



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

VOICE (603) 772-7391 • FAX (603) 775-0517

SELECT BOARD AGENDA

June 5, 2023

7:00 P.M.

Hutton Room, Stratham Municipal Center
10 Bunker Hill Avenue, Stratham, NH 03885

This meeting of the Select Board will be held in the Hutton Room of the Stratham Municipal Center

The public may access this meeting at the date and time above using this conference call information. Please dial the conference number **(877) 205-7349** and input **2254** when prompted for a user pin/code. If at any time during the meeting you have difficulty hearing the proceedings, please e-mail dmoore@strathamnh.gov.

To access materials related to this meeting, please see this link:

<https://www.strathamnh.gov/select-board>

- I. Call to order
- II. Roll Call
- III. Consideration of Minutes – May 1, 2023; May 15, 2023 and May 30, 2023
- IV. Finance and Budget Reports
- V. Department Reports & Presentations
 - B. Legislative Delegation Discussion (invitations sent)
- VI. Correspondence
 - A. 5/24/23 Letter from Ms. Murray re: Memorial Bench at SHP
 - B. CAR (Community Action Report) from my visit on May 11, 2023, for 2022 Cyclical Monitoring
- VII. Public Comment
- VIII. Public Hearings, Ordinances and/or Resolutions
- IX. Discussion of Monthly Reports – (second meeting of the Month)

The Select Board reserves the right to take up business in any order deemed appropriate by the Chair. A motion to enter Non-Public Session in accordance with RSA 91-A:3 may occur at any time during the meeting. Submission of items to be placed on the Agenda must be to the Town Administrator by 4 pm the Wednesday before the scheduled meeting.



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- X. New Business and Action Items
 - A. Town-wide Statistical Revaluation 2024 RFP
 - B. Report Back Exeter Squamscott River Local Advisory Committee: Dredging
 - C. Request for release of donated funds from Chief King for authorization to use donated funds
 - D. Partial Grant Match Request from Stratham Historical Society

- XI. Town Administrator Report

- XII. Informational Items
 - A. ERCSD Assessment Schedule

- XIII. Department Linkage Report Outs

- XIV. Reservations, Event Requests & Permits

- XV. Review of Recent or Upcoming Board & Commissions Agendas

- XVI. Boards and Commissions Nominations & Appointments
 - A. Appointments *for consideration*:

 - B. Appointments *to be voted on*:
 - 1. Nathan Allison for re-appointment to the Alternate position on the Planning Board for a 3 year term to expire at town meeting 2026
 - 2. Chris West to the Conservation Commission to fill the vacant position for a three year term ending at Town Meeting in 2026

- XVII. Miscellaneous & Old Business

- XVIII. Adjournment



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MEMORANDUM

TO: Michael Houghton, Select Board Chair
Allison Knab, Select Board Vice Chair
Joe Anderson, Select Board

FROM: David Moore, Town Administrator

DATE: June 2, 2023

RE: Select Board Agenda and Materials for the June 5th Regular Meeting

Please allow this memorandum to serve as a guide to the Select Board Meeting agenda for Monday, June 5, 2023.

III. Consideration of Minutes –May 1, 2023; May 15, 2023; and May 30, 2023

IV. Finance and Budget Reports

You may recall, Christiane McAllister was not able to be present at your previous meetings. As a result, I have included a new the April Finance/Budget reports for your review.

V. Department Reports & Presentations

Legislative Delegation discussion

VI. Correspondence

A. 5/24/23 Letter from Ms. Murray re: Memorial Bench at SHP

B. CAR (Community Action Report) from May 11, 2023, for 2022 Cyclical Monitoring

VII. Public Comment

VIII. Public Hearings, Ordinances and/or Resolutions

IX. Discussion of Monthly Reports – (second meeting of the Month)

X. New Business and Action Items

A. Town-wide Statistical Revaluation 2024 RFP

At your meeting on the 5th, I am hoping to answer questions you may have concerning the draft RFP for the Town-wide statistical evaluation for 2024 in order to release the instrument shortly after. The draft if is in your packet. This product was developed with input from our contract assessor, Jim Joseph and Karen Richard.

Doing so on that schedule allows us to start the clock (I am starting to see other RFPs for next year, and I don't want to miss out). I have purposefully designed the question and answer period to conclude after the June 19th meeting, so that if there is additional Board feedback, it can be incorporated in an addendum that would go out with the answers to the submitted questions.

B. Report Back Exeter Squamscott River Local Advisory Committee: dredging

As you know, the Board has been reached out to by the Chair of the Newfields Select Board regarding the Town of Stratham's interest in advocating for dredging of the Exeter-Squamscott River. At your last meeting, you asked for input from ERLAC. We received the following report back from the ERLAC Committee re: dredging:

The Exeter-Squamscott River Local Advisory Committee (ESRLAC) met Tuesday night and discussed Mr. Sununu's letter regarding dredging the Squamscott River. ESRLAC members were united in their belief that the higher water levels being observed are the result of sea level rise, often accompanied by astronomical high tides, not from the shoaling and silting cited in the letter. ESRLAC is concerned dredging the river could result in disturbed sediment harming oysters and eelgrass, as well as disrupting fish migration. ESRLAC has greater concern with boat speeds along the river, often at speeds above the posted no wake requirement, and the resulting shoreland erosion caused by wakes. Please let me know if you need additional feedback from ESRLAC.

I look forward to working with the Board on what next step you would like to take with regard to the original communication.

C. Request for release of donated funds from Chief King for authorization to use donated funds.

Please see the attached memorandum from the Police Chief regarding approval for a disbursement of donated funds.

D. Partial Grant Match Request from Stratham Historical Society

As you will recall, the Stratham Historical Society has been awarded a preservation grant from the NH Preservation Alliance and the 1772 Foundation. At this time, SHS is requesting \$6,250 from the Town toward the initial preservation project at the Town-owned Stratham Historical Society building at 4 Winnicutt Road.

The grant is for preservation work on this National Register listed historic building is for \$7,500. While the grant requires a one for one match, the effective match will need to be larger in order for the SHS to contract for the recommended first phase of improvements which is estimated to cost approximately \$20,000 (with some contingency) and includes window restoration and masonry repointing and repairs (a gap of \$12,500). As a result, SHS is looking for a contribution for the matching funds and gap funding needed to get this first work under contract and completed this year. Specifically, the Society is requesting the Town contribute 50% (up to \$6,250) of the needed match and gap with the SHS providing the remaining 50% (up to \$6,250). The Board may recall, the Town assisted in obtaining a prioritized preservation improvement plan created by Drew Bedard a preservation professional. That plan's three-year estimate ranges between \$41,812 and \$49,672 worth of needed improvements and this first phase is identified in that plan.

I have discussed previously with the Select Board the lease SHS has with the Town and Library Trustees as signatories confers certain obligations on the Town. The 1990 lease identifies the Town as responsible for exterior capital improvements. I am not aware of any capital projects of any substantial size being completed by the Town in recent years and the volunteers at SHS share that understanding. While SHS is not obligated to contribute funding for this work they have not only secured the grant but have committed to the 50% match as a good faith expression of appreciation of the long standing cooperative arrangement. In addition to the considerable in-kind grant match already provided by SHS through the coordination of the historic preservation plan and the grant application itself, the SHS is prepared to project manage the work, which is also of great value to the town.

Given the foregoing, I recommend the Board vote to authorize the expenditure of up to \$6,250 for the exterior capital improvements at the Stratham Historical Society building from the Buildings and Ground Maintenance Trust.

Recommended Action: to authorize the expenditure of up to \$6,250 for the exterior capital improvements at the Stratham Historical Society building (4 Winnicutt Ave.) from the Buildings and Ground Maintenance Trust.

XI. Town Administrator Report

I will present developments associated with open items and other business of the Town. If any Board member has a specific request of an item I cover at the meeting, I welcome hearing from you at any time.

