



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

SELECT BOARD AGENDA

May 4, 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 – 4/20/26
- IV. Finance Report
- V. Department Reports & Presentations
 - a. Chief Anthony King to present the Police Dept. Report
 - b. Library Consortium Presentation
- VI. Correspondence
- 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. Part Time Teen Coordinator Position – Authorization
 - b. Review of DPW Event Support and Cost Recovery Policy
- XI. Town Administrator Report
- XII. Informational Items
- XIII. Reservations, Event Requests & Permits

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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- XIV. Review of Recent or Upcoming Board & Commissions Agendas
- XV. Boards and Commissions Nominations & Appointments
 - A. Appointments for consideration
 - a. Roy Byrnes to an alternate position on the Energy Commission for a three year term to expire at Town Meeting 2029
 - B. Appointments to be voted on:
 - a. Luke Hanson to an alternate position on the Energy Commission for a three-year term to expire at Town Meeting 2029
- XVI. Old Business
 - a. Stratham Industrial Park Easement Deed.
 - b. Drew Goddard, Copley Properties, discussion on Gallant Farm Subdivision Road names
 - c. SHP Historic Preservation Proposal – discussion
 - d. SHP e-bike discussion
 - e. SHP commercial dog walker discussion
- XVII. Non-public
 - a. RSA 91-A:3, II(b) The hiring of any person as a public employee.
 - b. RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.
- XVIII. Adjournment

MINUTES OF THE APRIL 20, 2026 SELECT BOARD MEETING

MEMBERS PRESENT: Board Members Chair Allison Knab, Vice Chair Joe Anderson, Tedd Tramaloni

ALSO PRESENT: Town Administrator Tim Roache, Planning and Building Director Vanessa Price, Steve Hamilton and Ben Heller, Whitney Consulting Group.

At 7:00pm Ms. Knab opened the meeting and asked for a motion on the draft minutes. Mr. Tramaloni motioned to approved the minutes from April 6, 2026. Mr. Anderson seconded the motion. All voted in favor.

Ms. Knab recognized Ms. Price for her department report. Ms. Price stated that the new fee structure took effect on March 3. The Planning Board will soon begin work on zoning amendments. In response to a question from Mr. Tramaloni, she explained the process for adopting impact fees, noting that they must be authorized in the zoning ordinance, tied to identified projects, usually CIP-related, and supported by a professional study.

She noted that NHMA Right-to-Know training went well, and a land-use board training session was recorded for those unable to attend. Work continues on the Open Space Connectivity Plan.

Ms. Price provided updates on current Planning Board applications, including:

- 170 Portsmouth Ave (residential contracting business; existing home to remain)
- Porsche dealership (proposed addition to service area)
- 210 Portsmouth Ave (residential condominium project)
- Extension requests for 41 Portsmouth Ave, 80 & 80R Winnicutt subdivision
- Lindt (continuance requested to complete permitting for a new fire access road)

The group discussed an older fire road on the Lindt complex that is now inaccessible due to overgrowth; Ms. Price will research responsibility for its maintenance.

Ms. Price reported that the temporary part-time building inspection consultant is performing well. From January through the previous day, 224 permits were issued and 226 inspections completed. Revenue has increased slightly due to large projects such as the school and Lindt. Additional updates included construction at 217 Portsmouth Ave and a planned triplex at 301 Portsmouth Ave.

In response to a question from Mr. Anderson, she stated that all boards will soon be fully staffed with regular members, though some still need alternates.

Ms. Knab recognized Steve Hamilton and Ben Heller for an update on the Town's assessing status. Mr. Hamilton reviewed assessment-to-sale ratios, noting that the 2024 revaluation brought the median ratio to 97.2%, with 2025 at 95.8% and recent sales trending at 94.9%. He explained that values remain within the acceptable 90–110% range and no valuation update is recommended for the coming year. A revaluation will be required in 2029, though earlier action would be advised if ratios fall below 90%.

Mr. Hamilton reviewed the median home sale price for the equalization period (\$975,000) and discussed assessment statistics, including the coefficient of dispersion (COD). He explained how utility properties are annually equalized under state law.

Mr. Heller reported on the Department of Revenue Administration's ongoing 2025 Assessment Review of their work, including file audits, credits and exemptions review, and compliance with records-retention requirements. Fieldwork inspections have been acceptable. Results are expected later in the year, though DRA is behind schedule.

Mr. Hamilton continued, reporting cyclical property inspections continue, with approximately 30% of improved properties completed. The Town remains on track to finish by the December tax bill. The equalization process is also underway, and the Board was asked to sign the certificate for the 2025 equalization survey. Ms. Knab requested that the Board have time to review before signing.

Mr. Hamilton reported that several 2023 tax abatement appeals are currently pending before the Board of Tax and Land Appeals. He has been working with taxpayers on preliminary resolutions and plans to present these to the Select Board at their next meeting. He requested time on the agenda, and the Board agreed. The Board thanked Mr. Hamilton and Mr. Heller for their update.

Ms. Knab recognized Mark Stevens, who provided an update on planned water and sewer infrastructure work in the Stratham Industrial Park. Mr. Stevens explained that a section of the 47-year-old water main needs replacement following a significant break last summer that resulted in substantial water loss. The association plans to replace the vulnerable section, inspect additional areas of the main, and determine whether further replacement is necessary.

He also described related sewer system improvements. The association has reached an agreement with the Town of Exeter to upgrade a restricted section of Exeter's sewer line in exchange for additional sewer capacity needed for Lindt's expansion. This work requires upsizing a force main from four inches to six inches and completing two road crossings—one for the sewer force main and one for the water line.

Mr. Stevens noted that a future easement across the Rollins property may be needed to complete a looped water-line system, but the immediate request is for an easement from the Town of Stratham to perform the current work.

