



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

SELECT BOARD AGENDA

March 16, 2026

7:00 pm

**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

- I. Call to order
- II. Roll Call
- III. Consideration of Minutes – 3/2/26
- IV. Finance Report
- V. Department Reports & Presentations
 - a. Legislative Delegation visit
 - b. Trevor Batchelder to present the Dept. of Public Works Report
- VI. Correspondence
- VII. Public Comment
- VIII. Public Hearings, Ordinances and/or Resolutions
- IX. Discussion of Monthly Reports
- X. New Business and Action Items
 - a. Select Board – First Meeting of the Year Actions (Board Leadership Election)
 - b. Request to release the bond/letter of credit for 149-151 Portsmouth Ave Residential/Commercial project
 - c. Authorization to sign CMA Engineers on call engineering agreement
 - d. Energy Commission letter supporting extending net metering (SB538)
- XI. Town Administrator Report
- XII. Informational Items

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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- XIII. Reservations, Event Requests & Permits
 - a. Ride to End Alzheimers Event

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

- XV. Boards and Commissions Nominations & Appointments
 - Appointments for consideration
 - a. Jay Fraprie for consideration to the Planning Board for a full member position to a three year term.
 - b. Ruben Abounaja for consideration to the Planning Board for an alternate position to a three year term.
 - c. B. Appointments to be voted on
 - i. Re-appoint Drew Pierce to the Zoning Board of Adjustment for a 3 year term to expire at Town Meeting 2029

- XVI. Miscellaneous & Old Business
 - a. Non-Public session RSA 91-A:3, II(d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community

- XVII. Adjournment

MINUTES OF THE MARCH 2, 2026 SELECT BOARD MEETING

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

ALSO PRESENT: Town Administrator Tim Roache, Assistant Town Administrator and Parks and Recreation Director Seth Hickey, Planning and Building Director Vanessa Price, Wiggin Memorial Library Director Steve Butzel

At 7:00pm Mr. Houghton opened the meeting and asked for a motion on the draft minutes. Mr. Anderson motioned to approved the minutes from February 17, 2026. Ms. Knab seconded the motion. All voted in favor.

Mr. Anderson noted that this meeting marked Mr. Houghton's final regular meeting as a Board member. He thanked Mr. Houghton for his many years of service on this and other committees, acknowledging the professional expertise he brought to the Town and the lasting impact of his contributions. Ms. Knab echoed these sentiments, expressing that it had been a pleasure to work with him. Mr. Houghton thanked the Board for their kind words and stated that it had been a privilege to work alongside them and Town staff in service to the community. He shared that the work had been meaningful and personally rewarding.

Mr. Houghton introduced the discussion on land use fee structures and recognized Ms. Price to present. Ms. Price explained that since her arrival, both the Zoning Board of Adjustment and the Planning Board have updated their Rules of Procedure. The ZBA chose not to increase its application fees, with the only change being an updated abutter notification fee. The Planning Board, however, approved a revised fee structure for its applications.

She presented the proposed Notice of Land Use Board Fees under RSA 673:16 III, noting that it reflects both the updated fees and several existing charges that had not previously been consolidated in one document. She emphasized that many projects require significant staff time and that consistent treatment of all applicants is essential, which supports the need for the fee adjustments.

Mr. Anderson stated that he had reviewed the proposed fees and found them reasonable. He asked for clarification on the definition of an abutter. Ms. Price explained that the definition is set in statute, and while the Town sometimes notifies beyond the minimum radius, it also includes any professional engineers or architects associated with the project, as well as property owners. Mr. Houghton motioned to approve the Land Use Board Fees as submitted. Ms. Knab seconded the motion. All voted in favor.

Ms. Knab asked whether there was anything in the updated Rules of Procedure that the Board should be aware of. Ms. Price explained that the revisions primarily clarify and better codify existing practices, providing applicants with a clearer understanding of what to expect. She noted that the updated Rules of Procedure are also posted on the Town's website.

Mr. Houghton recognized Library Director Mr. Butzel for his report. He highlighted four primary areas: performance measures, programming and events, technology, and strategic planning.

- **Performance Measures** — In-person circulation has increased 15% in the first few months of the year, including a 12% rise in fiction, 17% in nonfiction, and 18% in new book checkouts. Digital circulation is also up 3% over last year. He noted that patrons are using the library broadly across collections and services.
- **Programming and Events** — Youth Services continues to perform strongly, offering four weekly story hours. Attendance has grown to 35–40 children and caregivers, prompting consideration of moving one session to the main meeting room. He commended the Youth Services team for their professional and engaging programming. The library is also hosting Voter Information Night this week, and will be broadcast with support from Exeter TV. Mr. Butzel emphasized the library's commitment to supporting civic dialogue.
- **Technology** — The new library website is receiving positive feedback, and staff are gathering additional user-experience input. The library is evaluating whether to continue maintaining its mobile app, given the improved functionality and mobile responsiveness of the new website. Ms. Knab asked whether the library pays for the app; Mr. Butzel confirmed there is an annual fee and noted that many patrons still use it. He said any transition would require communication with users. Mr. Anderson commented that he uses the app but would have no issue transitioning to the website. Mr. Butzel added that, within the library field, standalone apps have become less essential as mobile-friendly websites have improved. He noted that funds currently used for the app might potentially be redirected toward expanding collections or other priorities, though no decision has been made.
He also reported that the library plans to implement a new wireless and remote printing service. This will allow patrons to print wirelessly within the building or send print jobs from home for later pickup. Staff will manage print releases through an administrative module, with patrons paying upon pickup. He noted that while the library currently operates printing on an honor system, the new service is intended to expand functionality rather than address concerns about patron integrity.
- **Strategic Planning** — The library's strategic planning process formally begins this month, with completion expected by September or October. The effort will include multiple focus groups, a community-wide survey, and outreach to a broad range of stakeholders, including the Select Board. A small steering committee will guide the project, with additional working groups branching out as needed. The goal is to publish the final strategic plan by mid-October.

Ms. Knab asked whether the library is fully staffed. Mr. Butzel confirmed that it is.

Mr. Houghton recognized Mr. Hickey for his department report. Mr. Hickey began by echoing Mr. Anderson's earlier remarks, expressing his appreciation for having worked with Mr. Houghton over many years and thanking him for his professionalism and service to the community. Mr. Houghton thanked him for the kind words.

Mr. Hickey reported that the Recreation Department is doing very well. Senior programming is thriving, and Diane Smith continues to do an excellent job coordinating a wide range of offerings. He noted that registration for the March 1 Mystery Lunch opened at 6:00 a.m. and sold out within minutes, with a waitlist as long as the enrollment list—an indication of strong engagement and enthusiasm among participants.

Most programs are filling quickly, and the department is often seeking additional space within the building to accommodate demand. He anticipates approaching the library soon about using space there for satellite programming.

Mr. Hickey also noted ongoing collaboration with other Town committees. The department will be working with the Energy Commission to host the New Hampshire Saves “Button Up” presentation at the end of March. He emphasized that these partnerships strengthen community programming and reflect a positive, collaborative spirit across Town departments.

Mr. Hickey reported that the Recreation Commission is anticipating approval of the Town budget at Town Meeting. The budget includes funding for a part-time Teen Coordinator position. A community survey will be distributed the following morning to program users to gather feedback on pricing, program structure, preferred days of the week, and other factors that will help shape the new position and related offerings.

He noted that the Commission is in need of a new Chairperson. Kate Dardinski has stepped down after many years of service and will be focusing her efforts on the Trail Management Advisory Committee (TMAC), where she also serves as Chair, as well as on the soccer board. Recruitment efforts are ongoing, and the Commission has had success bringing on three new members in the past six months.

Mr. Hickey reported that TMAC will be preparing an updated committee charge for Select Board approval after Town Meeting, consistent with past practice. TMAC recently reviewed an updated trail map, and all kiosks at Stratham Hill Park will be updated this spring. This project, developed over several years by Ms. Dardinski and Mr. Hickey, is nearing completion. TMAC has also finalized its 2026 trail work plan. Cole Emanuel anticipates completing his Eagle Scout bridge project. He referenced the annual large-group trail use plan, included in the Board’s packet, which is required under the Barker easement. This plan keeps the Barker family informed of anticipated trail activity and also serves as a tool for notifying Stratham Fire, Stratham Police, and DPW when their support may be needed. Mr. Houghton commented that the plan was very informative.

Turning to Stratham Hill Park, Mr. Hickey reported that winter activities have gone well. The second year of the ice-skating rink has been very successful, with strong public use and positive feedback. The rink in the 4-H barn has become the primary skating location, while the former basketball-court rink has been discontinued. He commended Dan Crow and Greg Blood from the Park Association for their work in making the rink a success. With warmer weather approaching, the season is expected to wind down soon.

Planning is underway for SummerFest, scheduled for July 16. The committee will reconvene once John Cushing returns from an extended trip. Work is progressing well to create a strong community event.

Regarding Stevens Park, Mr. Hickey reported that Emanuel Engineering has provided preliminary plans. A staff meeting with DPW and Mr. Roache is scheduled for Wednesday to review the materials and determine next steps.

He noted that programming is transitioning from winter to spring, with youth sports running smoothly. A new Youth Ultimate Frisbee program is being added this year in response to resident interest and the sport's popularity in surrounding communities. The program will run through eighth grade and requires a large field, so it cannot be held at Smyk Park. Disc golf could be offered at Smyk, but the Cooperative Middle School recently installed a course that meets current demand.

Ms. Knab asked about summer camp enrollment. Mr. Hickey said that while some programs filled quickly, others still have openings. He noted that recent changes in how registration information is displayed in the system may be confusing to some families, though he cannot attribute the slower sign-ups to any single factor. Staffing decisions will be adjusted as needed once enrollment patterns become clearer. He confirmed that interviews for a camp director have taken place.

Mr. Hickey reported that the Town has been asked to renew its contract with the Exeter Area Chamber of Commerce for the Great Bay Food Truck Festival. He noted that Stratham continues to be the festival's largest participant, with approximately 30% of last year's attendees coming from Stratham, followed by Exeter, Newmarket, and Portsmouth. He highlighted the strong partnership with the Chamber, the nearly \$100,000 raised over the years, and the value of the event as an early-spring community activity that showcases the park.

In response to Mr. Houghton's question about any major changes this year, Mr. Hickey stated there are none. Staff recently met with Planning and the Fire Department to review permitting and internal processes, and the existing event model remains effective. He added that last year's rain was disruption enough and that the goal is to return to a more typical year. Mr. Houghton motioned to authorize the Town Administrator to execute the agreement for the Great Bay Food Truck Festival with the Exeter Chamber of Commerce. Ms. Knab seconded the motion. All voted in favor.

