventful year for the Planning Board resulting in significant accomplishments, both in terms of application processing and long-term planning. As we reflect on a 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, who we thank for their services. Looking forward to another productive year in 2019.

Respectfully Submitted,

Alan Topliff, Planning Board Chair

### Members of the Board 2018:

Alan Topliff, Chairman	Brian Seaworth, Vice Chair	Kathy Cruson, Member
Larry Young, Member	Brent Edmonds, Member	Richard Bean, Member
Kellie J. Dyjak, Alternate Member	Robert E. Bourque, Alternate Member	
Timothy Goldthwaite, Alternate Member	Sandy Goulet, Selectmen Representative	
Ann Bond, Selectmen Representative	Vincent Greco, Selectmen Alternate	
Jocelyn Carlucci, Recording Secretary	Susan Gifford, Alternate 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 2017: 137                      in 2018: 132**

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

### **Total general assistance given:**

	<u>2017</u>	<u>2018</u>
Rent w/ heat	\$ 1,700.00	\$ .00
Rent w/o heat	3,850.00	1,600.00
Shelter/Motel	519.93	430.00
Electric	.00	350.33
Gas/Oil	1,344.85	.00
Prescriptions	.00	.00
Food/Maintenance	.00	.00
Gasoline	.00	15.00
Burial	<u>3,268.00</u>	<u>1,500.00</u>
 TOTAL	 <u>\$10,682.78</u>	 <u>\$ 3,895.33</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 2018 was \$21,000.00 which also comes out of General Assistance Funds.

In addition to the Town relieving and maintaining those individuals who were unable to meet their basic living needs, many referrals to other agencies were utilized: The Community Action Program (CAP) for fuel assistance and the Electric Assistance Program, the Prescription Assistance Programs, Town of Pembroke Welfare Food Pantry, the Homeless Outreach Program, Catholic Charities, 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 purchase security cameras in the park. These cameras will be beneficial to the police department and provide an element of safety for children at play.

The commission would like to congratulate Jonathan Lawrence for receiving his Eagle Scout Badge. Jonathan took on the project of making Memorial Field a smoke-free environment. The requirement to achieve this honor is a lengthy process. His persistence to combat the damaging effects of second-hand smoke and making Memorial Field a safer and healthier environment is a testament to his commitment to scouting and to his community. Congratulations Jon on a well-deserved award.

The commission would also like to recognize Rob Azevedo from Granite State of Mind on WKXL 103.9 FM. Rob brought in a variety of performers for the community. Playing in 2018 was: Dusty Gray, Green Heron, Scalawag, Dean Harlem, and Jen Whit. These concerts were a free event for all.

A BIG thank-you for our concert sponsors: Allenstown Laundromat, Continental Paving, Complete Auto Body, Granite State of Mind, Jungle Jim's Tree Service, Kimball's Cav'ern, Kruger's Excavating & Paving, MowMentum Lawn Care, 7 Siding, 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 the return of our summer concert series.

Other programs that have been offered in the past were: archery lessons, golf lessons, a 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 one's 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.

Our summer tennis lessons were run by David Doherty. Twenty-six 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, and

## RECREATION COMMISSION

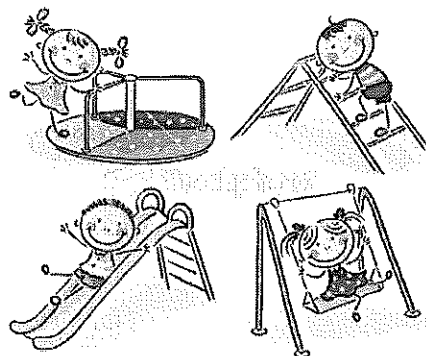
Elizabeth Jeffery assisted Sarah along with teenage counselors. Throughout the summer, the children were involved in sport activities, arts and crafts, and weekly field trips. Sarah organized a theme each week. This year the theme weeks were: Summer Kick Off, Party in the USA, Color Wars, DC vs Marvel, Holiday Hoopla, Olympic Week, Pembroke Rec's Got Talent, and Welcome to the Jungle. The Program had extended hours for early drop off and late pick up. Parents paid a modest amount for the week 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.

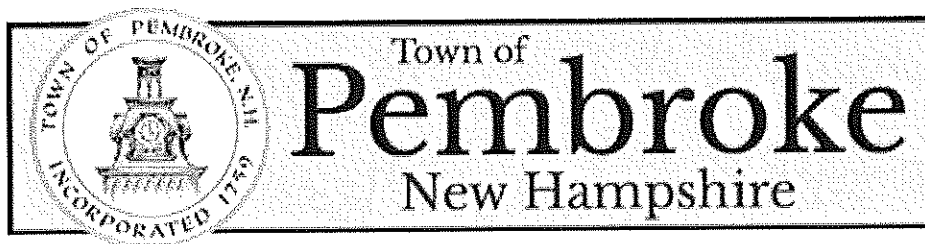
Old Home Day Committee had another successful day for their annual event. This year's theme was "Remember When." The Amoskeag Rowing Club used the facility for their annual New England Regatta Championship. It was another successful day for their annual event. The Pembroke Recreation Commission sincerely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

To close, we cannot thank **Jim Boisvert** and the highway department for their support last year. They were instrumental in trimming and removing brush after a harsh winter and helped us out numerous times when needed. 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; **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  
Jake Dandy  
Sharon Morris  
Steve Fowler  
Doc Greco, Selectman  
Sam Barker, Alternate





**WEBSITE**  
**Pembroke-nh.com**

Have you checked out the Town of Pembroke Website? If not you are missing out on what is going on in town.

From the home page you can click on buttons in the Citizens Action Center box and...

- Renew your car registration
  - Get a quote on what your registration should be
  - Access property tax cards
  - Check agendas and meeting minutes for boards and committees
- And much more!

Also in 2018 board and committee meetings are being recorded so that you can watch. Just click on the "Recorded Meetings" button at the top of the home page and select Pembroke and a listing of the recorded meetings for you to select from is available. Residents are encouraged to attend the meetings in person but if you can't be there you don't have to miss what was discussed.

News and announcements are posted on the home page and the calendar lists the Town Hall meetings.

Important Alerts will show up in a red box at the top of the home page.





## PEMBROKE AND ALLENTOWN OLD HOME DAY

**SLOGAN: HANDS ACROSS THE WATER** THEME: "Remember When....."

**SATURDAY**, August 25, 2018, Pembroke and Allentown Old Home Day continued to bring together family, friends, neighbors and communities for a day of food, fun, and entertainment. Pre-parade music consisted of two local bands, "The Sunshiners" on the Suncook Village Main St. reviewing stand and "R & B Dignity" at the Allentown Gazebo. This year's celebration was in loving memory of Priscilla Lemaire and Roger Beard Sr. who dedicated countless volunteer hours as Old Home Day Committee Members.

**PARADE** began at 10:00 am before crowds of spectators on both sides of the road from School Street in Allentown to Memorial Field in Pembroke. Float entries by Allentown Historical Society and Meet Me In Suncook, Associated Grocers of New England, Pembroke Congregational Church, Pembroke Cub Scout Pack #270, and Pembroke Summer Recreation Program cleverly depicted the theme "Remember When....". Floats are judged by Town Officials based on theme, originality, and creativity. The OHD 2018 parade also comprised of Police Chiefs, Selectmen, and Town Officials from both communities, Color Guard, State Representatives, Scouts, Alvirne High School Band, Londonderry High School Band, American Legion Post #28, NH Patriot Guard Riders, Special Olympic Athletes, Professor Paddy-Whack's Funny Wagon and Trike, Pembroke Spartan Cheerleaders, Cycling Murrays, marchers, mascots, dancers, clowns, antique and classic cars, monster trucks, jeeps, farm tractors, Doodlebugs, Touch-a-Trucks, fire trucks, hay wagon, horse and carriage, Pembroke Town Hearse, 1896 Lumber Wagon, Roaming Railroad, Allentown's first school bus (1925 REO Speedwagon), non-profit organizations, and area businesses making this year's Old Home Day parade one the largest and most interesting yet.

**ENTERTAINMENT** at Memorial Field opened with The National Anthem, again sung by world record holder Alan St. Louis. Back by popular demand was music performed by the Back-2-Back Band, country singer/guitarist Don Smith, Hickory Horned Devils, Bel Airs Doo-Wop, an educational animal presentation by Wildlife Encounters, 9 hole mini-golf, inflatable rides and fun passes, children's games, crafts, food concessions, dunk tank, hay wagon rides, and Roaming Railroad train rides.

**NEW** to the program: Bryson Lang comedy/juggler, Rock Play Band, Peter and Marie Mehegan children's music, 6 String Eddy & Blue Eyed Blonde with guest Brian Booth acoustical guitarists/singers and Carriage Shack Farm petting zoo and pony rides.

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

**THE BASKETBALL TOURNAMENT'S** portion of the proceeds from the fifth annual Jacob Kipp 3-on-3 Memorial Charitable Basketball Tournament was given to Riverbend ChIP (Children's Intervention Program) of Concord NH.

**FIREWORK'S EXHIBITION** sponsored by Associated Grocers of New England at dusk was some of the finest ever and a fabulous end to Pembroke and Allentown Old Home Day's festivities.

**THANKS** for the generosity and loyalty of the OHD Committee members and volunteers, Towns of Pembroke and Allentown municipal officials, fire, police, ambulance, highway and recreation departments, local non-profit organizations, businesses, participants, and sponsors who make OHD a reality. Civil Air Patrol provided outstanding parking and traffic control again this year. Successful volunteerism is not solely based on the quantity but the quality of time. Many hours or just a few hours are much appreciated. The following are some ways you can become involved:

Donate new items, crafts, gift certificates, or gift baskets to the OHD Raffle

Volunteer members of your organization/business to promote products/services or to participate in the parade

Attend meetings, 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 devoted, hardworking group of people by contacting Steve @ 603-340-1487. Check out the OHD website [www.pembroke-allentownoldhomeday.com](http://www.pembroke-allentownoldhomeday.com) and Facebook page Pembroke & Allentown OHD. Mark your calendars (always the fourth Saturday) for August 24, 2019. See you there!

Respectfully submitted, Stephen L. Fowler, OHD Chairman

**PEMBROKE AND ALLENSTOWN  
OLD HOME DAY  
2018    (Theme: "Remember when...")**

**INCOME:**

BUSINESS DONATIONS	16,800
TOWN OF PEMBROKE	2,000
TOWN OF ALLENSTOWN	2,000
CONCESSIONS	1,100
CRAFTS	1,225
RAFFLE SALES	1,230
INFLATIBLES	2,712
INTEREST	25
DUNKING BOOTH	340
CHILDREN'S GAMES	310
50-50	250
HAYWAGON	458
MINI-GOLF	246
BASKETBALL INCOME	3,165
MISCELLANEOUS	10
	<hr/>
TOTAL INCOME	31,871

**EXPENSE:**

FIREWORKS	5,500
PARADE	6,012
ENTERTAINMENT	5,250
INSURANCE	2,704
PARKING	450
SAFETY	299
SANITATION RENTALS	860
POSTAGE & ENVELOPES	313
CHILDREN'S GAMES	143
STAGE	-
BLAST PARTY RENTALS	4,212
BBALL TROPHIES & SHIRTS	2,027
MAINTENANCE	63
MISCELLANEOUS	320
	<hr/>
TOTAL EXPENSE	28,153
	<hr/>
NET INCOME	3,718

## TOWN CLERK REPORT

January 1, 2018 to December 31, 2018

Motor Vehicle Registrations.....	10,055.....	\$1,520,812.72
Title Application Filing Fees.....	1,947 @ \$2.00 ea.....	\$3,894.00
Municipal Agent Fees.....	9442 @ \$3.00 ea.....	\$28,326.00
Dog Licenses & Fines.....	1,537.....	\$14,714.00
Marriage Licenses.....	52 @ \$50.00 ea.....	\$2,600.00
Vital Record Fees.....		\$4,055.00
UCC State Fees.....		\$3,092.00
Election Filing Fees.....	6 @ \$2.00 ea.....	\$12.00
Tax Lien Filing Fees.....	0 @ \$15.00 ea.....	\$0.00
Pole & Wire Permits.....	0 @ \$10.00 ea.....	\$0.00
Rental Respondent Affidavit.....	0 @ \$15.00 ea.....	\$0.00
Miscellaneous.....		\$1069.70
TOTAL TOWN CLERK DEPOSITS – 2017.....		\$1,578,575.42
STATE FEES COLLECTED AS MUNICIPAL AGENT.....		\$461,395.58

## VITAL RECORDS

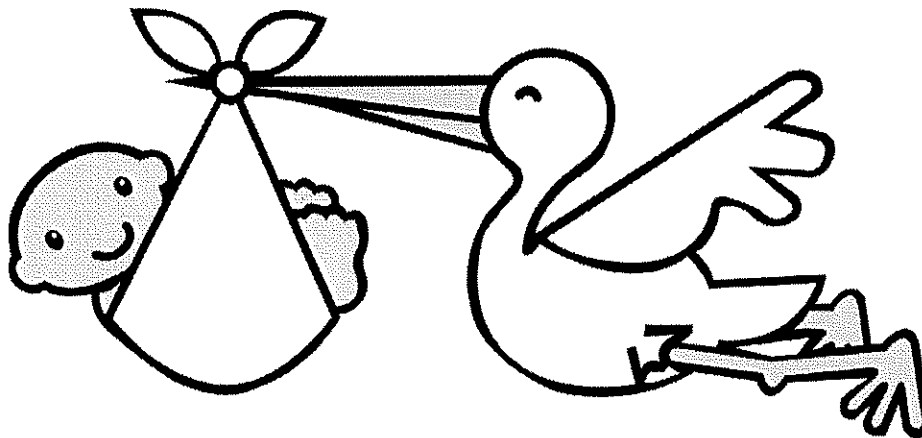
### PEMBROKE RESIDENT BIRTH REPORT - 2018

<b>Child's Name</b>	<b>DOB</b>	<b>Place of Birth</b>	<b>Parents</b>	
Garland, Emelia Louise	01/15	Concord	Garland, Richard	Garland, Koren
Hayes, Niall Ernest	01/26	Concord	Hayes Jr., Patrick	Hayes, Samantha
Lesieur, Peyton Ella	02/07	Concord	Lesieur Jr., Stephen	Valpey, Danielle
Laverdiere, Maeva Walsh	02/14	Concord	Laverdiere, Keith	Laverdiere, Fawn
Levasseur, Harper Jae	02/20	Concord	Levasseur, Jay	Began, Crystal
Galvin, Michael Arthur	02/27	Concord	Galvin, Edward	Galvin, Brittany
Denoncourt, Colby Joseph	02/28	Concord	Denoncourt, Philip	Sennett, Kimberly
Ayers, Elijah Earl	03/06	Manchester	Ayers, David	Ayers, Victoria
Gora, Riley Grace	03/21	Concord	Gora, Ryan	Gora, Kathleen
Gonzalez, Lorenzo Ezequiel	04/30	Concord	Gonzalez, Jeremias	Gonzales, Chantalle
McQueen-Smith, Hadleigh Mae	05/05	Concord	Smith, Harley	McQueen, Danielle
Hamilton, Estelle Hope	05/09	Concord	Hamilton, Timothy	Hamilton, Rachel
Skoulakaritis, Thanasia	05/12	Concord	Skoulakaritis, Spyridon	Wagner, Lindsey
Geary, Paxton Michael	05/16	Concord	Geary, Bryan	Geary, Amanda
Jiang, Mason	06/14	Concord	Jiang, Wei Bin	Chen, Mei
Lombard, Shawn Thomas	06/14	Concord	Lombard, Shawn	Geist, Marcella
Limani, Ledrian	06/20	Concord	Limani, Avni	Limani, Nermina
Henderson, Joselyn Rona	06/29	Concord	Henderson, Justin	Horvath, Ibolya
Waldron, Sadie Rose L.	06/30	Manchester	Waldron, Keith	Waldron, Nicole
Atwood, Emmett Owen	07/06	Manchester	Atwood, David	Atwood, Jillian
Viggiano, Molly Claire M.	07/10	Manchester	Viggiano, Steven	Viggiano, Niamh
Lafratta-Blanchard, Rachel A.	07/11	Concord	Lafratta, Jeffrey	Blanchard, Ronna
Plue, Annabelle Marie	07/15	Concord	Plue, Jeffrey	Plue, Rebecca
Foster, Theodore George	07/18	Concord	Foster, Michael	Foster, Gina
Bahr, Adrian Eric	07/24	Concord	Bahr, Christopher	Bahr, Anna
Bourassa, Parker Robert	08/06	Nashua	Bourassa, Kevin	Bailey, Jacqueline
Place, Sparrow Rose	08/07	Pembroke	Place, Clinton	Place, Jade

## VITAL RECORDS

### PEMBROKE RESIDENT BIRTH REPORT - 2018

Child's Name	DOB	Place of Birth	Parents	
O'Brien, Emerie Rose	08/09	Concord	O'Brien Jr. Patrick	O'Brien, Kirsten
Steenbeke, Adeline Marie	08/16	Concord	Steenbeke, Zachary	Steenbeke, Krystal
Harding, Alexandra Grace	08/26	Concord	Harding, Kyle	Harding, Emily
Fernandez, Harper Rose	08/28	Concord	Fernandez, Joseph	Fernandez, Marisa
Fernandez, James Thomas	08/28	Manchester	Fernandez, Jason	Horton, Melody
Gaboriault, Dean mark	09/02	Concord	Gaboriault, Brent	Gaboriault, Chelsea
Floyd, Nevaeh Lynne	09/09	Manchester	Floyd, Steven	Gribbohm, Crystal
Theberge, Theodore James	09/25	Concord	Theberge, Kevin	Theberge, Angela
Hudson, Brody Allan	10/12	Concord	Hudson, Timothy	Hudson, Jessica
Veenstra, Kenna Nichole	10/31	Lebanon	Veenstra, Reydel	Veenstra, Caitlyn
Lampro, Dylan Ryan	11/02	Concord	Lampro, Ryan	Lampro, Kymberly
Noel, Ella Katherine	11/10	Concord	Noel, James	Rabtor, Devon
Conn, Alexander Sebastian	11/15	Concord	Conn, Aaron	Conn, Megan
Raumikaitis, Colt Alphonse	11/20	Concord	Raumikaitis, Matthew	Raumikaitis, Elizabeth
Hunt, Delphina Maureen	12/08	Manchester	Hunt, Ryan	Hunt, Stephani
Jones-Bey, Cayleigh Faiyth	12/16	Manchester		Case, Harlie