Board members asked clarifying questions regarding ownership of the water and sewer systems, easements, and responsibility for the proposed work. Mr. Stevens confirmed the system is privately owned by an association he manages. Mr. Anderson expressed conceptual support but emphasized the need for protections for the Town, including a surety bond and long-term responsibility for any future road settlement at the crossing. Town counsel has not yet reviewed the proposed easement.

Mr. Stevens stated he hopes to begin work as soon as possible. The Board agreed to review the matter promptly and will follow up once counsel has completed their review.

Ms. Knab introduced the Lindt water and sewer expansion item. Mr. Roache explained that the project is connected to the additional 75,000 gallons of sewer capacity being allocated to the

industrial park and assigned to Lindt. Exeter has requested a letter of support from Stratham to submit to the PUC, and a letter drafted by Exeter's attorney was included in the packet.

Mr. Anderson motioned to authorize the Board Chair to sign the letter on behalf of the Board. Mr. Tramaloni seconded the motion. All voted in favor. Mr. Tramaloni asked that the letter not be sent until town counsel has reviewed the project described earlier by Mr. Stevens. Mr. Roache agreed to hold the letter until counsel completes that review.

Ms. Knab opened discussion on the 2026 TMAC charge. Mr. Anderson suggested a minor edit to Section 2A, recommending that "conduct public forums" be changed to "conduct public input" to allow flexibility in how feedback is gathered.

Mr. Anderson also referenced comments in TMAC's recent minutes noting that the Select Board had not taken action. He stated that he had agreed with the recommendations at the time but no action was taken due to other Board members. He clarified that the issue they agreed on concerned commercial dog walkers. Ms. Knab noted that research had been planned on whether updates to the ordinance on motorized vehicles were needed to address e-bikes, as the current ordinance predates them.

The Board further discussed issues related to commercial dog walkers, e-bike use, parking, and enforcement at Stratham Hill Park. Members agreed these topics should be addressed comprehensively and that a public hearing—potentially in late May or June—would be appropriate.

Mr. Tramaloni emphasized the importance of confronting these issues directly, noting concerns about compliance and enforcement. Ms. Knab reiterated the need for adequate enforcement capacity, including the potential role of an Animal Control Officer. Mr. Anderson noted that establishing clear policy is the necessary first step. Mr. Anderson motioned to adopt the TMAC charge with the change of item 2a from "forum" to "gather public input". Mr. Tramaloni seconded the motion. All voted in favor.

Mr. Roache reported on options for building access control. He reviewed mobile systems but noted that both the Police and Fire Departments expressed concerns about relying on personal phones for access, particularly in situations where staff may not be able to safely or quickly unlock a device. Staff also noted that requiring use of personal phones could be problematic. Based on this feedback, the recommendation is to proceed with key-card or key-fob access, with alternative options such as wristbands available for Police.

Mr. Roache also followed up on the selection of Pelmac Industries as the preferred consultant. The selection team was impressed by Pelmac's extensive walkthrough, familiarity with municipal facilities, and the value of their proposal. Pelmac also services the Police Department's existing system.

Ms. Knab asked about licensing costs; Mr. Anderson noted that replacement cards are included. Mr. Tramaloni assumed standard warranties would apply to hardware and related components. Mr. Roache added that some companies offer optional subscriptions, but those carry risks if updates are needed. With the Board's authorization, he will move forward.

Mr. Anderson motioned to authorize the Town Administrator to enter into an agreement with Pelmac Industries for the installation of an access control system with installation cost of \$142,770 and a first-year licensing cost of \$7,347. Ms. Knab seconded the motion. All voted in favor.

Ms. Knab introduced the Hazard Mitigation Plan item. Mr. Roache explained that although the Board had approved the plan in April 2025, federal delays related to FEMA caused associated grant funding to be put on hold. By the time the funds were released, the required Certificate of Authority had expired, and all signatures were more than a year old. As a result, the Town must re-accept the grant funds.

Mr. Anderson asked what a Certificate of Authority is. Ms. Knab explained that it is a standard requirement for state and federal grants, authorizing a designated individual to sign on the Town's behalf. Mr. Roache added that it functions similarly to a certificate of vote authority and directed the Board to the motion included in the packet. Mr. Anderson motioned that the Select Board, in a majority vote, accepted the terms of the Building Resilient Infrastructure and Communities (BRIC) as presented in the amount of \$9,787.50 for updating the local hazard mitigation plan. Furthermore, the Board acknowledges that the total cost of this project will be \$13,050.00, in which the town will be responsible for a 25% match (\$3,262.50) and we authorize Town Administrator Tim Roache to sign all documents related to the grant. Mr. Tramaloni seconded the motion. All voted in favor.

Ms. Knab noted that page 29 of the packet indicates the need to establish a Hazard Mitigation Planning Committee. Mr. Roache confirmed this requirement, explaining that the committee will primarily include Planning staff, the Planning & Building Director, and the Police and Fire Chiefs. The Town will hire a consultant to lead the process, and Mr. Roache noted that such consultants are highly effective and that he has experience with similar projects through the Rockingham Planning Commission.

Ms. Knab introduced the 2027 Highway Safety Grant. Mr. Roache explained that this is a routine annual grant that the Police Department intends to apply for. Chief King provided a memo in the packet; however, the current action is only to authorize the department to apply, as the grant has not yet been awarded. No further action is required beyond approving the application. Ms. Knab motioned to authorize the Police Department to move forward with the application for the Highway Safety Grant in the amount of \$15,800 acknowledging that there's a match requirement. Mr. Anderson seconded the motion. All voted in favor.

Ms. Knab moved to the Stevens Park agenda item. Mr. Roache said that the application for the septic system has been received. Mr. Anderson motioned to approve the Stevens Park application for an individual septic, individual sewer disposal system and to authorize the Town Administrator to sign the application on the Select Board's behalf. Mr. Tramaloni seconded the motion. All voted in favor.

The Board reviewed cost estimates for exterior repairs to the Lane House and Tannery buildings. Mr. Roache explained that the proposed exterior work totals approximately \$110,000, with roughly \$197,000 remaining from the original \$200,000 allocation. Additional major needs include heating systems, water line and plumbing work, and septic system evaluation, though full cost estimates are not yet available.