Mr. Hickey provided an update on the SPCA PAWS Walk planned for early June, noting that the event has grown significantly over the years. To ensure the Board is fully informed, he asked organizers to document their anticipated activities, as the program has expanded largely through word of mouth without a consolidated overview.

Mr. Anderson stated the SPCA is a nonprofit and asked whether fees should apply. Mr. Hickey confirmed that the organization pays for police and fire details when required, though DPW does not typically provide a detail. Mr. Anderson noted that this year the SPCA plans to have a DPW

staff member onsite for support, based on his conversation with Mr. Batchelder. Mr. Hickey agreed that this is likely appropriate given the event's growth.

Ms. Knab asked whether the written summary differs from last year. Mr. Hickey said he is not fully aware of last year's operations but noted the event is generally self-sustaining, respectful, and has not caused issues. However, he acknowledged that its increasing size raises the question of whether a DPW service fee should be considered. Ms. Knab suggested evaluating a fee structure for next year. She also asked whether the event has already been approved; Mr. Hickey clarified that the date is being held but no formal approval has been granted, and this submission is informational rather than an application.

Mr. Anderson recommended discussing potential DPW detail rates with the DPW Director so the Town does not absorb costs. Mr. Hickey agreed that it may be time to formalize an approach. His intent was to ensure the Board understands the current scope of the program. The Board thanked him for the update.

Mr. Houghton recognized representatives from Wilcox & Barton. Mr. Roache introduced Madeline Arold and Russ Barton and explained that, during the budgeting process, the Town reviewed costs associated with the Fire Department's groundwater management permit related to PFAS contamination. He requested an update to help the Board understand the permit requirements, current status, and future expectations.

Ms. Arold provided an overview of the Stratham Fire Department's Groundwater Management Permit, which monitors PFAS levels in both overburden and bedrock aquifers surrounding and downgradient of the site. The permit, issued in October 2021 and revised four times as the investigation expanded, is set to expire this October. The Town will need to reapply, with the renewal proposed to be submitted alongside the annual summary report following the September 2026 sampling event.

She explained that the permit establishes a Groundwater Management Zone (GMZ) and requires a recorded notice on the deeds of all affected properties. When a supply well within the GMZ exceeds state PFAS standards, the Town must provide an alternate water supply—typically through a point-of-entry treatment (POET) system, which is the standard approach given the distance to municipal water lines.

Where POET systems are installed, the Town is responsible for ongoing monitoring and maintenance. Ms. Arold reviewed the current sampling requirements, which include:

- Quarterly sampling of four public water systems with POET systems
- Twice-annual sampling (April and September) of 22 private wells with POET systems
- Twice-annual sampling of seven private wells without POET systems
- Annual sampling of three additional wells
- Annual sampling of eight monitoring wells

She noted that several properties outside the GMZ have also been sampled due to their proximity.

Ms. Arold explained that PFAS sampling within the Groundwater Management Zone (GMZ) is a joint effort between Wilcox & Barton and Water Techs, the Town's treatment-system contractor. Water Techs monitors, samples, and maintains POET systems they installed, while Wilcox & Barton samples systems installed by property owners or DES. All data is compiled by Wilcox & Barton, who prepare results letters for property owners and complete the required permit reporting.

She reviewed the September 2025 sampling results. Most wells within the GMZ now have POET systems installed. She also reviewed recent results from the shallow overburden monitoring wells located at the Fire Department and 157 Portsmouth Avenue. In response to a question, she clarified that overburden groundwater refers to shallow groundwater in soil above the bedrock, whereas most supply wells draw from deep bedrock aquifers.

Looking ahead, she noted that as long as PFAS levels remain above state standards in supply wells or monitoring wells, DES will continue to require ongoing monitoring. Extending a municipal water line to the area could eliminate the need for POET system maintenance, though monitoring would still be required. She also highlighted two potential future requirements from DES: Soil sampling at the Fire Department, and additional downgradient monitoring wells. She concluded by inviting questions from the Board.

Mr. Houghton asked what determines the range of the sample data, and Ms. Arold explained that the data itself defines the sampling area. Clean extents or wells below PFAS standards set the boundaries, and any property found above standards is added to the Groundwater Management Zone, prompting permit revisions, which occurred four times in 2021. When asked whether testing occurs outside the mapped area, she said DES occasionally requires additional or confirmatory sampling, including one north of the GMZ in the most recent round. Newer permits often include off-cycle sampling every few years, but this older permit does not; future permits may include a list of additional properties to test.

The Board discussed PFAS migration and dilution. Mr. Houghton noted the likelihood of continued migration, and Mr. Roache asked whether concentrations would dilute if the source were corrected. Ms. Arold said dilution does occur as groundwater moves, but PFAS are measured at extremely small concentrations—parts per trillion. Mr. Barton added that PFAS are “forever chemicals” that do not degrade like petroleum compounds, and scientific understanding of their long-term behavior is still developing. When Ms. Knab asked whether concentrations decrease with distance from the fire station, Ms. Arold clarified that detections farther out reflect dilution rather than degradation. Mr. Barton emphasized that PFAS is now in bedrock and that no technology exists to remove it at scale; current mitigation—POET systems, water lines, and monitoring—remains the most effective way to reduce risk.

Mr. Roache reminded the Board that the CIP includes about \$175,000 annually for Wilcox & Barton and Aqua Techs. Ms. Knab asked about challenges with homeowner access, and Ms. Arold said routine participants are cooperative, though one-off sampling can be harder to coordinate. Mr. Barton noted that DES grant programs exist and may expand, and the state is considering a fund similar to the petroleum cleanup fund that could help municipalities offset

costs. Availability varies, so timely applications are important. The Board thanked the presenters and expressed appreciation for their work.

Mr. Houghton introduced the Highway Safety Grant request submitted by Police Chief King. Mr. Roache explained that this is an annual, recurring grant that is periodically amended by the grantor. In August 2025, the Board accepted the original grant amount of \$15,800. The State is now amending the grant to add \$15,907 for mobile data terminal (MDT) e-crash equipment, bringing the total grant to \$31,707.

The Police Department is seeking authorization to expend \$22,434 for the MDT e-crash equipment and to authorize the Town Administrator to execute the amended agreement. Mr. Anderson confirmed that the request involves two actions: (1) accepting the amended grant terms and (2) approving the MDT e-crash purchase. Ms. Knab confirmed that the Town's required match is \$6,526, and Mr. Roache noted that the match would come from golf donation funds.

Ms. Knab motioned to accept the terms of the fiscal year 26 MDT e-crash equipment grant, as presented, in the amount of \$22,434.72 and the match of 20% at \$6,526.94 to come from the Golf Donation funds. Select Board is to further authorize, the Town Administrator or Finance Director to sign all documents related to the grant on behalf of the Select Board. Mr. Anderson seconded the motion. All voted in favor.

Mr. Anderson motioned that the Select Board, in a majority vote, had previously accepted terms of the Highway Safety Grant Agreement in the amount of \$11,000 and had previously accepted terms of the first grant agreement amendment notice in the amount of \$4,800 for an adjusted total grant limitation of \$15,800 and now the Select Board, in a majority vote, is accepting the amended terms of the MDTs only equipment, as presented in the second grant agreement, Amendment Notice in the amount of \$15,907.78 for an adjusted grant limitation of \$31,707.78 and to further authorize Tim Roache, the Town Administrator, to sign all documents related to this grant. Ms. Knab seconded the motion. All voted in favor.

Mr. Roache reported that the Energy Commission is requesting authorization for the Town Administrator to execute an agreement with Energy Audits Unlimited to facilitate the sale of renewable energy credits generated by the Police Department's solar array. The annual cost for this service is \$38. He noted that the array produces approximately \$1,242 in solar generation value each year. A third-party auditor is required to "mint" the renewable energy credits before they can be sold by the broker, which is the purpose of entering into this agreement. Mr. Anderson motioned to authorize the Town Administrator to sign the agreement with Energy Audits Unlimited relating to the sale of renewable energy credits at the Stratham Police department. Ms. Knab seconded the motion. All voted in favor.

Mr. Houghton introduced the Plaistow ALS agreement. Mr. Roache explained that this is the annual agreement initiated last year when Exeter ceased ALS service. Chief Denton requested authorization to sign the agreement on behalf of the Town. The only change from last year is an increase in the ALS-1 rate from \$85 to \$115. Ms. Knab confirmed that the Town is not charged if Plaistow is called off. Mr. Anderson asked whether the ALS-2 rate—listed as \$327.18 in the new contract—had changed. Mr. Roache said Chief Denton reported only the ALS-1 change,

and he assumes the ALS-2 rate remains the same. Plaistow has asked to meet with the Select Board, and Board members expressed interest in doing so.

Mr. Anderson noted that last year's agreement replaced a previously planned five-year phase-in of costs and asked whether Chief Denton had discussed long-term expectations. Mr. Roache said he had not. Mr. Anderson suggested revisiting the topic with Plaistow during their fall input period.

Mr. Houghton asked whether there were any other changes; Mr. Roache confirmed there were none beyond the ALS-1 rate. Mr. Houghton questioned whether the Select Board may delegate signing authority to the Fire Chief and requested clarification from Town Counsel. He recommended delaying action until that guidance is received. Mr. Anderson suggested moving forward with conditional authorization. Mr. Roache summarized the intent: the Board could authorize Chief Denton or the Town Administrator to sign, subject to legal confirmation. Ms. Knab expressed a desire to respect Chief Denton's request. Mr. Anderson motioned to authorize the Fire Chief, subject to Town Council review, and if town counsel does not concur with that, then authorize the Town Administrator, to sign the inter-municipal agreement for intercept services, which is effective April 1, 2026, as a one year agreement. Ms. Knab seconded the motion. All voted in favor.

Mr. Houghton introduced the Local Emergency Operations Plan agreement. Mr. Roache reported that the Town received an unexpected \$4,500 grant to support the required update of the plan, which had not been budgeted because neither he nor Ms. Price was aware the update was due.

Mr. Anderson asked whether the cost could be covered within an existing budget. He thought there was an Emergency Management budget, which includes approximately \$8,000. Mr. Roache confirmed that funds could be drawn from an appropriate line either there or contracted services under Planning and Building. He noted that the grant requires a match, which can be met through staff time documented during meetings and related work.

Mr. Roache emphasized that completing the update is important, as failure to do so could jeopardize eligibility for future federal emergency-management funding. He also noted that the Town's last plan update occurred in 2008, despite the requirement for updates every five years. Mr. Anderson observed that the plan referenced during recent discussions—the Seabrook Plan—is separate from the Town's emergency management plan.