## VITAL RECORDS

### PEMBROKE RESIDENT MARRIAGE REPORT – 2018

Person A	Residence	Person B	Residence	Place	Date
Tocci, Robert C.	Pembroke	Palisi, Melinda A.	Pembroke	Hooksett	01/06
Lampro, Ryan E.	Pembroke	Rocheleau, Kymberly M.	Pembroke	Pembroke	01/16
Andersen, Scott M.	Pembroke	Nesbit, Ronaele T.	NH	Pembroke	02/04
Mecheau, Anthony R.	Pembroke	Hollidge, Catherine A.	Pembroke	Concord	04/10
Bulis, Erica L.	Pembroke	Latham, Cory J.	Pembroke	Pembroke	04/15
Bouffard, Percy H.	Pembroke	Graham, Patricia A.	Pembroke	Concord	05/05
Wermers, Kellie E.	Pembroke	Young, Chad J.	Belmont	Manchester	05/25
Hebert, Sarah M.	Pembroke	Gillon, Jamie L.	Pembroke	Wilmot	06/02
Jameson, Richard A.	Pembroke	Shipman, Crystal L.	Pembroke	Allenstown	06/09
Phillips, Joseph B.	Pembroke	Green, Nina G.	Pembroke	Northwood	07/29
Poulin, Kevin J.	Pembroke	Devoe, Jennifer G.	Pembroke	Andover	08/04
Breton, David P.	Pembroke	Phillips, Stefanie E.	Pembroke	Gilmanton	08/04
Topliff, Alan K.	Pembroke	Scott, Denice B.	Pembroke	Concord	08/05
Redimarker, Melissa J.	Pembroke	Allaire, William L.	Pembroke	Loudon	08/18
Walsh, Joseph T.	Pembroke	Jacob, Mallory O.	Pembroke	Suncook	08/18
Kramer, Alex J.	Pembroke	Kass, Dana J.	Pembroke	Goffstown	08/18
Gunter, Casey E.	Pembroke	Parent, Marc-Andre T.	Pembroke	Laconia	08/18
Corey, Dana M.	Pembroke	Godbout, Joshua R.	Pembroke	Whitefield	08/25
Alley III, Donald E.	Pembroke	Gibson, Laura M.	Pembroke	Hudson	08/31
Geddes, Danielle S.	Pembroke	Baumgartner, Derek J.	Pembroke	Manchester	08/31
Robichaud, Jessica M.	Pembroke	Hudson Jr., Timothy J.	Pembroke	Brookline	09/01
Monty, Roger J.	Pembroke	Karakaya, Nicole J.	Pembroke	Epsom	09/08
Riddle, Amy T.	Pembroke	Costigan, Brian R.	Pembroke	Concord	09/13
Whittier, Kelli L.	Pembroke	York, Timothy D.	Pembroke	Concord	09/22
Grenier, Casey J.	Pembroke	Begin, Samantha L.	Epsom	Tamworth	09/22
Bond, Spenser M.	Pembroke	Yeaton, Kathren E.	Pembroke	Laconia	09/28
Ober, Adam J.	Pembroke	Gunther, Melisa R.	Pembroke	Loudon	10/06
Stanley Jr., Troy A.	Pembroke	Walton, Kristen M.	Pembroke	Tilton	10/06
Bailey, Jacqueline M.	Pembroke	Bourassa, Kevin C.	Pembroke	Concord	10/25
Gingras, Kyle G.	Pembroke	Ferris, Noelle A.	Pembroke	Pelham	10/27
Sylvain, Katherine L.	Concord	Gallo, Thomas P.	Pembroke	Manchester	10/30
Young, Timothy M.	Pembroke	Roberts, Angela C.	Pembroke	Jackson	11/25
Murphy, Spencer J.	Pembroke	Caruso, Madyson J.	Pembroke	Plymouth	12/02



# VITAL RECORDS

## PEMBROKE RESIDENT DEATH REPORT – 2018

<u>Name</u>	<u>Date</u>	<u>Place</u>	<u>Father's name</u>	<u>Mother's name</u>
Elliott, Cathy	01/08	Concord	Leblanc, Arthur	Goguen, Rita
Boulet, Anita	01/12	Epsom	Morneau, Norman	Gamache, Jeannine
Bouley, Simonne	01/15	Concord	Smith, Harry	Beauregard, Cecile
Banker, Edmund	01/21	Franklin	Banker, Ray	French, Nellie
Cunningham, Tracy	01/24	Pembroke	Parrish, Richard	Suarez, Annmarie
Tomas, Joseph	02/04	Pembroke	Tomas, Jose	Schofield, June
Bouley, Robert	02/07	Pembroke	Bouley, Raoul	Paskowski, Victoria
Parry, Levi	02/20	Pembroke	Parry, Everett	French, Gladys
Zebrowski, Leo	03/24	Concord	Zebrowski, Leo	Defresne, Marjorie
Natti, Theodore	03/28	Pembroke	Nattie, Erkki	Sironen, Matilda
Begin, Patricia	04/02	Concord	Flodin, Joseph	McKenna, Mae
Champagne, Arthur	04/05	Manchester	Champagne, Ronaldo	Marcotte, Yvonne
Batchelder, Horace	04/12	Concord	Batchelder, Harry	Frost, Edna
Verville, Herve	04/13	Concord	Verville, Herve	Robichaud, Germaine
Goff, Sandra	04/22	Pembroke	Stefanelli, Joseph	Barbaresi, Camilla
Champagne, Violette	04/24	Pembroke	Lallier, Noel	Dumas, Alice
Richards, Mary	05/05	Epsom	Shine, John	Unknown, Marie
Medugno, Patricia	05/09	Concord	Cregan, John	O'Neill, Sarah
Campbell, Marguerite	05/09	Concord	Vitovic, John	McManus, Margaret
Labranche, Rita	05/22	Pembroke	Petrin, Ernest	Bourgeault, Alfreda
Goddard, Phillip	06/01	Concord	Goddard, Robert	Deveau, Nellie
Dakalovic, Mario	06/05	Pembroke	Dakalovic, Zvonko	Durovic, Zorica
Palmer Sr., Robert	06/08	Pembroke	Palmer, Horace	Barker, Phyllis
Caraway, Peter	06/08	Epsom	Caraway, Michael	Petrin, Michelle
Parent, Barbara	06/11	Concord	Parent, Wilfred	Sewall, Thelma
Bergman, Jean	06/12	Concord	Newman, Joseph	Leahy, Eileen
Kierstead, Rita	06/28	Pembroke	Charpentier, Albert	White, Blanche
David, Suzanne	07/01	Manchester	Dodier, Rosaire	Fortier, Pauline
Parker, Nancy	07/06	Pembroke	Boucher, Roderick	McGowan, Anne
Nielsen, Randolph	07/27	Pembroke	Nielsen, Randolph	Nunez, Lorraine
Grandmaison, Paul	07/28	Pembroke	Grandmaison, Armand	Pelletier, Eva
Glass, Sarah	07/31	Pembroke	Kean, William	Cooper, Caroline
Campbell, Theresa	08/11	Concord	Gilbert, Ernest	Brosseau, Marieanne

## VITAL RECORDS

### PEMBROKE RESIDENT DEATH REPORT – 2018

<b>Name</b>	<b>Date</b>	<b>Place</b>	<b>Father's name</b>	<b>Mother's name</b>
Farley, Gail	08/15	Pembroke	Gagne, Raymond	Nadeau, Fleurette
Vega, Georgianna	08/25	Pembroke	Sirney, Padde	Marshall, Ann
Sperandio, Rachel	08/30	Concord	Waterman, William	Blackstock, Carol
Ladd, Gary	09/05	Manchester	Ladd, Harry	Balatais, Patricia
Crafts, Patricia	09/08	Pembroke	Yeaton, George	Brown, Madeline
Moore Jr., Lauris	09/18	Concord	Moore, Lauris	Taylor, Isadore
Good, Philip	09/22	Concord	Good, J.	Adams, Marie
Grimes, Mary	09/22	Concord	Murray, Reuben	Merrick, Helen
Loso, Harold	09/27	Concord	Loso, Clarence	Joslyn, Jessica
Zanoni, Marion	09/29	Concord	Cameron, Robert	Gray, Gola
Ross, Edwards	10/05	Concord	Ross, Leroy	Beckett, Estelle
Berube, Mary	10/17	Concord	Shepard, Adrian	Shepard, Beryl
Fava II, Anthony	10/21	Concord	Fava, Anthony	Jordan, Evelyn
Reycroft, Richard	10/25	Concord	Reycroft, George	Shepard, Dorothy
Dickey, Louise	10/29	Pembroke	Sequeria, Louis	Descoteaux, Doris
Beland, Claire	12/30	Concord	Beland, Edgar	Beauchesne, Marie

## LIBRARY

*Below you will find Cindy Stosse's final report as our town librarian. She will be retiring in the spring after 14 years of service to us. We, the Library Trustees, want to thank her for her service and wish her the best in her future.*



***"Without libraries what have we? We have no past and no future." —Ray Bradbury***

The Pembroke Town Library empowers and enriches our community through providing services, information and ideas. We have a dedicated, experienced staff who work tirelessly to offer our patrons the highest level of service.

We also benefit greatly from community support. Sadly, one of our former trustees, Pat Crafts, passed away this year. She was a person who gave of herself within the town for many years. Bert Whittemore, another great supporter of the library passed away this year. Both are truly missed. We would like to also thank their families for suggesting that memorial donations be made to the library in their names. And we also thank all those who made those donations.

We would like to extend our gratitude to the volunteers of the library. Sue Hunt has, again, given of herself and has become an important part of our children's programming. Sami Gunther continues to help with the shelving of children's books. Many programs would not be possible without Lisa Gilbert and her brothers of 7 Siding. Many thanks to Associated Grocers, Albee Dental, and Jacques for their support of our summer reading program. This program encourages children to keep reading during the summer with exciting programs and incentives. Go Figure, a Pembroke Company, donated enough display stands for all participants in the Lego Club to each have one.

We want to recognize all of those who donated their gently used books to the library. Those books have now either become part of the collection or part of our annual book sale. In addition to our sale, we now have a Book Store. This store is open whenever the library is open. You may purchase books all year long, not only at our book sales. The Book Store is located in a small room outside of the meeting room door. Heather Tiddes, the assistant director, conceived and implemented this idea.

A small, but dedicated group has formed for the Saturday morning "Crochet for a Cause." They use donated yarn and have made over 350 items that have been donated to: The Village School, Hooking for Homeless, Foster Care and Hospice. Just as our stash was dwindling, Bedford Collections of Allentown came through with a wonderful donation of fabulous yarns to keep this group going strong for quite some time.

Next Level Church has offered their services for spring cleanup and planting. This is the second year of assistance. All of these facets of the community come together to make the library a vital and exciting place – an asset to the town.

## LIBRARY

The library is celebrating its 15<sup>th</sup> year. What a treasure this building has become and is such a vibrant place. The Pembroke Town Library takes pride in offering a wide range of materials for all of the community. If the library does not own an item of interest, the state interlibrary loan system can be accessed to try to locate that item. Many educational and community events are held at the library throughout the year.

Eleanor Roosevelt once said, *"What the libraries mean to the nation is fairly obvious. We know that without libraries, without education, which is based largely on libraries, we cannot have an educated people who will carry on successfully our form of government. I feel that the care of libraries and the use of books, and the knowledge of books, is a tremendously vital thing, and that we who deal with books and who love books have a great opportunity to bring about something in this country which is more vital here than anywhere else."*

Respectfully submitted,

Susanne Whitbeck – Co-Chair  
Judy Mitchel – Co-Chair  
Cynthia Stosse – Director

Trustees:

Susanne Whitbeck – Co-Chair  
Judy Mitchel – Co-Chair  
Lina Proulx, Treasurer  
Marie Brezosky  
Shelley Fowler

Linda Manter – Alternate

Staff:

Cynthia Stosse – Director  
Heather Tiddes – Assistant Director  
Marie Mehegan – Children's Librarian  
Shanna Gagne – Adult Services

Heartfelt   
**THANKS**  
**TO OUR VOLUNTEERS!**

**We always need more!**

**Contact Town Hall at**

**603-485-4747 Ext. 201**

**And get involved!**

## **TRUSTEES OF TRUST FUNDS**

### **PEMBROKE TRUSTEES OF TRUST FUNDS ANNUAL REPORT FOR CALENDAR YEAR 2018**

The Trustees would like to take this opportunity to summarize the key changes in the Trust Funds for 2018.

In 2018, the number of capital reserve and trust accounts remained constant. There were changes in the composition of investments resulting from corporate restructuring, corporate acquisitions, and dividend suspensions which necessitated sale of the securities in both the Pembroke Academy Scholarship Trust and the Town Cemetery Perpetual Care Trust.

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

# TRUSTEES OF TRUST FUNDS

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

ON DECEMBER 31, 2018

### CHANGE IN TRUST FUND ASSETS - MUNICIPAL

Assets at December 31, 2017 \$2,644,026.76

#### Contributions to the Trusts:

Fire Equipment Capital Reserve	135,000.00
Fire Small Equipment Fund	10,000.00
Town Equipment Fund	200,000.00
Cemetery Improvement Capital Reserve	10,000.00
Sewer Capital Improvement	7,665.25
Sewer Plant Reserve	3,921.04
Sewer Equipment & Building Capital Reserve	20,000.00
Water Works Capital Reserve	55,000.00
Water Works Equipment & Building Capital Reserve	30,000.00
Police Cruiser Replacement Fund	55,000.00
Police Small Equipment Fund	13,500.00
Municipal Facilities Capital Reserve	10,000.00
Revaluation Capital Reserve	<u>32,500.00</u>
	\$582,586.29

#### Earnings on Trust Investments:

Cemetery Trust - Perpetual Dividends	1,868.92
Cemetery Trust - Perpetual Care Interest	84.71
Cemetery Trust - Perpetual Care Gains/(Losses)	-2,079.27
Cemetery Improvements	0.80
Cemetery Donation Fund	0.04
Library Book Fund	0.48
Library Media Fund	0.57
Energy Savings Capital Reserve	1.27
Town Equipment Fund	21.65
Fire Major Equipment Fund	56.60
Fire Small Equipment Fund	12.15
Sewer & Water Capital Improvement	6.58
Water Works Capital Improvements	18.43
Water Works Equip. & Buildings	21.42
Town Hall Cupola Fund	0.12
Town Clock Fund	0.24
Municipal Facilities Capital Reserve	31.86
General Purpose Sidewalk Fund	4.24
Recreation Fund	6.58
Police Cruiser Fund	6.85
Police Small Equipment Fund	5.65
Sewer Commission Capital Improvement	23.54
Sewer Commission Repairs & Replacement	13.45
Sewer Plant Reserve	3.18
Sewer Equipment & Building Fund	11.37
Bridge Repair	8.49
Revaluation Fund	<u>10.79</u>
	\$140.71

## **TRUSTEES OF TRUST FUNDS**

### **TRUST FUND REPORT OF THE TOWN OF PEMBROKE, NEW HAMPSHIRE**

**ON DECEMBER 31, 2018**

#### **CHANGE IN TRUST FUND ASSETS – MUNICIPAL (Continued)**

**Withdrawals from Trust Funds:**

Police Cruiser Fund	45,509.43
Fire Small Equipment Capital Reserve	1,099.15
Municipal Facilities Capital Reserve Fund	67,484.55
Cemetery Improvement Capital Reserve	10,825.00
Water Works Capital Reserve	38,305.00
Library Media Capital Reserve	1,766.55
Town Equipment Capital Reserve	17,447.93
	<u>\$182,437.61</u>

**Assets at December 31, 2018**

**\$3,044,316.15**

**TRUSTEES OF TRUST FUNDS**  
**TRUST FUND REPORT OF THE TOWN OF PEMBROKE,**  
**NEW HAMPSHIRE ON DECEMBER 31, 2018**  
**SCHEDULE OF TRUST BALANCES - MUNICIPAL**

Cemetery Trusts - Unexpendible Balance	\$29,288.74
Cemetery Trust - Available for Distribution (D)	40,244.69
Library Book Fund - Unexpendible Balance	4,666.62
Library Book Fund - Available for Distribution (E)	15.82
Library Media Fund - Available for Distribution (E)	5,071.83
Cemetery Improvements - Available for Distribution (D)	7,045.17
Cemetery Donation Fund - Available for Distribution (D)	232.30
Town Equipment Fund - Available for Distribution (C)	349,223.62
Police Cruiser Replacement - Available for Distribution (C)	74,113.75
Police Small Equipment Fund - Available for Distribution (D)	66,387.37
Fire Major Equipment Fund - Available for Distribution (C)	664,728.90
Fire Small Equipment Fund - Available for Distribution (D)	128,018.62
Recreation Capital Reserve - Available for Distribution (C)	65,669.33
Sidewalk Building & Repair Fund - Available for Distribution (C)	42,249.52
Water Works Capital Reserve I - Available for Distribution (A)	224,857.15
Water Works Capital Reserve II- Available for Distribution (A)	243,991.28
Sewer Commission - Capital Improvements (B)	241,546.76
Sewer Commission - Repair & Replacement (B)	134,492.39
Sewer Commission - Sewer Plant Reserve (B)	34,982.95
Sewer Commission - Equip & Buildings (B)	114,194.12
Energy Savings Capital Reserve (D)	12,533.60
Town Hall Cupola Fund - Available for Distribution (D)	1,075.78
Town Clock Fund - Available for Distribution (D)	2,431.30
Sewer & Water Capital Reserve - Available for Distribution (D)	65,680.26
Municipal Facilities Capital Reserve (D)	274,911.40
Property Revaluation Fund (D)	131,775.18
Bridge Repair & Replacement - Available for Distribution (D)	84,887.70
TOTAL UNEXPENDIBLE FUNDS	33,955.36
PRESENT ACCOUNT BALANCE	<u>3,010,360.79</u>
<b>TOTAL TRUST FUNDS</b>	<b>\$3,044,316.15</b>

**TRUSTEES OF TRUST FUNDS**

**TRUST FUND REPORT OF THE TOWN OF PEMBROKE,  
NEW HAMPSHIRE ON DECEMBER 31, 2018  
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, 2018 CHANGE IN TRUST FUND ASSETS - SCHOOL