Board members discussed prioritizing essential systems—water, septic, and heating—before committing to exterior work, given the limited budget. Mr. Merrill, Heritage Commission Chair, cautioned that delaying carpentry work could push scheduling out significantly and noted that the Heritage Preservation Capital Reserve Fund could be used temporarily as a cash-flow tool, though he emphasized the goal of keeping the project cost-neutral to taxpayers.

The Board discussed the need for more information, including septic system details and heating system assessments. Mr. Tramaloni noted that the exterior repairs are recommended because the building is currently compromised, and delaying could increase long-term costs. Mr. Roache added that some exterior work, such as removing the deteriorated back porch, could begin while other estimates are finalized. The Board agreed to await additional cost information before making final decisions.

Mr. Tramaloni asked whether long-term repair costs had been estimated, noting concern about balancing anticipated rental income with the scope of needed improvements. Mr. Merrill explained that financial feasibility was reviewed before the Town accepted the gift, and the Select Board at that time believed rental income from the four buildings would be sufficient to support the property once deferred maintenance was addressed.

Board members discussed the distinction between exterior repairs and interior work. Mr. Anderson suggested pursuing a parallel approach—continuing to gather full cost estimates while authorizing high-priority exterior work in phases. Mr. Roache and Mr. Merrill agreed that the north porch removal is the most urgent item due to significant rot, with additional deterioration on the east and south sides. Removal of the east porch will require Preservation Alliance approval.

The Board confirmed that the current proposal includes demolition—not reconstruction—of the north porch, with necessary siding and clapboard repairs to follow. Mr. Roache noted that some work could begin while remaining estimates are finalized, allowing the project to move forward without committing to the full \$110,000 exterior package at once.

Mr. Tramaloni asked that Mr. Merrill consult with Mr. Bedard to identify the highest-priority repairs. Mr. Merrill recommended authorizing approximately \$50,000 for Mr. Bedard to begin work, allowing him to address the most urgent items while the Town awaits heating, plumbing, and septic estimates expected within the next several weeks. Mr. Roache supported this phased approach.

Ms. Knab expressed hesitation about committing funds before receiving additional cost information, noting the need to address essential interior systems. Mr. Anderson clarified that a \$50,000 authorization would represent roughly one-quarter of available funds, leaving approximately \$150,000 for remaining needs. After discussion, Ms. Knab indicated she could support allocating half of the exterior amount upfront if the Board was comfortable.

Mr. Merrill reported that Mr. Bedard is prepared to begin work immediately, starting with removal of the deteriorated north porch. DPW is also ready to assist before their roadwork season begins. Ms. Knab requested a clear statement outlining what work will be completed with the initial funding. Mr. Merrill agreed to coordinate with Mr. Bedard.

The Board reviewed priority items, including demolition of the north porch, demolition and repairs on the east side, and repairs to the south porch. Estimated costs for these three components total approximately \$54,500. After discussion, the Board agreed this phased approach was the best path forward. Mr. Tramaloni motioned to authorize the Town Administrator to work with Hall & Parlor to allocate \$54,500 to demolish the north porch and repair the east and to pay according to the terms of the contract, 30% down and billing monthly. Mr. Anderson seconded the motion. All voted in favor.

Mr. Merrill asked whether the Historical Society building was included in the municipal re-keying project. The Board confirmed it was not. Mr. Merrill noted that the building faces similar issues with lost or unreturned keys and requested it be added to the list. The Board agreed, and Mr. Roache said he would speak with the selected vendor to include it.

Ms. Knab moved to the authorizations from the CIP and CRF funds. Mr. Roache noted that the next item is authorization to purchase the Police Department's body camera system, using CIP funds. The request is for \$11,081 from the Town-Wide Technology account. Ms. Knab motioned to authorize the police chief to move forward with the purchase of the police department body camera server in the amount of \$11,081 out of the town-wide technology fund, CIP Fund and to enter into a contract with Pelmac Industries for the project. Mr. Tramaloni seconded the motion. All voted in favor.

Mr. Roache introduced the workstation replacement item, noting two memos in the packet—one from the Police Department and one from Mr. Hickey. He explained that the total request should not exceed \$12,000, which is the amount available in the Town-Wide Workstation Replacement CIP line.

Mr. Anderson asked what equipment was being proposed. Mr. Roache said the Police Department is requesting three desktop computers, and other departments may need desktops or laptops. Mr. Anderson raised concerns about employees having both a desktop and a laptop, noting that a prior policy allowed only one device. The Board requested clarification from Mr. Hickey.

The Board also discussed the idea of repurposing two older laptops for use in the Hutton Room during meetings. Ms. Knab and Mr. Tramaloni supported the idea since it would not require new spending, while Mr. Anderson expressed concern about setting a precedent. Mr. Tramaloni had a concern regarding confidentiality and shared logins.

The Board requested a detailed list from Mr. Hickey identifying which employees would receive new computers or laptops. They agreed to defer action and revisit the item at the next meeting.

Mr. Anderson motioned to approve the release of \$126,971.45 in CRF funds for the purchase of two replacement defibrillators and to authorize the Town Administrator to enter into a contract as outlined in the April 20, 2026 packet with Stryker Emergency Care. Mr. Tramaloni seconded the motion. All voted in favor. Mr. Roache noted the current balance in that fund is \$350,000. We will be adding another \$150,000 bringing the total to \$500,000.

Ms. Knab introduced the agenda item regarding Municipal Center bathroom renovations and LED lighting upgrades. Mr. Roache reported that the proposal totals \$58,971, and the Building Maintenance Fund within the CIP has \$59,000 available. He noted that Mr. Tramaloni shared information from the Energy Commission about Unifit rebates for LED lighting, and the Town should take advantage of those incentives. Mr. O'Keefe requested that the workscope be sent to him so he can submit it for rebate processing. Mr. Roache will coordinate with him to ensure the project proceeds in the correct order while capturing available savings. Mr. Anderson motioned to approve the release of \$58,971 in CIP funds for the Municipal Center LED lighting project and the bathroom renovations and to authorize the Town Administrator to enter into a contract with Schroeder Construction Management. Mr. Tramaloni seconded the motion. All voted in favor.