Mr. Anderson motioned the Select Board, in a majority vote, accepted the terms of the Emergency Management Performance Grant as presented in the amount of \$4,500 for the LEOP update. Further, the board acknowledges that the cost for this project will be \$9,000 which the town will be responsible for a 50% match. And further that Tim Roache, The Town Administrator is authorized to sign all documents related to the grant funding sources are either planning contracted services or emergency management. Ms. Knab seconded the motion. All voted in favor.

Mr. Houghton introduced the Lane Property agenda item. Mr. Anderson reported that, after visiting the property, several trees require removal, including one with significant structural decay. Mr. Roache noted that the Public Works Director would like the work completed before the ground thaws, and that timing is becoming critical.

Mr. Houghton confirmed that the trees identified match those noted during the Board's earlier site walk. Mr. Anderson moved to authorize the Public Works Director to proceed with tree removal at the Lane Property, as outlined in the February 12, 2026 proposal from Royal Green Landscaping in the amount of \$12,800, to be funded by the Lane Property Trust.

Mr. Houghton questioned whether the Lane Property Trust was the appropriate funding source, noting his understanding that the Trust was intended for building improvements rather than tree removal. Mr. Roache suggested the expense should instead be covered by rental income from the property. Ms. Knab expressed uncertainty that sufficient rental income had accrued to date. Mr. Houghton stated that enough revenue should be available by the time payment is due.

Board members asked where rental income is recorded in the budget. Mr. Roache will consult the Finance Administrator for clarification. Given the time-sensitive nature of the work, and with a special meeting scheduled for the following day, the Board agreed to revisit the motion after confirming the appropriate funding source. Mr. Anderson withdrew his motion.

Mr. Houghton asked Mr. Roache for his Town Administrator report. Mr. Roache reported that he has been working with Fire Chief Denton and EMS Captain Peggy Crosby on compliance with Senate Bill 245, the new balanced-billing law for ambulance services. The law requires the Town to enter into contracts with multiple insurance providers to ensure proper billing procedures. He noted that contracts from approximately six to nine insurers—including Harvard Pilgrim, Aetna, and UnitedHealthcare—have been submitted for legal review. Town Counsel has reviewed most of them and confirmed they meet statutory requirements. A few remaining contracts are still under review. Mr. Roache anticipates bringing the full set of agreements to the Board for authorization at an upcoming meeting.

Mr. Roache reported that he and Finance Administrator Ms. Ruest met with TD Bank to evaluate investing general funds in laddered Certificates of Deposit (CDs) rather than the New Hampshire Public Deposit Investment Pool (NHPDIP). They are inclined to proceed with CDs due to better current interest rates and reduced risk, noting that the pool is not fully collateralized and has experienced occasional instability.

Mr. Anderson confirmed that CD rates are presently higher than NHPDIP rates, though this was not the case two months ago. He also noted that the Town's investment policy, now three to four years old, specifically references NHPDIP but more broadly allows for bank-based investments. He requested that the Finance Administrator provide updated rate comparisons for the Board's review.

Mr. Houghton added that understanding the terms of the proposed CD ladder will be important. Mr. Roache agreed, noting that maintaining liquidity is a key consideration.

Mr. Roache reported that the Finance Administrator has begun preparations for the annual audit. DOT will hold a public information meeting at the end of April as part of the ongoing project design process; the exact date is forthcoming. Planning and Building continue work on updating tracking and inspection request systems. The Town Clerk successfully completed ballot machine testing, resolving minor issues related to vendor instructions. Town Reports are expected by Thursday.

Mr. Roache reviewed the revised employee performance review process, which he will present to department heads. He emphasized quarterly check-ins to ensure ongoing communication and avoid surprises during annual evaluations. The Board agreed with the approach. He noted that updating the Employee Manual will be a priority after Town Meeting. Mr. Anderson recommended involving the new Board member before significant staff time is committed. Mr. Houghton suggested updating the manual in sections.

Mr. Roache is preparing a congressional spending request through Senator Shaheen's office to support Stratham Hill Park facility improvements, including the 4-H barn. He is awaiting confirmation of the Town's eligibility and may request letters of support. The Board supported pursuing the grant.

He also recommended establishing a formal process for tracking grant applications, which the Board agreed would be beneficial.

The Board briefly discussed election-day attendance.

At 8:30pm Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II(a) personnel. Ms. Knab seconded the motion. All voted in favor.

At 8:46pm Mr. Houghton motioned to close the non-public session. Ms. Knab seconded the motion. All voted in favor. Mr. Houghton then motioned to seal the minutes. Mr. Anderson seconded the motion. All voted in favor.

At 8:46pm Mr. Houghton motioned to adjourn. Mr. Anderson seconded the motion. All voted in favor.

Respectfully submitted,

Karen Richard
Recording Secretary



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Incorporated 1716

10 Bunker Hill Avenue, Stratham NH 03885

Town Clerk/Tax Collector 603-772-4741

Select Board/Administration/Assessing 603-772-7391

Code Enforcement/Building Inspections/ Planning (603) 772-7391

Fax (All Offices) 603-775-0517

TO: Select Board

FROM: Vanessa Price, Director of Planning & Building

DATE: March 5, 2026

RE: 149-151 Portsmouth Ave Residential/Commercial Letter of Credit/Bond Release

The owner is requested to release their bond, which is in the form of a letter of credit, for the property located at 149 - 151 Portsmouth Ave. Perlowski Properties, LLC has completed the requirements under the Performance and Escrow Agreement dated May 18, 2026, for the infrastructure improvements as stated in the construction cost estimate. The DPW Director and Building Inspector/Code Enforcement have no issue with releasing the bond. The requested action from staff is for the Planning Board to make a recommendation to the Select Board to release the performance bond.

At the March 4, 2026, Planning Board meeting, the board made the recommendation to the Select Board to release the performance bond for Perlowski Properties, LLC, at the property 149-151 Portsmouth Ave, as they have met the conditions of their Performance and Escrow Agreement dated May 18, 2018.

At the next regularly scheduled Select Board meeting, the Director of the Planning and Building Department recommends approval that the Select Board release the performance bond for Perlowski Properties, LLC, at the property 149-151 Portsmouth Ave, as they have met the conditions of their Performance and Escrow Agreement dated May 18, 2018.



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10 Bunker Hill Avenue, Stratham NH 03885

Town Clerk/Tax Collector 603-772-4741

Select Board/Administration/Assessing 603-772-7391

Code Enforcement/Building Inspections/ Planning (603) 772-7391

Fax (All Offices) 603-775-0517

TO: Planning Board Members

FROM: Vanessa Price, Director of Planning & Building

DATE: February 20, 2026

RE: 149-151 Portsmouth Ave Residential/Commercial Letter of Credit/Bond Release

The owner is requested to release their bond, which is in the form of a letter of credit, for the property located at 149 - 151 Portsmouth Ave. Perlowski Properties, LLC has completed the requirements under the Performance and Escrow Agreement dated May 18, 2026, for the infrastructure improvements as stated in the construction cost estimate. The DPW Director and Building Inspector/Code Enforcement have no issue with releasing the bond. The requested action from staff is for the Planning Board to make a recommendation to the Select Board to release the performance bond.

The following motion offered:

I move that the Planning Board recommend to the Select Board to release the performance bond for Perlowski Properties, LLC, at the property 149-151 Portsmouth Ave, as they have met the conditions of their Performance and Escrow Agreement dated May 18, 2018.



Irrevocable Letter of Credit

May 19, 2018

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

Re: Perlowski Properties, LLC
Residential/Commercial Property
149-151 Portsmouth Avenue
Stratham, NH 03885
Irrevocable Letter of Credit No.#2018-107

Dear Town Officials:

We hereby authorize you to draw on the undersigned bank, The Provident Bank ("Issuer") for the account of Perlowski Properties, LLC an amount not to exceed Sixty-three thousand six hundred ten and 80/100 (\$63,610.80) ("Aggregate Amount") by your Draft at sight in the form of Exhibit A bearing the Credit number #_2018-107_ accompanied by a written certificate ("Certificate") in the form of Exhibit B by you stating one of following:

1. Customer is in default under the agreement between the Town and the Customer (the "Performance Agreement") relating to the completion of improvements or the performance of other conditions or undertaking agreed to by the Customer or imposed by the Town, and its Local Land Use Boards, in the grant of subdivision and/or site plan approvals, or the grant of a variance or variances or the grant of certain special exceptions relating to the development of land located in the Town of Stratham

Or

2. This financial Institution has given notice of its intent not to allow the renewal of this letter of credit, and the Customer has not completed the obligations of the Performance Agreement.

We hereby agree to honor your Draft drawn under and in the compliance with the terms of this Irrevocable Letter of Credit if the Draft, accompanied by an original of the Certificate, is presented to us no later than the close of business on September 21, 2019, (as extended and renewed from time to time the "Expiry Date"); provided however that this Letter of Credit shall be automatically extended from year to year after the expiry date unless we shall have provided

written notice to you by certified mail return receipt requested not less than 45 days in advance of the anniversary date that we intend not to renew this letter of credit a ("Notice of Non-renewal"). All renewals of this letter of credit shall be on the same terms and conditions as this Letter. In connection with any such renewal, the Expiry Date shall be deemed to be and understood to be the next succeeding anniversary of the prior Expiry Date.

Partial draws are permitted, provided however that in no event shall the aggregate of all such draws exceed the Aggregate Amount.


Upon the earliest of: (a) our honoring your Drafts presented hereunder in the Aggregate Amount of this Letter of Credit; (b) the surrender to us by you of this Irrevocable Letter of Credit for cancellation; or (c) the passage of the Expiry Date after a Notice of Non-renewal is received by you, this Irrevocable Letter of Credit shall automatically terminate; notwithstanding the foregoing and further notwithstanding any other any other provision of this Letter of Credit or applicable law or custom, if payment upon this letter of credit is enjoined by any order of any court or enjoined by the operation of 11 U.S.C. §362, then this Letter of Credit shall not expire and shall be automatically renewed until no earlier than the date one year after any such injunction or automatic stay is finally terminated.

This Irrevocable Letter of Credit shall be governed by the laws of the State of New Hampshire, including the Uniform Commercial Code as in effect in the State of New Hampshire. Communications with respect to this Irrevocable Letter of Credit shall be addressed to Financial Institution at **The Provident Bank**, Attn: Scott Beattie, Vice President and shall specifically refer to this Irrevocable Letter of Credit No. **#2018-107**.

