

MEET ME IN SUNCOOK!
Minutes of Meeting
May 3, 2016

Present: Marie Ayles, Noreen Bean, Jo-Ann Bélanger, Joyce Belanger, Melaine Boisvert (co-chair), Mariette Brissette, Joan Bussiere, Jackie Clark, Norma Daviault, Ron Daviault, James Garvin, Jeanne Letendre, Roger Menard, Larry Perron.

1. Co-chair Melaine Boisvert called the meeting to order at 6:03 p.m.
2. On a motion by Ron Daviault, seconded by Joyce Belanger, the minutes of the meeting of April 5, 2016 were approved unanimously.
3. Noreen Bean gave the Treasurer's Report, as follows:

Checkbook balance on April 5, 2016:	\$6,984.50
Income:	
Member dues:	45.00
Expenses:	
Bank fees for March 2016:	\$2.00
Liability policy, Foy Insurance Company	\$500.00
Checkbook Balance on April 5, 2015:	\$6,527.50

Noreen also noted that the insurance policy fee remains the same as it was in 2015. She received a letter asking that we state whether or not we want insurance coverage for terrorism, and will reply that we do not.

Noreen reminded all present that dues of \$15.00 are now payable.

On a motion by Jim Garvin, seconded by Roger Menard, the secretary's minutes were unanimously approved.

4. There was no update on the vault contents.
5. Mariette asked whether *Meet Me in Suncook* is in good standing with the Secretary of State as a New Hampshire non-profit organization. Noreen replied that she submitted the required form to renew our status in December 2015. She was informed that the form must list officers and directors, and an employee of the state office stated that we need to elect directors. Noreen submitted the name of Melaine Boisvert as "director," and then received a letter stating that *Meet Me in Suncook* had not submitted the required form. Noreen went to the Secretary of State's office in January and obtained a receipt stating that the form had been filed with that office.

To ratify Noreen's action in naming Melaine as "director," Joyce Belanger nominated Melaine as director and the meeting unanimously approved the motion. Jim Garvin observed that most non-profit organizations elect "boards of directors" or "boards of trustees," and select their officers from the members of these boards. *Meet Me in Suncook* does not, and this has apparently led to the confusion in the office of the Secretary of State.

6. The committee agreed that the existing by-laws of *Meet Me in Suncook* should be appended to these minutes for review by the members. The by-laws are attached.

Old Business:

7. Jim Garvin reported that he still had not identified any supplier of Amoskeag street light fixtures for Glass Street in Pembroke and Main Street in Allenstown. Possibly the same or similar fixtures are being market under a different model name.
8. The committee discussed the LED lights for the clocktower. Melaine reported that the fixtures should be installed by May 6, 2016. *Meet Me in Suncook* will receive the bill, which was estimated in December 2015 at \$3,420 (8 fixtures—2 on each side, lift rental, labor, and delivery of the lift). The committee discussed whether or not we should request the annual stipend of \$1,000 from the Town of Pembroke, or simply reduce our reimbursement to the town for the clocktower light fixtures by \$1,000. After discussion, it was agreed that should keep these transactions separate, requesting the \$1,000 stipend, and paying the full cost of the installation of the new LED light fixtures. Noreen will request the stipend.
9. The committee discussed the history and vulnerability of the Clocktower Building inasmuch as the property is now on the market. A summary of the history and significance of the clocktower is attached to these minutes. The committee expressed concern that the details of the town's 99-year lease may not be understood by a potential purchaser of the Clocktower Building. The committee asked Jim Garvin to request a copy of the lease from town administrator David Jodoin.
10. Jo-Ann Bélanger reported on the Castle in the Clouds project. The Castle in the Clouds program begins on Saturday, May 7, with the opening of the exhibit, titled "French Speaking Culture in the Granite State." The exhibit will be on view through July 16 and will honor Thomas Plant, the original owner of the estate, by exploring the history and impact of Franco-Americans in New Hampshire from the nineteenth century to today. Admission to the exhibit is free. *Meet Me in Suncook* is represented by a panel in the exhibit.