The Board reviewed correspondence from Bell & Flynn outlining the proposed paving work. Mr. Batchelder reported that all listed roads will be completed this year except Jason, Jana, Joyce, and Linda Lane, which will be deferred to next year. Of the \$513,000 available, approximately \$400,000 is planned for paving.

Mr. Roache explained that the proposed paving budget is \$403,000, funded by \$125,000 in the operating budget, \$350,000 in the 2026 CIP (about half of which is Highway Block Grant funds), and \$38,000 remaining in a prior CIP authorization. Crack sealing is estimated at an additional \$180,000, bringing the total to roughly \$483,000—well within the \$513,000 available.

Regarding Academic Way, the Town is waiting to confirm whether the school will pave its section; if so, it would be efficient for the Town to pave its portion at the same time.

Mr. Anderson motioned to authorize the expenditure of \$388,000 CIP with \$125,000 from the operating budget for a total of \$513,000 to support the 2026 paving and crack seal program. Mr. Tramaloni seconded the motion. All voted in favor.

ADMINISTRATION

Mr. Roache noted that, in addition to Ms. Price's earlier update, there is a stormwater MS4 technical assistance program available that would provide consultant support for required mapping work. He and Ms. Connors will pursue this opportunity.

The Finance Administrator reported that the annual audit is progressing well, though it has been demanding on her time.

The Fire Department continues work on its Healthy Community survey, and the Board looks forward to reviewing a draft.

Mr. Roache revisited the Lane property tree-removal discussion, originally raised at the March 2 meeting. Funding had been unclear at that time and was discussed in nonpublic session. The final determination was that the \$15,800 cost would be covered through the DPW Maintenance budget. Mr. Tramaloni questioned whether the Lane Trust should be used, but it was recalled that prior Board discussions established the Trust as a buildings-only fund. The Board agreed no motion was needed.

Mr. Roache will be meeting internally regarding the Stratham Hill Park charette, including outreach to RPC. The Building Inspector consultant will be providing her assessment of the department to him this week.

INFORMATIONAL

Ms. Knab highlighted the Recreation Revolving budget, noting that she and Mr. Anderson were pleased to see the updated information. She explained to Mr. Tramaloni that the fund has been a long-term effort to clarify how fees are collected and spent on recreation programming, and that its use is governed by state law.

Mr. Tramaloni expressed concern about spending without sufficient oversight. Ms. Knab, serving as Recreation Commission liaison, explained that while the Recreation Commission is sometimes involved, most spending decisions are made by the Recreation Department for program needs such as uniforms.

Mr. Roache added that the Recreation Department operates as a largely self-supporting program. Ms. Knab reiterated that expenditures from the fund must comply with state law.

APPOINTMENTS

Mr. Anderson noted Mr. Hanson should be listed Under Consideration for appointment to the Energy Commission as this is the first time his application has appeared on the agenda.

Ms. Knab motioned to appoint Nate Merrill to the Heritage Commission for a three year term to expire at Town Meeting 2029. Mr. Anderson seconded the motion. All voted in favor.

Mr. Tramaloni motioned to re-appoint Michelle McCann-Corti and Kathy Bower, and appoint Jenny Hinson to the Wiggin Memorial Library Board of Trustees alternates for a one year term to expire at Town Meeting 2027. Mr. Anderson seconded the motion. All voted in favor.

Mr. Anderson motioned to appoint Geri Denton, Kyle Hollasch, Hansini Woodbury, Lauren Schmidt and Diane Smith for a one year term to the Communications and Community Engagement Committee. Ms. Knab seconded the motion. Motion held for a non-public discussion.

Ms. Knab motioned to appoint Allyson Moore, Colleen Jarvela, Gale Lyon, Chris West, Ellen Johansen for a one year term to the Stratham Community Garden Committee. Mr. Tramaloni seconded the motion. All voted in favor.

Ms. Knab moved to the Investment Policy. Mr. Anderson motioned to readopt the current Investment Policy with the additions of items in red from his March 31 email added to Section H. Mr. Tramaloni seconded the motion. All voted in favor.

Mr. Anderson motioned to authorize the Treasurer to invest the funds as follows. We already agreed for April and May so this is outside of that, \$1 million in NH PDIP, TD Bank 30 day CD of \$6 million for June, July, August and September. Four million for October. Two million for November and also to invest the Conservation Commission \$500,000 in NH PDIP and \$400,000 in 3 month CDs at TD Bank. The Board will receive updated results in October to inform

investment decisions for December and future periods. Reviews will occur on a six-month cycle. Mr. Tramaloni seconded the motion. All voted in favor.

Mr. Tramaloni reported on the results of the Hutton Room audio test, noting that a small amount of additional, low-cost equipment will be needed. He outlined two options for next steps: holding a special Select Board meeting solely to test the technology, or conducting a regular meeting and recording it. He noted that Microsoft Teams can record meetings, and the recording could be posted on the Town website. Mr. Roache added that Zoom could also be used to stream directly to YouTube.

The Board discussed streaming capabilities, including whether all meetings should eventually be streamed and how storage requirements might be managed. Ms. Knab noted that viewership of Select Board meetings may help gauge public interest in other committees. It was noted that a more advanced Teams account may be needed to allow public access. The Board anticipates being able to conduct a recorded or streamed meeting by June.

Mr. Tramaloni reported that he contacted several Stratham businesses to request congratulatory messages on their signs in recognition of the Fire Department's 75th anniversary. DPW and the Police Department will also display messages on their electronic boards. Board members plan to attend the anniversary ceremony at the Fire Department the following evening.