This Irrevocable Letter of Credit sets forth in full our undertaking, and such undertaking shall not in any way be modified, amended, amplified, or limited by reference to any document, instrument or agreement referred to herein (including, without limitation, the Performance Agreement), excepting only the Certificate(s) and Draft referred to herein, and such reference shall not be deemed to incorporate herein by reference any document, instrument or agreement, excepting such Certificate(s) and Draft.

Except so far as otherwise expressly stated herein, this credit is subject to the "Uniform Customs and Practice for Documentary Credits" (2007 Revisions) of the International Chamber of Commerce Publication No. 600 as may be amended.

Truly yours,


Scott Beattie VP Commercial Lending

COPY

PERFORMANCE AND ESCROW AGREEMENT

THIS AGREEMENT entered into by and between **Perlowski Properties, LLC**
(company/individual name)
of **P.O. Box 1137, Stratham, NH 03885** hereinafter referred to as the "Contractor" and the
(place of business)
Town of Stratham in the County of Rockingham and the State of New Hampshire, hereinafter
referred to as the "Town."

WHEREAS, the Contractor is obligated to complete various infrastructure improvements
and perform other work to be done and performed in accordance with the subdivision/site plans,
road profile plans, and specifications related to a certain final approved subdivision/site plan
entitled

Residential/Commercial Property, 149 and 151 Portsmouth Avenue, Stratham, NH
(description of approved plan)

as approved by the Planning Board of the Town of Stratham on **April 4, 2018**
(date of approval)
and on file with the Town, and/or recorded at the Rockingham County Registry of Deeds as Plan
Number **D-40834**, and;
(Registry Recording Number)

WHEREAS, the Contractor desires to provide the Town security in the form of an Escrow
Account to ensure the completion of any and all infrastructure improvements in connection with
See attached "Construction Cost Estimate" for details

(description of improvements being bonded)

, that remain undone, incomplete, unfinished, or in need of restoration, all pursuant to the
previously cited Planning Board approval and in accordance with the Subdivision and/or Site Plan
Review Regulations of the Town of Stratham presently in effect, as those plans and specifications
may be adjusted or amended by the reasonable judgment or decision of the Town's construction
inspector, all hereafter referred to as "Improvements", and;

WHEREAS, the Contractor agrees, inter alia, to perform the obligations and conditions as
set forth herein on or before **September 21, 2019**, and
(date of completion)
further agrees to indemnify, save, and hold harmless the Town against any damages and equitable

claims caused by the Contractor's failure to perform under this Agreement, and;

WHEREAS, the Town and the Contractor have agreed to an Escrow Account for the sole benefit of the Town in the event the Contractor, for any reason, fails to fully perform its commitments and obligations as set forth herein with the Town, and;

WHEREAS, the Contractor has deposited simultaneously with the execution of this Performance and Escrow Agreement in an Escrow Account with and for the benefit of the Town the sum of **sixty three thousand six hundred ten 00/100 Dollars (\$ 63,610.00)**.
(total bond amount)

The Escrow Account shall stand in the name of the Town as security for the Contractor's performance of the work and of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises, undertakings, and other lawful consideration hereinafter set forth, the parties agree as follows:

1. That the Town will hold said Escrow Account for the sole benefit of the Town and shall use such funds for the purposes and upon the conditions hereinafter set forth.
2. In the event that the Contractor shall default or fail to complete the Improvements or meet and perform its commitments or obligations set forth herein on or before the date cited above and should the Town desire to use said Escrow Account or other security funds to repair and/or correct deficiencies in said Improvements, the Town will file with the Contractor a written statement stating that the Contractor is in default of its performance obligations hereunder and said funds will be used to correct the stated deficiencies caused by the Contractor.
3. The Town agrees that any payments received by it from such funds shall be expended solely for the purpose of curing any default or defaults of the Contractor of its obligations and commitments as set forth in the this Agreement. Such expenditures, as the Town may deem necessary to incur, shall include, but not necessarily be limited to, the reasonable costs of hiring any engineers, contractors, or other consultants, administrative costs of the Town, and/or any legal fees related to this Agreement.

4. The Town agrees to inspect the construction and/or infrastructure Improvements installed by the Contractor, from time to time, upon completion thereof and within a reasonable time after receipt of written request to do so from the Contractor and to advise the Contractor of any deficiencies in the said work. The Town reserves the right and ability to hire any engineers, or other consultants as the Town deems necessary to inspect the work, and the Contractor agrees to pay all reasonable cost thereof. The Contractor agrees to cure any such cited deficiencies. In the event the Contractor fails to cure any deficiencies cited within thirty (30) days of citation, the Town shall have the right, but not the obligation, to draw against the Escrow Account for the purpose of curing the said deficiency.
5. In the event the Town, in its judgment, finds a deficiency which constitutes an emergency due to the immediate hazard it presents to public health, safety, and/or welfare, the Town may take prompt action as the Town shall deem necessary to cure said deficiency, but shall not have the obligation to do so. The Town shall have the right to draw against the Escrow Account for any and all costs and/or expenses incurred in correcting said deficiency caused by the Contractor.
6. The Contractor shall be entitled to examine all documents, which the Town may have in its possession, relating to the Agreement during regular office hours, and the Town will, at the Contractor's request and expense, furnish copies of any said documents that the Contractor may request.
7. Amounts placed in said Escrow Account shall not be released to the Contractor until the Town's construction inspector certifies to the Board of Selectmen that all commitments and obligations of this agreement have been met by the Contractor pursuant to the provisions of the Town's Subdivision and/or Site Plan Review Regulations or terms of the stated Planning Board approval.

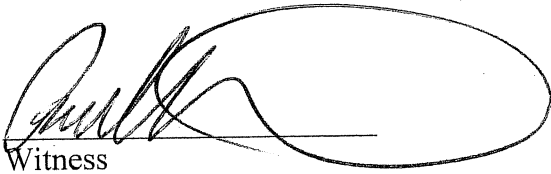
8. If the Contractor shall complete the Improvements and meet its obligations herein prior to the date cited above in a manner satisfactory to the Town or its agents, the amount of **fifty seven thousand eight hundred twenty eight 00/100 Dollars (\$57,828.00)** or portions thereof shall be released to the Contractor. The remaining minimum amount of **five thousand seven hundred eighty two 00/100 Dollars (\$5,782.00)** shall remain in the Escrow Account for a period of one (1) year from the date of completion of the work as a maintenance bond. At the end of the one (1) year period, the Town shall notify the Contractor in writing as to any work required to be performed to correct or fix any deficiencies or undue wear on the Improvements. The Contractor shall have thirty (30) days from that notice in which to correct or fix such deficiencies and upon completion thereof, the maintenance bond shall be released to the Contractor.
9. It is expressly understood by the parties hereto that this Agreement is **not** intended for the benefit of any third party, including but not limited to contractors, subcontractors, or materialmen of the Contractor, and is designed solely to protect the Town from any legal or equitable claim and all costs and expenses, to include but not limited to legal fees and/or experts and consultants, arising from the failure of the Contractor to perform its commitments and obligations hereunder. This Agreement shall not be assignable by the Contractor to any third party or successor without the written consent of the Selectmen.
10. In the event of the death or incapacity of the Contractor and the failure of the Contractor's successor or legal representative to act in compliance with the Contractor's commitments and obligations hereunder, the Town shall have the right, but not the obligation, to draw against such funds for the purpose of performing the Contractor's commitments and obligations as set forth herein.
11. At such time as the Town by its Selectmen shall deem appropriate, the Selectmen may consider acceptance of the Improvements as a public road, if previously dedicated for that purpose. Upon an affirmative vote of the Selectmen, the Contractor shall render a deed in a

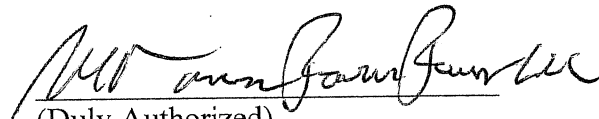
form acceptable to the Selectmen conveying the roadway to the Town. Upon recording of the deed at the Rockingham County Registry of Deeds, this Agreement shall terminate and any funds left in the Escrow Account shall be returned to the Contractor.

12. It is expressly understood by the parties hereto that a waiver by the Town of any breach or default by the Contractor of the obligations, terms, and/or conditions of this Agreement shall not be deemed a waiver of any other or future breaches and/or defaults thereof.
13. If any clause of this Agreement be declared invalid or unconstitutional in whole or in part and is for any reason rendered null and void, the remaining clauses shall remain in full force and effect.

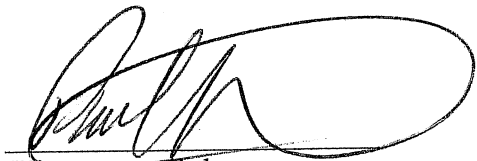
Dated this 21st day of May, 20 18.

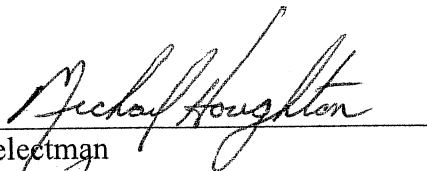
CONTRACTOR:

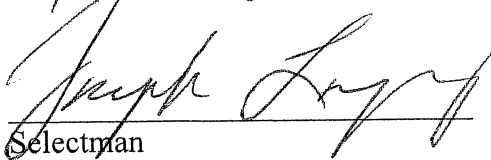

Witness

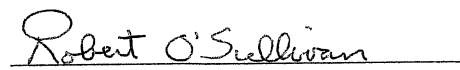
By: 
(Duly Authorized)

**TOWN OF STRATHAM
By Its Selectmen**


Witness to all three

By: 
Selectman

By: 
Selectman

By: 
Selectman



TOWN OF STRATHAM
Incorporated 1716
10 Bunker Hill Avenue · Stratham, NH 03885
Highway Department
603-772-5550

To: Tavis Austin, Town Planner

CC: Paul Deschaine, Town Administrator
Board of Selectmen
Planning Board

From: Colin Laverty, Director of Public Works

Date: May 6, 2018

RE: Mark Perlowski, *Old Town Hall Land Performance Bond*

Mr. Austin,

I have reviewed the Bond estimate submitted by Mark Perlowski of Persimmon Homes. The bond is attached to this document and is entitled Persimmon Bond. The total amount to be bonded shall be \$63,610.80. Below is a breakdown of the bond value.

Construction Costs	\$57,828.00
10% Contingency for the Total Project Cost	<u>\$5,782.80</u>
Total Performance Bond	\$63,610.80

If you have any questions or concerns, please let me know.