On May 18, Castle in the Clouds will host an academic symposium, "French Speaking Culture in the Granite State," from 9:30 a.m. to 2:30 p.m. Registrations for this symposium are at capacity and the event is now closed to new reservations. Speakers will include Dr. Katharine Harrington, associate professor of French at Plymouth State University; Dr. Mark Richard, professor of history and Canadian Studies at the State University of New York (SUNY) at Plattsburgh; and Robert Perrault, faculty member at Saint Anselm College and author of "Franco-American Life and Culture in Manchester, New Hampshire: Vive la Différence."

Castle in the Clouds will host a free gallery reception on Friday, June 3 at 5:30 p.m. The scholars who helped to create the exhibition will be on hand to answer questions.

New business:

11. Jo-Ann also discussed ways by which *Meet Me in Suncook* might increase our visibility and membership. She suggested that we use Facebook, Twitter, and/or Instagram as methods of publicizing our activities. She offered to establish a Facebook account. Facebook accounts may have more than one administrator. Jo-Ann suggested that Ron and Norma Daviault join her as co-administrators, sharing the password. Marie Ayles also asked to co-administer the account. Jo-Ann will also try to open an e-mail account: meetmeinsuncook@gmail.com.
12. Jim Garvin reported on the archaeological investigation of the site of the former Hoit Schoolhouse at the intersection of Podunk and Bear Hill Roads in Bear Brook State Park on April 23. According to Armand and Claudette Verville, three test pits revealed glass and slate fragments and other objects that seem to indicate the location of the building.
13. The committee discussed a request for a donation to sponsor a child through the Boys' and Girls' Club of Concord, which will offer programs at the Suncook Senior Center in Allenstown, due to open on June 1 and have a formal grand opening on June 14. The committee declined to be a sponsor.
14. Larry Perron and others reported that "History Day" on April 15th was successful, with good attendance by both local students and adults. Claudette Verville sent letters of thanks to those who participated.
15. Larry Perron reported that the 2016 theme for Old Home Day will be "Game Time." The committee agreed that we want to partner with the Allenstown Historical Society in developing a float for the parade. Larry will report our wish to participate on May 4, 2016, at the next meeting of the Allenstown Historical Society.
16. Ron Daviault and Jim Garvin drew the committee's attention to the fact that the Town of Allenstown will hold a charrette (a visioning and planning workshop) on the future of its Main Street and China Mill on September 30 and October 1. This should be an opportunity to describe and discuss some of our ideas for Main Street improvement, including the suggested installation of Amoskeag street light fixtures along the Main Street hill in Allenstown. Jim mentioned that *Meet Me in Suncook* had devoted a great deal of planning effort to the future of China Mill in 2004, especially through the efforts of Joyce McKay and the late Carol Martel, so we have a stake in the future of that building. Jim will try to locate any notes he may have on Joyce's and Carol's planning efforts and findings in 2004 and later.
17. The committee then turned to a discussion of *Meet Me in Suncook's* continuation of oral history interviews on Suncook Village. Jo-Ann Belanger reviewed the list of potential interview questions that she had sent to committee members. Jo-Ann suggested that the interviews might be conducted as a roundtable discussion if that format is more comfortable for participants, and could be in French or English or both. As Melaine had suggested in April, we will plan to meet at 6:00 rather than 7:00 p.m. on each regular meeting date until the interviews are completed. Jo-Ann noted that she has not yet been able to lock her YouTube account, so cannot yet download her recordings securely and empty the I-Pad memory cards to make room for more recordings.

Ron Daviault noted that many Suncook natives have made important contributions and personal achievements. He suggested that we might compile a Suncook "Hall of Fame" that would recognize former or present Suncook residents who have made important contributions to society. It was suggested that we might try to ask the *Concord Monitor* if they would run an article on our search for prominent Suncook natives as an aid in our search.

18. The next meeting of *Meet Me in Suncook* will be at 6:00 p.m. on Tuesday, June 7, 2016 at the old Pembroke Fire and Police Station in order to provide extra time to begin interviews.
19. On a motion of Marie Ayles, seconded by Roger Menard, the meeting adjourned at 7:50 p.m.

Respectfully submitted,
James L. Garvin. Secretary

BY-LAWS

ARTICLE I

Section 1: Name

The name of this Organization shall be “Meet Me in Suncook”.

Section 2 – Purpose

The purpose of the Organization shall be to promote growth and prosperity, and encourage the preservation of the historic and cultural identity of the Suncook Village area.