At 9:21pm Ms. Knab motioned to go into a non-public session in accordance with RSA 91-A:3, II(a) and II(c) Roll call: Knab-yes; Anderson-yes; Tramaloni-yes

At 9:46pm Ms. Knab motioned to exit the non-public session and seal the minutes noting failure to do so may render a proposed action ineffective. Roll call: Tramaloni-yes; Anderson-yes; Knab-yes

All voted in favor of the appointments to the Communications and Community Engagement Committee.

At 9:47pm Ms. Knab motioned to adjourn. Mr. Tramaloni seconded the motion. All voted in favor.

Respectfully submitted,

Karen Richard
Recording Secretary

Memo to Stratham Select Board – Teen Coordinator Proposal

To: Stratham Select Board

From: Stratham Parks & Recreation Department

Date: December 1st, 2025

Subject: Request to Create a Part-Time Teen Coordinator Position

Summary

The Parks & Recreation Department is requesting approval to create a **part-time Teen Coordinator** position (20 hours per week). This role addresses a clear service gap for Stratham youth in grades 6–12 and responds to increasing community interest in having safe, local, age-appropriate recreation opportunities for teens.

Need

Stratham offers robust programming for younger children and adults, but we lack consistent offerings for teens—a gap highlighted in community outreach, school conversations, and program feedback. The department does not currently have the capacity to build and sustain teen-focused programs without dedicated staff support.

Role and Responsibilities

The Teen Coordinator would:

- Develop after-school, evening, and weekend programs for teens
- Supervise activities and small events
- Coordinate with SAU 16, the library, and other community partners
- Support volunteer and leadership opportunities for middle and high school students

Cost and Funding

Estimated annual cost: **\$20,000**, depending on final hours and wage rate.

Potential offsets:

- Program fees
- Grant opportunities
- Recreation revolving fund support where appropriate

This would be implemented as a **one-year pilot**, with evaluation of participation, impact, and cost recovery.

This position would be supported by two subsequent UNH interns (Spring 2026 and Fall 2026).

Benefits to the Community

- Provides safe, structured options for teens
- Strengthens community engagement and youth sense of belonging
- Enhance the use of existing Town facilities
- Supports families seeking local teen programs
- Aligns with the department's mission to serve residents of all ages

Request

The department respectfully requests that the Select Board approve creation of a **part-time Teen Coordinator** position in FY 2026 and authorize implementation of a one-year pilot, with a report-back to the Board after 12 months.

Indoor Rock Climbing

Mountain Bike Adventures/ rail trail expeditions

Hiking Trips, state parks to start local

Kayaking Trips

Ice skating

Teen based destinations, escape room, trampoline park, arcade, bowling,

Two days per week, 1pm-5pm 8 hours per week

1pm-2pm scheduling, planning, shopping

2:15pm pick up at CMS with Town van

5pm parent pick up at Municipal Center

One weekend day per month, all day, 8 hours

830am drop off at MC, offsite trip

4330pm return to MC for parent pick up

Town of Stratham, New Hampshire

Parks & Recreation Department

Job Description: Part-Time Teen Coordinator

Position Title: Teen Coordinator

Classification: Part-Time, Non-Exempt

Hours: 10–15 hours per week (flexible schedule; evenings and occasional weekends required)

Pay Range: \$22.00- \$26.00 per hour

Reports To: Parks & Recreation Director

Position Summary

The Teen Coordinator is responsible for planning, coordinating, and supervising recreational programs, activities, and events for youth in grades 6–12. This position plays a key role in expanding recreation opportunities for Stratham’s teens, promoting positive youth development, and creating safe, engaging, and inclusive environments for middle and high school students.

Essential Duties and Responsibilities

- Develop, plan, and implement age-appropriate programs, events, and activities for teens, including after-school, evening, and weekend options.
 - Create a welcoming and inclusive environment that encourages youth participation, leadership, and community connection.
 - Establish and facilitate a **Teen Advisory Council** to gather input and support youth-driven programming.
 - Collaborate with key partners, including **SAU 16 schools, Wiggin Memorial Library, community organizations, regional recreation departments**, and local businesses.
 - Supervise participants during programs to ensure safety and positive conduct.
 - Assist with marketing and outreach, including social media, flyers, and communication with families and schools.
 - Coordinate program logistics such as scheduling, facility reservations, equipment setup, and volunteer support.
 - Track participation data and assist with basic program evaluation and reporting.
 - Support department-wide events and initiatives as requested.
-

Knowledge, Skills, and Abilities

- Knowledge of youth development principles and best practices for engaging teens.
 - Ability to build positive relationships with middle and high school youth.
 - Strong communication and interpersonal skills with teens, families, community partners, and staff.
 - Ability to work independently, take initiative, and manage multiple tasks.
 - Creativity in developing new programs and adapting activities to participant interests.
 - Ability to maintain a safe, respectful, and inclusive environment.
 - Competence with basic computer applications, including email, scheduling tools, and social media.
-

Minimum Qualifications

- Experience working with youth (ages 12–17) in recreation, education, after-school programs, camps, youth services, or related fields.
 - High school diploma or equivalent required; some college coursework in education, recreation, youth development, or a related field preferred.
 - Must pass a background check and meet Town hiring requirements.
 - Ability to lift up to 25 pounds and work indoors and outdoors in varying conditions.
 - CPR/First Aid certification (or ability to obtain within 6 months).
-

Work Environment and Schedule

- Primarily afternoons, evenings, and occasional weekends to accommodate teen availability.
 - Indoor and outdoor work at various Town facilities and partner locations.
 - Regular interaction with teens, families, schools, and community partners.
-

Compensation and Hiring

This is a part-time, hourly position with no benefits. Pay range to be established based on experience and the Town's classification system.