Respectfully submitted,

Colin P. Laverty
Director of Public Works

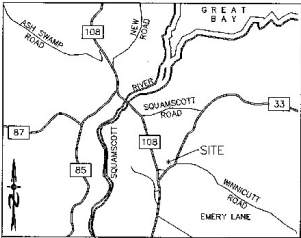
CONSTRUCTION COST ESTIMATE

Old Town Hall Land

Stratham, NH

24-Apr-18

<u>ITEM DESCRIPTION</u>	<u>UNIT</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>TOTAL COST</u>	<u>SUBTOTALS</u>	% Complete	Remaining Value
<u>General Construction</u>							
Bank Run Gravel	CY	834	\$ 24.00	\$ 20,016.00		0%	\$ 20,016.00
Crushed Gravel	CY	417	\$ 25.00	\$ 10,425.00		0%	\$ 10,425.00
Loam and Seed Slopes	SY	380	\$ 6.50	\$ 2,470.00		0%	\$ 2,470.00
General Construction Subtotal					\$ 32,911.00		\$ 32,911.00
<u>Drainage</u>							
12" HDPE Culvert	LF	186	\$ 30.00	\$ 5,580.00		0%	\$ 5,580.00
Bio-Ret. Pond	LS	1	\$ 6,000.00	\$ 6,000.00		0%	\$ 6,000.00
Catch Basin	EA	2	\$ 1,250.00	\$ 2,500.00		0%	\$ 2,500.00
Rip Rap with Fabric	CY	10	\$ 30.00	\$ 300.00		0%	\$ 300.00
Drainage Subtotal					\$ 14,380.00		\$ 14,380.00
<u>Landscaping</u> (Provided by Stratham Circle Nursury)	LS	1	\$ 10,537.00	\$ 10,537.00	\$ 10,537.00	0%	\$ 10,537.00
SubTotal					\$ 57,828.00		\$ 57,828.00
10% Contingency					\$ 5,782.80		\$ 5,782.80
Total Estimate					\$ 63,610.80		\$ 63,610.80



LOCATION MAP

LEGEND

- UTILITY POLE
- TEST FIT W/ NO. 43x48"
- SPOT GRADE
- STONE WALL
- TREE LINE
- EXISTING CONTOUR - 10'
- EXISTING CONTOUR - 2'
- WETLAND BOUNDARY
- SOILS BOUNDARY LINE
- BUILDING SETBACK LINE
- ADJUTING PROPERTY LINE
- EXISTING PROPERTY LINE
- PROPOSED PROPERTY LINE

PARKING CALCULATIONS:
 TOTAL NUMBER OF UNITS = 36
 UNIT # 1
 2 - 2 BEDROOM APARTMENTS = 4 SPACES
 2,496 S.F. (OFFICE SPACE) 3 SPACES/1,000 S.F. = 8
 UNIT # 2
 4 - 2 BEDROOM APARTMENTS = 8 SPACES
 4 - VISITOR SPACES
 UNIT # 3 (OLD TOWN HALL)
 4 - 2 BEDROOM UNITS = 8 SPACES
 4 - VISITOR SPACES
 TOTAL SPACES PROVIDED = 36

ZONING REQUIREMENTS

ZONE	TO
LEFT AREA MIXED USE	42,000 SF
MIN. FRONTAGE	200 FT.
FRONT YARD	0-25 FT.
SIDE YARD	10 FT.
REAR YARD	10 FT.
WETLANDS	50 FT. HYBRIC B
BUILDING SETBACK	100 FT. HYBRIC A
SEPTIC SETBACK	50 FT. HYBRIC B
	75 FT. HYBRIC A

PREPARED FOR:

PERLOWSKI PROPERTIES, LLC.
 PO BOX 1137
 STRATHAM, NH 03885

BEALS ASSOCIATES PLLC

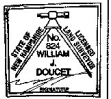
70 PORTSMOUTH AVE. STRATHAM, NH. 03885
 PHONE: 603-583-4860, FAX: 603-583-4863

UTILITY NOTES

- PRIOR TO THE START OF CONSTRUCTION, THE CONTRACTOR SHALL COORDINATE WITH THE ENGINEER, ARCHITECT AND/OR OWNER, IN ORDER TO OBTAIN AND/OR PAY ALL THE NECESSARY LOCAL PERMITS, FEES AND BONDS.
- THE CONTRACTOR SHALL PROVIDE NOTICE TO ALL COMPANIES AND LOCAL AUTHORITIES OWNING OR HAVING A JURISDICTION OVER UTILITIES RUNNING TO, THROUGH OR ACROSS PROJECT AREAS PRIOR TO DEMOLITION AND/OR CONSTRUCTION ACTIVITIES.
- THE SPECIFICATIONS FOR PROPOSED PRIVATE UTILITY SERVICES SHALL BE TO THE STANDARDS AND REQUIREMENTS OF THE RESPECTIVE UTILITY CO. CONTRACTOR TO COORDINATE WITH UTILITY COMPANIES FOR PROPER UTILITY CROSSING REQUIREMENTS.
- ALL CONSTRUCTION SHALL CONFORM TO THE TOWN OF STRATHAM STANDARDS AND REGULATIONS, UNLESS OTHERWISE SPECIFIED. ALL CONSTRUCTION ACTIVITIES SHALL CONFORM TO LABOR (OSHA) RULES AND REGULATIONS.
- THE CONTRACTOR IS TO VERIFY LOCATION AND DEPTH OF ALL EXISTING UTILITY LINES PRIOR TO CONSTRUCTION AND DISCONNECT ALL EXISTING SERVICE CONNECTIONS AT THEIR RESPECTIVE MAINS (IF REQUIRED) IN ACCORDANCE WITH THE RESPECTIVE UTILITY COMPANY'S STANDARDS AND SPECIFICATIONS.
- THE CONTRACTOR IS RESPONSIBLE FOR PAYMENT OF ALL CONNECTION FEES.
- APPROVED BACKFLOW PREVENTERS SHALL BE PROVIDED FOR BOTH FIRE AND DOMESTIC WATER LINES.
- THE EXISTING OR PROPOSED STRUCTURE SHALL BE SERVED BY A SPRINKLER SYSTEM AS REQUIRED BY THE TOWN OF STRATHAM AND THE 2015 STATE BUILDING CODES.
- SPRINKLER CONNECTIONS MUST BE FLUSHED IN ACCORDANCE WITH NFPA 24.
- TEST CERTIFICATE FOR UNDERGROUND PIPING FORM MUST BE COMPLETED.
- FIRE DEPARTMENT CONNECTIONS SHALL BE LOCATED ON THE STREET SIDE OF THE BUILDING PER NFPA 15.
- BUILDING ADDRESSES SHALL BE ASSIGNED BY THE BUILDING OFFICIAL AT THE TIME OF ISSUANCE OF A BUILDING PERMIT.
- THE SITE LAYOUT IS DESIGNED IN COMPLIANCE WITH APPLICABLE ACCESSIBILITY REGULATIONS. THE PROPOSED STRUCTURE WILL ALSO BE DESIGNED IN ACCORDANCE WITH APPLICABLE ACCESSIBILITY REGULATIONS.

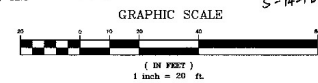
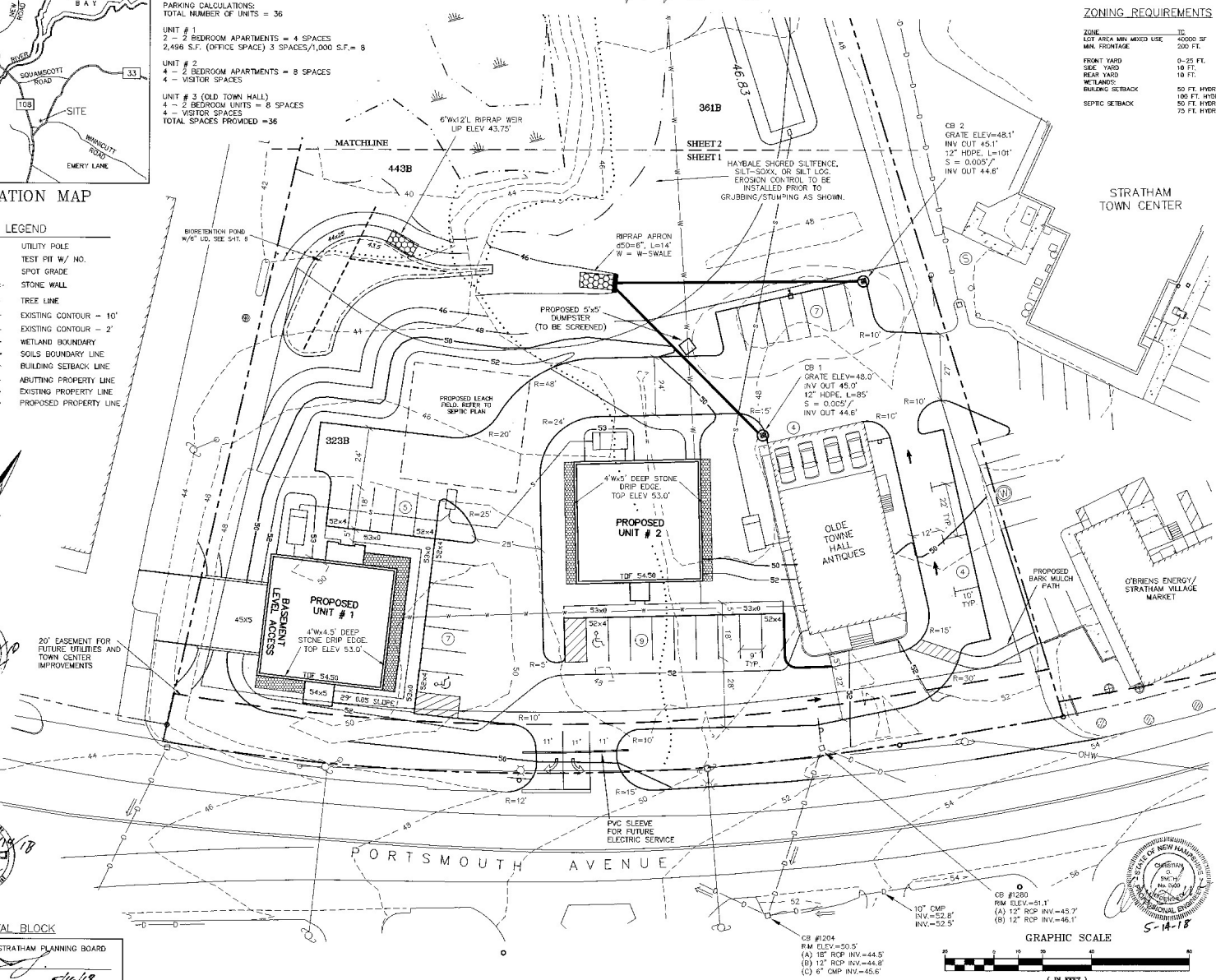
DRAINAGE NOTES

- ALL DRAINAGE STRUCTURE AND SWALES WILL BE BUILT AND STABILIZED PRIOR TO HAVING ROW-SET DEDICATED TO THEM.
- SEE DETAIL SHEETS FOR STANDARD CONSTRUCTION NOTES AND DETAILS.