Section 3 – Offices

The principal office of the Organization shall be located at Pembroke Town Hall, 311 Pembroke Street, Suncook, New Hampshire. The Organization’s mailing address is P.O. Box 1, Suncook, NH, 03275. The Officers may establish other offices from time to time, within the Suncook Village as the affairs of the Organization may require.

ARTICLE II

Section 1 – Membership

Membership of the Organization shall be open to any individual who subscribes to the purpose (as set forth in Article 1, Section 2) and basic policies of the Organization, and whose admission will contribute to the Organization’s ability to carry out its purpose. Membership shall be conditional upon the payment of dues, as established by the membership.

There shall be two types of membership.

1. Active membership. These members will have all voting rights. These members will be asked to attend all called meetings if possible. If they are not able to attend a meeting, it is asked they inform an Officer that they will be absent.
2. Friends of Meet Me in Suncook will be considered a non-active membership. These members will have no voting rights. These members are people that are interested in what the Organization is chartered to accomplish, and willing to help a specific cause or project, or by making a financial donation to said cause or project. They may become an active member at any time by paying the active member dues and attending meetings.

Section 2 – Application for Membership

Applications for membership shall be signed and submitted to the Secretary of the Organization on a written form.

Section 3 – Rights of Members

Each Active member of the Organization shall be entitled to one vote on each matter submitted to a vote at the meeting of the members, except to the extent that the voting rights are limited or denied by the Articles of Incorporation. No member shall be entitled to any dividend or any part of the income of the Organization or to share in the distribution of the corporate assets upon the dissolution of the Organization.

Section 4 – Resignation of Members

Any member may resign from the Organization by delivering a written resignation to the Chairperson or Secretary of the Organization. Nonpayment of dues shall be considered a resignation.

Section 5 – Meetings

An annual meeting of the members shall be held each year during the month of January or as soon thereafter as practical, at a time and location selected by the Officers for the purpose of electing Officers and transacting any other business as may properly come before the meeting.

Special meetings of the members, for any purpose or purposes may be called at any time by the Chairperson or the Officers.

Written notice of the time, place, and purpose or purposes of each meeting of the members of the Organization shall be served, either personally, by telephone, e-mail, or by regular mail, not less than seven (7) days before the meeting.

Section 6 – Decision-Making

Whenever possible, decisions shall be made by consensus. If consensus cannot be reached by the voting members present, a two-thirds (2/3) majority will rule.

Section 7 – Dues

Each Active member of the Organization shall pay annual dues of Fifteen Dollars (\$15.00) to the Organization, payable on the first meeting date of the year or within 30 days thereafter.

Friends of Meet Me in Suncook, a non-active member of the Organization, shall pay annual dues of Ten Dollars (\$10.00) to the Organization, payable within 30 days after acceptance into the Organization and on each yearly anniversary thereafter.

The Officers may provide for increased dues or special assessments, subject to ratification by a majority vote of the membership at a meeting of the Organization.

Section 8 - Dissolution

Upon dissolution of the Organization all assets shall be distributed to the Pembroke Trustees of Trust Funds, Town Clock Trust.

ARTICLE III: OFFICERS

Section 1 – Titles and Qualifications

The officers of the Organization shall consist of a Chairperson, a Vice-Chairperson, a Secretary, and a Treasurer.

Section 2 – Appointment and Term of Office

The Officers of the Organization shall be voted on by the members at its annual meeting. The Office of Chair and Vice-Chair shall be voted on for a term not to exceed two (2) years. Office of Secretary and Treasurer shall have one (1) year terms. Unless an Officer resigns, dies, or is removed prior thereto, he or she shall hold office until his or her successor has been chosen and qualified.

Section 3 – Resignation

Any officer may resign at any time by delivering a written resignation to the Chairperson, or the Secretary. The acceptance of any such resignation, unless required by the terms thereof, shall not be necessary to make the same effective.

Section 4 – Chairperson and Vice-Chairperson of the Board

The Chairperson of the Board shall preside at all meetings of the members of the Corporation, and shall have such other powers and duties not inconsistent with these By-Laws as may be assigned from time to time by the members. The Vice-Chairperson shall possess the powers and discharge the duties of the Chairperson of the Board in the latter are absence or disability.

The Chairperson shall also be the Chief Executive Officer of the Organization, shall exercise general and active management of the business of the Organization, and shall report to the members on all significant matters of the Organization's business.