**Assets at December 31, 2017** **\$1,511,101.81**

**Contributions to the Trusts:**

Educational Opportunities Fund	1,640.03
School Building & Grounds Capital Reserve	0.00
School Technology Capital Reserve	0.00
School Equipment Capital Reserve	0.00
School Site Improvement Capital Reserve	<u>0.00</u>
Total Contributions	\$1,640.03

**Earnings on Trust Investments:**

Dividend Income - Scholarships	35,167.71
Interest Income - Scholarships	182.19
Class Action Settlement	68.93
Capital Loss - Scholarships	-3,142.42
Interest - Literacy Trust	35.50
Dividends - Literacy Trust	1,087.29
Interest Income on Educational Opportunities Fund	0.68
Interest Income on Special Education Capital Reserve	36.86
Interest Income on Building Capital Reserve	19.97
Interest Income on Site Improvement Capital Reserve	12.33
Interest Income on School District Major Equipment Fund	7.78
Interest Income on School Technology Fund	4.01
Interest Income on School Instructional Materials	<u>9.44</u>
Total Earnings	\$33,490.27

**Withdrawals from Trust Funds:**

Scholarship Funds Awarded	34,500.00
Building Capital Reserve Fund	94,342.45
School Site Capital Improvement Fund	100,000.00
Total Withdrawals	\$228,842.45

**Assets at December 31, 2018** **\$1,317,389.66**

## TRUSTEES OF TRUST FUNDS

### PERIOD ENDING DECEMBER 31, 2018 SCHEDULE OF TRUST BALANCES -SCHOOL

Scholarship Fund - Unexpendible Balance	\$445,001.14
Scholarship Fund - Available for Distribution (A)	25,594.07
Literacy Trust - Unexpendible Balance	19,798.22
Literacy Trust - Available for Distribution (B)	4,033.38
Capital Repairs - Available for Distribution (C)	169,719.49
Major Equipment Fund - Available for Distribution (D)	77,587.40
School Technology Capital Reserve (D)	40,010.33
Special Education Fund - Available for Distribution (D)	369,024.73
School Site Improvement Capital Reserve (C )	65,479.59
Instructional Materials (D)	94,324.02
Educational Opportunities Fund (E)	6,817.29
TOTAL UNEXPENDIBLE FUNDS	464,799.36
TOTAL AVAILABLE FOR DISTRIBUTION	<u>852,590.30</u>
<b>TOTAL TRUST FUNDS</b>	<b>\$1,317,389.66</b>

Distribution legend:

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

## PERPETUAL CARE CEMETERY TRUST FUNDS

Yr. Created	Name	Amount	Yr. Created	Name	Amount
1888	E.N. Upham	100.00	1929	Frank L. Aldrich	300.00
1889	Sarah P. Knox	500.00	1930	Edwin Dearborn	150.00
1894	Deborah P. Knox	50.00	1930	True W. Fowler	100.00
1903	Mary Kimball	300.00	1930	Jacob Woods	500.00
1907	Vesta Abbott	500.00	1931	Freeman W. Haynes	200.00
1907	Abbie K. McFarland	200.00	1932	David S. Batchelder	100.00
1907	Sarah F. Blanchard	100.00	1933	Samuel Moore	300.00
1910	Ellen R. Hayes	100.00	1933	William H. Thompson	100.00
1911	John G. Bartlett	100.00	1934	Crosby Knox	100.00
1917	Pluma E. Richardson	50.00	1934	Charles V. Fisher	50.00
1918	Mary E. Adams	50.00	1934	C.C. French	100.00
1919	Annie B. Thompson	250.00	1934	William Haseltine	150.00
1921	Willaim M. Fife	100.00	1934	Jeremiah Wilkins	100.00
1921	Mary E. Osgood	200.00	1934	F.S. Whitehouse	250.00
1921	George West	100.00	1935	Solomon Whitehouse	150.00
1921	Ellen D. Kimball	50.00	1935	Hall Wilkins	100.00
1923	David D. Richardson	600.00	1936	George Miller	100.00
1924	John F. Clifford	100.00	1936	Stephen Bates	200.00
1924	Willis H. Noyes	250.00	1936	Charles N. Quimby	100.00
1925	Winthrop Fowler	100.00	1937	Benjamin Fowler	100.00
1927	Mary W. Morrison	200.00	1937	William Johnston	100.00
1927	Jonathan Payson	100.00	1938	Thomas Holt	100.00
1927	Timothy Drew	100.00	1939	Rowell & Worchester	100.00
1928	Adin G. Fowler	100.00	1939	Horace Batchelder	100.00
1928	T.L. & Henry Fowler	200.00	1939	Jeremiah Wilkins	100.00
1928	Nancy S. Colby	100.00	1940	Martin C. Cochran	250.00
1928	Philip Holt	100.00	1941	George O. Harris	100.00
1928	Annie C. Drake	100.00	1942	Julia E. Cass	100.00
1928	George Morgan	100.00	1942	Charles A. Gile	100.00
1928	Annette K. Knox	200.00	1944	Minot R. Fife	100.00
1928	Samuel D. Robinson	100.00	1945	James E. Adams	300.00
1928	Parker Bailey	50.00	1945	Walter Hayward	300.00
1928	James Stevens	100.00	1946	Thomas Brasley	100.00
1929	Daniel T. Merrill	100.00	1946	Annie M. Edgerly	100.00
1929	George W. Sargent	150.00	1946	Albert Mason	50.00
		5,600.00			5,250.00
					7,300.00

**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>
			<b>Yr. Created</b>	<b>Name</b>	<b>Amount</b>			
1964	Rufus George	200.00	1968	Burt D. Robinson	400.00	1974	Ashley H. Knowlton	100.00
1964	<b>Evans Clark</b>	300.00	1970	<b>Forrest Huggins</b>	200.00	1974	Hasselind & Tilden	200.00
1964	<b>George H. Batchelder</b>	250.00	1970	E. George Bayer	200.00	1947	Russ & Nevley Hilliard	200.00
1964	Gilman Bradbury	200.00	1971	Moses Martin	200.00	1975	<b>Enoch Nerbonne</b>	200.00
1967	Frederick & Jean Talk	200.00	1971	John Rand	200.00	1977	<b>George Cofran</b>	300.00
1967	Jenness Dearborn	200.00	1971	Mark Milton	100.00	1977	<b>Norman &amp; Abby Smith</b>	200.00
1968	Batchelder & Lamb	200.00	1972	<b>Eleazer Baker</b>	200.00	1977	<b>Locke &amp; Clough</b>	500.00
1968	Agar & Rogge	200.00	1972	Maynard Knowlton	80.00	1978	<b>Duffet Lot</b>	1000.00
1968	<b>Gilbert Astles</b>	200.00	1974	Harry & Erwin Chase	200.00	1978	Bates Lot	200.00
1968	William Miller	200.00	1974	<b>Mary A. Wyker</b>	200.00	1979	Willard & Ruth Hill	200.00
1968	Tim & Viola Fowler	200.00	1974	<b>Everett &amp; Grace Farnum</b>	200.00	1980	*	150.00
1968	<b>George Lea</b>	200.00	1974	Harrison Morgan	100.00	1981	<b>Evergreen Perp Care</b>	6940.00
		2,550.00			2,280.00	1982	*	1600.00
						1983	*	700.00
						1985	<b>Catherine Simpson</b>	500.00
						1986	*	300.00
							<b>TOTAL CEMETERY FUNDS **</b>	13,290.00
							Cumulative Investment Losses	36,270.00
								6,981.26
							<b>Cemetery Fund Adjusted Balance</b>	\$29,288.74

**Evergreen Cemetery Lots**

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

\*\* Trust values are expressed at originally recorded book values.

## SEWER COMMISSION

The sewer department budget is funded only by the users on the sewer system and not tax dollars. When you don't make your payments projects could be placed on hold or not done at all. Projects that are a result of EPA or DES mandates and not completed within a certain time frame can result in fines imposed on the Town.

In 2018 as part of our CMOM and Asset Management program we replaced 37 frames and cover on Pembroke St. as part of the paving project for the State of NH did. We continue to work with the Town on road projects to improve the sewer system as needed.

From July to December 2018 we received 35.7 inches of rain. This was the wettest season in many years. The flows to the treatment plant increased as well due to this rain. Pembroke reached 80 to over 100% of the capacity that is currently allocated to us on several days during those months. The department is working hard on locating areas where clean water is entering the system from the structures and/or main lines and making corrections as needed. Please help the sewer department in reducing these amount by disconnecting sump pumps from the sewer system. **A single sump pump can contribute over 7,000 gallons of water to the sewer system in a 24 hour period.**

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 sewer line from the house or business to the connection to the Town's main.**

The sewer department is located at 4 Union St. and the Commission meets every third Monday of the Month at 7:00 pm. The public is always welcome. Sewer payments may be made in person or over the phone with a credit or debit card on Tuesday, Wednesday or Thursday from 9:00 am to 3:00 pm. Please call us with any questions on your sewer bill, sewer problems or hookups.

Respectfully Submitted,

Harold Thompson, Chair  
Jules Pellerin  
Daniel Driscoll

PEMBROKE SEWER COMMISSION		UNAUDITED	
	12/31/2018	Budget 2018	Budget 2019
<b>Income</b>			
<b>050-Revenue</b>			
051-Sewer Rent Fees	1,034,976.89	1,033,486.00	1,070,972.00
052-Late Penalty	27,600.00	23,000.00	23,000.00
053-Hook-Up Fees-Pembroke	7,665.25	0.00	
053P-Permit Fees-Plant	3,921.04		
054-Loan Revenue	20,557.21		
055- Prior Year Recievables	16,097.30		
056-Jetter Rental		0.00	
058-Returned Check Fees	35.00		
059-Administation Fees	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>			
061-Interest/operating	412.85	0.00	0.00
062TR-Interest Trust Funds	51.54		
065-Misc. Income	1,350.00		
067-Engineering Escrow	4,900.00		
070-Collection Fees/Tax Collector	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>Expense</b>			
051A- Abatements-Sewer Receipts	1,099.80	0.00	500.00
052A-Abatement-Late Penalty	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>			
101-Electric	427.66	380.00	480.00
102-Telephone/Internet	0.00	0.00	1,200.00
104-Alarm	0.00	0.00	0.00
105-Fuel	0.00	0.00	0.00
106-Labor	0.00	0.00	0.00
110-Equipment	0.00	0.00	0.00
115-Contractors	0.00	0.00	0.00
<b>150-Maintenance</b>			
151-Materials	0.00		0.00
152-Repairs	0.00		
153-Supplies	0.00	0.00	0.00
154-Maintenance-other	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>

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<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	954.98	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
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>5,347.17</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	981.13	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>6,124.85</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
615-Contractors	31,389.34	65,000.00	65,000.00
<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 Maintenance	779.88	1,000.00	1,000.00
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	412.00	300.00	500.00
701-A-Heartland Credit Service	2,719.82	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
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

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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>135,551.78</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	
802-Operating Expense	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>
803-Capital Pembroke	29,606.46		0.00
804-Repair/Replace Pembroke	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>	<b>1,063,198.86</b>	<b>1,230,586.00</b>	<b>1,061,127.00</b>
<b>Transfer to Cap/Plant Reseve Acc</b>	<b>11,586.29</b>		
<b>Total Expense</b>	<b>1,074,785.15</b>	<b>1,230,586.00</b>	<b>1,061,127.00</b>

## PEMBROKE WATER WORKS

### Annual report of the Board of Water Commissioners

For the year ending December 31<sup>st</sup>, 2018

#### *Administration*

The staff of the Pembroke Water Works consists of a Superintendent, 3 Water Operators and an Administrative Bookkeeper. Andy Auger was hired in February to bring the staff back to 3 operators. He will begin school in January of 2019 for certification.

#### *Hydrants*

1 hydrant was replaced in Pembroke due to vehicle damage. 3 hydrants were replaced during road construction in Pembroke and Allenstown.

#### *Mains*

1,483' of 6" Ductile iron water main replaced in Allenstown during road reconstruction of Whitten and Webster streets. This work was done by the staff of the Pembroke Water Works. 240' of 6" Water main installed in Pembroke during road reconstruction of Union Street. 2 water mains repaired due to leakage.

#### *Services*

7 residential services that were re-laid - Pembroke

36 residential services that were re-laid - Allenstown

4 services repaired due to leaks or inoperable shut offs

1 water main repair due to leakage - Pembroke, Allenstown, and Hooksett

#### *Metering*

The Capital Improvement meter replacement to Automated Meter Reading has been completed. 46 meters have been installed in 2018.

#### *Pump Stations*

One well motor was replaced due to failure at the Bear Brook #1 station. The old motor was overhauled to high efficiency to save cost and down time for future failures at this location. Planning for the Bear Brook electrical upgrade has begun for the final location to be upgraded to high efficiency and full automation.

Respectfully submitted,  
Christopher R. Culberson  
Board of Water Commissioners  
Chair

## PEMBROKE WATER WORKS

10:43 AM

01/02/19

Accrual Basis

**Pembroke Water Works**  
**Profit & Loss**  
 January through December 2018

	Jan - Dec 18
<b>Ordinary Income/Expense</b>	
Income	
400 • Residential Sales	768,605.90
401 • Non Residential Sales	4,006.00
402 • Hydrants Private	7,207.20
403 • Job Work / Merchandise	8,825.14
404 • Hydrants Public	41,523.30
406 • Meter Fees	2,845.00
408 • Backflow Testing	17,320.00
409 • Other Fees	75.00
410 • Late Fees & Penalties	14,290.00
411 • Interest Income	199.68
420 • Interest Capital Fund	16.80
427 • Interest Capital Res. Equipmen	19.60
440 • Permit Fee Income	375.00
441 • Connection Fee Income	1,500.00
<b>Total Income</b>	<b>866,808.62</b>
<b>Gross Profit</b>	<b>866,808.62</b>
Expense	
500 • Pump Station Labor	5,575.91
501 • Pump Station Supplies	6,380.65
502 • Gas & Propane Pump Stations	5,058.10
510 • Purification Labor	38,316.30
511 • Purification Supplies	41,921.30
520 • Main Labor	8,761.95
521 • Main Supplies	5,361.07
530 • Hydrant Labor	6,196.38
531 • Hydrant Supplies	7,468.33
532 • Hydrant Flushing	980.86
540 • Service Labor	20,319.30
541 • Service Supplies	10,765.13
545 • Backflow Testing	6,266.80
550 • Meter Labor	949.83
551 • Meter Supplies	75.50
555 • Reading Meters	1,783.38
560 • Shop Labor	12,714.85
561 • Shop Supplies	1,665.53
562 • Heating Oil, Etc.	2,800.79
570 • Garage Labor	1,839.64
571 • Garage Supplies	11,495.63
572 • Fuel	7,893.67
610 • Gravel & Hot Top	14,383.67
625 • Contract Labor	65,232.42
632 • Miscellaneous Wages	0.00
633 • On Call	7,897.11
634 • Plowing	2,731.28
636 • Lawn Care	3,220.00
637 • Snow Removal Hydrants	53.46
638 • Plowing Supplies	1,313.25
640 • Superintendent	80,298.17
650 • Electricity	70,050.64
700 • Insurance	14,260.01
701 • Health Insurance	56,005.50
710 • Benefit Hours	21,633.46
720 • Payroll Taxes	18,119.71
731 • Property Tax	235.38
740 • Interest Expense	17,263.60
750 • Commissioner's Stipend	5,350.00
800 • Office Labor	31,290.07
802 • Direct Deposit Fees	844.42
806 • Training Cost	500.00
807 • Credit Card Charges	2,719.29
808 • Bank Service Charges	874.85

## PEMBROKE WATER WORKS

10:43 AM

01/02/19

Accrual Basis

### Pembroke Water Works Profit & Loss January through December 2018

	Jan - Dec 18
809 • Training Labor	670.24
810 • Office Supplies	1,098.92
811 • Postage	4,690.90
812 • Computer Expense	3,558.67
813 • Telephone / Internet	13,962.38
814 • Professional Fees	5,101.00
815 • Dues/Memberships	2,381.61
817 • Printing	2,325.65
819 • Business Meals	1,062.07
820 • Miscellaneous	1,041.70
830 • Depreciation Expense	152,643.61
<b>Total Expense</b>	<b>787,143.96</b>
<b>Net Ordinary Income</b>	<b>79,664.66</b>
<b>Net Income</b>	<b>79,664.66</b>

## TRI-TOWN EMS



### 2018 ANNUAL REPORT

Tri-Town Emergency Medical Service is a municipality of the Towns of Allenstown and Pembroke that was created through an Inter-Municipal Agreement between the two towns. We are proud to continuously provide a fully staffed, Paramedic Ambulance to answer the calls for help within our service area and to surrounding communities. I would like to take this opportunity to thank the residents of Allenstown and Pembroke for their continuing support.

The call volume continued in rise in 2018, making it the busiest year for Tri-Town EMS, with 62 more incidents than in 2017. The use of mutual aid is essential to meet the needs of the communities. Historically Tri-Town EMS required slightly more mutual aid than we provided. Last year (2018) however, was the first year where the Service provided more mutual aid than we received.

Opiate and other illicit drug abuse remains a national, state and local problem. The problem has seem to level off in Pembroke and Allenstown from 2017 to 2018, with virtually the same number of drug related calls and administration of Naloxone (Narcan™). There were 42 EMS incidents in 2018 dispatched for an Overdose or Misuse of Medications (31 calls in 2017) and Naloxone was administered 49 times (52 times in 2017). More concerning is the noticeable shifted from opiates (or similar type drugs) to Methamphetamine (or other stimulants). Beyond the serious health effects to the patient, this present a concern to EMS and other public safety responders as these people frequently require physical and chemical restraints to keep them and the providers safe. Tri-Town EMS regularly attends meetings in Concord to discuss the Capital Area Drug Problem.

Last year saw both ambulances requiring a considerable amount of unscheduled maintenance and repairs. Ambulance 8, the newest ambulance, had significant Air Conditioning problems early in the year, requiring most of the components to be replaced. Ambulance 3, had significant engine problems. In late summer, the Turbo, Radiator, as well as other items such as brakes and ball joints needed to be replaced. Within a month of getting the ambulance back from those repairs, a major problem involving one of the valves in the engine was discovered, requiring the engine to be replaced. These two occurrences accounted for about \$39,000.00 of unscheduled repairs.