- A. Summary of Paving Projects for 2023
- B. 2023 Paving is as follows:
 - a. Long Hill Road, Top coat = \$53,107.50
 - b. Berry Hill Road, Top Coat = \$20,757.50
 - c. Gifford Farm Road (Long Hill too Eversource Easement), Top Coat = \$83,262.50
 - d. Easton Hill Lane, Reclamation, grading and paving of binder and top coat with Long Hill Road = \$94,000
 - e. Oak Lane, Top Coat = \$31,337.50
 - f. Chestnut Way, Reclamation & binder = \$71,425.00
 - g. Russell Drive, Reclamation & binder = \$45,000.00
 - h. Tidewater Farm Road, Reclamation & binder = \$110,000.00
- C. Recap of Energy Aggregation Committee Public Hearing on Community Power
- D. Update on results of Firetower RFP
- E. Signage for Room A
- F. Update on open positions
- G. Library Invitation – Volunteer Event

XII. Informational Items

- A. ERCSD Assessment Schedule

XIII. Department Linkage Report Outs (second meeting of the month)

XIV. Reservations, Event Requests & Permits

XV. Review of Recent or Upcoming Board & Commissions Agendas

XVI. Boards and Commissions Nominations & Appointments

- A. Appointments *for consideration*:

- B. Appointments *to be voted on*:

1. Nathan Allison for re-appointment to the Alternate position on the Planning Board for a 3 year term to expire at town meeting 2026
2. Chris West to the Conservation Commission to fill the vacant position for a three year term ending at Town Meeting in 2026

XVII. Miscellaneous & Old Business

XVIII. Adjournment

MINUTES OF THE MAY 1, 2023 SELECT BOARD MEETING

MEMBERS PRESENT: Board Members Chair Mike Houghton, Vice Chair Allison Knab, Joe Anderson

ALSO PRESENT: Town Administrator David Moore, Finance Administrator Christiane McAllister, Parks & Recreation Director Seth Hickey, Police Chief Anthony King

At 7:00 p.m. Mr. Houghton opened the meeting and requested motions on the April 17th minutes. Mr. Anderson motioned to approve the April 17, 2023 minutes. Ms. Knab seconded the motion. All voted in favor.

Mr. Houghton recognized Chief King for his department report. Chief King reported that for the first two weeks of the new Jack Rabbit Lane parking ordinance they will post signs and educate the public. After that, they will begin enforcement. Onboarding the Animal Control Officer is moving forward. Although equipping the ACO vehicle has been delayed due to some items being on backorder, they will proceed.

Chief King reported that he's been doing a lot of work with the NH Accreditation program in his role as Chair of that statewide commission. The new state program will begin on July 1st. It is his plan that Stratham will obtain state accreditation in addition to our national accreditation. Chief King's application for a grant of \$53,000 for critical incident/active threat response equipment and training was approved; however, there are more steps to go through before it is awarded.

Chief King is recommending posting for a full-time police officer in order to respond to the upcoming retirement of Sgt. Call.

Chief King referenced the proposal regarding the detail rate. He suggests gradually increasing the rate to the average of surrounding towns over a three year period. This is an attempt to retain and incentivize officers, which remains difficult across the nation. The proposed detail pay includes holidays, emergency after hours and hazardous duty. Mr. Moore discussed the implications of implementing this change. This is specifically for Stratham officers. After discussion, the group decided to combine the proposed three detail rates to two rates and clarify the start time of each detail and Chief King will circulate a summary of the detail rate policy and new rates reflective of the conversation. It will start with the May 15th pay period.

At 7:22 pm Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II(c) on a matter which, if discussed in public, would likely affect adversely the reputation of another. Mr. Anderson seconded the motion. Roll call: Houghton-yes; Anderson-yes; Knab-yes. All voted in favor.

At 8:22 p.m. the Select Board re-entered public session. Mr. Houghton moved to seal the minutes; Ms. Knab seconded the motion and all voted in favor.

Mr. Hickey was then recognized to provide some departmental updates and speak to his proposal for supplementing the Parks & Recreation staff resources by returning to the concept of a program assistant focused on senior programming and administrative support. Mr. Hickey provided background on the consideration of the proposal which dates back to 2020 when a similar version of this position was included in the originally proposed 2020 Town Meeting budget, but which was removed following amendment in preparation for the minimizing budgetary increases in the face of the pandemic unknowns. He indicated that the workload of the program coordinator to maintain the youth programming including having a physical presence on weekends has been a significant service enhancement with no offset for other administrative demands and needed attention to the senior program. He had worked closely with the Rec. Commission and the Finance Administrator to ensure that there can be a 1 for 1 offset from the Rec Revolving Fund to fully support the additional staffing costs. The Board discussed the proposal, how it aligned with the previous direction, the current demand and the role of additional revenues to offset the cost. Mr. Moore indicated that the staff had discussed reviewing the current recreation fees to ensure we are competitive and to ensure we are appropriately connecting our costs with our fees.

Mr. Houghton recognized Mr. Hickey. Mr. Hickey reported that applications for the Program Coordinator position has been slow. He has reached out to other communities for candidates that might be a good fit here.

Ms. Knab motioned to accept Jamie Schaaf's resignation with regret. Mr. Houghton seconded the motion. All voted in favor.

NEW BUSINESS

Mr. Moore reported that Library Director Kerry Cronin requested a raised bed planting in the space behind the library. DPW and Mr. Moore have met and discussed the project. Ms. Knab motioned support for the Library Director moving forward with the raised bed project. Mr. Anderson seconded the motion. All voted in favor.

ADMINISTRATION

Mr. Moore reminded the Board that Memorial Day is Monday, May 29th. The Board indicated its desire to continue the funding and serving lunch for the Fire Dept. before the parade and ceremony on Memorial Day as has been tradition in the past.

Mr. Moore reported on the 2023 Drinking Water and Groundwater and Strategic Planning Grant, explaining that we must enter a contract for before we commit and he would bring it back for action if awarded. Doing so will allow us to advance the previous work that has been completed.

Mr. Moore informed the group that, in accordance with previous actions taken by the Board, signage for the room at the municipal center and the livestock barns is progressing. He is hoping to have a brief recognition ceremony at the opening of Summerfest on July 15th.

Mr. Moore said he'd like to hold a staff appreciation picnic at Stratham Hill Park on a weekday in early June. He is working on an internal staff newsletter.

Mr. Moore reported that the Local School District approved our request to use the Stratham Memorial School on the election dates in 2024. We still do not have a date for the presidential primary. In the previous Select Board meeting, Ms. Knab requested a return to the discussion of the location for elections. In an attempt to address Ms. Knab's concerns, Mr. Moore emphasized that he would work closely with the school on any concerns that arise.

The Energy Aggregation Committee is working to put together Public Hearing dates. As per the Board's direction, Mr. Moore will meet with the EAC Chair Charlie Case to review the new rates coming out tomorrow. The Town has already saved a significant amount of money as a result of participating in the energy aggregation.

Mr. Moore called attention to the Select Board meeting schedule, specifically the July 3rd meeting. After discussion, consensus was to reschedule the July meetings to July 10 and 31.

Referring back to the discussion on energy aggregation, Mr. Anderson reported that we are the 33rd member to join the CPCNH. Currently, 22% of the State's population is a part of CPCNH. Public Hearings will be held at the end of May and end of June. The committee is taking steps to allow the town flexibility to implement the program as soon as possible.

Mr. Houghton asked for a motion to formalize the temporary position of Code Enforcement Officer. Mr. Anderson motioned to formalize the temporary position of Code Enforcement Officer. Ms. Knab seconded the motion. All voted in favor.

Mr. Anderson recalled Mr. Houghton's previous request on department linkage report outs. Mr. Houghton sees this as a recommitment to engage. Mr. Moore said he would include it on the agendas going forward.

RESERVATIONS

Ms. Knab motioned to approve the use of the Front Pavilion for the NH Dept. of Child, Youth and Family Services on June 13th and waive the fee. Mr. Anderson seconded the motion. All voted in favor.