Section 5 – The Secretary

The Secretary shall have the general powers and duties usually vested in the office of Secretary of an organization and shall have such other powers and duties not inconsistent with these By-Laws as may be assigned to him or her from time to time by the Officers including the powers and duties to:

- a) Be custodian of all records and documents, which are to be kept at the principal office of the Organization.
- b) Affix the Organizational seal, if any, to any instrument requiring it and to attest the same by his or her signature when authorized by the Officers.
- c) Keep the minutes of the Membership meetings and cause other committee meetings of the Organization to be recorded and held in one central location.

d) Provide that proper notices are given in accordance with the provisions of these By-Laws.

Section 6 – The Treasurer

The Treasurer shall be responsible for all funds and securities of the Organization and shall have the general powers and duties usually vested in the office of Treasurer of an organization and shall have such other powers and duties not inconsistent with these By-Laws as may be assigned to him or her from time to time by the Officers including the powers and duties to:

- a) Care for, receive, and give receipt for monies due and payable to the Organization.
- b) Deposit all monies received in the name of the Organization in such banks, trust companies, or the Officers may designate other depositories as from time to time.
- c) Have charge of the disbursement of monies of the Organization in accordance with the directions of the Officers.
- d) Enter or cause to be entered regularly in the books to be kept by the Treasurer or under his or her direction for that purpose a complete and correct account of all monies received and disbursed by the Organization.
- e) Render a statement of the financial accounts of the Organization to the Officers at such time as may be requested.
- f) Exhibit the books of account of the Organization and all securities, vouchers, papers, and documents of the Organization in his or her custody to any member or designee of the Officers upon request.
- g) Submit a full financial report to the members of the Organization at the annual membership meeting.

Section 7 – Records

All records shall be maintained by the responsible Officers. All other documentation pertaining to the Organization shall be the responsibility of the Chairperson. All such books, records, minutes, lists, documents, and contracts shall be made available for inspection at any reasonable time for any lawful purpose by any member of the Organization. Upon leaving office, each Officer or agent of the Organization shall turn over to his or her successor or the Chairperson, in good order, such Organization monies, books, records, minutes, lists, documents, contracts, or other property of the Organization as have been in the custody of such Officer or agent during his or her term of office.

ARTICLE IV- DEPOSITS, CHECKS, LOAN CONTRACTS

Section 1 – Deposit of Funds

All funds of the Organization not otherwise employed shall be deposited in such banks, trust companies, or other reliable depositories as the membership from time to time may determine.

Section 2 – Checks, Etc.

All checks, drafts, endorsements, notes and evidences of indebtedness of the Organization shall be signed by such Officers or agents of the Organization and in such manner as the members from time to

time may determine. Endorsements for deposits to the credit of the Organization shall be made in such manner as the members from time to time may determine.

Section 3 – Loans

No loans or advances shall be contracted on behalf of the Organization, and no note or other evidence of indebtedness shall be issued in its name, unless and except as authorized by the members. Any such authorization shall relate to specific transactions, and may include authorization to pledge, as security for loans or advances so authorized any and all securities and other personal property at any time held by the Organization.

Section 4 – Contracts

Without the express and specific authorization of the members, no Officer or other agent of the Organization may enter into any contract or execute and deliver any instrument in the name of and on behalf of the Organization.

ARTICLE V: CONTRACTS WITH OFFICERS

Section 1

No Officer or member of the Organization shall enter into, directly or indirectly, any contract relating to the operations conducted by it, nor in any contract for furnishing services or supplies to it, unless:

- (a) such contract shall be authorized at a meeting at which the members shall have voted a two-thirds majority to authorize such a contract,
- (b) the facts and nature of such a contract shall have been fully disclosed or shown to the members present at the meeting at which such contract is so authorized.

Section 2 – Loans to Officers

No loans shall be made by the Organization to its Officers or members. The Officers of the Organization who vote for or assent to the making of a loan to a member or Officer of the Organization, and any Officer, Officers, or members participating in the making of such a loan, shall be jointly and severally liable to the Organization for the amount of such loan until the repayment thereof.