We replaced one of the two mechanical CPR devices after it was found to have failed during routine ambulance equipment checks. The Service took delivery of the LUCAS™ 3 mechanical

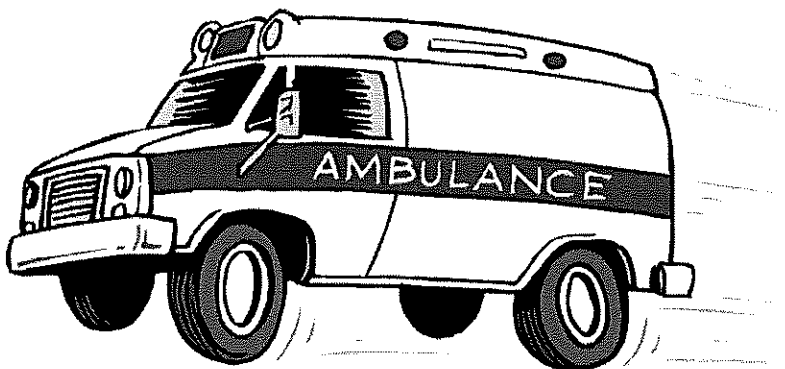
## TRI-TOWN EMS

CPR device in October. This replacement was not planned for 2018. In November, the Service took delivery of a Zoll AED Portable Ventilator. This was a budgeted item and will be used for CPAP, BiPAP and Mechanical Ventilations. The Ventilator will have a significant impact on the treatment of patients who are in severe respiratory distress, or respiratory arrest, giving the paramedics the ability to have more control on oxygenation and ventilation. We are currently in the process of training the staff on how to use the ventilator and the current plan is to put the ventilator on the ambulance by early February 2019.

The Service provides regular monthly reports to the Tri-Town EMS Board of Directors outlining the activities, concerns, call data and trends, finances, training and other reportable topics. Anyone who is interested in learning more about the Service's activities, are encouraged to read the monthly Director's Report and the Annual Report located at, [www.pembroke-nh.com](http://www.pembroke-nh.com), select the "Government" tab, then "Q-Z" tab and finally "Tri-Town EMS".

In addition to providing ambulance services, Tri-Town EMS has involved itself in other areas related to public safety and public health.

- Community CPR Course (Free to Residents) & Hands Only CPR Instruction
- Capital Area Public Health Network
- Active Shooter Preparedness
- Standby & Medical Coverage Details
- Medical Control Board Meetings
- Regional CoC/SuD Group (Addiction Prevention)
- EMS Continuing Education
- Emergency Medical Responder Course (EMR)
- Vial of Life Program
- Patient Satisfaction Survey



## TRI-TOWN EMS

I want to extend the Service's gratitude to Concord Hospital. The hospital's EMS Coordinator, Craig Clough, past EMS Medical Director Dr. Nicholas Larochelle and current EMS Medical Director Dr. Rob Rix, have played an integral role in assisting the Service with growing our medical capabilities and have coordinated trainings with us for the last few years. Furthermore, Concord Hospital supplies much of our consumable EMS supplies as well as the medication that are on the ambulances. This helps keep our costs down. I also want to thank all the EMS providers of Tri-Town EMS, most of whom are Per Diem Employees and help us ensure continuous coverage of the ambulance. Per Diem Employees do not receive any other benefits besides their hourly rate, giving up their time off outside of their full time jobs and are away from their families. Without them, the cost to operate the Service would be considerably higher. Finally, I wish to express my gratitude to the residents of Allenstown and Pembroke for supporting the Service.

Respectfully Submitted

Christopher Gamache  
Service Director

<b>TOTAL EMS INCIDENTS</b>	1,364
<b>MUTUAL AID RECEIVED</b>	119
<b>EMS Incidents Handled by TRI-TOWN EMS</b>	1,245
<b>ALLENSTOWN EMS Incidents (YR Aver.)(3YR Aver.)</b>	528 (38.71%) (43.21%)
<b>PEMBROKE EMS Incidents (YR Aver.)(3YR Aver.)</b>	694 (50.88%) (56.79%)
<b>MUTUAL AID GIVEN</b>	142
Mutual aid to BARNSTEAD	4
Mutual aid to BOW	3
Mutual aid to CONCORD	57
Mutual aid to DEERFIELD	2
Mutual aid to EPSOM	14
Mutual aid to HOOKSETT	59
Mutual aid to Pittsfield	3
<b>NUMBER OF PATIENT TRANSPORTS</b>	875
<b>Transport to CONCORD HOSPITAL</b>	706
<b>Transports to CATHOLIC MEDICAL CENTER (CMC)</b>	75
<b>Transports to ELLIOT HOSPITAL</b>	94
<b>Aver REACTION TIME (Dispatch to Responding)</b>	46sec
<b>Aver RESPONSE TIME (Dispatch to On-Scene)</b>	5min 3sec
<b>Aver ON-SCENE TIME</b>	17min 51sec
<b>Aver TRANSPORT TIME</b>	19min 14sec
<b>Aver AT HOSPITAL TIME</b>	21min 17sec
<b>Aver CALL LENGTH TIME (Dispatch to In-Service)</b>	1hr 4min 11sec

## TRI-TOWN EMS

TRI-TOWN EMS Staff and Leadership				
EMPLOYEE'S NAME	POSITION	LIC. LEVEL	CLASS.	YR HIRED
Harold Paulsen	Chairman of the Board	N/A	Board	
David Jodoin	Board Member-Pembroke	N/A	Board	
Robert Bourque	Board Member-Pembroke	N/A	Board	
Derik Goodine	Board Member-Allenstown	N/A	Board	
Paul St. Germaine	Board Member-Allenstown	N/A	Board	
Michael O'Mara	Board Member-Allenstown	N/A	Board	
Christopher Gamache	Director	Paramedic	Full Time	2014
Stephanie Locke	Assistant Director	Paramedic	Full Time	2013
William Amos	Field Training Officer	Paramedic	Full Time	2017
Ryan Hornblower	Provider	Paramedic	Full Time	2017
Michael Langille	Provider	Paramedic	Per Diem	2013
Maurice Paquette	Provider	Paramedic	Per Diem	2013
Hearshell VanLuven	Field Training Officer	Paramedic	Part Time	2014
Mary Woo	Provider	Paramedic	Per Diem	2017
Robyn Cushing	Provider	AEMT	Per Diem	2013
Elizabeth Davin	Provider	AEMT	Per Diem	2017
Mitchel Dean	Provider	AEMT	Per Diem	2017
Nicholas DiGiovanni	Provider	AEMT	Per Diem	2017
Daniel Fitzgerald	Provider	AEMT	Per Diem	2014
Cory Girard	Provider	AEMT	Per Diem	2013
Kyle Haas	Provider	AEMT	Per Diem	2016
Sarah Hardy	Provider	AEMT	Per Diem	2013
Jonathan Harry	Provider	AEMT	Per Diem	2015
Irina Higgins	Provider	AEMT	Part Time	2013
Christian Kellermann	Provider	AEMT	Per Diem	2013
Edward Higgins	Provider	EMT	Part Time	2013
Tiffani McIntosh	Provider	EMT	Per Diem	2017
Emma Osborne	Provider	EMT	Per Diem	2017
Joseph Sullivan	Provider	EMT	Per Diem	2017
Robert Vodra	Provider	EMT	Per Diem	2013

## CEMETERY COMMISSION

The Cemetery Commission focused its work on Pembroke Street Cemetery, the town's oldest, during 2018. The major project was the re-setting of portions of the split granite wall at the front of the cemetery, which had been lifted by the roots of large white pine trees that were removed in 2016. The Commission also removed several dead trees at the perimeter wall of the cemetery to safeguard monuments located near the trees, and replaced the failing asphalt shingle roof of the hearse house at the front of the cemetery with a metal roof.

The Commission will continue its attention to Pembroke Street Cemetery in 2019. Proposed projects include repair of monuments that were damaged by a falling tree at the back of the cemetery and the re-setting of split granite capstones on portions of the fieldstone perimeter wall of the cemetery.

The Commission also contracted for monument repairs in Old North Pembroke Cemetery and Buck Street Cemetery.

The Commission is revising Chapter 155, "Cemeteries," of the Town Code. Member Daniel E. Chase researched cemetery ordinances from neighboring towns with populations similar to Pembroke's. The Commission has used this valuable compilation to draft a revision and expansion of Pembroke's cemetery ordinance. This work will continue, with the expectation that the revised chapter will be presented for official approval in 2019.

The Cemetery Commission reminds residents that Section 155-17 of the cemetery ordinance prohibits "temporary or permanent plants or decorations which are unsightly or impede the maintenance of the cemetery." The Commission asks lot owners to remove shrubs that have become overgrown. If it becomes necessary, the Public Works Department will remove overgrown plantings when they interfere with cemetery care.

Commission members will place flags on veterans' graves before Memorial Day, May 27, 2019, 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

## **SUPERVISORS OF THE CHECKLIST**

The Town of Pembroke maintains three elected, checklist supervisor positions. 2018 brought changes to the roster of checklist supervisors with Patricia Manseau, a long-term Pembroke checklist supervisor resigning her post in March and Ann Bond vacating her supervisor position after being elected to town selectman. The two open positions were filled by appointment. Iris Altilio and Robin Lounsbury volunteered to hold supervisor positions and were appointed through March of 2019 joining the supervisor chair, Karen Yeaton.

The new supervisors attended the 8hr 'Election*NET* Introduction' class, and all three checklist supervisors attended a 2.5hr '2018 Summer Election Law Training' hosted by the State of New Hampshire Secretary of State's Office.

Per RSA 654:27 Pembroke supervisors held seven public sessions between May 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 the town website.

In between training and elections, supervisors were busy maintaining the voter checklist. In 2018, supervisors made 1062 changes to the checklist including adding 406 voters. New Pembroke voters included neighbors who have moved to New Hampshire from 15 states, California, Connecticut, Florida, Maine, Maryland, Massachusetts, New Jersey, North Dakota, Pennsylvania, South Carolina, Texas, Vermont, Virginia, Washington, and Wisconsin.

### **Elections**

Checklist supervisors managed three elections in 2018.

Pembroke Town/School Election on March 13, 2018

- Total Votes: 500 (9.28%)

State Primary Election on September 11, 2018

- 68 persons registered to vote at the polling place
- Total Votes: 996 (18.49%)

State General Election on November 6, 2018

- 212 persons registered to vote at the polling place
- Total Votes: 2709 (50.28%)

At the end of 2018, there are 5555 registered voters in Pembroke. The political party distribution of voters is:

- 1763 Republican
- 1537 Democrat
- 2248 Undeclared
- 7 Libertarian

### **New/Revised Election Laws in 2018**

#### **Senate Bill 3**

Under Senate Bill 3, it is now incumbent on all people registering to vote to show proof of domicile in the town where they want to cast their vote. Voters without qualifying proof of domicile, are required to sign a document agreeing to follow up with documentation by a certain deadline or sign an affidavit that no domicile documentation exists.

## **SUPERVISORS OF THE CHECKLIST**

### **Libertarian Party**

As of May 2018, New Hampshire officially recognized three political parties: The Democratic, Libertarian, and Republican parties. However, because the Libertarian party candidate for Governor received less than 4% of total votes cast on 11/06/2018, as required by RSA 652:11 the libertarian party was transitioned back to a political organization on 01/02/2019 and voters may no longer choose to be a member of the Libertarian Party for the purpose of voting.

### **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.
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 William 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  
Iris Atilio  
Robin Lounsbury

## CONSERVATION COMMISSION

### Annual Report 2017 - 2018

In keeping with the PCC goals and objectives the committee has been busy over the last 2 years protecting land for conservation purposes, helping to keep drinking water safe, and insuring the integrity of wetlands in the Town development processes, all in an effort to maintain our rural character and quality of life. The PCC is currently looking for **new members**, please contact us if you're interested.

Recent conservation efforts include:

- 32 acres with quality wetlands were donated by land owner on Academy Road.
- 33 acres were donated by the developer of the Pembroke Pines Golf Course, parcel lies between the golf course and the Merrimack River containing valuable river frontage, various species of wildlife, and a possible Rail Trail path.
- Negotiations are ongoing for purchase of an 87 acre parcel between Center Hill and Third Range Road containing active wildlife and woodland trails.
- Actively working with the town to obtain a 5.6 acre parcel on Sixth Range Rd (acquired by Tax Collector's deed) which abuts another Town owned parcel that is currently in conservation, creating 10+ acres of conserved land.
- Continue to host an annual Monitoring Day (This year April 6, 2019, Rain date April 7) to evaluate the condition and boundaries of each parcel. We take note of potential violations by abutters or users including dumping of yard waste, brush, household debris, clearing, or any other alteration of the town's property.
- Involvement in Rails to Trails efforts.
- Participation in Master Plan development.
- Carried out the wishes of a Town Meeting vote as a Northern Pass Intervenor by presenting testimony to the Site Evaluation Committee attesting to the harm that the project would have on Pembroke's rural character and water resources.
- Acting on feedback from the Trail Dawgs Snow-Mobile Club, the PCC and BOS extended the Range Road closure to include time period from December 16 to May 31, which applies to all vehicles over 1800 lbs. The change is considered an important part of keeping the Range Roads safe for winter activities.
- Replaced signage at White Sands for the **third time** to remind residents not to drive onto the parcel. Residents are requested to call the Pembroke Police dispatch number on the signs if violations are observed.
- Gratitude is extended to Pembroke Academy for hosting the New Hampshire Association of Conservation Commissions Annual Meeting for the second year.
- Spearheaded "Tire Month" with the Public Works Department to reduce tire disposal fees during the month of October in combination with the Biennial Hazardous Waste collection day.
- Partnered with the Pembroke Historical Society to host a walking tour of the Whittemore Town Forest for the public.



# PEMBROKE SCHOOL DISTRICT



**SCHOOL DISTRICT REPORTS**

**PEMBROKE SCHOOL DISTRICT**

**For the Year Ending June 2018**

**Moderator**  
THOMAS E. PETIT

**District Clerk**  
CYNTHIA MENARD

**Treasurer**  
LAURA ELDRIDGE

**School Board**

THOMAS SERAFIN	Term Expires 2019
DAVID DOHERTY	Term Expires 2019
PATRICIA N. BOUCHER	Term Expires 2020
DANIEL DRISCOLL	Term Expires 2020
EUGENE GAUSS	Term Expires 2021

**Superintendents of Schools**  
DR. DAVID RYAN ~ PATTY SHERMAN

**Business Administrator**  
AMBER WHEELER

**Auditor**  
MELANSON HEATH & COMPANY

**PEMBROKE SCHOOL DISTRICT**

**MINUTES OF THE ANNUAL SCHOOL DISTRICT MEETING  
PEMBROKE ACADEMY GYMNASIUM  
SATURDAY, MARCH 10, 2018**

The meeting was called to order at 10:50 am by Moderator Thomas E. Petit. Supervisors of the checklist present were; Patricia Manseau, Karen Yeaton and Ann Bond. Registered voters were checked in at the door and received a blue 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; Dan Driscoll Chairman, Patricia Nardone-Boucher, Thomas Serafin, David Doherty, Clinton Hanson, Patty Sherman Superintendent and Amber Wheeler Business Administrator. Moderator Petit introduced members of the Pembroke Budget Committee present; Mark Lepage Chairman, Gerard Fleury Vice Chairman, Brian Seaworth, Mike Connor, Marie Chouinard, Peter Gagy, and Tina Courtemanche. Moderator Petit led the voters present in the pledge of Allegiance.

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

**MOTION TO ACCEPT: Dan Crean**

**ARTICLE 1**

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

**MOTION TO ACCEPT: Dan Driscoll**

**SECONDED: David Doherty**

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

**ARTICLE 2**

To see if the Pembroke School District will vote to raise and appropriate the budget committee's recommended amount of \$24,549,355 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 Budget Recommends Approval \$25,319,207 (5-0)  
Budget Committee Recommends Approval of \$24,549,355 (6-3)*

Budget Committee Chair, Mark Lepage gave an overview of the budget process, thanked the voters for the excellent turnout, discussed the components of the increase in taxes with respect to

## PEMBROKE SCHOOL DISTRICT MEETING MINUTES

what was voted on one year ago, the re-evaluation required by the state and school revenue. Mr. LePage 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 \$24,549.355 by Mark Lepage  
Seconded: Brian Seaworth

### **Amendment to Article #2**

Motion to increase the appropriations to the school boards recommended amount of \$25,319,207

**MOTION TO ACCEPT: Clint Hanson**

**SECONDED: Dan Driscoll**

Clint Hanson School Board member and representative to the municipal budget committee gave an overview of the school board's budget process, discussed the components with respect to assessed values, projected revenue from state and federal, actual revenues, and county projected appropriations. Mr. Hanson explained corrective actions taken by the board, asked the voters present for their support of the budget and thanked everyone for the voter turnout today.

This article was discussed at length by the voters and boards present. A motion was made for Article 2 to be voted by secret ballot.

### **Amendment for a secret ballot vote on Article 2.**

**MOTION TO ACCEPT: Gene Gauss**

**SECONDED: Steve Donovan**

**THIRD: Libby Donovan**

**FOURTH: Stephanie Ferreira**

**FIFTH: Charles Ferreira**

Voters present were given orange colored ballots.

### **AMENDMENT FOR A SECRET BALLOT VOTE:**

**YES: 286**

**NO: 236**

### **VOTE: YES**

**ARTICLE #2 TO BE VOTED ON BY SECRET BALLOT IN THE AMENDED AMOUNT OF \$25,319,207**

Voters present were given blue colored ballots.

### **BALLOT VOTE FOR ARTICLE #2 IN THE AMENDED AMOUNT OF \$25,319,207**

**YES: 265**

**NO: 158**

### **BALLOT VOTE: YES**

### **ARTICLE #2 IS ADOPTED IN THE AMENDED AMOUNT OF \$25,319,20732**

## PEMBROKE SCHOOL DISTRICT MEETING MINUTES

A motion was made to invoke 40:10, restriction on reconsideration relative to Article #2.