APPOINTMENTS

Ms. Knab motioned to appoint Rebecca Waltz to the Recreation Commission to fill the remainder of a 3 year term to expire at Town Meeting 2024. Mr. Anderson seconded the motion. All voted in favor.

Ms. Knab motioned to appoint Geri Denton to the Age Friendly Committee for a term to expire with the termination of the committee. Mr. Anderson seconded the motion. All voted in favor.

Mr. Anderson motioned to re-appoint Frank MacMillan to the Zoning Board of Adjustment for a 3 year term to expire at Town Meeting 2026. Ms. Knab seconded the motion. All voted in favor.

Mr. Houghton asked if the warrant was available. Mr. Moore confirmed it was ready for their signatures.

Mr. Moore gave an update on goals, calling attention to the assessing re-val. This is a priority and preparation should begin later this year to ensure we have adequate professional services secured. Mr. Houghton asked the status of the DPW item regarding operating procedures and training program. Mr. Moore felt that with the new DPW Admin's help, they would have at least one portion complete. Noting that a majority of the financial goals had been achieved, Mr. Houghton inquired about the auditors' opinion on the new dual reconciliation procedure. Ms. McAllister said that it has received their stamp of approval.

Ms. McAllister reported on the status of the Personnel Policy Manual update and a compendium of Finance Policies. Mr. Houghton recalled that updating the Employee Manual was a request that arose from the employee meeting last year. Even if the manual is not complete, he would like to communicate at least a portion of it.

Ms. McAllister commented on the unusually high amount of Human Resource activity this year. In addition, HealthTrust has changed the way they administer their FSA. It is now the Towns' responsibility to track, causing additional work for her department.

Mr. Houghton wanted to add recruiting and retention to the Goal Sheet: He would like to see leadership training implemented as soon as possible, but definitely included in the budget for next year. Discussion ensued regarding training programs. Mr. Houghton prefers programs that focus on encouraging a collaborative team environment.

At 9:40 pm Mr. Houghton motioned to adjourn. Ms. Knab seconded the motion. All voted in favor.

Respectfully submitted,

Karen Richard
Recording Secretary

MINUTES OF THE MAY 15, 2023 SELECT BOARD MEETING

MEMBERS PRESENT: Board Members Chair Mike Houghton, Vice Chair Allison Knab, Joe Anderson

ALSO PRESENT: Town Administrator David Moore, Parks & Recreation Director Seth Hickey, Planning & Community Development Director Mark Connors

At 7:00 p.m. Mr. Houghton opened the meeting. The minutes from the 5/1/23 meeting were not in the packet so the Board deferred consideration to the next meeting.

In Ms. McAllister's absence, Mr. Houghton deferred discussion of the Finance and Budget Reports to the next meeting.

Mr. Houghton recognized Seth Hickey for his department report. He reviewed some of the programs, noting revenue is slightly down. He discussed the eco-counter at Stratham Hill Park and reviewed baseball, softball, soccer and field hockey programs. He felt the new parking ordinance that the Trail Management Advisory Committee initiated has created a dramatic and beneficial change at the park. TMAC is now focusing on redoing maps for the park and developing a volunteer structure to assess and remedy issues at park. Mr. Hickey is coordinating the Park Association's annual cookout and will invite the Select Board, Conservation Commission, and TMAC to the event.

Mr. Hickey continued his report stating that they will be pulling out the story walk at SHP. The volunteers from Serve with Liberty Day worked on two big projects at the Park. The pump track should be complete by June 1. The windscreens at Stevens Park are working well. The Food Truck Festival was successful, exceeding expected revenue. Thursday's food trucks at the park will resume this year. The Wilderness Camp was cancelled because of inadequate staffing. Attendance has been strong at the Thursday night races.

He requested a non-public session to discuss hiring. At 7:21pm Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II (b) hiring. Ms. Knab seconded the motion. Roll call: Houghton-yes; Knab-yes; Anderson-yes.

At 7:50 p.m. the public meeting resumed and Mr. Houghton voted to seal the minutes. Ms. Knab seconded the motion. Roll call: Houghton-yes; Knab-yes; Anderson-yes.

Mr. Houghton recognized Mr. Connors for a series of planning and community development related updates. By way of introduction, Mr. Moore congratulated Mr. Connors on his promotion.

Mr. Connors began his presentation by referring to Tara Madden's resignation, saying she has done a great job and has worked well in the department.

He then discussed the State's Supreme Court decision regarding short-term rentals (air BnB's) which was favorable for Stratham. Currently, our zoning doesn't allow for transient housing. He feels the zoning ordinance should be clarified even further to ensure there is no ambiguity.

For many years, both the State and the Town have had concerns regarding the Rt 111 intersection at the industrial park off of Marin Way. In an attempt to resolve these ongoing issues, the State has identified a need for an added turning lane off of Rt 111. Continued growth at the industrial park is expected and we need a permanent solution to the traffic issues. Because the traffic comes from the industrial park, we feel they should contribute to the solution. Currently, they pay for a police detail during peak traffic hours. Mr. Moore and Mr. Connors recommended the Board work with DOT by proposing some initial design work for an added turning lane that would enable DOT to release driveway permits for construction on the Town road at the intersection. DOT will need to agree to the approach to advancing the issue prior to committing to any expenditure. Later phases of the effort would include cost sharing of industrial park owners for the upgrades. The Board was supportive of learning more about the level of initial investment needed by the Town to get to a resolution.

Next, Mr. Connors discussed performance bonds that the Town is holding. Ms. McAllister brought this issue to his attention when the Town changed banks. Some of the performance bonds have been outstanding for many years. He will discuss the outstanding bonds with the Planning Board to ensure all the requirements have been met before coming back to the Board to release them. They discussed some of the more complex bonds. In most cases, it is likely the applicant simply lost track of the account. Mr. Houghton would like to see a better process and policy developed so that these will be better managed going forward.

Mr. Connors gave an update on the implementation of the planning and building software. Turnover in staffing has contributed to a delay. Initially, the software provider resisted working with our existing merchant vendor but now they are collaborating on a solution.

ADMINISTRATION

Mr. Moore presented a request from the Fire Dept. from Zoll, who provides AED devices, to do a photo shoot using a Stratham ambulance for marketing purposes at Exeter hospital. Detail rates would be paid to staff accompanying the ambulance. The Board was supportive of the request.

Mr. Moore said that preparations are underway for the Memorial Day ceremony. Chief Denton has requested that one of the Board members give a short speech at the Fire Station ceremony. The Board agreed that one of them will do it.

Mr. Moore has the text for the livestock barn plaque and will have them ready in time for the Summerfest dedication event.

Mr. Moore reported that the Historical Society was awarded the grant for which they recently applied. The grant will go towards needed maintenance for the Historical Society building.

Ms. Knab requested we address some Correspondence items. Mr. Moore contacted our ESRLAC representatives, Mr. Merrill and Mr. Behr regarding the Chair of Newfield's Select Board request for Stratham to participate in advocacy for dredging the Squamscott and Exeter Rivers. The Board indicated the need for more information and Ms. Knab will contact the Reserve for input. Further, the Board referred to correspondence to the Exeter Squamscott River Local Advisory Committee for input. ESRLAC has a meeting on May 23. Mr. Moore will follow-up with ERSLAC accordingly.

Ms. Knab motioned to accept with regret the retirement of Lt. Chris Call. Mr. Anderson seconded the motion. All voted in favor.

Mr. Moore highlighted the letter to residents in the Heritage District promoting that district.

Mr. Moore reported that we have received another strategic planning grant from DES to advance the work completed last year with the PFAS alternatives. This new scope would build on last year's scope, to get to a preferred alternative and do additional design work to create cost estimates and plans to eventually be ready for grant funding to implement a potential PFAS alternative to our current strategy. This would place the Select Board on a path to obtain clean water to be delivered to the Town Center from a source from a neighboring community or a new central community water system in Town Center. By accepting these monies, we would be agreeing to consider joining a larger community water system. Related conversations would have implications for the future of Stratham. Mr. Houghton motioned to accept the grant as presented. Mr. Anderson seconded the motion. All voted in favor. Mr. Houghton volunteered to participate in meetings regarding the project.