EVENT SUPPORT AND COST RECOVERY POLICY

WRITTEN: 04/29/2026	REVISION DATE	AUTHOR: BRITT FOWLE TREVOR BATCHELDER
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I. PURPOSE

The purpose of this policy is to establish procedures for Department of Public Works (DPW) employee support for private, non-Town-sponsored events occurring within the Town of Stratham. This policy ensures appropriate staffing, fair employee compensation, and full cost recovery so that such services are not subsidized by taxpayers.

II. APPLICABILITY

This policy applies to all DPW employees assigned to provide support for private or non-Town-sponsored events requiring work outside of normal working hours, including but not limited to:

- Event setup and breakdown
- Traffic control support (non-police functions)
- Site maintenance during events
- Post-event cleanup

III. ASSIGNMENT OF WORK

- Event-related work shall be coordinated through the Department of Public Works.
- Assignments shall be offered to qualified employees on an equitable and rotational basis, when feasible.
- When operationally necessary, employees may be required to work assigned coverage.
- Advance notice shall be provided whenever possible.

IV. EVENT COORDINATION

Pre-Event Planning and Coordination

- All event-related planning and coordination with the Department of Public Works shall be conducted through the DPW Director and Administrative Coordinator.
- The DPW Director and Administrative Coordinator will review event needs and determine the scope of services required.
- Based on this review, the DPW Director will establish staffing levels, assign personnel, and coordinate timing for all required services.
- Event organizers must coordinate in advance to ensure appropriate scheduling and resource allocation.

On-Call Coordination (During Event)

- The designated on-call DPW employee shall serve as the primary point of contact for any event-related needs that arise outside of normal working hours or during the event.
- Any additional requests or unforeseen issues during the event shall be first directed to the on-call employee.
- The on-call employee will assess the situation, involve the DPW Director as needed, coordinate response efforts, and determine if additional resources or personnel are required.

V. SERVICE REIMBURSEMENT

- The hourly rate to be charged for DPW-required work for non-Town-sponsored events will be billed at a rate of \$50.00 per hour, with a 3-hour minimum.
- Additional equipment use may require an additional fee.
- Any pavilion rental fees may be waived for non-profit organizations but the labor fee for DPW involvement will not be waived.

VI. COST RECOVERY FOR PRIVATE EVENTS

- DPW services provided in support of private or non-Town-sponsored events shall be subject to full cost recovery.
- The event organizer is responsible for reimbursing the Town for all costs associated with event support, including but not limited to:
 - Employee wages, including overtime rates and applicable minimum call-back hours
 - Equipment use that results in additional fuel consumption or maintenance requirements
 - Facility-related expenses due to increased usage, such as septic pumping, portable restroom rentals, and trash disposal services
 - Materials and supplies required beyond normal operational levels.
- The Department of Public Works shall track all labor, equipment, and materials associated with the event as needed.
- The Admin Coordinator of the Department of Public Works shall issue an invoice to the event organizer following the event based on actual costs incurred.
- Payment processing shall be coordinated with the Town's Finance Department.
- The Town reserves the right to require acknowledgment of estimated costs prior to providing services.

VII. TOWN-SPONSORED EVENTS

- Events that are organized, hosted, or officially sponsored by the Town of Stratham shall not be subject to cost recovery and shall be considered a municipal service, with costs absorbed within the department's operating budget.

X. REVISION HISTORY

Created 04/29/2026



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: Stratham Select Board

From: Tim Roache, Town Administrator

Date: May 4, 2026

Subject: Town Administrator Report

The following report provides an update on town operations, departmental coordination, and ongoing projects, and is intended to keep the Select Board informed of significant developments and upcoming matters.

Planning and Building

- The subdivision regulations and the zoning ordinance updates will be online by the end of the first week in May.
- About 60 bags of trash were collected from Annual Town Cleanup day.

Town Clerk

- As of 4/29, there are currently 267 dogs left to be registered.
- New Hampshire law requires that the Supervisors of the Checklist verify the checklist every year. Any person on the checklist who has not voted in the past five years must re-register to remain on the checklist unless the voter registered after the last state general election. On May 2nd, the Supervisors of the Checklist have mailed 646 letters to residents that fall under these guidelines. These voters will be removed from the checklist and will need to re-register to vote prior to voting in the Primary election.

Library

- The library is hosting two community focus groups in May as part of our strategic planning process. Later in May, the library will distribute a community survey, both digitally and in print.
- The library will be hosting a Local Authors Night on May 27th, featuring a panel discussion with Stratham Authors Tim Horvath, Mary Ann Cappiello and Larry Daley
- The library will attend the NHSPCA Paw's Walk on Sunday, June 7th. It will be a great opportunity to promote our youth and adult summer reading programs and use our new Wiggin Memorial Library pop-up tent.

Fire Department

- Held a training session with Unitil power. Unitil will release a press release about providing this electrical power system safety class to Stratham Fire.
- We have more active shooter training going on next month.
- On Saturday May 9th we have a daylong training for firefighter search and rescue survival that will be the follow up to our recent in-house SCBA rescue maze designed and instructed by Dave Hersey.
- There are five in-house candidate applications for the two Fire Lieutenant positions. Interviews will be scheduled.

DPW

- RFPs for Stevens Park are ready to release.
- RFP for Fire Tower repairs will be ready this week pending Select Board review May 18.
- Credit card processing at the transfer station will be ready for Select Board Review on May 18
- Solid Waste RFP is high priority in the coming weeks.

Town Administration

Priority Project List

- Reviewing the priority project list that was left by the previous TA
- In Progress, a revised list to manage priorities is organized by department.

Employee Manual Update

- A top priority for the period following Town Meeting will be the review and update of the Employee Manual. I will be working with the management team to begin the process of updating the manual and addressing need procedures and policies.

SHP Visioning

- Staff held an organizational meeting April 23 to plan our strategy for visioning session and charrette.
- Agreed to mid-May convening of internal stakeholders
- Planned a mid-June visioning session to be facilitated by Rockingham Planning Commission
- Additional outreach, survey, and visioning report are anticipated outcomes.

Building Inspector

- Feedback from staff suggests that a full-time staff person is needed to cover building inspections, code enforcement and health officer roles.
- Intent is to advertise position this coming week.