APPROVAL BLOCK

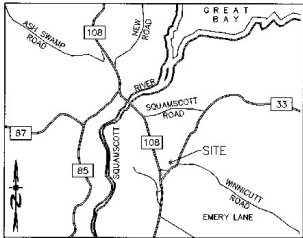
APPROVED TOWN OF STRATHAM PLANNING BOARD
 [Signature]
 CHAIRPERSON DATE 5/18



CB #1204
 RM ELEV=50.5'
 (A) 10" RCP INV.=44.5'
 (B) 12" RCP INV.=44.8'
 (C) 6" CMP INV.=45.6'

CB #1200
 RM ELEV=51.1'
 (A) 12" RCP INV.=45.7'
 (B) 12" RCP INV.=46.1'





LOCATION MAP

THIS SOIL MAP WAS PREPARED BY A PROFESSIONAL SOIL SCIENTIST AND MEETS THE TECHNICAL STANDARDS OF THE SSSS PUBLICATION NO. 1, HIGH INTENSITY SOIL MAPS FOR NH, APRIL, 2005. PARCEL IS LOCATED 151 PORTSMOUTH AVENUE, STRATHAM, NH, AND IS APPROXIMATELY 2 ACRES IN SIZE. SOILS WERE IDENTIFIED USING THE KEY TO SOIL TYPES. SOIL MAPPING WAS COMPLETED ON 1-17-18 BY JAMES GOVE, CSS # 004. FIELD WORK WAS CONDUCTED PRIOR TO THE MAP CREATION.

SOIL MAP UNIT	DESCRIPTION	HSG
299 361	Udon-thentis, smooth, MVD	B
448 323	Schute, MVD	B
943 443	Elaridge Variant, SWPD	D
38 543	Staridge, MVD	D
538 543	Squarescott, PD	D
134 643	Mayold, VPD	D

WETLAND NOTES

1. WETLANDS WERE DELINEATED BY GOVE ENVIRONMENTAL SERVICES (G.E.S.) IN ACCORDANCE WITH THE 1987 CODES OF ENGINEERS WETLANDS DELINEATION MANUAL.
2. DOMINANT HYDRIC SOIL CONDITIONS WITHIN THE WETLANDS WERE IDENTIFIED BY G.E.S. UTILIZING THE CRITERIA OF SOIL INDICATORS FOR IDENTIFYING HYDRIC SOILS (U.S. DEPARTMENT OF AGRICULTURE, VERSION 2, HYDRIC WETLANDS WORK GROUP, JULY 1993).
3. DOMINANCE OF WETLANDS VEGETATION WAS ASSESSED BY G.E.S. UTILIZING THE NATIONAL LIST OF PLANT SPECIES FOR NEW HAMPSHIRE DATED MAY 1988.
4. WETLANDS WERE CLASSIFIED BY G.E.S. ACCORDING TO THE CLASSIFICATION OF WETLANDS AND DEEP WATER HABITATS OF THE UNITED STATES (USFWS, 1972).

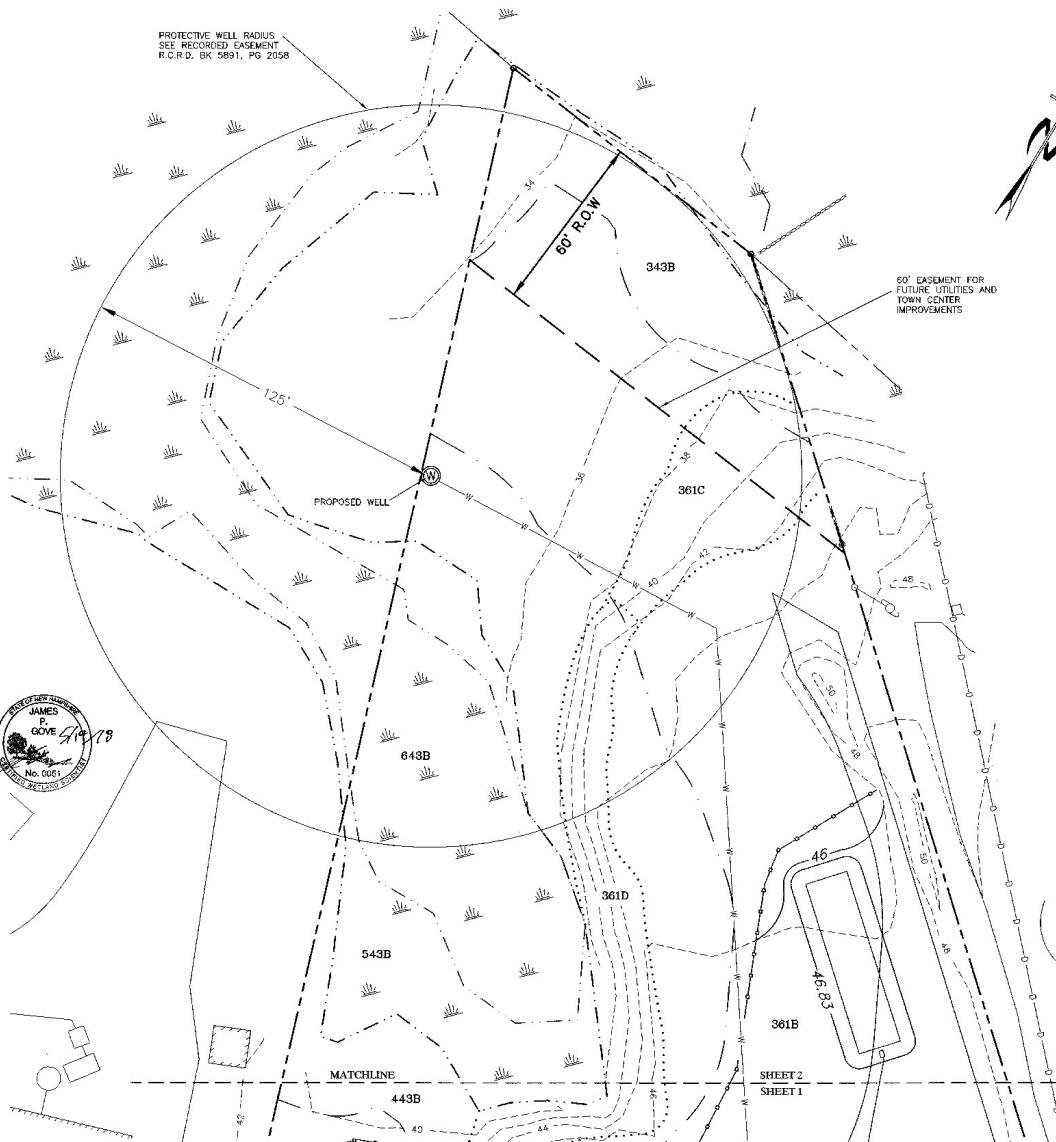


LEGEND

	UTILITY POLE
	TEST PIT w/ NO.
	SPOT GRADE
	STONE WALL
	TREE LINE
	EXISTING CONTOUR - 10'
	EXISTING CONTOUR - 2'
	WETLAND BOUNDARY
	SOILS BOUNDARY LINE
	BUILDING SETBACK LINE
	ABUTTING PROPERTY LINE
	EXISTING PROPERTY LINE

APPROVAL BLOCK

APPROVED TOWN OF STRATHAM PLANNING BOARD
 [Signature]
 CHAIRPERSON 5/16/18
 DATE



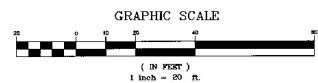
PREPARED FOR:
 PERLOWSKI PROPERTIES, LLC.
 PO BOX 1137
 STRATHAM, NH 03885

BEALS ASSOCIATES PLLC
 70 PORTSMOUTH AVE, STRATHAM, N.H. 03885
 PHONE: 603-583-4860, FAX: 603-583-4863

KEY TO SOIL TYPES

HIGH INTENSITY SOIL SURVEYS UTILIZE A FIVE-PART CLASSIFICATION TO IDENTIFY SOIL TYPES. SYMBOLS A-E READ FROM LEFT TO RIGHT IN THE CLASSIFICATION.

- SYMBOL A: DRAINAGE CLASS**
- 1- EXCESSIVELY DRAINED
 - 2- WELL DRAINED
 - 3- MODERATELY WELL DRAINED
 - 4- SOMEWHAT POORLY DRAINED
 - 5- POORLY DRAINED
 - 6- VERY POORLY DRAINED
- SYMBOL B: PARENT MATERIAL**
- 1- GLACIOLUVAL DEPOSITS (OUTWASH/TERRACES)
 - 2- GLACIAL TILL
 - 3- VERY FINE SAND AND SILT DEPOSITS
 - 4- LOAMY/SANDY OVER SILT/CLAY DEPOSITS
 - 5- SILT AND CLAY DEPOSITS
 - 6- ERODED, REPAIRED, OR FILLED
 - 7- ALLUVIAL DEPOSITS
 - 8- ORGANIC MATERIALS - FRESHWATER
 - 9- ORGANIC MATERIALS - TIDAL MARSH
- SYMBOL C: RESTRICTIVE FEATURES**
- 1- NONE
 - 2- BOULDER
 - 3- MINERAL RESTRICTIVE LAYER WITHIN 40 INCHES OF SOIL SURFACE
 - 4- BEDROCK PRESENT WITHIN 20 INCHES OF SOIL SURFACE
 - 5- SUBJECT TO FLOODING (FLOODPLAIN)
 - 6- DOES NOT MEET FULL STANDARDS (SEE PUBLICATION)
 - 7- BEDROCK PRESENT 20-40 INCHES BELOW SOIL SURFACE
 - 8- BEDROCK DEPTH VARIABLE (GENERALLY WITHIN 40 INCHES OF SOIL SURFACE)
- SYMBOL D: SLOPE CLASS**
- B- 0% TO 2%
 - C- 3% TO 15%
 - D- 15% TO 25%
 - E- 15% TO 25%
 - F- 35%+
- SYMBOL E: HIGH INTENSITY SOIL MAP IDENTIFIER**
- H- MAP MEETS HIGH INTENSITY SOIL MAPPING STANDARDS
 - P- MAP IS FOR PRELIMINARY PLANNING ONLY AND DOES NOT MEET STANDARDS



REVISED PER TRC RECOMMENDATIONS	3/1/18
REVISED PER PLANNING BOARD RECOMMENDATIONS	4/2/18
REVISIONS:	DATE:

RECORD OWNER
 PERLOWSKI PROPERTIES, LLC.
 PO BOX 1137
 STRATHAM, NH 03885

SITE PLAN
 RESIDENTIAL/COMMERCIAL DEVELOPMENT
 149 & 151 PORTSMOUTH AVE
 STRATHAM, NH

DATE: FEBRUARY 2018	SCALE: 1"=20'
PROJ. NO: NH-1066	SHEET NO. 2 OF 2



March 6, 2026

Mr. Timothy Roach, Town Administrator
10 Bunder Hill Avenue
Stratham, NH 03885

**Re: Master Agreement for Professional Engineering Services
CMA #1325**

Dear Mr. Roach:

INTRODUCTION

This Master Agreement for Professional Engineering Services (“Agreement”) is made between the Town of Stratham, New Hampshire (“Town”) and CMA Engineers, Inc. (“CMA Engineers”).