ARTICLE VI – INDEMNIFICATION OF OFFICERS

Section 1 – Indemnification

Any person (and the heirs, executors, and administrators of such person) made or threatened to be made a part to any action, suit or proceeding by reason of the fact that he or she is or was an Officer of the Organization shall be indemnified by the Organization against any and all liability and the reasonable expenses, including attorneys' fees and disbursements, incurred by him or her (or by his or her heirs, executors, or administrators) in connection with the defense of settlement of such action, suit or proceeding, or in connection with any appearance therein except in relation to matters as to which it

shall be adjudged in such action, suit, or proceedings that such Officer is liable for negligence or misconduct in the performance of his or her duties. Such right of indemnification shall not be deemed exclusive of any other rights to which such Officer (or such heirs, executors, or administrators) may be entitled apart from this Article.

Section 2 – Insurance and Other Indemnification

The Officers shall have the power to:

- a) Purchase and maintain, at the Organization’s expense, insurance on behalf of the Organization and on behalf of theirs to the extent that power to do so has been or may be granted by statute, and
- b) Give other indemnification to the extent permitted by law.

Section 3 – Bonding

The Treasurer and any employee or Officer of the Organization shall be bonded at the direction of the Officers.

ARTICLE VII – AMENDMENT OF BYLAWS

Section 1 – Amendment of Bylaws

Except as otherwise provided herein, and subject to the power of the members to amend or repeal the By-Laws, these By-Laws may be altered, amended or repealed and new By-Laws may be adopted by the Officers present at any regular or special meeting, provided that written notice of such meeting, setting forth in detail the proposed By-Law revisions with explanations therefor, be given not less than seven (7) days prior to such meeting. A vote of two-thirds (2/3) majority is needed to amend these By-Laws.

ARTICLE VIII – MISCELLANEOUS

Section 1 – Fiscal Year

The Fiscal Year of the Organization shall begin on January 1 of each year and shall end on December 31.

Section 2 – Construction

Whenever the context so requires, the masculine shall include the feminine and neuter, and the singular shall include the plural, and conversely. If any portion of these By-Laws shall be invalid or inoperative, then so far as is reasonable and possible:

- a) The remainder of these Bylaws shall be considered valid and operative; and
- b) Effect shall be given to the intent manifested by the portion held invalid or inoperative.

Section 3 – Relation to Articles of Incorporation

These By-Laws are subject to, and governed by, the Articles of Incorporation.

Section 4 – Contributions

The Organization may accept any gift, grant, legacy, bequest, devise or contribution for achieving the purpose of the Organization.

Section 5 – Audit

The Books of the Organization shall be reviewed every two years, or at the time that a new treasurer is elected, by a Certified Public Accountant approved by the Officers. A summary of this report shall be presented for approval of the membership at the annual meeting of the Organization.



P.O. BOX 1, Suncook, NH 03275



THE SUNCOOK VILLAGE CLOCKTOWER, PEMBROKE, NEW HAMPSHIRE

The Suncook Village clocktower was built in 1879 to display a public clock and its 500-pound bell in a new and otherwise privately owned structure in this small manufacturing center, which lies partly in Pembroke and partly in Allenstown, New Hampshire. At that period, the Suncook River powered three large textile mills and several other significant industries in the village. Visible from both sides of the river, the clock and bell marked the hours of work and rest for the employees of these industries.

The construction of ornate public clocktowers, and the purchase of tower clocks and bells, were symbols of civic stature and success in the years after the Civil War, replacing the older New England practice of mounting public clocks in church steeples. Designed by local architect and builder Samuel S. Ordway, this tower is constructed of locally manufactured pressed bricks and granite from the nearby Bailey quarry. The building is the focal point of the Suncook National Register Historic District and overlooks one of the brick mills that characterized this “thriving, driving little village [that] elicits exclamations of surprise from every stranger who enters here.” [*Suncook Journal*, 1876]

After several years of planning and fundraising, the Pembroke town meeting approved the town’s acquisition, by 99-year renewable lease, of the neglected tower and its long-silent clock in 1998. The town completed rehabilitation of the tower and clock in 2001, and the structure was acclaimed as a symbol of the crucial role of historic preservation in the civic identity and economic vitality of the village. The local *Meet Me in Suncook* organization continues to assist the town of Pembroke in stewardship of the landmark.

MEET ME IN SUNCOOK! **MAILING LIST**

Mail minutes to those printed in red.

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