**MOTION TO ACCEPT:** Norman St. Onge

**SECONDED:** Matthew Peterson

**Approved:** 40:10 in place

### ARTICLE 3

To see if the Pembroke School District will vote to appropriate the sum of forty-two thousand, five hundred and forty-eight dollars (\$42,548) for the purpose of replacing outside doors, a fire panel including magnetic door locks, security camera upgrades, bleacher repair and inspection, LED emergency lighting and a retaining wall, with said funds to come from the School Building and Ground Repair Capital Reserve Fund for these purposes.

*School Board Recommends Approval (5-0)*

*Budget Committee Recommends Approval (9-0)*

**MOTION TO ACCEPT:** Dan Driscoll

**SECONDED:** Tom Serafin

**VOTE:** YES

**ARTICLE #3 ADOPTED**

### ARTICLE 4

Shall the voters of the Pembroke School District within school administrative unit number 53 adopt the provisions of RSA 194-C:9-b to allow for insertion of the school administrative unit budget as a separate warrant article at annual school district meetings?

*(This article is submitted by petition).*

**MOTION TO ACCEPT:** Dan Crean

**SECONDED:** Brian Seaworth

Brian Seaworth spoke to this article stating this basically separates out the administrative and operating budgets; for this Article to be fully accepted it would have to be on every warrant article in the participating AREA school districts and be passed in each of the AREA towns.

**VOTE:** YES

**ARTICLE #4 ADOPTED**

### ARTICLE 5

To see if the voters of the Pembroke School District within school administrative unit number 53 will vote to add two (2) sets to the Pembroke, NH School Board for the purpose of providing oversight and direction to the SAU? *(This article is submitted by petition).*

**MOTION TO ACCEPT:** Robert Lounsbury

**SECONDED:** Kathy Roache

## PEMBROKE SCHOOL DISTRICT MEETING MINUTES

Following a lengthy discussion an amendment was made to change the wording of the warrant article and strike out 'for the purpose of providing oversight and direction to the SAU'.

**MOTION TO AMMEND WORDING ON THIS ARTICLE: Steve Donovan**

**SECONDED: Gene Gauss**

**Amendment Passed for the change in wording to Article 5.**

Moderator Petit re-read Article 5 as amended and called for a vote by show of hands.

Vote called for by a show hands determined to close to call. Moderator Petit called for a division of the house and re-count.

**HAND COUNT VOTE: YES: 98**

**NO: 173**

**VOTE: NO**

**ARTICLE #5 FAILED**

### **ARTICLE 6**

To see if the voters of the Pembroke School District within school administrative unit number 53 will vote to add two (2) seats to the Pembroke, NH School Board for the purpose of providing oversight and direction to the SAU and to raise and appropriate the sum of not more than six hundred dollars (\$600) for the payments of stipends to the newly added school board positions? *(This article is submitted by petition).*

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

**MOTION TO ACCEPT: Kimm Phillips**

**SECONDED: Bruce McAlister**

Following a discussion, motion was made to table Article 6.

**MOTION TO TABLE: Dan Driscoll**

**SECONDED: Tom Serafin**

**VOTE: YES TO TABLE ARTICLE #6**

**ARTICLE #6 TABLED**

### **ARTICLE 7**

To see if the voters of the Pembroke School District within school administrative unit number 53 will vote to establish a committee, appointed by the Moderator, for the purpose of reviewing, interpreting and amending the AREA agreement and to review the AREA agreement annually to ensure that the laws and rules set forth therein are applied consistently and equitably among the sending and receiving school districts? *(This article is submitted by petition).*

CM

## PEMBROKE SCHOOL DISTRICT MEETING MINUTES

**MOTION TO ACCEPT: Dan Crean**

**SECONDED: Bruce McAlister**

Following a discussion, a motion was made to table Article 7.

**MOTION TO TABLE: Dan Driscoll**

**SECONDED: Tom Serafin**

**VOTE: YES TO TABLE ARTICLE #7**

**ARTICLE #7 TABLED**

### ARTICLE 8

To see if the voters of the Pembroke School District within school administrative unit number 53 will vote to establish a committee for the purpose of reviewing, interpreting and amending the AREA agreement and to review the AREA agreement annually to ensure that the laws and rules set forth therein are applied consistently and equitably among the sending and receiving school districts? *(This article is submitted by petition).*

**MOTION TO ACCEPT: Dan Crean**

**SECONDED: Bruce McAlister**

Following a discussion, a motion was made to table Article 8.

**MOTION TO TABLE: Dave Sheldon**

**SECONDED: Gerard Fleury**

**VOTE: YES TO TABLE ARTICLE #8**

**ARTICLE #8 TABLED**

### ARTICLE 9

To see if the voters of the Pembroke School District within school administrative unit number 53 will vote to raise and appropriate the sum of three thousand six hundred dollars (\$3,600) for the purpose of recording, live streaming, and keeping for historical record, on demand high definition video of public meetings to be made available to residents for viewing on the internet and school district or town websites? *(This article is submitted by petition).*

*School Board Recommends Approval (3-2)*

*Budget Committee Recommends Approval (8-0-1)*

**MOTION TO ACCEPT: Paulette Malo**

**SECONDED: Dan Crean**

Following a lengthy discussion, a vote was called for by a show of hands and determined to close to call, Moderator Petit called for a division of the house and re-count.

**HAND COUNT VOTE: YES 106**

**NO: 98**

**VOTE: YES**

**ARTICLE #9 ADOPTED**

## PEMBROKE SCHOOL DISTRICT MEETING MINUTES

### ARTICLE 10

Shall the voters of the Pembroke School District within school administrative unit number 53 adopt the provisions of RSA 40:13 (known as SB 2) to allow official ballot voting on all issues before the Pembroke School District on the second Tuesday of March?

*(This article submitted by petition).*

(In accord with RSA 40:14, III, this article shall be voted on by official ballot on March 13, 2018, 3/5 majority vote required for passage).

Moderator Petit explained to the voters present that Article #10 is on the ballot for voting on Tuesday, March 13, 2018. Moderator Petit opened the floor to questions, answers and comments for this Article.

State Representative Dianne Schuett spoke to this article as one of the worse laws ever enacted. State Representative Schuett explained that it has been amended multiple times since its adoption in 1995 and gave examples of why this article should be a no vote for the townspeople of Pembroke.

A lengthy discussion followed from the voters on this article and will be decided by ballot vote on March 13, 2018.

\*See Pembroke School District Meeting Minutes on Tuesday, March 13, 2018 for results of ballot vote on Articles #10.

### ARTICLE 11

Shall the voters of the Pembroke School District within school administrative unit number 53 adopt the provisions of RSA 40:14-b to delegate the determination of the default budget to the municipal budget committee which has been adopted under RSA 32:14?

*(This article is submitted by petition).*

(In accord with RSA 40:14-b, II(a) and RSA 40:14, III, this article shall be voted on by official ballot on March 13, 2018, 3/5 majority vote required for passage).

Moderator Petit explained to the voters present that Article 311 is on the ballot for voting on Tuesday, March 13, 2018. Moderator Petit opened the floor to questions, answers and comments for the article.

cm

## **PEMBROKE SCHOOL DISTRICT MEETING MIUTES**

Budget Committee Chairman Mark LePage spoke to this article not taking a position however making observations and stating potential problems with this article from the budget committee's perspective.

A lengthy discussion followed from the voters on this article and will be decided by ballot vote on March 13, 2018.

\*See Pembroke School District Meeting Minutes on Tuesday, March 13, 2018 for results of ballot vote on Article #11.

### **ARTICLE 12**

To choose Agents and Committees in relation to any subjects embraced in the Warrant. There was no business to conduct under this article.

### **ARTICLE 13**

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

A motion was made at 3:50 in the afternoon to adjourn the 2018 Pembroke School District Meeting.

**MOTION TO ADJOURN: Gerard Fleury**

**SECONDED: Dan Driscoll**

Meeting Adjourned at 3:50PM.

Respectfully submitted,

Cynthia E. Menard  
School District Clerk  
Pembroke, NH



March 10, 2018

**PEMBROKE SCHOOL DISTRICT MEETING MINUTES  
ANNUAL ELECTIONS AND BALLOT VOTING WARRANT ARTICLES #10 AND #11  
TUESDAY, MARCH 13, 2018**

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; Patricia Manseau, Kathy Cruzon, and Andrea Bean. Assisting at the polls were; Bonnie Clark, Marie Chouinard, Grace Forest, Dennis Forest, Laurie Hill and Michelle Petit. A motion made to dispense with the reading of the warrant; Motion: Bonnie Clark and Seconded: Vincent Grecco.

1. To choose a Moderator for the ensuing year.

Thomas E. Petit – 475 (elected)

2. To choose a Clerk for the ensuing year.

Cynthia E. Menard – 471 (elected)

3. To choose one (1) member of the School Board for the ensuing three years.

Clinton A. Hanson Jr. – 122  
Stephanie Ferreira – 179  
Eugene J. Gauss – 216 (elected)

4. To choose a Treasurer for the ensuing year.

Laure Eldridge – 204 (elected)  
Jill McNeil - 192

**Warrant Article #10**

Shall the voters of the Pembroke School district within the school administrative unit number 53 adopt the provisions of RSA 40:13 (known as SB 2) to allow official ballot voting on all issues before the Pembroke School District on the second Tuesday of March?

*(This article submitted by petition).* (In accord with RSA 40:14, III, this article shall be voted on by official ballot on March 13, 2018, 3/5 majority vote required for passage).

YES = 201

NO = 322

**VOTE: NO**

**Article #10 FAILED**

**Warrant Article #11**

Shall the voters of the Pembroke School District within school administrative unit number 53 adopt the provisions of RSA 40:14-b to delegate the determination of the default budget to the municipal budget committee which has been adopted under RSA 32:14?

*(This article is submitted by petition).* (In accord with RSA 40:14-b, III (a) and RSA 40:14, III, this article shall be voted on by official ballot on March 13, 2018, 3/5 majority vote required for passage).

YES = 201

NO = 309

**VOTE: NO**

**Article #11 FAILED**

The polls were declared closed at 7:00 PM.

Respectfully submitted,

Cynthia E. Menard

Pembroke School District Clerk

# PEMBROKE SCHOOL DISTRICT

## 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, 2018

<b>INSTRUCTION</b>		
Regular Education Programs	\$ 10,260,442.44	
Special Education Programs	4,136,287.12	
Vocational Programs	836,658.64	
Other Instructional Programs	599,076.16	
		\$ 15,832,464.36
<b>SUPPORT SERVICES</b>		
Student Services	\$ 1,906,323.80	
Instructional Staff	486,045.06	
General Administration	747,528.06	
School Administration	2,136,315.94	
Operation/Maintenance of Plant	1,883,762.06	
Student Transportation	724,841.73	
Central	0.00	
		\$ 7,884,816.65
<b>DISTRICT WIDE EXPENDITURES</b>		
Facilities Acquisition & Construction	\$ 888,336.00	
		\$ 888,336.00
<b>OTHER FINANCING USES</b>		
Debt Service - Principal	\$ 45,000.00	
Debt Service - Interest	13,950.00	
		\$ 58,950.00
<b>FUND TRANSFERS</b>		
To Food Service	\$ 6,977.45	
To General Fund	130,717.37	
Trust/Agency Funds	180,000.00	
		\$ 317,694.82
<b>SPECIAL REVENUE EXPENDITURES-INSTRUCTION</b>		
Regular Education Programs	\$ 326,410.43	
Special Programs	2,701.41	
Other Instructional Programs	34,362.66	
		\$ 363,474.50
<b>SPECIAL REVENUE EXPENDITURES-SUPPORT SERVICES</b>		
Student Services	\$ 18,886.48	
Instructional Staff	21,714.20	
General Administration	8,173.50	
School Administration	0.00	
Operation/Maintenance of Plant	0.00	
Student Transportation	13,389.68	
		\$ 62,163.86
<b>FOOD SERVICE FUND</b>		
Food Service Operation	\$ 637,470.60	
		\$ 637,470.60
<b>CAPITOL PROJECTS</b>		
Building Improvement	\$ -	
		\$ -
<b>TOTAL EXPENDITURES</b>		<u>\$ 26,045,370.79</u>

# PEMBROKE SCHOOL DISTRICT

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

<b>REVENUES FROM LOCAL SOURCES</b>	
Current Appropriation	\$ 11,767,470.00
	\$ 11,767,470.00
<b>TUITION</b>	
<i>TUITION FROM INDIVIDUALS</i>	
Regular Day School	\$ 42,905.43
Adult Education	-
	\$ 42,905.43
<i>TUITION FROM OTHER LEAS WITHIN NH</i>	
Regular Day School	\$ 5,797,685.28
Special Education	543,513.48
	\$ 6,341,198.76
<b>TRANSPORTATION FEES</b>	
<i>TRANSPORTATION FEES FROM INDIVIDUALS</i>	
Regular Day School	\$ 7,400.35
Special Education	0.00
	\$ 7,400.35
<b>OTHER LOCAL REVENUES</b>	
Earnings on Investments	\$ 5,312.55
Food Service	359,507.59
Student Activities	5,225.00
Rentals	41,663.82
Other Local Revenue	280,816.75
Summer School	0.00
	\$ 692,525.71
<b>TOTAL REVENUE FROM LOCAL SOURCES</b>	<b>\$ 18,851,500.25</b>
<b>REVENUE FROM STATE SOURCES</b>	
Equitable Education Aid	\$ 5,302,873.52
Statewide Enhanced Education Tax	1,363,902.00
Adequacy Aid Grant - EdJobs	0.00
School Building Aid	239,356.49
Catastrophic Aid	11,587.46
Vocational Education (Transportation)	7,153.20
Child Nutrition	8,908.98
Other	16,029.07
<b>TOTAL STATE REVENUE</b>	<b>\$ 6,949,810.72</b>
<b>REVENUE FROM FEDERAL SOURCES</b>	
Elementary/Secondary - Title I	\$ 346,963.25
Elementary/Secondary - Other	47,226.85
Other Restricted	352,004.87
Adult Education	28,049.81
Child Nutrition Program	253,753.64
Medicaid Distributions	130,077.26
<b>TOTAL FEDERAL REVENUE</b>	<b>\$ 1,158,075.68</b>
<b>OTHER FINANCING SOURCES</b>	
Earnings on Investments	\$ -
Transfer from Capital Projects	0.00
Transfer from General Fund	186,977.45
Transfer from Capital Reserve Fund	120,000.00
Transfer from Other Expendable Trust Funds	100,000.00
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$ 406,977.45</b>
<b>TOTAL REVENUES</b>	<b>\$ 27,366,364.10</b>

## PEMBROKE SCHOOL DISTRICT

### PEMBROKE SCHOOL DISTRICT 2018 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 2016/17</u>	<u>FY 2017/18</u>
Actual Expenditures	\$5,346,164	\$3,839,028
Actual Revenues		
♦ Catastrophic Aid	\$ 4,538	\$ 11,587
♦ Medicaid	123,105	130,077
♦ Federal Grant (Includes IDEA FY1617)	780,133	774,245
♦ Tuition	574,428	543,513
♦ Transportation	-0-	-0-
Total Offsetting Revenues	\$1,482,204	\$1,459,422

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

## PEMBROKE SCHOOL DISTRICT

MELANSON HEATH  
ACCOUNTANTS • AUDITORS

121 River Front Drive  
Manchester, NH 03102  
(603) 669-6130  
melansonheath.com

Additional Offices:  
Nashua, NH  
Andover, MA  
Greenfield, MA  
Ellsworth, ME

December 27, 2018

To the School Board  
Pembroke School District

Melanson Heath is in the process of completing Pembroke School District's financial statement audit for the year ended June 30, 2018. The final fiscal year 2018 audited financial statements will be available for inclusion in the subsequent year annual report.

Sincerely,



Sheryl L. Stephens Burke, CPA, MST  
Vice-President

**PEMBROKE SCHOOL DISTRICT**

**TEACHER'S SALARY SCHEDULE  
2018/19**

<b>STEP</b>	<b>BA</b>	<b>BA+15</b>	<b>MA</b>	<b>MA+15</b>
1	36,772	38,111	42,104	43,443
2	38,400	39,739	43,732	45,071
3	40,028	41,367	45,360	46,699
4	41,656	42,995	46,988	48,327
5	43,284	44,623	48,616	49,955
6	44,912	46,251	50,244	51,583
7	46,540	47,879	51,872	53,211
8	48,168	49,507	53,500	54,839
9	49,796	51,135	55,128	56,467
10	51,424	52,763	56,756	58,095
11	53,052	54,391	58,384	59,723
12	54,680	56,019	60,012	61,351
13	56,308	57,647	61,640	62,979
14	57,936	59,275	63,268	64,607
15	59,564	60,903	64,896	66,235

**18/19 SCHOOL EMPLOYEE SALARY RANGES**

Secretaries	\$14.64/hr.-\$20.91/hr.
Teacher Aides	\$13.04/hr.-\$14.08/hr.
Custodians	\$10.43/hr.-\$21.97/hr.
Lunch Program	\$9.00/hr.-\$14.56/hr.

**SCHOOL OFFICERS SALARIES - FY 18/19**

**SCHOOL BOARD MEMBERS**

Daniel Driscoll, Chair	\$600.00
Tom Serafin	\$600.00
David Doherty	\$600.00
Patricia Nardone-Boucher	\$600.00
Eugene Gauss	\$600.00

**DISTRICT CLERK**

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

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

Laura Eldridge	\$4,000.00
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**DIRECTOR OF MAINTENANCE**

Joshua Coughlin	\$69,316.65
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## PEMBROKE SCHOOL DISTRICT

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

#### Report of the Superintendents

*"Education is what remains after one has forgotten what one has learned in school."* - Albert Einstein.

This year the SAU Office was fortunate to welcome back Peter Warburton as the Superintendent for Allenstown, Chichester and Epsom.

As we met with staff and leadership during the summer one important goal we agreed upon was educating the public regarding the services provided by the SAU. We created a document entitled "Did you know" that we shared with the SAU Board this fall. Here are a few facts from that document that we want to share.

Did you know that our SAU number is 53, we have 5 school districts, 9 schools, 23 board members, 800 employees, 3000 students, \$68,000,000 in budgets, \$688,000 in grant funds, 8 bargaining units, and 35-40 legislative changes with policy implications last year alone?

All of our SAU Operations are managed with one business administrator, one assistant business administrator, one payroll coordinator, one accounts payable bookkeeper, one part-time federal funds manager, one HR coordinator, one assistant superintendent for special services, one curriculum director, one executive assistant to the superintendents, one superintendent for 3 towns, one superintendent for 2 towns and no assistant superintendents for regular education.