Mr. Houghton moved the discussion to the meeting schedule given various upcoming schedule conflicts. The Board set new summer meeting dates for July and August (July 10 and 31; August 14). The second meeting in August will be held only if needed as per the original schedule adopted last year. Mr. Moore will spread the word. The Energy Aggregation Committee is planning to attend the July 31st meeting to discuss the possibility of holding a special Town Meeting.

Regarding the Department Linkage Report Out item on the agenda, Ms. Knab met with Library Director Kerry Cronin. Mr. Anderson reported that there are two interviews scheduled for the Fire Inspector position. The DPW still has open positions. They discussed recruitment strategies. Summerfest would be a good opportunity to advertise the employment openings. Mr. Houghton reported that he met with Chief King and met with Mr. Connors – no issues. They decided to do the Dept. Linkage Reports at the second meeting of the month.

PERMITS/RESERVATIONS

Ms. Knab motioned to approve the Fireworks Permit application for the Rollins Farm resident for his July event. Mr. Anderson seconded the motion. All voted in favor.

Mr. Anderson motioned to approve the Raffle Permit application for the NHSPCA for their Paws Walk event on June 4, 2023. Ms. Knab seconded the motion. All voted in favor.

APPOINTMENT

Mr. Houghton noted Chris West for consideration to the Conservation Commission.

At 9:10 pm. Mr. Houghton motioned to go into a non-public session to discuss a matter which would likely affect adversely the reputation of another in accordance with RSA 91-A:3, II(c). Mr. Anderson seconded the motion. Roll call: Houghton-Yes; Knab-Yes; Anderson-Yes.

At 10:14 pm Mr. Houghton motioned to come out of the non-public session and seal the minutes noting failure to do so may render a proposed action ineffective. Mr. Anderson seconded the motion. All voted in favor.

At 10:15 pm Mr. Houghton motioned to adjourn. Mr. Anderson seconded the motion. All voted in favor.

Respectfully submitted,

Karen Richard
Recording Secretary

DRAFT

MINUTES OF THE MAY 30, 2023 SELECT BOARD SPECIAL MEETING

The Board met in the Hutton Room at the Stratham Municipal Center

MEMBERS PRESENT: Board Members Chair Mike Houghton, Vice Chair Allison Knab, Joe Anderson

At 3:05 pm Mr. Houghton opened the meeting and went into a non-public session to discuss hiring in accordance with RSA 91-A:3, II(b). Ms. Knab seconded the motion. All voted in favor. Roll call: Houghton – yes; Knab – yes; Anderson - yes

At 3:37 pm Mr. Houghton motioned to come out of the non-public session and seal the minutes noting failure to do so may render the proposed action ineffective. Ms. Knab seconded the motion. All voted in favor.

Referring to the May 1, 2023 Select Board discussion on the NHDES Drinking Water and Groundwater Strategic Planning Grant, Mr. Houghton motioned to accept the grant of up to \$50,000 and authorize the Town Administrator to sign the necessary grant agreement and related documents on behalf of the Town. Mr. Anderson seconded the motion. All voted in favor.

At 3:40 pm Mr. Houghton moved to adjourn. Ms. Knab seconded the motion. All voted in favor.

COMMUNITY ACTION REPORT



New Hampshire Dept. of Revenue
 Municipal and Property Division
 PO Box 487
 109 Pleasant Street
 Concord, NH 03302-0487

Visit Subject	
1. Assessment Review	<input type="checkbox"/>
2. Monitoring	<input checked="" type="checkbox"/>
3. Education/Training	<input type="checkbox"/>
4. Other	<input type="checkbox"/>
Visit Method	
In Person	
AR Year	2025

Municipality Name				Date of Visit			
Stratham				May 11, 2023			
*Median Ratio	71.9	PRD	1.02	COD	9.2	**Weighted Ratio	70.3
*Measure of central tendency ratio used to compare individual property.							
**Weighted average ratio that the state applies to equalize a municipality's total value.							
Person(s) Contacted & Titles							
Name	David Moore			Title	Town Administrator		
Report							
I visited 12 properties in the field for 2022 cyclical monitoring. All property owners received a postcard in the mail from the department prior to my visit. My report will be sent to Murdough Assessing Services, LLC for their review and then forwarded to the Board of Selectmen for their records.							
The above statistics are the results of the Department's 2022 equalization study. They indicate a low level of assessment (71.9%), the result of market appreciation since the last revaluation. Current measures of uniformity and proportionality of property assessments remain good. Per RSA 75:8-a the next required revaluation for the town is 2024. However, the Department recommends that the city/town and their assessor be vigilant of local market forces.							
Other Comments							
Please contact me anytime with assessing-related questions 603-230-5968 or at stephen.c.dellapelle@dra.nh.gov							
Tentative Date and Time of Next Visit or Follow-Up							
Date	TBD			Time			
Items to be Covered at Next Visit							
TBD							
DRA Employee	Stephen Della Pelle			Date	May 22, 2023		
Signature	BL 5/23/23						

Fund	Re-stricted	Authority to expend	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total YTD	FY 23	Remaining Balance	% YTD
Sub Accounts - Performance Bond																		
		Altid Enterprises (2011)	Cash	11,289.79	11,315.74	11,340.07	11,367.69											
		Kennebunk Savings Landscape	Cash	1,025.76	1,028.12	1,030.33	1,032.84											
		Kennebunk Savings Maintenance	Cash	2,564.39	2,570.29	2,575.82	2,582.09											
		200 Domain Drive Landscape	Cash	2,571.06	2,576.97	2,582.51	2,588.80											
		Lindt Offsite Improvements	Cash	1,271.02	1,273.94	1,276.68	1,279.79											
		NHSPCA (2004)	Cash	28.96	29.03	-	-											
		Robie Farms-renamed Treat Farms	Cash	112,539.21	112,797.87	113,040.41	113,315.75											
		GCNE (2004)	Cash	35,567.20	35,648.95	35,725.60	35,812.62											
		Jotaph Realty (2005)	Cash	22,901.89	22,954.53	23,003.89	23,059.92											
		<i>subtotal performance bonds</i>		189,759.28	190,195.44	190,575.31	191,039.50											
		<i>SUBTOTAL other subaccount Bank 5</i>	*	323,685.72	324,429.69	325,098.20	325,890.05											
AGGREGATE CASH TOTAL				14,603,997.31	12,667,912.17	10,670,222.63	8,586,775.33											
AGGREGATE INVESTED TOTAL				2,855,903.94	2,766,744.28	2,773,354.23	2,778,607.50											
TOTAL FUNDS AVAILABLE				17,459,901.25	15,434,656.45	13,443,576.86	11,365,382.83											
<i>Trust</i>		Cemetery Trust		612,945.23	621,341.38	624,601.59	624,504.81											
<i>1987</i>		Mary & Walter Smyk Park Trust		336,773.93	341,998.45	344,027.12	343,966.89											
<i>1989</i>		Scamman Park Trust		1,454.93	1,471.88	1,478.47	1,478.28											
<i>1932-1977</i>		Stratham Hill Park		75,144.19	75,846.04	76,118.56	76,110.47											
<i>1966</i>		Stratham Hill Park Association		130,820.51	132,284.63	132,853.14	132,836.27											
<i>2017</i>		350th Anniversary Trust		3,709.38	3,722.77	3,731.48	3,738.32											
<i>2012</i>		Stratham Fair Capital Improvements		20,625.68	20,700.11	20,748.47	20,786.50											
<i>2012</i>		Stratham Fair Operating		62,593.16	62,819.02	62,965.75	63,081.14											
<i>2012</i>		Stratham Fair Rainy Day Fund		15,378.69	15,434.18	15,470.24	15,498.59											
<i>2012</i>		SVFD Fair Trust		108,633.66	109,025.64	109,280.30	29,333.96											
<i>2012</i>		SVFD J Hutton Fund		10,538.79	10,576.82	10,601.52	10,620.95											
<i>2012</i>		SVFD R Wiggin Fund		11,870.68	11,913.51	11,941.34	11,963.22											
<i>2012</i>		SVFD C Scamman Fund		6,414.00	6,437.14	6,452.18	6,464.01											
		TOTAL		1,396,902.83	1,413,571.57	1,420,270.16	1,340,383.41											