This Agreement establishes the general framework under which CMA Engineers will provide on-call civil engineering services to the Town. Individual projects will be authorized through written Task Assignments executed by both parties.

TERM OF AGREEMENT

This Agreement shall become effective upon execution and shall remain in effect for three years, unless earlier terminated in accordance with this Agreement. The Agreement may be renewed by mutual written consent.

Either party may terminate this Agreement for convenience upon thirty (30) days written notice. In the event of termination, CMA Engineers shall be compensated for all services performed and reimbursable expenses incurred through the effective date of termination.

SCOPE OF SERVICES

CMA Engineers may provide professional civil engineering services including, but not limited to:

- Planning Board and land development review
- Peer review of private development applications
- Roadway and drainage design
- Environmental permitting

- Construction administration and observation
- Capital improvement planning
- Grant and funding assistance
- Other municipal engineering services as requested

CMA Engineers shall perform services in accordance with generally accepted professional practice in New Hampshire.

TASK ASSIGNMENTS

Work under this Agreement shall be authorized through written **Task Assignments** executed by both parties.

Each Task Assignment shall include:

- Assignment number
- Project description and scope of services
- Project team
- Schedule
- Deliverables
- Fee structure and budget limit

No services shall be performed without written authorization from the Town.

PROJECT TEAM

CMA Engineers has assembled a project team for services to Town with experience in all areas which may be necessary. Our CMA Engineers project team is proposed as follows.

Philip A. Corbett, P.E.	Principal, Senior Engineer
Paul D. Schmidt, P.E.	QA/QC Review
Joshua W. Bouchard, P.E.	Project Manager, Planning Board Support
Jodie Bray Strickland, P.E.	Planning Board Review, Construction Services
Samuel T. Fortier, P.E.	Project Engineer, Roadway
Nicholas M. Messina, P.E.	Project Engineer, Drainage
Whitney A. Bouchard, P.E.	Project Engineer, Permitting
Liam B. Kalloch, P.E.	Project Engineer, Structural

Depending on assignments, different staff may be assigned. In addition to the principals and staff of CMA Engineers, our team includes subconsultant technical specialists in the areas of survey, landscape architecture, and environmental permitting.

ENGINEERING FEES

This Master Agreement establishes the basis for compensation for services performed hereunder. Individual services shall be authorized through separately executed Task Assignments, each identified by a sequential number and title.

CMA Engineers fees will be based on our standard billing structure, subject to defined fee limits as described above. Costs for assigned personnel will be assessed at salary cost (wage rate plus 35% to cover statutory and customary fringe benefits) times a factor of 2.45. Current rates (March 2026) under this structure are:

Principal:	\$228/hr
Project Manager:	\$191/hr
Project Engineers:	\$117-168/hr
Construction Inspection:	\$117-\$140/hr
Clerical:	\$86-116/hr

Hourly billing rates are based on CMA Engineers' standard billing structure and may be adjusted periodically to reflect changes in employee compensation. Costs for subconsultants are assessed at cost plus 15%. Costs for direct expenses including but not limited to phone, copies, postage, and CADD time are assessed at cost plus 10%. Mileage is charged at the IRS reimbursement rate (currently \$0.725/mile).

Invoices will be prepared monthly with details provided on the hours and costs for each separate assignment. Payment is due net 30 days of invoice date.

AGREEMENT

This Agreement represents the entire understanding between the Town and CMA Engineers with respect to on-call professional engineering services and may be amended only by written instrument executed by both parties. Each Task Assignment under this agreement will be separately signed by both parties.

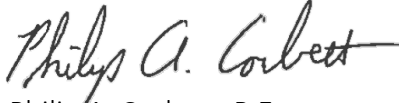
TERMS & CONDITIONS

CMA Engineers, Inc.'s **Standard General Terms and Conditions**, attached hereto, are incorporated into and made part of this Agreement. In the event of any conflict between this Master Agreement and the attached General Terms and Conditions, the provisions of this Master Agreement shall govern.

You may authorize this agreement by signing both copies of the agreement in the space indicated below and returning one copy to us. We appreciate this opportunity to be of

service to the Town of Stratham. Should you have any questions, please do not hesitate to call.

Very truly yours,
CMA ENGINEERS, INC.



Philip A. Corbett, P.E.
Vice President

Attachments:

CMA Engineers, Inc. Standard General Terms and Conditions

Master Agreement Authorized (Individual Task Assignments to be Separate)

Town of Stratham

Date

CMA ENGINEERS, INC.
GENERAL TERMS AND CONDITIONS

The general terms and conditions presented below are incorporated, by reference, into the letter agreement ("Agreement") between CMA Engineers, Inc. ("CMA") and Client. In the event that any of the terms and conditions below contradicts any statements in the Agreement, the terms stated in the Agreement shall rule with respect only to such contradicting statements.

CMA and Client agree as follows:

1. SERVICES:

CMA shall provide client with the services outlined in the Agreement with respect to the project identified. Additional technical services beyond those specifically outlined will be rendered only following an amendment of the Agreement signed by both CMA and Client.

2. INVOICES AND PAYMENT:

Client will pay CMA for services rendered in accordance with the rates and charges set forth in the Agreement and as described herein. Invoices will be submitted on a two-week or four-week basis, at the option of CMA. Payment to CMA will be due within fifteen (15) calendar days of invoice date. Unpaid balances will be subject to a 1 1/4% per month late payment charge beginning on the fifteenth day after invoice date. If there are unpaid balances remaining thirty (30) days after the invoice date, CMA may, upon giving ten (10) days written notice to Client, elect to temporarily or permanently terminate services under the Agreement until such invoices are paid in full. Such a temporary or permanent termination of services shall not constitute a waiver of other rights or claims against Client and no liability to Client shall be incurred by such termination.

3. TIME AND MATERIALS PROVISIONS:

Where the Agreement specifies that payment is to be due on a time and materials basis (i.e., hourly rates plus reimbursable expenses), fees shall be invoiced based on hours actually expended plus reimbursable expenses. The minimum time segment for invoice purposes shall be one half hour for office time and four hours for fieldwork and out-of-office meetings. Hourly charges shall include time in transit.

Expenses properly chargeable to Client which are reimbursable at cost plus ten percent (10%) shall include: travel (including automobile mileage at the maximum current IRS rate); lodging and meal expenses when CMA personnel are away from their office on activities connected with Client's project; project related drafting and clerical supplies; communication (including telephone), shipping, printing, and other reproduction costs; CADD computer time; computer software if specially acquired (with Client's prior approval) for Client's project; and expendable materials and supplies purchased specifically for Client's project.

The services of professional and technical subconsultants shall be invoiced and payable at cost plus fifteen percent (15%) as a processing and administrative charge.

4. NATURE OF FEE AND SCHEDULE ESTIMATES:

Unless otherwise specifically presented in the Agreement, the estimated total fees proposed represent CMA's estimate of the level of effort required to perform the proposed services. It is understood by Client that the services provided by CMA at times involve conceptual engineering, preparing regulatory permit applications, meetings, negotiations, and other types of services all of which are not fully definable and involve services over which CMA does not have control over the amount of time (affecting both fees and project schedule) required to effectively accomplish Client's objectives. As the project progresses, CMA will keep Client informed of factors beyond the control of CMA which may alter the project schedule as outlined in the Agreement and CMA will apprise Client in writing in the event that total fees required to perform the proposed services will be in excess of the fee estimates presented in the Agreement.

CMA shall not be liable for any delay or failure by CMA to perform any of its obligations under the Agreement, if such delay or failure arises from any cause beyond CMA's control (including Client's failure to comply with the provisions of Section 5 below).

5. CLIENT'S RESPONSIBILITIES:

Client shall provide full information as to Client's requirements for Project; designate a person to act with authority on Client's behalf in respect of all aspects of the Project; examine and respond promptly to CMA's submissions; and give prompt written notice to CMA whenever Client observes or otherwise becomes aware of any defect in the work.

Client shall also do the following and pay all costs incident thereto:

- When required in connection with the services to be provided by CMA under the Agreement, and upon request by CMA, furnish to CMA borings, probings, and subsurface explorations, hydrographic surveys, laboratory tests and inspections of samples, materials and equipment; appropriate professional interpretations of all of the foregoing; environmental assessment and impact statements; property, boundary, easement, right-of-way, topographic and utility surveys; property descriptions; zoning and deed restrictions, all of which CMA may rely upon in performing services hereunder.
- Guarantee access to and make all provisions for CMA, its agents, employees, and subconsultants to enter upon public and private property, as required to carry out the services outlined.
- Provide such legal, accounting, independent cost estimating, and insurance counseling services as may be required for the Project.

6. STANDARD OF PROFESSIONAL PRACTICE:

Client acknowledges that CMA's services require the application of engineering judgment and that decisions and recommendations are not always, or often, clear matters of engineering and science. Client acknowledges the inherent risks incurred by Client in undertaking the proposed project and, in accepting CMA's proposal, has selected CMA to assist in furthering Client's stated objectives through applying such engineering judgment. CMA will perform its services in accordance with

generally accepted professional practice, as existing at the time of providing such services, based upon CMA's experience, qualifications, and professional judgment. Client acknowledges that CMA's services will be rendered without any other warranty or guarantee, express or implied, beyond CMA's observance of the above Standard of Professional Practice.