The SAU office supports our schools, students, parents and community in promoting a high quality education for our students.

This year all five of our districts have continued their work with competency based education and 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.

We wish to thank all of our communities for their support and hard work in making our schools great. Please feel free to contact either of us if you have questions, a request for information, or suggestions for improvement.

Respectfully submitted,

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

## PEMBROKE SCHOOL DISTRICT

### **Pembroke Academy Headmaster's Report**

This is a very exciting school year at Pembroke Academy, and truly a special time to be part of the PA community. Our school is a unique and special institution of secondary education, and a storied one at that. 2018-2019 marks the bicentennial anniversary of both the incorporation of and first ever graduating class at Pembroke Academy. We intend to commemorate these historic milestones throughout the school year with several planned events. Amidst the pomp & circumstance of a bicentennial, there is the usual work to be done in conjunction with some new changes to our operations. In an effort to bolster our fidelity to Competency Based Education, we have implemented the 4-point grading scale for assessing student performance. We have also switched to a new and more intuitive student information system with Alma. These moves signify a sea change at Pembroke Academy, and while challenging at the outset, both alterations signify our commitment to offering the very best educational experience for our students.

We collectively 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 decency that defines the vast majority of students at PA. Many 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. After all, if we're still standing after two hundred years, we must be doing something right!

With Spartan Pride,

Paul Famulari  
Headmaster

## PEMBROKE SCHOOL DISTRICT



The 2018- 2019 school year is off to a great start! We have a number of new staff members who have joined Three Rivers this year. We want to welcome: Erin Bozak: Social Studies (Grade 7), Jeff Jahn: Science (Grade 7), Jill Smart: Reading (Grade 5), Susana Caxiaux: Spanish (Grades 6-8), Jaime DeVita: Art (Grades 5-8), Kelly Worcester: Speech/Language Pathologist (Grades 5-8), Anthony Juliano: School Psychologist (Grades 5-8) and Caitlin Powers: Special Education (Grade 8). These new staff members are a great addition to our school and educational community.

In the classroom, Three Rivers School is currently planning project based learning units across the curriculum areas on all four grade level teams. Project based learning is a student driven learning experience that facilitates the students choosing the design, process, and assessment of the project. In project based learning every student is responsible for the process of the project and their own learning.

Another school focus at Three Rivers School this year has been the implementation of the Choose Love social emotional learning curriculum. Scarlett Lewis, founder of the Jesse Lewis Choose Love movement, visited and spoke to TRS Staff. TRS has implemented the Choose Love curriculum during our Connections meetings each week. The Choose Love Formula teaches the foundational concepts and skills of social and emotional learning (SEL), and is informed by current brain research and neuroscience. The goal of the Choose Love Enrichment Program™ is to provide children with the knowledge, attitude, and skills they need to choose love in any situation. These abilities include:

- Understanding and managing emotions (self-awareness and self-management),
- setting and achieving positive goals,
- feeling and showing empathy and compassion for others (social awareness),
- establishing and maintaining positive relationships, and
- making responsible decisions.

TRS Talks is another exciting addition to Three Rivers School. TRS Talks is a video written, directed, and produced by TRS WIN students! You can find the video on our webpage at [trs.sau53.org](http://trs.sau53.org). In the first edition we take a look at the Choose Love Program at Three Rivers. The second edition highlights Holiday traditions shared by staff and students. Enjoy the shows!

Our co-curricular programs are operating at full capacity with over fifty percent of the student body engaged in at least one activity! We have had a number of successful athletic teams in the past year. In 2017-18 the boys basketball team finished the season as undefeated champions, and the girls basketball team finished second in the league. Our 2018-19 soccer teams were both champions, and the girls were undefeated for the entire season!

## **PEMBROKE SCHOOL DISTRICT**

The drama production of Alice in Wonderland was very successful with many talented student actors. All performances were enjoyed by a full house every night!

I am proud of the community that we have developed at Three Rivers School. All of the opportunities for Three Rivers students are possible because of the support of staff, parents, and the community. Thank you for your continued support.

Respectfully Submitted

Jonathan Marston  
Principal  
Three Rivers School

## **PEMBROKE SCHOOL DISTRICT**

### **Pembroke Hill School Principals Report 2018 - 2019**

This has been a year full of exciting change at the elementary school level. The School Board elected to close The Village School at the end of the 2018-2019 school year, allowing the two faculties to begin the process of becoming one elementary community. The administrative structure of the two schools was re-established as one team with the hiring of an Assistant Principal when Principal Mona Sandberg retired at the end of last year. The physical structure of The Hill School will remain the same with an addition of one modular building that houses two full classrooms. The TLC and Title Preschool will utilize those spaces. The restructuring will also eliminate transition for our youngest students, allowing them to stay in one school for the first portion of their education in Pembroke. Bringing together all these resources in one campus allows us to work and serve our students in a collaborative and seamless manner.

Inside the physical space, a meaningful and engaging student experience continues to be one of our top priorities. Our curriculum has both academic and social and emotional competencies. The entire K-4 faculty attended a four day training in Responsive Classroom over the course of the year. This is an evidence-based approach to teaching focusing on engaging academics, positive school and classroom communities, effective classroom management, and developmental awareness. It is our goal for each child to possess a sense of belonging and purpose within our school community.

The Reader's and Writer's Workshop for reading and writing instruction continues to strengthen our approach and commitment to literacy. Each classroom, Kindergarten through Fourth Grade, houses a literature-rich library where students are able to "shop" for just the right books at their individual reading level.

As the SAU transitions into a new math curriculum, the presentation of the curriculum mirrors that of the literacy approach: the workshop model. The interactive, peer-to-peer-discussion and revise-and-edit processes allow students to understand math concepts visually and give them the opportunity to internalize mathematical practices.

Our unified arts curriculum is another way that our students experience learning.

The STEAM (Science, Technology, Engineering, Art and Math) program delivers a robust interdisciplinary curriculum in a space that accommodates a wide variety of activities, tools, and materials. This "makerspace" is a hub for hands-on, project-based learning. The VIP Lab (Visualize, Investigate, and Play) is a time for students to understand math in a game-like way through activities that are "low ceiling, high floor" but that also give students practice in working together to learn math. The other unified arts blocks also allow our students to express and learn in a variety of ways through Art, Physical Education, and Music. The Art Workshop Model encourages students to learn about a particular artist and then explore their own work in a variety of different mediums. The Music program engages students in activities that represent a wide range of musical processes, and the Physical Education program encourages activity and fitness where emphasis is placed on sportsmanship and accepting personal responsibility along with collaboration and cooperation and a lot of fun.

We are proud of the work that is happening at the elementary level. The strong dedication of the faculty and staffs, robust parent involvement, and incredible students make Pembroke a wonderful place to learn and grow.

Respectfully,  
Principal Suzie Griffith

# PEMBROKE SCHOOL DISTRICT

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

## TOWN REPORT 2017-2018

<b>Total Visits To Health Office:</b>	<b>10,183</b>
Nursing Care: Assessment, Illness, Injury, Tx	<b>7120</b>
Medication Visits	<b>3063</b>
Diabetic testing: scheduled & prn:	<b>510</b>
Health Counseling: Self-injury/Ingestion/Wellness/Anxiety	<b>590</b>
Faculty Health Office Visits:	<b>48</b>
Health Records Reviewed:	<b>322</b>

**Parental Updates Communications/Conferences/Calls:** 1970  
(includes: illness, injury, hearing and vision, immunization updates, DCYF, MD offices)

### Professional Committee Participation:

Crisis Team, IEP /504 mtgs., ARG, Discipline, Policy and Procedures, Medical consults, Staff Development/ In-services, CPR, Universal Precautions, Safety Committee, Emergency Team, Medical Team Leader, School Nurse Association (district, NH, and National), President of SAU School Nurse Assoc., Athletics/Medical/Interagency/Comm, Make-A-Wish, Special Olympics Medical Volunteer, Professional Workshops Attended  
Classroom / Staff Presentations: 3

SCREENINGS:	#'s	RECHECKED	REFERRED
Vision	244	12	34
Hearing	238	1	1
Height	421	0	0
Weight	421	0	0
Blood Pressure	78	22	6
Dental	2	0	2
Respiratory	68	30	24
Appendicitis	1	0	1
Concussion	21	21	21
MVA's	10	10	10

### COMMUNICABLE DISEASES:

Pediculosis exams/dismissal	5/2	Chicken Pox/Shingles	0/1
Conjunctivitis	13	Mononucleosis	5
Strep Throat	8	Ringworm/Staph	1/1
Pertussis	0	Lyme Tick/Disease	5/2

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

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**PEMBROKE SCHOOL DISTRICT**

***THREE RIVERS SCHOOL  
SCHOOL HEALTH SERVICES  
2017-2018***

**VISITS TO THE NURSING OFFICE**

<b>Illness event:</b>	1493	
<b>Injury event</b>		210
<b>Management</b> (phone calls, in school collaboration etc):	642	
<b>Medication</b> doses administered (prescription and over the counter):	2175	
<b>Other Health:</b> (assessment, self-care, nutrition, etc):		1043
<b>Screenings</b> (height, weight, hearing, vision, pediculosis):		663
<b>Treatments:</b> (blood glucose monitoring etc.):	276	

**Other Nursing 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).

**Committees/team:**

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

**Other professional:** I regularly attended IEP meetings, special education referral meetings, staff meetings, and student assistance meetings. I am CPR 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 2017 – 2018

Total active students at end of 2017-2018 school year – 236

Total active TLC students at the end of 2017-2018 school year – 26

#### Health Screenings:

Initial <u>Screening</u>		<u>Referral</u>	<u>Rechecks</u>
Vision	221	7	8
Hearing	223	8	27
Height/Weight	223	0	0

Inactive students who were screened before leaving PSD: 9

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

Nursing Assessment/Treatment for Illness/Injury and/or Health Counseling:  
2,480 total visits

Medications Administered: 710

Individual Health Care Plans written: 3

TLC: 26 students total (combined a.m. and p.m. classes)

Student health office visits – 9

Student medications administered - 0

#### Educational activities:

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

Bulletin Boards: 10

Services were provided to the TLC pre-school program.

I had many parent conferences in person and by phone, and conferences with health care providers. I participated in 504 and IEP intervention meetings. I coordinated the Granite State Fit Kids program for the 4<sup>th</sup> grade classes. I participated in the School Absenteeism/Influenza-like-illness reporting program for the NH DHHS. I completed and submitted the annual NH Student Immunization Status report. I was the Sick Bank Chairperson. I organized the school based Flu immunization program in the fall. I am a Hill School representative to the Joint Management Committee.

Respectfully submitted,

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

**PEMBROKE SCHOOL DISTRICT****SCHOOL HEALTH SERVICES FOR  
PEMBROKE VILLAGE SCHOOL  
2017-2018**

<b>SCREENINGS</b>	<b>SCREENING</b>	<b>RECHECK</b>	<b>REFERRED</b>
Vision	131	9	5
Hearing	132	10	1
Blood Pressure students and staff	15	0	0
Height & Weight	133	0	1
Dental	0	0	0
Nursing Assessment/Treatment for Illness/Injury and or health counseling:			2926
Medications/Treatments Administered			389
Home Visits			0

I participated in I.E.P. meetings, Special Education meetings, Student progress meetings and SST. I participated in the Pembroke nurses' meetings to discuss health issues, policies, wellness and emergency/safety. Participated in innovation team (Family Engagement) throughout the year. I had many phone conversations and personal conferences with parents and healthcare providers regarding health issues and health maintenance. Promoted wellness to staff and students through coordination of flu shot clinic, and wellness presentations for staff and students. Organized food drive for holiday food baskets and assisted families in finding community services as needed. Organized Village School's Health and Safety day. Developed and implemented care and treatment plans as well as emergency evacuation plans for students with chronic conditions and emergency plans for students with life threatening conditions.

Respectfully Submitted,

Kathleen Mayer RN, BSN  
School Nurse  
Pembroke Village School

## PEMBROKE ACADEMY 2018 GRADUATES

### Allenstown

Sandra Bajraktari  
Cody Brodeur  
Maxim Carrier  
Carter Chenard  
Amber Cote  
Joshua Crandall  
Jessica Davis  
Rachel Denoncourt  
Hazel Dionne  
Gabriela Djulabic  
Kimberlie Dugan  
Alysia Gagnon  
Griffin Gilman  
Hope Hartley  
Justin Hersom  
Jazmin Laverriere  
Angel Marcoux  
Ashley McPherson  
Charles Meservey  
Sara Podsadowski  
Jasmine Potter  
Kyler Renaud  
Jakob Roby  
Destiny Schrier  
Dylan Soule-Lambert  
Markos Starz  
Olivia Tardiff  
Timothy Westgate

### Chichester

Evan Amour  
Jaydon Anderson  
Alexis Beall  
Cassandra Bonacorsi  
Jonathan Brown  
Steven Cavanaugh  
Clayton Clarke  
Zachary Davidson  
Jordan Davison  
Elizabeth Donzello-Jewett  
Joseph Edmonds  
Tarah Gelinas  
Cole Hapgood

Zachary Harris  
Kyle Harrison  
Luke Jameson  
Kyle Mitchell  
Jared Murray  
Danielle Parent  
Alexander Pratt  
Phoenix Roy  
Jaden Russell  
Maria Skidmore  
Justin Smith  
Tyler Smith  
Delanie St. Laurent  
Megan Stone  
Julia Valotto  
Kelly Wagner  
Robert Witham

### Epsom

Morgan Allen  
Avis Baker  
Aminata Barway  
Chandler Bean  
Harrison Bergeron  
Andrew Berube  
James Bonenfant  
Derek Boudreau  
Jason Brown  
Ryan Burns  
Brad Calnan  
Ryan Commerford  
Bailey Cotnoir  
Earnhardt Dail  
Jonatha Decker  
KC Foss  
Elizabeth Furey  
Hannah Genest  
Cameron Goduti  
Naomi Harris  
Tucker Jones  
Connor Juranty  
Sydney Juranty  
Olivia Langevin  
Brandon Linscott  
Candice Longley

Jacob McDonald  
Matthew Pagano  
Michael Perry  
Danielle Porter  
Emily Serfass  
Victoria St. Onge  
Jackson Thomas  
Cameron Virgin  
Alec Warren  
Jonathan Wysocki

### Hooksett

Ryan Field  
Zachary Hooker  
Mihir Khada  
Christine Pearl  
Brandon Tarbell

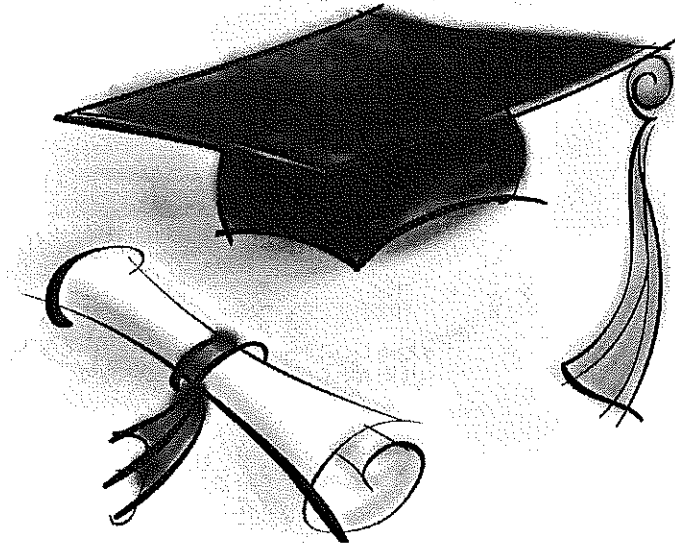
### Pembroke

Parker Abbott  
Tori Beauclair  
Amanda Benedetti  
Stephanie Berube  
Emma Breton  
Felicia Brooks  
Haley Brown  
Cassandra Busch  
Patrick Chase  
Ciera Clark  
Jack Culberson  
Mario Dakalovic  
Brianna Derkacz  
Brandon Despres  
Noah Dimitroff  
Cameron Dion  
Dayne Dumas  
Michaela Dupuis  
Malik Faraj  
Matthew Ferguson  
Emily Forde  
Olivia Frost  
George Griffin  
Daniel Harmon  
Bethany Hebert

Ryan Hill  
Brian Hollis  
Courtney Jacques  
Dakota Judge  
Arpan Kakadia  
Rachel Kline  
Margaret Lamy  
Meghan Lapointe  
Jonathan Lawrence  
Justin Legere  
Emily Lemieux  
Savanna Locke Kananen  
McKaylee Loomis  
Victoria Mabie  
Chantal Mainville  
Dylan Makris  
Blaine Malo

Tucker Mayville  
Benjamin Mehegan  
Noah Miller  
Samantha Miller  
Taylor Monterio  
Sean Moore  
Vickey Mudgett  
Andrew Nedean  
Michael Newton  
Sarah Nicholson  
Jarod O'Hara  
Margaret Phillips  
Benjamin Prescott  
Jackson Putnam  
Cole Quinn  
Erik Rasmussen  
Dominick Riccio

Mathew Richard  
Ilana Rodriguez  
Nora Sansoucie  
Jake Severance  
Jacob Sherman  
Brian Smith  
Damon Smith  
Jonathan Smith  
Curtis Sullivan  
Theodore Trott  
Kobie Valdes  
Jonathan Villeneuve  
Jacob Weisenborn  
Sean Wood  
Alec Yanulavich  
Brooklyn Zanis



## THREE RIVERS SCHOOL 2018 GRADUATES

Julie Auger  
Tyler Barry  
Delaney Boomhower  
Tabitha Boucher  
Jovani Bova  
Eliyon Cabrera  
Colin Campbell  
Kalianna Cerreiro  
George Chabot  
Caden Chandler  
Joseph Christiansen  
Brent Cloonen  
Carlos Conde Jr.  
Charlotte Corbitt  
Jeremy Coulombe  
Lukas Cozad  
Sarah Culberson  
Rileigh Cushing  
James Daneault  
Kyleigh Davis  
Liliane DeMers  
Joshua DeRosa  
Brianna Desfosses  
Adrienne Dorr  
Eliza Fisher  
Catch Foss  
Alexander Francoeur