Notes: Jan Police Detail Fund expense reflects a 2021 expenditure paid from Gen Fund

Notes: Feb 1/2 of Feb Gen Fund cash reflects TC/TC deposited into EMS bank acct in error

Notes: April Investment account balances are from March pending Cambridge Trust April Statement

May 24, 2023

Seth Hickey
Stratham Parks and Recreation
10 Bunker Hill Avenue
Stratham, NH 03885

Re: Memorial Bench
Andrew W. Scamman, William C. Chisholm, William J. Perry

Dear Seth,

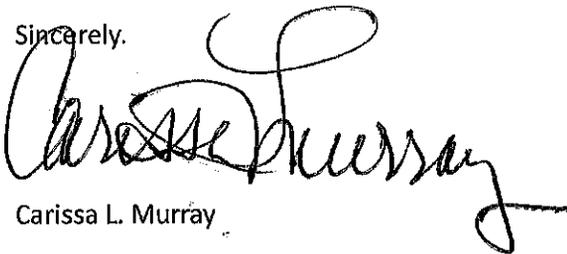
Thank you for taking the time to review my request. I moved to Stratham in August 1975. I was five years old. The three men that I am asking to be honored at Stratham Hill Park, I have known since September of that same year. These three men grew up in Stratham and graduated from Exeter Area High School. They never forgot their roots. I am asking the Town of Stratham allow Cheryl Freeman Hood, another former Stratham resident and myself to place a bench near the playground overlooking the park in memory of these three men. I have included a small biography of each man explaining their connection to Stratham. I have also attached a few pictures of local parks that have memorial benches.

The bench that I would propose would be a solid granite bench or a bench that is shown below which is located at Hampton Beach.

Should the town approve, Cheryl and I will collect the funds through friends willing to donate.

Thank you for your time.

Sincerely,

A handwritten signature in black ink that reads "Carissa L. Murray". The signature is written in a cursive style with a large, looping initial "C".

Carissa L. Murray

Andrew W. Scamman



Andrew W. (Andy) Scamman was born in Exeter NH on September 11, 1969. He was raised in Stratham and was the son of Vinie Scamman and the late Donald Scamman. He attended Stratham Memorial School, Exeter Area Junior High School and was a 1987 graduate of Exeter Area High School. As a young boy, Andy was involved with the Boy Scout troop, played baseball for 6-7 years, and was the 1st left-handed catcher for the traveling Little League team! As Andy grew, he became active in the Exeter chapter of DeMolay and spent his summer volunteering at Exeter hospital which ultimately led to his 1st part-time job working at the hospital. A (medical) bug had bitten him.

After graduation, Andy set his sights on the skies. After many hours of civilian training in Sanford, Maine by a former military helicopter pilot, and specialty training, and license programs in California, Texas, and Alabama, Andy became a certified, instrument rated helicopter pilot and flight instructor. Andy flew helicopter tours in Alaska and Hawaii while waiting for his ultimate goal of EMS Pilot. He returned home to NH briefly when his dream was finally realized in 1995- an EMS pilot job in Missouri opened. He was now in the world of saving lives alongside the Flight Nurses and Paramedics. Ultimately, he ended up in Southern Indiana where he met one Flight Nurse, Amy Roney, and they flew together until they were married and had a little Flight crewmember, Hannah, who now is in the process of applying to medical school.

While in Indiana, Andy was extremely active in various forms of martial arts, including Brazilian Jiu Jitsu, Kali, and JKD, with the highest rank of Black Belt and helped as an instructor at the local dojo, Integrity Martial Arts Academy. He was also a founding member of CCRT (Civilian Crisis Response Team) in the State of Indiana. This serves to educate any interested persons on various topics including medical, firearm safety, personal safety, and disaster preparedness to name a few. With CCRT, Andy also served as the Executive Director of their Disaster Services branch, which responds to natural disasters nationally to aid in relief services such as hurricanes, floods, tornados, etc.

Andy's heart was always giving - his smile always large - his laughter always contagious - his love always strong.

William C. Chisholm

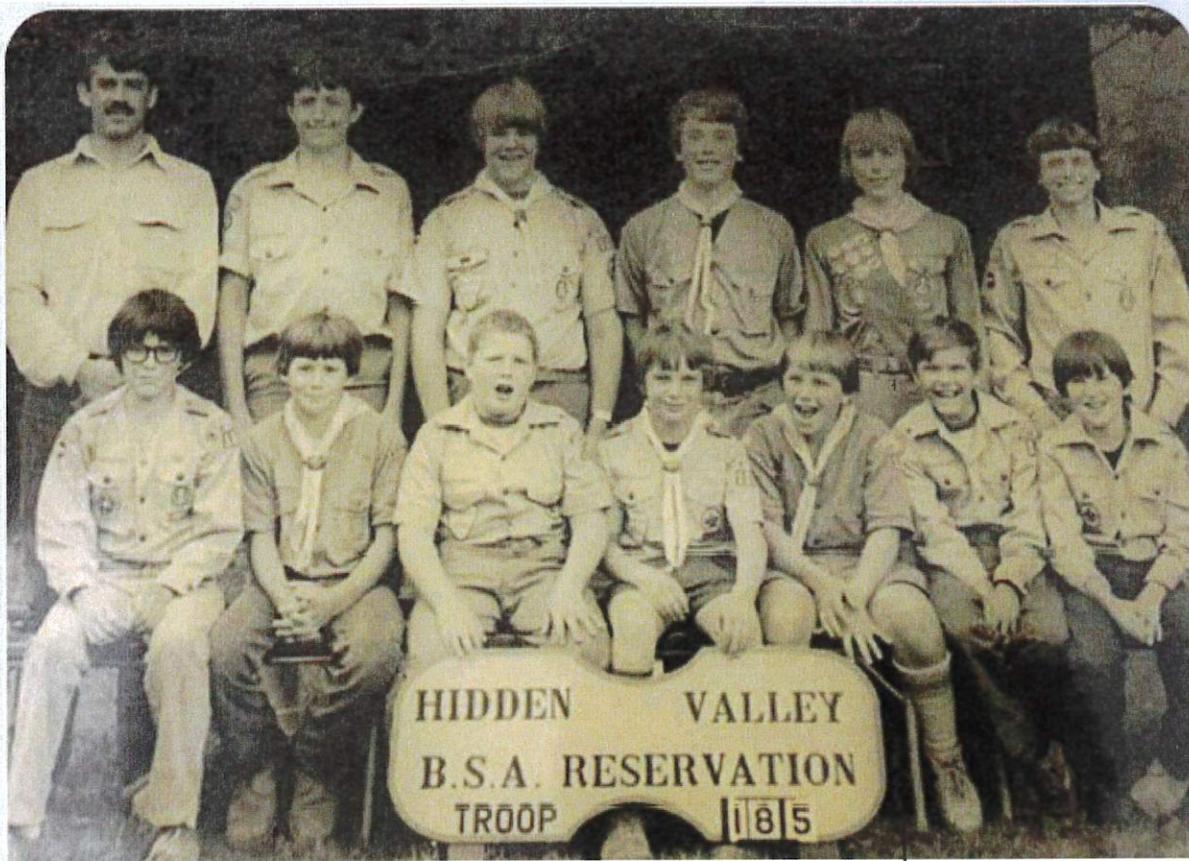


William C. (Bill) Chisholm was born in Portsmouth NH on November 27, 1969. He was raised in Stratham and was the son of Ronald and Liz Chisholm. He was the grandson of the late David and Elizabeth Noyes. David Noyes was the first President of the Stratham Fair. He attended kindergarten at Stratham Community Church, elementary grades 1-6 at Stratham Memorial School, Exeter Area Junior High School and was a 1988 graduate of Exeter Area High School. Growing up, Bill was very active in the Stratham community. He participated in recreational sports, was a member Boy Scout Troop 185 and a member of Stratham Community Church. He worked for many years at the Stratham Fair alongside his family hosting the popular Friday Night Supper events. Bill resided in Connecticut with his wife Sue. He has two sons, Ben, and Max.