Lane Property

- Work has begun to remove the shed and north porch
- Progress continues to develop strategy to phase improvements and manage funding

EASEMENT DEED

KNOW ALL MEN BY THESE PRESENTS that the **TOWN OF STRATHAM**, having a mailing address of 10 Bunker Hill Avenue, Stratham, Rockingham County, New Hampshire 03855 (hereinafter the “Grantor”), for good and valuable consideration, grants to **(a) Marin Way Investments Corp., (b) SIP-Lot 5A, L.L.C., (c) SIP-Lot 5B, L.L.C., (d) SIP-Lot 2, L.L.C., and (e) SIP-Lot 3, L.L.C.**, all with principal places of business at 142 Portsmouth Avenue, P.O. Box 432, Stratham, New Hampshire 03885, and **(f) Lindt & Sprungli (USA) Inc.**, a New York corporation with a principal place of business at One Fine Chocolate Place, Stratham, New Hampshire 03885 (together, the “Grantee”), and their successors and assigns forever, with QUITCLAIM COVENANTS:

The RIGHT and EASEMENT to lay, construct, install, operate (including flowage and transmission), inspect, repair, maintain, replace, alter, extend or remove sewer lines, water lines, and utilities and equipment related to the transmission or distribution of sewer and water through such lines, including the necessary related wires, cables, manholes, pumps, force mains, connections, utility structures, electric pedestals, conduits, pipes, cabinets, fixtures, supportive pads, with equipment therein, and other appurtenances deemed necessary for the purposes specified above on, across and under the land of the Grantee commonly known as the roadbed and right-of-way of Marin Way in the Town of Stratham, Rockingham County, State of New Hampshire, and more particularly described and shown as follows:

That portion of the land shown on a plan of land titled “Marin Way Easement Plan”, dated 3/13/26 and revised to 4/20/26, by Jones & Beach Engineers, Inc. to be recorded in the Rockingham County Registry of Deeds at near or even date herewith (the “Easement Plan”) and more particularly identified and described thereon as (A) “Proposed Northern Easement To Benefit Certain Stratham Industrial Park Lots, 35,591 S.F.”, and (B) “Proposed Southern Easement To Benefit Certain Stratham Industrial Park Lots, 528 S.F.”.

Together with a twenty foot (20’) temporary easement on each side of the described easement for access, construction and laydown areas during periods of construction. Grantee shall use reasonable efforts to avoid interference with the use and enjoyment of the traveled portions of the Marin Way.

The terms of this Easement shall be appurtenant and binding upon and inure to the benefit of the respective heirs, successors, devisees and assigns of Grantor and Grantee.

The Grantee shall promptly repair, regrade and restore said easement area at Grantee’s own expense to substantially the same condition that existed prior to the commencement of any work. Further, the Grantee shall be responsible in perpetuity for maintenance and repair of all installations made pursuant to this Easement and shall be responsible for all repairs, restoration, and reconstruction of the road required due to any damage resulting from the exercise of rights under this Easement. All construction, installations, improvements and equipment installed in the

easement area by Grantee or on Grantee's behalf shall remain property of the Grantee, its successors and assigns.

Prior to performing any work involving excavation or disturbance of the easement area, the Grantee shall notify the Grantor in writing. Pursuant to RSA 236:10, the Grantor may require that a bond satisfactory to the Grantor be furnished providing for the satisfactory restoration of the easement area.

Witness our hands this _____ day of _____, 2026.

TOWN OF STRATHAM

By its Select Board:

Allison Knab

Joe Anderson

Tedd Tramoloni

STATE OF NEW HAMPSHIRE
COUNTY OF ROCKINGHAM, ss

On this ____ day of _____, 2026, personally appeared Allison Knab, Joe Anderson, and Tedd Tramoloni of the Town of Stratham, known to me (or satisfactorily proven) to be the persons whose names are subscribed to the foregoing instrument and acknowledged that they executed the same for the purposes contained herein on behalf of the said Town.

Notary Public/Justice of the Peace
Name: _____
My Commission expires: _____



PRESERVATION
COMPANY

June 25, 2025

Nate Merrill – via email: njmerrill@comcast.net
Stratham Heritage Commission

re: *Stratham Hill Park, NH State Register Nomination*

Dear Nate:

Thank you so much for reaching out to Preservation Company again for this project in Stratham. Stratham Hill is a historic town park. The site has been an important local site since the nineteenth century. The Stratham Fair was established nearly sixty years ago at the height of agricultural fairs in New Hampshire. Though many of the fair structures are of more recent construction, the continuation of the park's use, its other historical markers and elements, and its setting all make the park likely to be eligible for the NH State Register of Historical Places. The resource certainly has historic significance locally and regionally as an attraction for recreation and community gatherings.

The enclosed proposal outlines our scope of work as based on our email conversations. We have produced hundreds of inventory forms and State Register nomination forms, and so we are very familiar with the process and expectations by NHDHR. If you have any comments or questions, please reach out!

Thank you again for this opportunity – we hope to work with you!