Brooke Gagnon  
Janelle Gagnon  
Bradley Gamelin  
Lillian Graham  
Trace Green  
Donovan Hazeltine-Davis  
Aiden Henthorn  
Britney Hill  
Cierra Hill  
Adam Hollis  
Trinity Huff  
Haley Karakaya  
Caleb Krawczyk  
Montague Lachance  
Sarah Lapointe  
Cody LeClair  
Joseph Leonard IV  
Alexis LeSage  
Kristopher Lessner  
Laycee Mainville  
Taylor Makris  
Taylor Mandile  
Braden McAlpine  
Kyle McFetridge  
Lydia Payne  
Isaih Phillips  
Hannah Picott

Evan Place  
Nevaeh Price  
Abigail Randall  
Kirsten Rasmussen  
Jonah Reycroft  
Brooke Robinson  
Jack Rockwood  
Kayla Royce  
Jackson Royer  
Abigail Smart  
Aryana Smith  
Ryan Sporcic  
Stephen St. Laurent  
Ashley Stephens  
Blessing Stevens  
Jason Sullivan  
Megan Teasck  
Sarah Tursunovic  
Preston Wallis  
Salena Werner  
Joshua Wheeler  
Paris Wight  
Owen Winden  
Elizabeth Young  
Makenzie Zanis



**PEMBROKE SCHOOL DISTRICT**

**STATISTICAL REPORT FOR PEMBROKE**

**2017/18**

	<b><u>Elementary</u></b>	<b><u>Secondary</u></b>	<b><u>Total</u></b>
Half Days in Session	360	360	360
Enrollment	742	828	1,570
Percent of Attendance	96.0	94.0	95.0
Average Daily Attendance	672.9	726.3	1,399.2

**SUPERINTENDENTS SALARY**

**2017/18**

Allenstown	\$ 28,825.10
Chichester	24,298.85
Deerfield	47,406.58
Epsom	40,498.08
Pembroke	<u>97,195.39</u>
	\$238,224.00

**BUSINESS ADMINISTRATORS**

**SALARY 2017/18**

Allenstown	\$11,747.89
Chichester	9,903.18
Deerfield	19,320.91
Epsom	16,505.30
Pembroke	<u>39,612.72</u>
	\$97,090.00

**REPORT OF SCHOOL DISTRICT TREASURER**

For the Fiscal Year July 1, 2017 to June 30, 2018

<b>CASH ON HAND JULY 1, 2017</b>		\$ 857,928.26
Received from Selectmen	13,131,372.00	
Revenue from State Sources	6,821,790.83	
Received from all Other Sources	<u>6,778,569.05</u>	
<b>TOTAL RECEIPTS</b>		<u>26,731,731.88</u>
Total Amount Available for Fiscal Year		\$27,589,660.14
Less School Board Orders Paid		<u>26,081,847.13</u>
<b>BALANCE ON HAND JUNE 30, 2018</b>		\$ 1,507,813.01

**Laura J. Eldridge**  
**School District Treasurer, Pembroke**

**2019**

**TOWN MEETING  
WARRANT**

**AND**

**PROPOSED  
TOWN BUDGET**

# 2019 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 12, 2019 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 16, 2019, at 10:00 a.m., to discuss, amend and act upon the following articles, proposed 2019 budget and all other matters to come before the meeting.*

MARCH 12, 2019 – FIRST SESSION OF ANNUAL TOWN MEETING  
(Official Ballot Voting)

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

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

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 §143-8 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."*

## **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."***

## **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.***

## **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.***

## **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.***

## **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.***

## **Amendment #7 (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.***

## ***MARCH 16, 2019 – SECOND SESSION OF ANNUAL TOWN MEETING (Deliberative)***

**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)

**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.

**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	\$ 15,000

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\$462,500

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 \$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

**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

**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

**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

**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.

**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

**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.

**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

**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.

**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

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

Given under our hands and seal this \_\_ day of **February** 2019.

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

\_\_\_\_\_  
Vincent E. Greco, Vice Chairman

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

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

\_\_\_\_\_  
Ann Bond

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, 2019.

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

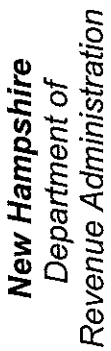
\_\_\_\_\_  
Vincent E. Greco, Vice Chairman

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

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

\_\_\_\_\_  
Ann Bond

Board of Selectmen  
Town of Pembroke, NH



**2019**  
**MS-737**

## Proposed Budget

# Pembroke

For the period beginning January 1, 2019 and ending December 31, 2019

**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.

[illegible]

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/>



New Hampshire  
Department of  
Revenue Administration

2019  
MS-737

Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2018	Appropriations for period ending 12/31/2018	Selectmen's Appropriations for period ending 12/31/2019 (Recommended)	Selectmen's Appropriations for period ending 12/31/2019 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Not Recommended)
<b>General Government</b>								
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0	\$0	\$0
4130-4139	Executive	15	\$292,248	\$318,386	\$318,185	\$0	\$318,185	\$0
4140-4149	Election, Registration, and Vital Statistics	15	\$121,000	\$135,250	\$136,149	\$0	\$136,149	\$0
4150-4151	Financial Administration	15	\$36,246	\$40,102	\$40,603	\$0	\$40,603	\$0
4152	Revaluation of Property	15	\$55,063	\$111,000	\$68,000	\$0	\$68,000	\$0
4153	Legal Expense	15	\$28,530	\$150,000	\$100,000	\$0	\$100,000	\$0
4155-4159	Personnel Administration		\$0	\$0	\$0	\$0	\$0	\$0
4191-4193	Planning and Zoning	15	\$264,978	\$274,949	\$276,999	\$0	\$276,999	\$0
4194	General Government Buildings	15	\$112,605	\$121,457	\$124,587	\$0	\$124,587	\$0
4195	Cemeteries	15	\$21,371	\$28,870	\$28,870	\$0	\$28,870	\$0
4196	Insurance	15	\$139,157	\$137,363	\$140,268	\$0	\$140,268	\$0
4197	Advertising and Regional Association		\$0	\$0	\$0	\$0	\$0	\$0
4199	Other General Government		\$0	\$0	\$0	\$0	\$0	\$0
General Government Subtotal			\$1,072,198	\$1,317,377	\$1,233,661	\$0	\$1,233,661	\$0
<b>Public Safety</b>								
4210-4214	Police	15	\$1,375,334	\$1,510,515	\$1,553,819	\$0	\$1,553,819	\$0
4215-4219	Ambulance	15	\$224,635	\$224,635	\$147,822	\$0	\$147,822	\$0
4220-4229	Fire	15	\$303,964	\$360,457	\$383,238	\$0	\$383,238	\$0
4240-4249	Building Inspection		\$0	\$0	\$0	\$0	\$0	\$0
4290-4298	Emergency Management	15	\$3,597	\$6,831	\$21,894	\$0	\$21,894	\$0
4299	Other (Including Communications)	15	\$14,742	\$29,484	\$29,484	\$0	\$29,484	\$0
Public Safety Subtotal			\$1,922,272	\$2,131,922	\$2,136,257	\$0	\$2,136,257	\$0
<b>Airport/Aviation Center</b>								
4301-4309	Airport Operations		\$0	\$0	\$0	\$0	\$0	\$0
Airport/Aviation Center Subtotal			\$0	\$0	\$0	\$0	\$0	\$0



New Hampshire  
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Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2018	Appropriations for period ending 12/31/2018	Selectmen's Appropriations for period ending 12/31/2019 (Recommended)	Selectmen's Appropriations for period ending 12/31/2019 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Not Recommended)
<b>Highways and Streets</b>								
4311	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4312	Highways and Streets	15	\$983,495	\$1,149,191	\$1,178,406	\$0	\$1,178,406	\$0
4313	Bridges		\$0	\$0	\$0	\$0	\$0	\$0
4316	Street Lighting	15	\$34,404	\$44,000	\$30,000	\$0	\$30,000	\$0
4319	Other	15	\$0	\$0	\$5,000	\$0	\$5,000	\$0
<b>Highways and Streets Subtotal</b>			<b>\$1,017,899</b>	<b>\$1,193,191</b>	<b>\$1,213,406</b>	<b>\$0</b>	<b>\$1,213,406</b>	<b>\$0</b>
<b>Sanitation</b>								
4321	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4323	Solid Waste Collection	15	\$212,216	\$266,450	\$283,950	\$0	\$283,950	\$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>\$212,216</b>	<b>\$266,450</b>	<b>\$283,950</b>	<b>\$0</b>	<b>\$283,950</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 12/31/2018	Appropriations for period ending 12/31/2018	Selectmen's Appropriations for period ending 12/31/2019 (Recommended)	Selectmen's Appropriations for period ending 12/31/2019 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (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
Health Subtotal			\$24,229	\$24,380	\$24,380	\$0	\$24,380	\$0
<b>Welfare</b>								
4441-4442	Administration and Direct Assistance	15	\$33,072	\$88,085	\$87,985	\$0	\$87,985	\$0
4444	Intergovernmental Welfare Payments		\$0	\$0	\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other		\$0	\$0	\$0	\$0	\$0	\$0
Welfare Subtotal			\$33,072	\$88,085	\$87,985	\$0	\$87,985	\$0
<b>Culture and Recreation</b>								
4520-4529	Parks and Recreation	15	\$24,126	\$31,073	\$31,373	\$0	\$31,373	\$0
4550-4559	Library	15	\$231,572	\$231,572	\$255,426	\$0	\$255,426	\$0
4583	Patriotic Purposes	15	\$200	\$200	\$200	\$0	\$200	\$0
4589	Other Culture and Recreation	15	\$4,867	\$7,053	\$7,053	\$0	\$7,053	\$0
Culture and Recreation Subtotal			\$260,765	\$269,898	\$294,052	\$0	\$294,052	\$0
<b>Conservation and Development</b>								
4611-4612	Administration and Purchasing of Natural Resources	15	\$5,679	\$3,276	\$3,700	\$0	\$3,700	\$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
Conservation and Development Subtotal			\$5,679	\$3,631	\$4,055	\$0	\$4,055	\$0



## Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2018	Appropriations for period ending 12/31/2018	Selectmen's Appropriations for period ending 12/31/2019 (Recommended)	Selectmen's Appropriations for period ending 12/31/2019 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Not Recommended)
<b>Debt Service</b>								
4711	Long Term Bonds and Notes - Principal	15	\$571,000	\$571,000	\$600,000	\$0	\$600,000	\$0
4721	Long Term Bonds and Notes - Interest	15	\$191,779	\$191,780	\$179,450	\$0	\$179,450	\$0
4723	Tax Anticipation Notes - Interest	15	\$0	\$1	\$1	\$0	\$1	\$0
4790-4799	Other Debt Service		\$0	\$0	\$0	\$0	\$0	\$0
Debt Service Subtotal			\$762,779	\$762,781	\$779,451	\$0	\$779,451	\$0
<b>Capital Outlay</b>								
4901	Land		\$1,200,000	\$1,209,000	\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment		\$62,957	\$64,568	\$0	\$0	\$0	\$0
4903	Buildings		\$0	\$0	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings	15	\$9,150	\$326,715	\$301,550	\$0	\$301,550	\$0
Capital Outlay Subtotal			\$1,272,107	\$1,600,283	\$301,550	\$0	\$301,550	\$0
<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	\$1,230,586	\$1,230,586	\$1,061,127	\$0	\$1,061,127	\$0
4914W	To Proprietary Fund - Water	15	\$883,904	\$883,904	\$898,793	\$0	\$898,793	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0	\$0	\$0
4919	To Agency Funds		\$0	\$0	\$0	\$0	\$0	\$0
Operating Transfers Out Subtotal			\$2,114,490	\$2,114,490	\$1,959,920	\$0	\$1,959,920	\$0
Total Operating Budget Appropriations				\$8,318,667	\$0	\$0	\$8,318,667	\$0



Special Warrant Articles

Account	Purpose	Article	Selectment's Appropriations for Appropriations for period ending 12/31/2019 (Recommended) (Not Recommended)	Selectment's Appropriations for Appropriations for period ending 12/31/2019 (Recommended) (Not Recommended)	Budget Committee's Appropriations for Appropriations for period ending 12/31/2019 (Recommended) (Not Recommended)	Budget Committee's Appropriations for Appropriations for period ending 12/31/2019 (Recommended) (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	06	\$176,000	\$0	\$176,000	\$0
Purpose: Capital Outlay Equipment Purchase DPW						
4902	Machinery, Vehicles, and Equipment	07	\$748,414	\$0	\$748,414	\$0
Purpose: Purchase of a new piece of Fire Apparatus						
4902	Machinery, Vehicles, and Equipment	08	\$56,000	\$0	\$56,000	\$0
Purpose: Equipment purchase Police Department						
4902	Machinery, Vehicles, and Equipment	09	\$7,024	\$0	\$7,024	\$0
Purpose: Equipment purchase for Public Works						
4915	To Capital Reserve Fund	05	\$462,500	\$0	\$462,500	\$0
Purpose: Deposit into Capital reserve						
Total Proposed Special Articles			\$1,449,938	\$0	\$1,449,938	\$0



Individual Warrant Articles

Account	Purpose	Article	Selectmen's Appropriations for Appropriations for 12/31/2019 (Recommended) (Not Recommended)	Selectmen's period ending 12/31/2019 (Recommended) (Not Recommended)	Budget Committee's Appropriations for Appropriations for 12/31/2019 (Recommended) (Not Recommended)	Budget Committee's period ending 12/31/2019 (Recommended) (Not Recommended)
4903	Buildings	11				
			Purpose: Clock Tower Repairs			
4903	Buildings	13				
			Purpose: Retain Town property			
Total Proposed Individual Articles			\$184,420	\$0	\$0	\$184,420



New Hampshire  
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Revenues

Account	Source	Article	Actual Revenues for period ending 12/31/2018	Selectmen's Estimated Revenues for period ending 12/31/2019	Budget Committee's Estimated Revenues for period ending 12/31/2019
<b>Taxes</b>					
3120	Land Use Change Tax - General Fund		\$0	\$0	\$0
3180	Resident Tax		\$0	\$0	\$0
3185	Yield Tax	15	\$0	\$1,500	\$1,500
3186	Payment in Lieu of Taxes	15	\$0	\$43,810	\$43,810
3187	Excavation Tax	15	\$0	\$2,500	\$2,500
3189	Other Taxes		\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	15	\$0	\$65,000	\$65,000
9991	Inventory Penalties		\$0	\$0	\$0
<b>Taxes Subtotal</b>			<b>\$0</b>	<b>\$112,810</b>	<b>\$112,810</b>
<b>Licenses, Permits, and Fees</b>					
3210	Business Licenses and Permits	15	\$0	\$1,000	\$1,000
3220	Motor Vehicle Permit Fees	15	\$0	\$1,261,000	\$1,261,000
3230	Building Permits	15	\$0	\$20,000	\$20,000
3290	Other Licenses, Permits, and Fees	15	\$0	\$34,210	\$34,210
3311-3319	From Federal Government		\$0	\$0	\$0
<b>Licenses, Permits, and Fees Subtotal</b>			<b>\$0</b>	<b>\$1,316,210</b>	<b>\$1,316,210</b>
<b>State Sources</b>					
3351	Shared Revenues		\$0	\$0	\$0
3352	Meals and Rooms Tax Distribution	15	\$0	\$350,000	\$350,000
3353	Highway Block Grant	15	\$0	\$168,715	\$168,715
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)	15	\$0	\$1,000	\$1,000
3379	From Other Governments		\$0	\$0	\$0
<b>State Sources Subtotal</b>			<b>\$0</b>	<b>\$519,715</b>	<b>\$519,715</b>



New Hampshire  
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Revenues

Account	Source	Article	Actual Revenues for period ending 12/31/2018	Selectmen's Estimated Revenues for period ending 12/31/2019	Budget Committee's Estimated Revenues for period ending 12/31/2019
<b>Charges for Services</b>					
3401-3406	Income from Departments	15	\$0	\$127,300	\$127,300
3409	Other Charges	15	\$0	\$24,000	\$24,000
Charges for Services Subtotal			\$0	\$151,300	\$151,300
<b>Miscellaneous Revenues</b>					
3501	Sale of Municipal Property	15	\$0	\$1	\$1
3502	Interest on Investments	15	\$0	\$35,000	\$35,000
3503-3509	Other		\$0	\$0	\$0
Miscellaneous Revenues Subtotal			\$0	\$35,001	\$35,001
<b>Interfund Operating Transfers In</b>					
3912	From Special Revenue Funds		\$0	\$0	\$0
3913	From Capital Projects Funds		\$0	\$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	\$0	\$1,061,127	\$1,061,127
3914W	From Enterprise Funds: Water (Offset)	15	\$0	\$898,793	\$898,793
3915	From Capital Reserve Funds	06, 07, 09, 08	\$0	\$987,438	\$987,438
3916	From Trust and Fiduciary Funds		\$0	\$0	\$0
3917	From Conservation Funds		\$0	\$0	\$0
Interfund Operating Transfers In Subtotal			\$0	\$2,947,358	\$2,947,358
<b>Other Financing Sources</b>					
3934	Proceeds from Long Term Bonds and Notes		\$0	\$0	\$0
9998	Amount Voted from Fund Balance		\$0	\$0	\$0
9999	Fund Balance to Reduce Taxes	15	\$0	\$400,000	\$400,000
Other Financing Sources Subtotal			\$0	\$400,000	\$400,000
Total Estimated Revenues and Credits			\$0	\$5,482,394	\$5,482,394



Budget Summary

Item	Period ending 12/31/2018	Selectmen's Period ending 12/31/2019 (Recommended)	Budget Committee's Period ending 12/31/2019 (Recommended)
Operating Budget Appropriations		\$8,318,667	\$8,318,667
Special Warrant Articles	\$1,734,168	\$1,449,938	\$1,449,938
Individual Warrant Articles	\$0	\$184,420	\$0
Total Appropriations	\$10,238,488	\$9,953,025	\$9,768,605
Less Amount of Estimated Revenues & Credits	\$5,842,030	\$5,482,394	\$5,482,394
<b>Estimated Amount of Taxes to be Raised</b>	<b>\$4,396,458</b>	<b>\$4,470,631</b>	<b>\$4,286,211</b>



Supplemental Schedule

<b>1. Total Recommended by Budget Committee</b>	<b>\$9,768,605</b>
<b>Less Exclusions:</b>	
2. Principal: Long-Term Bonds & Notes	\$729,743
3. Interest: Long-Term Bonds & Notes	\$211,057
4. Capital outlays funded from Long-Term Bonds & Notes	\$0
5. Mandatory Assessments	\$0
6. Total Exclusions ( <i>Sum of Lines 2 through 5 above</i> )	\$940,800
<b>7. Amount Recommended, Less Exclusions (<i>Line 1 less Line 6</i>)</b>	<b>\$8,827,805</b>
8. 10% of Amount Recommended, Less Exclusions ( <i>Line 7 x 10%</i> )	\$882,781
<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: (<i>Line 1 + Line 8 + Line 11 + Line 12</i>)</b>	<b>\$10,651,386</b>

**2019**

**SCHOOL DISTRICT  
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 12th day of March, 2019 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, 2019.