William J. Perry



William J. (Bill) Perry was born at Exeter Hospital on May 3, 1970. He and his family moved to Stratham in 1972 when he was two years old. Bill attended kindergarten at Stratham Community Church, elementary grades 1-6 at Stratham Memorial School, Exeter Area Junior High, and was a member of the Exeter High School class of 1989. In his early years Bill was active in the community of Stratham as a Boy Scout in Troop 185 and participated in youth baseball. For decades Bill volunteered at Stratham Fair helping to run the SVFD Big Mac Shack, often working each day for 12-14 hours. Bill resided in North Hampton. He has two children, Matthew, and Hannah.



↓
Bill
Perry

↓
Bill
Chushman

Memorial Benches

- Exeter
- Portsmouth
- Hampton Beach



Photographed By Roger W. Sinnott, May 7, 2010

2. Looking East

The marker stands in front of the present Exeter Town Offices.



Downtown Exeter



Swasey Park, Exeter



Swasey Park, Exeter



Hampton Beach



Market Square, Portsmouth



RFP

Town of Stratham, New Hampshire

Assessing Department

**TOWN OF STRATHAM
TOWN-WIDE STATISTICAL REVALUATION**

Proposer: _____

Proposal Due Date/Time: Friday July 21, 2023 by 3:00 pm

I. BACKGROUND

The Town of Stratham, NH is seeking proposals for the complete statistical reappraisal of all taxable, non-taxable and exempt properties situated within the Town of Stratham, New Hampshire utilizing the Town's CAMA system (Avitar). The effective date of value for the revaluation shall be April 1, 2024.

Proposals are due Friday, July 21, 2023 by 3:00 pm.

The following is a breakdown of the parcel count:

Single Family and Condominium	2,911
Duplex and Multi Family	56
Mobile Homes	39
Commercial	111
Utility	9
Exempt	68
Vacant Land	219

Stratham's last revaluation was conducted in 2019.

The Town of Stratham, New Hampshire (population 7,700) is located in the Seacoast region of the state, approximately 50 miles from Boston and just minutes from Portsmouth and the New Hampshire coastline, in a region that offers a wealth of cultural, recreational, and educational resources. Stratham residents are proud of the Town's quality of life, its close knit community feel, and its excellent public services.

The project plan should incorporate significant public outreach and use of explanatory materials including outreach sessions that can be viewed on demand.

II. PROJECT SCOPE

Services to be Included

All services shall be performed in a professional manner, in accordance with applicable State Statutes as well as DRA and ASB rules.

1. Perform complete exterior and interior inspection (full measure and list) and appraisal of all properties transferred between April 1, 2022 and April 1, 2024 within the Town. The existing property cards may be used for reference; however, all data on the cards, other than lot measurements, must be verified by measurement and inspection. New exterior photographs are required. The contractor should attempt to set up appointments with the property owner and if necessary, follow up with callbacks. Documentation of inspection and follow-up is required.

2. Perform sales analysis of all transfers determining appropriate classification using data from April 1, 2022 through April 1, 2024. The sales analysis and final values will be determined as of April 1, 2024.
3. Work with the Town's contract assessor during each phase of the project and provide responses to suggested input.
4. Input all property records and sales analysis data into Town's appraisal software (Avitar) and generate new values for the entire town.
5. Make at least monthly progress reports to the Select Board and/or their representatives unless otherwise agreed to by both contract parties.
6. Perform public relations with the residents of Stratham, including, but not limited to, news releases, ongoing progress reports, formal presentation to the Select Board of macro results, notification of revaluation results, and informal reviews.
7. Provide, as an additional cost, the cost of defending appeals of assessments after the update.
8. Provide for a penalty for the failure to complete the project on time.

III. PROPOSAL REQUIREMENTS

Interested firms or teams of firms should submit proposals that shall include five (5) paper bound copies of the proposal and one (1) unbound copy of the proposal along with an electronic copy of the proposal in PDF format provided via e-mail to dmoore@strathamnh.gov. All submittals to be received by the due date above.

Interested firms are encouraged to submit succinct, well-organized proposals where the required components of the proposal RFP can be easily identified.

Proposals should include the following components and addressed and submitted to David Moore, Town Administrator 10 Bunker Hill Avenue Stratham, NH 03885:

1. **Letter of Transmittal:** Printed on the firm's letterhead with contact information for the proposed project leads, which clearly identifies the project manager name and contact information. Include the number years engaged as a company, corporation, partnership or individual specializing in government assessing/revaluation services
2. **Description of Firm and Project Team:** A list of all personnel who will be assigned to Stratham, including their years of experience and qualifications.
3. **Comparable Projects and References:** Listing of all municipal valuation updates completed during the past five (5) years, including client contacts, telephone numbers,

and size of municipalities (indicated by number of real estate parcels, scope of services rendered, and date completed under present corporate entity).

4. **Project Schedule: Revaluation Schedule Dates:** Provide a project schedule. Completion dates of the below listed project milestones are to be provided by the proposal provider. State with specificity the start date, the turnover date (no later than September 1, 2024) and define all key milestones as to the progress plan of the project, including but not limited to the following events:
- Clerical start-up operations
 - File maintenance timeline
 - Sale Inspection start-up and completion
 - Sales Analysis start-up and completion
 - Modeling and Calibration start-up and completion
 - Generation of preliminary valuations
 - Final Field reviews
 - Turnover of reviewed preliminary valuation for Monitor review
 - Presentation of reviewed preliminary valuations to Select Board
 - Notice to taxpayers of preliminary valuations
 - Informal Hearings schedule
 - Request for final project Select Board review
5. **Cost Proposal & Budget:** Proposals should include a budget estimate and typical billing rates by task.

IV. SCHEDULE REQUIREMENTS AND OTHER REQUIREMENTS

1. All work to be completed in accordance with applicable statutes and DRA and ASB rules.
2. The project shall begin no later than 30 days after the execution of a contract between the winning Bidder and the Town, or on such other date as agreed by both parties to the contract. The project shall begin with a meeting among Town officials, the winning Bidder and the DRA.
3. The project shall be concluded and results delivered to the Select Board by September 1, 2024.
4. Appraisal software shall be updated by August 15, 2024, and shall contain current assessment data for all properties as of April 1, 2024.
4. The revaluation shall be considered complete only when informal reviews have been completed, the figures reviewed by the Select Board, changes have been made as required, the Select Board has accepted the new values, all data has been

entered into the assessing program on the Town's computer system and required USPAP manual has been provided.

V. SELECTION PROCESS AND CRITERIA

Please take notes of the following process steps:

Event or Requirement	Date and Time
RFP posted to Town's website	June 6, 2023
Deadline for submission of questions or clarifications due via e-mail to dmoore@strathamnh.gov	12:00 p.m. on June 19, 2023
Responses to comments and questions posted to Town's website and distributed to all those who made inquiries	June 23, 2023
Proposals Due (complete proposals in paper and electronic form must be received by this time)	July 21, 2023 by 3:00 pm
Contract Execution	August/September 2023

Proposals will be scored and a recommendation made to the Select Board. Proposals will be ranked based on the following factors:

1. The proposal's responsiveness to the RFP, including the format of the proposals, capabilities of the firm, professional and technical approaches, clarity, and demonstrated ability to lead the project.
2. The ability of the firm to address the project scope and core competencies outlined in this RFP.
3. Firms demonstrated commitment to quality and effective outreach & communication materials in the context of a statistical revaluation.
4. A proven track record of working with clients to navigate comparable efforts, overcome impediments, and successfully complete projects on time and within budget.
5. The capabilities and experience of the Project Team.
6. Cost Proposal

Firms may be asked to participate in an interview before a finalist is selected. Interviews will likely be conducted in person at the Stratham Municipal Center. Town staff will coordinate

relevant details with the selected firms or communicate with any firms who submitted proposals that do not advance in the process.