7. INSURANCE:

CMA maintains, at its own expense, Worker's Compensation insurance, public liability and property damage insurance, and Engineer's Professional Liability insurance. CMA will provide certificates of such insurance upon written request by Client. Client acknowledges that CMA will not be liable to Client for any loss, damage, cost, or expense which, in the aggregate, exceed the amounts of CMA's insurance coverage limits, inclusive of such exclusions and conditions of the insurance policies maintained, unless CMA is determined by a final judgment of a court of competent jurisdiction to have caused any loss, cost, damage, or expense solely by reason of CMA's willful misconduct or gross negligence. Claims against CMA based upon failure to perform its professional services in accordance with the Standard of Professional Practice required in Section 6 are limited by the provisions of Section 8.

8. LIMITATION OF PROFESSIONAL LIABILITY:

Notwithstanding any other provisions of these general terms and conditions, CMA's liability to Client for any loss or damage arising out of or in connection with the Agreement, including but not limited to loss or damage caused by CMA's professional negligence, errors, or omissions, shall not exceed the greater of the total fees actually paid to CMA under the Agreement or \$50,000, and Client hereby absolves CMA from any liability in excess of that stated amount.

9. REUSE OF DOCUMENTS:

All documents including Drawings and Specifications prepared or furnished by CMA (and CMA's independent professional associates and consultants) pursuant to this Agreement are instruments of service in respect of the Project and CMA shall retain an ownership and property interest therein whether or not the Project is completed. Client may make and retain copies for information and reference in connection with the use and occupancy of the Project by Client and others; however, such documents are not intended or represented to be suitable for reuse by Client or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by CMA for the specific purpose intended will be at Client's sole risk and without liability or legal exposure to CMA, or to CMA's independent and professional associates and consultants from all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle CMA to further compensation at rates to be agreed upon by Client and CMA.

10. TERMINATION:

The obligation to provide further services under this Agreement may be terminated by either party upon seven (7) days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of any

termination, CMA will be paid for all services rendered to the date of termination and all Reimbursable Expenses.

11. CONTROLLING LAW:

This Agreement is to be governed by the law of the State of New Hampshire.

12. SUCCESSORS AND ASSIGNS:

Client and CMA each is hereby bound and the partners, successors, executors, and administrators and legal representatives of Client and CMA are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than Client and CMA, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Client and CMA and not for the benefit of any other party.

13. ARBITRATION:

All claims, counterclaims, disputes, and other matters in question between the parties hereto arising out of or relating to the Agreement or the breach thereof will be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association then obtaining. This Agreement so to arbitrate and any other Agreement or consent to arbitrate entered into in accordance herewith will be specifically enforceable under the prevailing law of any court having jurisdiction.

Notice of demand for arbitration must be filed in writing with the other parties to the Agreement and with the American Arbitration Association. The demand must be made within a reasonable time after the claim, dispute, or the matter in question has arisen. In no event may the demand for arbitration be made after the date when institution of legal or equitable proceedings based on such claim, dispute, or other matter in question would be barred by the applicable statute of limitations.

No arbitration arising out of, or relating to, the Agreement may include, by consolidation, joinder, or in any other manner, any person or entity who is not a party to the Agreement.

The award rendered by the arbitrators will be final, judgment may be entered upon it in any court having jurisdiction thereof, and will not be subject to modification or appeal except to the extent permitted by Sections 10 and 11 of the Federal Arbitration Act (9 U.S.C. 10, 11).

14. SEVERABILITY:

The provisions of these Terms and Conditions are severable. The invalidity of any part of these Terms and Conditions shall not invalidate the remainder of these Terms and Conditions nor the remainder of any portion hereof.

Senator Kevin Avar, Chair
Senate Energy and Natural Resources Committee
New Hampshire State House
Concord, NH 03301

Re: Support for SB538 – Ensuring Long-Term Value for Municipal Renewable Energy Projects

Dear Chairman Avar and Members of the Committee,

On behalf of the undersigned communities, we write in strong support of SB538, which extends a 20-year term of eligibility in the net metering 2.0 tariff for “municipal group hosts” and other political subdivision energy projects. Net metering is the cornerstone of the economics of these projects because it allows project owners to get credit for the excess energy they send back to the grid. Without a guarantee that they’ll continue to receive compensation at a predictable rate after 2040, banks, investors, and developers are reluctant to build these projects. For New Hampshire municipalities, school districts, and counties, local renewable energy generation delivers predictable revenue and savings, budget relief, and long-term cost control for taxpayers.

For example, a 5 MW AC solar array is currently under construction in Concord and will supply power to multiple state, school, and municipal facilities signed on as “oftakers” for the project. During its first 15 years in operation, this project will offset over \$1 Million in state and municipal electricity costs, generate more than \$1 Million in new tax revenue for the City of Concord, and invest over \$1 million in local electrical grid improvements. The project will also generate lease income for the private property owner providing the site for this project.

These benefits are not speculative. They are stable, predictable, measurable, and flow directly into municipal budgets, school operating costs, and the local economy. This has a direct benefit for local tax-payers.

The net metering 2.0 tariff for “municipal group hosts” allows a municipality, school district, county, or other political subdivision to build a renewable energy project on one site and use some of that generated power to offset electricity bills at other public facilities. On a small scale, this means an oversized array on the roof of a town hall can generate power for the fire station across town. On a large scale, multiple communities can collaborate to establish a single multi-megawatt solar array rather than multiple smaller arrays, as in the Concord example cited above. Projects can be located on public or private land, as long as the energy is credited to electric meters owned by political subdivisions.

However, uncertainty around how long projects are eligible to receive net metering compensation is fast becoming the single largest barrier to more municipal renewable energy projects like these going forward.

As documented in [testimony submitted by Clean Energy NH in support of SB538](#), solar developers have already abandoned at least 274 MW of large scale solar projects in New Hampshire, and 12 solar companies have exited

the state entirely due to the lack of bankable term certainty. With no guarantee of how compensation after 2040 will be structured and a shrinking payback period, banks and developers are unwilling to invest in these projects.

The result of this lack of certainty represents a lost opportunity on the order of 40–50 large scale projects statewide. For New Hampshire communities, that means \$120-\$150 Million in lost municipal property tax revenue, lease income for landowners, and electricity savings.


For the communities listed below, and for municipalities across New Hampshire, this bill is about protecting local revenue, reducing long-term energy costs, and ensuring that more viable projects can proceed for the benefit of taxpayers.

We respectfully urge the Committee to recommend SB538, Ought to Pass, and to give municipalities the clarity they need to responsibly plan, finance, and benefit from local energy projects.

Sincerely,

Chair

On behalf of the Stratham Select Board
Stratham, NH



Chair

On behalf of the Stratham Energy Commission
Stratham, NH



Stratham Heights
52 m

Rollins Hill
62 m

Pine Hill
47 m

Bride Hill
45 m

NH 101

NH 88

**Ride to End ALZ
- Stratham**



TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue, Stratham NH 03885

Town Clerk/Tax Collector 603-772-4741

Select Board/Administration/Assessing 603-772-7391

Code Enforcement/Building Inspections/ Planning (603) 772-7391

Fax (All Offices) 603-775-0517

TO: Select Board

FROM: Vanessa Price, Director of Planning & Building

DATE: March 11, 2026

RE: Committee Appointment Application: Planning Board Members Appointment

At the Planning Board meeting on March 4, 2026, two new volunteers applied to join the board. Both candidates attended the meeting, and the Planning Board recommended their appointments. Currently, there is one vacancy for a regular member and two positions available for alternate members.

Jay Fraprie: He is requesting a position as a full voting member on the Planning Board. Mr. Fraprie recently moved to the Town of Stratham and has over eight years of experience serving on land use boards in his previous communities. He is a highly qualified candidate, having spent four years on the Zoning Board of Appeals in Yarmouth, MA, and another four years on the Planning and Zoning Commission in Farmington, CT.

Ruben Abounaja: He is requesting a position as an alternate member on the Planning Board. Mr. Abounaja has lived in Stratham for many years. His background in project management within the construction and development sector has equipped him with skills in reviewing plans, coordinating trades, analyzing budgets, and evaluating risks. His experience makes him a highly qualified candidate for the Planning Board.

Attached are the committee appointment applications.



TOWN OF STRATHAM
 10 BUNKER HILL AVENUE, STRATHAM NH 03885
 (603) 772-7391
www.strathamnh.gov

COMMITTEE APPOINTMENT APPLICATION

Place an X next to your choice(s)

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

Jay (Frank) Fraprie
 Applicant Name (print)

 Phone #

Jay
 Address

 Email

Registered Voter of Stratham? YES NO Number of Years as a Resident less than 1

I would like to be considered by the Select Board for appointment to the Town board/commission/committee(s) indicated above because:

I am interested in contributing to the town and leverage my experience to help where I can.

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

23 yrs Account + Sales mgmt - Kodak, Compaq, HP
 4 yrs Planning + Zoning Com. - Farmington, CT
 4 yrs Zoning Board of Appeals - Yarmouth, MA
 masters in Business Administration

J. Fraprie
 Signature of Applicant

1/25/26
 Date



TOWN OF STRATHAM
 10 BUNKER HILL AVENUE, STRATHAM NH 03885
 (603) 772-7391
www.strathamnh.gov

COMMITTEE APPOINTMENT APPLICATION

Place an X next to your choice(s)

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

Ruben Abounaja

Applicant Name (print)

Phone #

_____ e In Stratham, NH 03885

Email

Address

Registered Voter of Stratham? YES NO Number of Years as a Resident 28

I would like to be considered by the Select Board for appointment to the Town board/commission/committee(s) indicated above because:

See attached.

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

See attached.

Signature of Applicant

03/04/26

Date

To the Stratham Select Board,

I am writing to express my interest in serving as an Alternate Member of the Planning Board for the Town of Stratham.

As a local property owner and real estate investor, I have developed a strong appreciation for responsible land use planning, infrastructure stewardship, and long-term financial sustainability. I understand how planning decisions made today directly affect property values, traffic patterns, community character, and municipal costs for years to come.

Professionally, I work in project management within the construction and development environment, which has given me experience reviewing plans, coordinating trades, analyzing budgets, and evaluating risk. I am comfortable with reviewing technical documents, asking practical questions, and thinking critically about feasibility, cost implications, and long-term maintenance considerations.

I am particularly interested in serving as an alternate member because it provides the opportunity to contribute meaningfully while learning more about Stratham's planning framework and master plan goals. I would attend meetings consistently, remain prepared to step in when needed, and approach decisions with fairness, objectivity, and respect for both applicants and residents.

My goal is to support thoughtful growth that protects property values, maintains infrastructure responsibly, and preserves the character that makes Stratham a desirable place to live.

Thank you for your consideration. I would welcome the opportunity to speak further about how I can contribute to the Planning Board.

Sincerely,
Ruben Abounaja