Daniel Driscoll, Chair  
Patricia Nardone-Boucher  
Thomas Serafin  
David Doherty  
Eugene Gauss  
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 9th day of March, 2019 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 \$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 of \$25,505,590[3-1]*  
*Budget Committee Recommends Approval of \$25,505,590[8-2]*

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]*

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]*

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]*

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]*

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]*

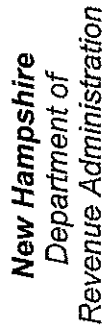
8. To see if the district will vote, pursuant to NH RSA 35:9-a-III, to authorize the Trustees of Trust Funds to pay for Capital reserve fund investment management services, and any other expenses incurred, from capital reserve funds income. No vote by the district to rescind such authority shall occur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

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

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

Given under our hands and seal this \_\_\_\_\_ day of February, 2019.

Daniel Driscoll, Chair  
Patricia Nardone-Boucher  
Thomas Serafin  
David Doherty  
Eugene Gauss  
PEMBROKE SCHOOL BOARD



**2019**  
**MS-27**

## Proposed Budget

**Pembroke Local School**

For School Districts which have adopted the provisions of RSA 32:14 through RSA 32:24  
Appropriations and Estimates of Revenue for the Fiscal Year from:  
July 1, 2019 to June 30, 2020

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

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

## SCHOOL 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.

[illegible]

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/>



New Hampshire  
Department of  
Revenue Administration

2019  
MS-27

Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2018	Appropriations as Approved by DRA for period ending 6/30/2019	School Board's Appropriations for period ending 6/30/2020 (Recommended)	School Board's Appropriations for period ending 6/30/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Not Recommended)
<b>Instruction</b>								
1100-1199	Regular Programs	02	\$7,164,174	\$6,988,224	\$7,239,167	\$0	\$7,239,167	\$0
1200-1299	Special Programs	02	\$3,262,416	\$3,405,834	\$3,376,459	\$0	\$3,376,459	\$0
1300-1399	Vocational Programs	02	\$603,635	\$560,035	\$630,875	\$0	\$630,875	\$0
1400-1499	Other Programs	02	\$434,297	\$455,658	\$469,156	\$0	\$469,156	\$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>\$11,464,522</b>	<b>\$11,409,751</b>	<b>\$11,715,657</b>	<b>\$0</b>	<b>\$11,715,657</b>	<b>\$0</b>
<b>Support Services</b>								
2000-2199	Student Support Services	02	\$1,165,373	\$1,229,468	\$1,114,336	\$0	\$1,114,336	\$0
2200-2299	Instructional Staff Services	02	\$354,781	\$429,448	\$381,411	\$0	\$381,411	\$0
<b>Support Services Subtotal</b>			<b>\$1,520,154</b>	<b>\$1,658,916</b>	<b>\$1,495,747</b>	<b>\$0</b>	<b>\$1,495,747</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	\$67,681	\$49,481	\$46,699	\$0	\$46,699	\$0
<b>General Administration Subtotal</b>			<b>\$57,681</b>	<b>\$49,481</b>	<b>\$46,699</b>	<b>\$0</b>	<b>\$46,699</b>	<b>\$0</b>



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Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2018	Appropriations as Approved by DRA for period ending 6/30/2019	School Board's Appropriations for period ending 6/30/2020 (Recommended)	School Board's Appropriations for period ending 6/30/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Not Recommended)
<b>Executive Administration</b>								
2320 (310)	SAU Management Services	02	\$684,766	\$678,432	\$682,761	\$0	\$682,761	\$0
2320-2399	All Other Administration		\$0	\$0	\$0	\$0	\$0	\$0
2400-2499	School Administration Service	02	\$1,416,895	\$1,402,244	\$1,420,539	\$0	\$1,420,539	\$0
2500-2599	Business		\$0	\$0	\$0	\$0	\$0	\$0
2600-2699	Plant Operations and Maintenance	02	\$1,536,783	\$1,441,715	\$1,506,098	\$0	\$1,506,098	\$0
2700-2799	Student Transportation	02	\$724,842	\$760,514	\$795,427	\$0	\$795,427	\$0
2800-2899	Support Service, Central and Other	02	\$6,753,898	\$6,493,775	\$6,379,514	\$0	\$6,379,514	\$0
<b>Executive Administration Subtotal</b>			<b>\$11,117,164</b>	<b>\$10,776,880</b>	<b>\$10,784,339</b>	<b>\$0</b>	<b>\$10,784,339</b>	<b>\$0</b>
<b>Non-Instructional Services</b>								
3100	Food Service Operations	02	\$637,471	\$662,964	\$695,571	\$0	\$695,571	\$0
3200	Enterprise Operations		\$0	\$0	\$0	\$0	\$0	\$0
<b>Non-Instructional Services Subtotal</b>			<b>\$637,471</b>	<b>\$662,964</b>	<b>\$695,571</b>	<b>\$0</b>	<b>\$695,571</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		\$220,000	\$42,548	\$0	\$0	\$0	\$0
4800	Other Facilities Acquisition and Construction	02	\$668,336	\$667,331	\$666,415	\$0	\$666,415	\$0
<b>Facilities Acquisition and Construction Subtotal</b>			<b>\$888,336</b>	<b>\$709,879</b>	<b>\$666,415</b>	<b>\$0</b>	<b>\$666,415</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	\$13,950	\$8,100	\$5,850	\$0	\$5,850	\$0
<b>Other Outlays Subtotal</b>			<b>\$58,950</b>	<b>\$53,100</b>	<b>\$50,850</b>	<b>\$0</b>	<b>\$50,850</b>	<b>\$0</b>



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Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2018	Appropriations as Approved by DRA for period ending 6/30/2019	School Board's Appropriations for period ending 6/30/2020 (Recommended)	School Board's Appropriations for period ending 6/30/2020 (Not Recommended)	Budget Committee's period ending 6/30/2020 (Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Not Recommended)
<b>Fund Transfers</b>								
5220-5221	To Food Service	02	\$6,977	\$4,200	\$5,123	\$0	\$5,123	\$0
5222-5229	To Other Special Revenue		\$0	\$0	\$0	\$0	\$0	\$0
5230-5239	To Capital Projects		\$0	\$0	\$0	\$0	\$0	\$0
5254	To Agency Funds		\$0	\$0	\$0	\$0	\$0	\$0
5300-5399	Intergovernmental Agency Allocation	02	\$36,375	\$40,384	\$45,189	\$0	\$45,189	\$0
9990	Supplemental Appropriation		\$0	\$0	\$0	\$0	\$0	\$0
9992	Deficit Appropriation		\$0	\$0	\$0	\$0	\$0	\$0
Fund Transfers Subtotal			\$43,352	\$44,584	\$50,312	\$0	\$50,312	\$0
<b>Total Operating Budget Appropriations</b>								
					\$25,505,590	\$0	\$25,505,590	\$0



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Special Warrant Articles

Account	Purpose	Article	School Board's Appropriations for period ending 6/30/2020 (Recommended) (Not Recommended)	School Board's Appropriations for period ending 6/30/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Recommended) (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	\$75,000	\$0	\$75,000	\$0
		Purpose: Authorize withdrawal from Capital				
5251	To Capital Reserve Fund	04	\$31,000	\$0	\$31,000	\$0
		Purpose: Request to add additional funds to the Capital Res				
5252	To Expendable Trusts/Fiduciary Funds	05	\$10,000	\$0	\$10,000	\$0
		Purpose: Request to add additional funds to the Technology				
5252	To Expendable Trusts/Fiduciary Funds	06	\$70,000	\$0	\$70,000	\$0
		Purpose: Request to add additional funds to the School Equi				
Total Proposed Special Articles			\$186,000	\$0	\$186,000	\$0



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Individual Warrant Articles

Account	Purpose	Article	School Board's		School Board's		Committee's		Committee's	
			Appropriations for period ending 6/30/2020	Appropriations for period ending 6/30/2020	Appropriations for period ending 6/30/2020	Appropriations for period ending 6/30/2020	Appropriations for period ending 6/30/2020	Appropriations for period ending 6/30/2020		
			(Recommended)	(Not Recommended)	(Recommended)	(Not Recommended)	(Recommended)	(Recommended)	(Not Recommended)	(Not Recommended)
Total Proposed Individual Articles			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0



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Revenues

Account	Source	Article	Revised Revenues for period ending 6/30/2019	School Board's Estimated Revenues for period ending 6/30/2020	Budget Committee's Estimated Revenues for period ending 6/30/2020
<b>Local Sources</b>					
1300-1349	Tuition	02	\$5,892,475	\$5,995,853	\$5,995,853
1400-1449	Transportation Fees	02	\$5,000	\$5,000	\$5,000
1500-1599	Earnings on Investments	02	\$1,080	\$4,591	\$4,591
1600-1699	Food Service Sales	02	\$366,077	\$369,443	\$369,443
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	\$113,800	\$115,857	\$115,857
<b>Local Sources Subtotal</b>			<b>\$6,383,432</b>	<b>\$6,495,744</b>	<b>\$6,495,744</b>
<b>State Sources</b>					
3210	School Building Aid	02	\$219,937	\$224,476	\$224,476
3215	Kindergarten Building Aid		\$0	\$0	\$0
3220	Kindergarten Aid	02	\$79,072	\$77,000	\$77,000
3230	Special Education Aid	02	\$19,512	\$84,788	\$84,788
3240-3249	Vocational Aid		\$0	\$0	\$0
3250	Adult Education		\$0	\$0	\$0
3260	Child Nutrition	02	\$8,741	\$8,797	\$8,797
3270	Driver Education		\$0	\$0	\$0
3290-3299	Other State Sources		\$117,795	\$0	\$0
<b>State Sources Subtotal</b>			<b>\$445,057</b>	<b>\$395,061</b>	<b>\$395,061</b>



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Revenues

Account	Source	Article	Revised Revenues for period ending 6/30/2019	School Board's Estimated Revenues for period ending 6/30/2020	Budget Committee's Estimated Revenues for period ending 6/30/2020
<b>Federal Sources</b>					
4100-4539	Federal Program Grants	02	\$333,062	\$333,062	\$333,062
4540	Vocational Education		\$0	\$0	\$0
4550	Adult Education		\$0	\$0	\$0
4560	Child Nutrition	02	\$284,995	\$276,257	\$276,257
4570	Disabilities Programs	02	\$353,239	\$353,239	\$353,239
4580	Medicaid Distribution	02	\$100,725	\$87,438	\$87,438
4590-4999	Other Federal Sources (non-4810)		\$0	\$0	\$0
4810	Federal Forest Reserve		\$0	\$0	\$0
<b>Federal Sources Subtotal</b>			<b>\$1,072,021</b>	<b>\$1,029,996</b>	<b>\$1,029,996</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	\$0	\$75,000	\$75,000
5252	Transfer from Expendable Trust Funds		\$42,548	\$0	\$0
5253	Transfer from Non-Expendable Trust Funds		\$0	\$0	\$0
5300-5699	Other Financing Sources	02	\$4,200	\$5,123	\$5,123
9997	Supplemental Appropriation (Contra)		\$0	\$0	\$0
9998	Amount Voted from Fund Balance	04, 05, 06	\$1,380,236	\$111,000	\$111,000
9999	Fund Balance to Reduce Taxes		\$0	\$0	\$0
<b>Other Financing Sources Subtotal</b>			<b>\$1,426,984</b>	<b>\$191,123</b>	<b>\$191,123</b>
<b>Total Estimated Revenues and Credits</b>			<b>\$9,327,494</b>	<b>\$8,111,924</b>	<b>\$8,111,924</b>



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Budget Summary

Item	School Board Period ending 6/30/2020 (Recommended)	Budget Committee Period ending 6/30/2020 (Recommended)
Operating Budget Appropriations	\$25,505,590	\$25,505,590
Special Warrant Articles	\$186,000	\$186,000
Individual Warrant Articles	\$0	\$0
Total Appropriations	\$25,691,590	\$25,691,590
Less Amount of Estimated Revenues & Credits	\$8,111,924	\$8,111,924
Less Amount of State Education Tax/Grant	\$6,274,483	\$6,274,483
Estimated Amount of Taxes to be Raised	\$11,305,183	\$11,305,183



Supplemental Schedule

<b>1. Total Recommended by Budget Committee</b>	<b>\$25,691,590</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 ( <i>Sum of Lines 2 through 5 above</i> )	\$0
<b>7. Amount Recommended, Less Exclusions (<i>Line 1 less Line 6</i>)</b>	<b>\$25,691,590</b>
8. 10% of Amount Recommended, Less Exclusions ( <i>Line 7 x 10%</i> )	\$2,569,159
<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>	
<b>(<i>Line 1 + Line 8 + Line 11 + Line 12</i>)</b>	
	<b>\$28,260,749</b>

## TOWN HALL AND OFFICES WILL BE CLOSED



New Year's Day - January 1, 2019  
 Martin Luther King/Civil Rights Day - January 21, 2019  
 Presidents' Day - February 18, 2019  
 Memorial Day - May 27, 2019  
 Independence Day - July 4, 2019  
 Labor Day - September 2, 2019  
 Columbus Day - October 14, 2019  
 Veteran's Day - November 11, 2019  
 Thanksgiving - November 28 & 29, 2019  
 Christmas - December 25, 2019

### 2019 Pembroke Curbside Pickup Holiday Schedule

Regular Pickup Date	Holiday	Holiday Pickup Date
MON 01/21/19	MLK Jr./Civil Rights Day	TUES 01/22/19
MON 02/18/19	President's Day	TUES 02/19/19
MON 05/27/19	Memorial Day	TUES 05/28/19
THUR 07/04/19	Independence Day	FRI 7/5/19 (Double - THUR & FRI)
MON 09/02/19	Labor Day	TUES 09/03/19
MON 10/14/19	Columbus Day	TUES 10/15/19
MON 11/11/19	Veteran's Day	TUES 11/12/19
THUR 11/28/19	Thanksgiving Day	MON 12/02/19 (Double - THUR & MON)
FRI 11/29/19	Day After Thanksgiving	TUES 12/03/19
WED 12/25/19	Christmas Day	THUR 12/26/19 (Double - WED & THUR)
WED 1/01/20	New Year's Day	THUR 1/02/20 (Double - WED & THUR)
MON 01/20/20	MLK Jr./Civil Rights Day	TUES 01/21/20
MON 02/17/20	President's Day	TUES 02/18/20



### 2019 Pembroke Spring Cleanup Schedule

Your Trash Pickup Day	Your Spring Cleanup Week
Monday	April 8 through April 12
Wednesday	April 8 through April 12
Thursday	April 15 through April 19
Friday	April 15 through April 19

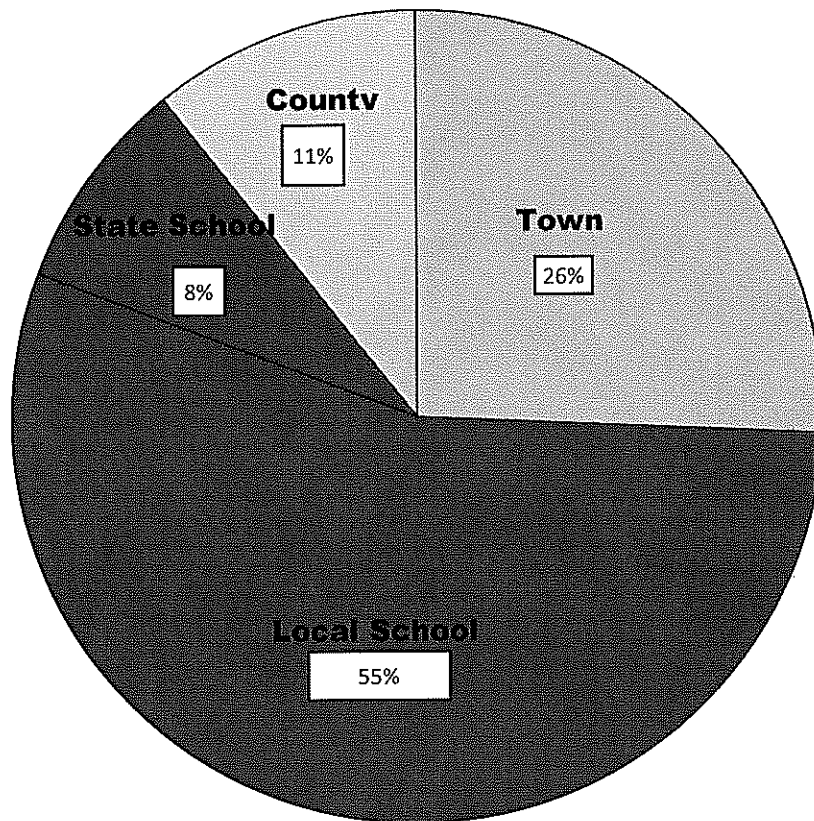
\*Please have yard waste out at the beginning of your week  
 \*Feel free to cut this schedule out and keep for your reference

**HAZARDOUS WASTE COLLECTION DAY**  
 (To Be Determined)

### 2019 Pembroke Transfer Station Closings

Old Home Day (August 24, 2019)  
 Transfer Station's Normal Hours are:  
 Tuesdays & Saturdays 7:30 am - 3:30 pm

**TOWN OF PEMBROKE  
2018 TAX RATE  
\$26.24**



<b>Town Rate \$6.75</b>	<b>Local School Rate \$14.46</b>
<b>State School Rate \$2.23</b>	<b>County Rate \$2.80</b>



Town boards and committees are always in need of residents who want to be involved with their community as members.

If you are interested in becoming a member contact the Town Hall at 603-485-4747 Ext. 201 or come to a meeting and let them know of your interest.