The New Hampshire Department of Revenue Administration requires a contract before any work shall commence. Any contract awarded as a result of this RFP will comply with applicable Statutes and DRA and ASB rules.

VI. TOWN STAFF AND BOARD

The Town has a contract assessor who ensures the performance of the assessing function on behalf of the Select Board and in coordination with the Town Administrator and with the assistance of an in-house staffing resource in the Deputy Town Clerk/Tax Collector who previously served as the Town's full-time assessing assistant prior to the move to a contracting model. Generally, these resources will be available to assist the firm in start-up, orientation, and accessing Town assessing records. Any specific functions beyond these that would be relied on by the selected firm should be expressly stated in the proposal.

VII. RESERVATION OF RIGHTS

The Town of Stratham reserves the right to reject any or all proposals or accept the proposal the Town deems to be in its best interest. The Town of Stratham assumes no responsibility or liability for costs incurred by consultant teams in responding to this RFP or in responding to any further request for interviews, additional data or information, or clarification of any items included in the proposal. The Town reserves the right to request additional data or information or that the firm provide the Town a presentation in support of written proposals. The Town further reserves the right to:

- Not award a contract for the requested services;
- Waive any irregularities or informalities in any proposals;
- Accept the proposal deemed to be the most beneficial to the public and the Town;
- Negotiate and accept, without advertising, the proposal of any other respondent in the event a contract cannot be successfully negotiated with the selected firm; and
- Retain products submitted by respondents for its own use at its sole discretion.

IX. RFP INQUIRIES

Questions related to this process, shall be directed to the Stratham Town Administrator, (603) 772-7391 x187

David Moore

From: Theresa Walker <theresawalker@comcast.net>
Sent: Thursday, May 25, 2023 7:41 AM
To: David Moore
Cc: 'Nathan Merrill'; 'Eric Bahr'; Bill Meserve; Don Clement
Subject: RE: [Town of Stratham NH] Squamscott River Dredging (Sent by Michael Sununu, msununu@newfieldsnh.gov)

Hi David -The Exeter-Squamscott River Local Advisory Committee (ESRLAC) met Tuesday night and discussed Mr. Sununu's letter regarding dredging the Squamscott River. ESRLAC members were united in their belief that the higher water levels being observed are the result of sea level rise, often accompanied by astronomical high tides, not from the shoaling and silting cited in the letter. ESRLAC is concerned dredging the river could result in disturbed sediment harming oysters and eelgrass, as well as disrupting fish migration. ESRLAC has greater concern with boat speeds along the river, often at speeds above the posted no wake requirement, and the resulting shoreland erosion caused by wakes. Please let me know if you need additional feedback from ESRLAC. - Theresa, 603-534-3913

From: David Moore <dmoore@StrathamNH.gov>
Sent: Friday, May 19, 2023 12:29 PM
To: theresawalker@comcast.net
Cc: Nathan Merrill <njmerrill@comcast.net>; 'Eric Bahr' <ejbahr@comcast.net>
Subject: FW: [Town of Stratham NH] Squamscott River Dredging (Sent by Michael Sununu, msununu@newfieldsnh.gov)

Dear Theresa,

I want to thank you for providing some initial information in response to my inquiry about the topic of dredging and the Squamscott/Exeter Rivers. At its meeting on May 15th, the Stratham Select Board voted to refer the communication below to the ERSLAC and ask for a recommendation back concerning the topic from ERSLAC's perspective. My sense is the Board would be assisted by understanding the relative priority of pursuing dredging in the river relative to other needs or initiatives. In any case, it would be helpful to have any guidance or comment the Committee sees fit to provide.

I would appreciate it if you would facilitate this appearing on an upcoming agenda so the Board might have the benefit of the ERSLAC's input as it prepares its response. I would in turn report out to the Select Board at an upcoming meeting (June 5th or June 19th).

Thank you Theresa.

David M.

David Moore
Town Administrator

Town of Stratham, NH
10 Bunker Hill Avenue
Stratham, NH 03885

(603) 772-7391 ext. 187

www.StrathamNH.gov

From: Contact form at Town of Stratham NH <cmsmailer@civicplus.com>

Sent: Wednesday, May 10, 2023 10:41 AM

To: David Moore <dmoore@StrathamNH.gov>

Subject: [Town of Stratham NH] Squamscott River Dredging (Sent by Michael Sununu, msununu@newfieldsnh.gov)

Hello dmoore,

Michael Sununu (msununu@newfieldsnh.gov) has sent you a message via your contact form (<https://www.strathamnh.gov/user/1974/contact>) at Town of Stratham NH.

If you don't want to receive such e-mails, you can change your settings at <https://www.strathamnh.gov/user/1974/edit>.

Message:

David,

I am the Chairman of the Newfields Selectboard and I have been looking into the issue of possibly dredging the Squamscott River over two stretches that are currently showing extensive shoaling/silting. These include the river between the Stratham-Newfields bridge and the Newfields Landing, as well as from the Exeter Wastewater Plant to the Basin in Downtown Exeter.

I have reached out to NH DES, Sen. Shaheens office and the Army Corps of Engineers about the matter. Given that the river has no real commercial traffic and is only recreational in nature, there is almost no chance that this ever moves up on the priority list for the ACoE without further effort on behalf of the Towns and the people who use the River. One additional area of concern is that with the silting in the channel, we are seeing higher flood levels around the Town Landing which a deeper channel could alleviate. I assume you are seeing this at Chapmans Landing as well.

I am reaching out to you to see if Stratham would be interested in working with me (and Exeter assuming I can get Russell Dean on board as well) to address the matter. I have asked personnel at ACoE to provide a better understanding of how an issue like this could be fixed, what the local communities can do to expedite a project, what financial commitments may be necessary, etc. I will be happy to communicate that information to you when I get it.

Let me know if you would like to discuss further. I can be reached at my Town email msununu@newfieldsnh.gov or feel free to call me directly at 603-661-4675.

Thank you for your consideration and I look forward to speaking with you about this in more detail.

Sincerely,
Michael Sununu



STRATHAM POLICE DEPARTMENT

Anthony J. King – Chief of Police

76 Portsmouth Avenue, Stratham, NH 03885
(603) 778-9691 – FAX (603) 778-6183

To: Stratham Select Board

From: Chief Anthony King

Subject: Release of Golf Funds Request

Date: June 5, 2023

Dear Board Members,

In the past two years, the Stratham Police Department has received donations from the Stratham Volunteer Fire Department. These donations were proceeds received from the Stratham First Responder Golf Classics held in 2021 and again in 2022. In 2021 the PD received \$29,217 and in 2022 the PD received another \$29,465. To date, the PD has expended \$8,837.50 for the Body Worn Camera grant match and another \$5,457.00 for the NH Highway Safety Traffic Grant match where we purchased a new portable speed trailer sign-board, and (3) new dash mounted radar units. This leaves approximately \$44,388 left in this account.

As approved by the Board, these funds are designated to be used for: “community initiatives and programs, officer wellness and peer support, law enforcement equipment and training, emergency preparedness and public safety tools.”

I am therefore requesting \$1500.00 to be released directly from the Stratham First Responder Golf Donation account for the purpose of purchasing uniforms, softball equipment and gift giveaways during community events and for children who our officers may encounter during their normal shifts. As part of the new community event, “Stratham Home Days” which replaced “National Night Out,” this will allow the officers and department to own its own equipment without having to borrow or seek donations. This will meet the designation for the expenditure of these funds.

Should you have any questions or concerns, please do not hesitate to contact me at your earliest convenience.

Respectfully submitted,

Anthony King

Chief of Police

L E A S E

In consideration of annual rent of one (\$1.00) dollar payable upon signing of this lease and, thereafter, annually, the trustees of The Wiggin Memorial Library, upon agreement of following conditions, permit the occupancy of the former library (corner of Winnicut Road and Portsmouth Avenue and now known as The George A. and Emma B. Wiggin Public Library Building) by The Stratham Historical Society, a voluntary organization open to all residents of Stratham and legally constituted under the laws of the State of New Hampshire.

The Stratham Historical Society will occupy said building at pleasure of the elected trustees, with the understanding that eighteen (18) months written notice must be given by the trustees (Lessor) asking for evacuation of the building by the Stratham Historical Society (Lessee).

Further, this and subsequent agreements concerning tenancy of said building by Stratham Historical Society must be approved in full by the Board of Selectmen of the town of Stratham.

The Stratham Historical Society agrees to the following:

1. To make no internal or external permanent changes to building without concurrence of Trustees of the Wiggin Memorial Library exercising their duties under the will of Emma B. Wiggin and having in mind the welfare of the citizens of Stratham and the permanence of said building.
2. To maintain an historical museum which will be made available to the public, and to act in accordance with the society's charter purposes at time of this agreement. Society's By-Laws to be submitted with signing of this lease.
3. To be responsible for interior cleanliness, telephone, security system and damage caused by reasonable wear and tear.
4. To return building in a clean and well-maintained condition.
5. To allow trustees access to building at all times and permit them reasonable space in basement for library storage if needed.

Trustees obligations:

Trustees will contribute to permanent maintenance and care of building up to the amount, but not in excess of, one-fourth (1/4) of the annual interest received from trust funds maintained by town-

elected Trustees of The Trust Fund, such interest amount having been so designated under the terms of the original trusts.

Town of Stratham's obligations:

1. Exterior maintenance of building over and above previously described trust interest contributed by trustees.
2. Grounds' maintenance, including snow removal and lawn care.
3. Heat and electricity
4. Building insurance.

The disbandment of The Historical Society during this occupancy will automatically terminate this lease and the Society will be required to vacate said premises at its own expense.

signed, sealed and delivered on 10/29/90
in the presence of: Date

Paul R. Neutro
Witness to BofS

Jaime Mar
Town of Stratham, Selectman

[Signature]
Town of Stratham, Selectman

Tony Barnes
Town of Stratham, Selectman

For Historical Society
Barbara K. Mann

For Trustees of Wiggin Memorial Library
Alice K. Mansfield

**Exeter Region Cooperative School District
30 Linden Street
Exeter, NH 03833**

May 12, 2023

Selectmen
Town of Stratham
10 Bunker Hill Avenue
Stratham, NH 03885

Dear Sir or Madam:

Enclosed is the new assessment schedule for the Exeter Region Cooperative School District for the FY 2023-2024 school year. This is a preliminary calculation which will be revised once the State has set the final tax numbers this fall.

Please note: our payment schedule requests 10% of the total to be paid in each of the first two months of the fiscal year, July and August respectively. This is so we can satisfactorily prepare ourselves for the bond payment due in August each year.

Thank you in advance for providing a copy of this schedule to your Treasurer and/or your finance department.

If you have any questions or concerns, please do not hesitate to contact me at 603-775-8683 or klevsque@sau16.org.

Sincerely,



Kristin Levesque
Accountant ERCSD, Exeter SD

ERCSD Cashflow Projection - Town Assessment 23-24

	ALLOCATION BY ENROLLMENT	FY 2023-2024 ASSESSMENT	FY 2023-2024 ADEQUACY GRANT	NET ASSESSMENT
BRENTWOOD	15.383%	\$9,449,586	\$845,160	\$8,604,426
E.KINGSTON	7.292%	\$4,479,368	\$385,730	\$4,093,638
EXETER	42.153%	\$25,894,467	\$2,242,045	\$23,652,422
KENSINGTON	5.232%	\$3,214,128	\$225,108	\$2,989,020
NEWFIELDS	5.130%	\$3,151,481	\$267,088	\$2,884,393
STRATHAM	24.810%	\$15,240,919	\$971,164	\$14,269,755
TOTAL	100.00%	\$61,429,949	\$4,936,295	\$56,493,654

MONTHLY ASSESSMENT PAYMENT SCHEDULE

	BRENTWOOD	E.KINGSTON	EXETER	KENSINGTON	NEWFIELDS	STRATHAM	TOTAL
JULY	\$788,739	\$375,250	\$2,168,139	\$273,994	\$264,403	\$1,308,061	\$5,178,585
AUGUST	\$788,739	\$375,250	\$2,168,139	\$273,994	\$264,403	\$1,308,061	\$5,178,585
SEPTEMBER	\$702,695	\$334,314	\$1,931,614	\$244,103	\$235,559	\$1,165,363	\$4,613,648
OCTOBER	\$702,695	\$334,314	\$1,931,614	\$244,103	\$235,559	\$1,165,363	\$4,613,648
NOVEMBER	\$702,695	\$334,314	\$1,931,614	\$244,103	\$235,559	\$1,165,363	\$4,613,648
DECEMBER	\$702,695	\$334,314	\$1,931,614	\$244,103	\$235,559	\$1,165,363	\$4,613,648
JANUARY	\$702,695	\$334,314	\$1,931,614	\$244,103	\$235,559	\$1,165,363	\$4,613,648
FEBRUARY	\$702,695	\$334,314	\$1,931,614	\$244,103	\$235,559	\$1,165,363	\$4,613,648
MARCH	\$702,695	\$334,314	\$1,931,614	\$244,103	\$235,559	\$1,165,363	\$4,613,648
APRIL	\$702,695	\$334,314	\$1,931,614	\$244,103	\$235,559	\$1,165,363	\$4,613,648
MAY	\$702,695	\$334,314	\$1,931,614	\$244,103	\$235,559	\$1,165,363	\$4,613,648
JUNE	\$702,695	\$334,314	\$1,931,614	\$244,103	\$235,559	\$1,165,363	\$4,613,648
TOTAL	\$8,604,426	\$4,093,638	\$23,652,422	\$2,989,020	\$2,884,393	\$14,269,755	\$56,493,654

Initial Assessment prepared 05/09/2023 based upon COOP projections MS-26 (Revenues)



TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue • Stratham, NH 03885

Voice (603) 772-7391 • Fax (603) 775-0517 • www.strathamnh.gov



COMMITTEE APPOINTMENT APPLICATION

- | | |
|---|---|
| <input type="checkbox"/> Heritage Commission | <input type="checkbox"/> Zoning Board of Adjustment |
| <input checked="" type="checkbox"/> Planning Board | <input type="checkbox"/> Public Works Commission |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Stratham Summerfest Committee | <input type="checkbox"/> Energy Commission |
| <input type="checkbox"/> Exeter Squamscott River Advisory Committee | <input type="checkbox"/> Rockingham Planning Commission |
| <input type="checkbox"/> Pedestrian & Cyclist Advocacy Committee | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Trail Management Advisory Committee | |

Nathan Allison 603-682-4283
 Applicant Name (print) Phone #
 6 Kirkwall Drive nate70musicman@gmail.com
 Address Email

Registered Voter of Stratham? YES NO Number of Years as a Resident 3

I would like to be considered by the Select Board for appointment to a town/board/commission/committee indicated above because:
 I am a retired civil engineer and bring a certain perspective that might be useful. I also believe in civic responsibility

I feel the following experience and background qualifies me for this position:
 Professional Engineer licensed in N.H.

Nate C Allison 5-17-2023
 Signature of Applicant Date



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| <input type="checkbox"/> Trail Management Advisory Committee | |

Chris West

603.770.9620

Applicant Name (print)

Phone #

13 Brown Ave Stratham

Chris@westx4.com

Address

Email

Registered Voter of Stratham? YES NO Number of Years as a Resident 25

I would like to be considered by the Select Board for appointment to a town/board/commission/committee indicated above because:

I have watched the town grow and change greatly over the last 25 years. I would like to be involved in its conservation efforts

I feel the following experience and background qualifies me for this position:

My degree is in Biology. I have spent my life studying conservation. I was/am a wildlife rehabilitator

Chris West

Signature of Applicant

4/27/2023

Date