Sincerely,

Accepted By:

Reagan Ruedig
Principal

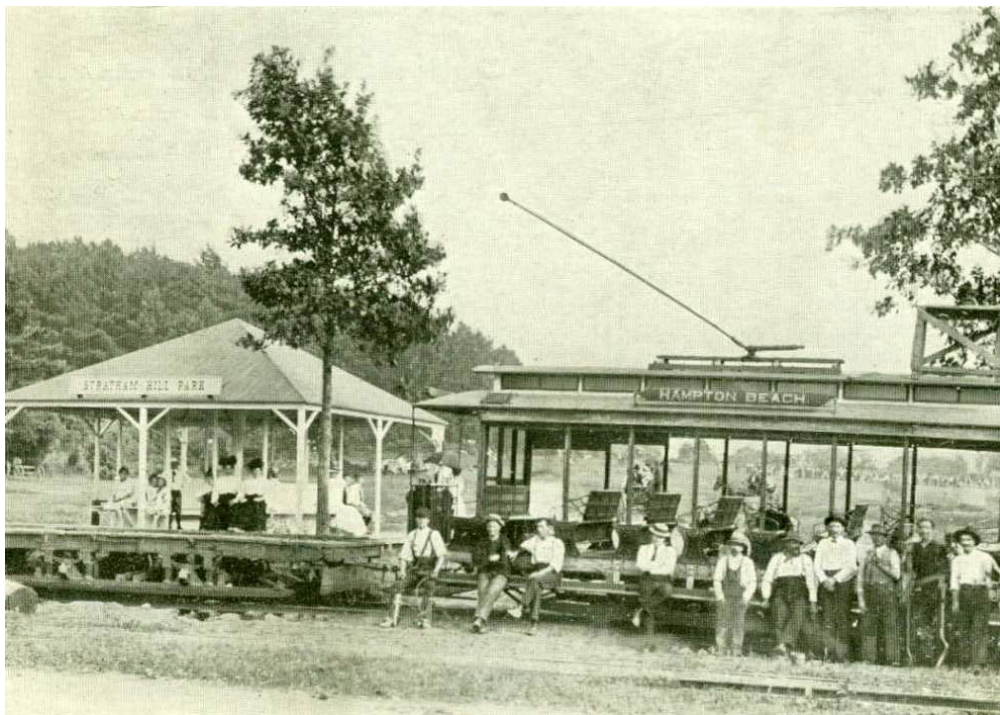
Client Name
Company Name

PROJECT UNDERSTANDING

The Town of Stratham is seeking to have Stratham Hill Park and its features inventoried and listed in the New Hampshire State Register or the National Register of Historic Places. The park has been owned by the Town of Stratham for nearly 120 years. Its use as a public meeting place dates to the nineteenth century. The most notable event was the 4th of July celebration in 1860, at which the Declaration of Independence was read by Robert Todd Lincoln, then a student at Phillips Exeter, whose father was campaigning for President.

The land was owned for many generations by the Lane family who lived nearby on Portsmouth Avenue. It was likely used for pasture and wood lot, though the hill was a local hiking spot due to its scenic views. Enoch M.C. Lane (1815-1905) was the late nineteenth-century owner. His son, Warren Lester Lane, installed a landmark compass on top of the hill in 1888. The table gives the relative compass headings and points in the direction of various places of interest along with the mileage to locations such as Mount Monadnock, Exeter River, Brentwood, Gunstock, and Mount Washington.

Edward Tuck purchased the 70 acres of land from the Lanes and sold it to the Town for \$1 in 1906. Tuck, who lived in Paris, France, donated it to in memory of his father, the Honorable Amos Tuck, a long-time resident of Exeter. At that time, the park had a trolley stop when the street railway was active. Portsmouth Avenue/NH Route 33 was improved as a state highway and was the route of NH 101 for many years, providing easy access to the park. Stratham Hill Park was the site of Old Home Day celebrations throughout the twentieth century, and the Stratham Fair was held each summer for more than 50 years.



1905 photo shows the pavilion at the streetcar stop in front of the park on Portsmouth Avenue.

Client Initials: _____

The park contains buildings, structures, and objects added over time. A memorial for Civil War and WWI veterans, which is a bronze plaque on a rock at the front of the park, was dedicated in 1920. A plaque on the rock where the Lincoln speech was given dates from 1933. The first fire lookout tower was erected by the State of New Hampshire in 1931. The metal structure of the tower is extant, but the wood cabin atop the structure burned in the 1980s and again in 1997; the 1998 reconstruction is made entirely of steel. A ski slope with a rope tow operated 1962 to 1968, the trail of which is still evident through the overgrowth. The lift was powered by a school bus at the top of the hill. A new veteran's memorial for the Revolutionary War, World War II, Korean and Vietnam Wars, was dedicated on November 11, 2001.



1973 Aerial shows playing fields and some fairground buildings at the edge of the woods.

The Stratham Fair originated as part of the town's 250th anniversary in 1966. The fair was held each July from 1967 to 2019. The fair offered agricultural and 4-H shows and displays, carnival rides, games, and food vendors. At its height, it was a four day event. The fair was cancelled in 2020 due to Covid and has been replaced by a smaller local event in recent years.

Park structures include the main pavilion (built after a 1991 microburst destroyed the original structure), 4-H pavilion (ca. 1977), and the Scamman Pavilion. There are several riding and show rings and a horse pull area and stands. Buildings include several small concession stands. Historic objects in the park include the view compass on the summit, the 1920 war memorial, and the Lincoln rock marker. There are several ball fields and a basketball court. The adjacent 84.5-acre Town Forest was established in 1994, and a connected network of trails has been developed. The park is now a popular location for hikers, mountain biking, little league and other recreation, as well as a place for birthday parties, family reunions, car shows, and other town events.

Client Initials: _____

QUALIFICATIONS

Professional Expertise

Preservation Company has been working in New Hampshire and the surrounding region for over 40 years. Consequently, we have extensive experience documenting and studying New Hampshire buildings and landscapes, ranging from individual resources to large town centers, agricultural districts, and town-wide surveys. Our team has proficiency with evaluating and successfully nominating complex historic districts to the National Register of Historic Places and completing New Hampshire Division of Historical Resources (NHDHR) Historic District Area Forms. We have a proven ability to work with NHDHR on successful historic district evaluations, including databases, mapping and photography. We are familiar with the requirements of the review process and submittal expectations for CLG grant applications through NHDHR. Preservation Company has created additional documentation tools such as reports, forms, databases, visual assessments, effects tables, GIS shapefiles and other products to meet the individual needs of particular projects. Everyone on the Preservation Company team is a 36 CFR 61 Historic Preservation professional. Preservation Company is listed as a certified DBE in Maine, Massachusetts, New Hampshire, and Vermont. A complete project list and qualifications package can be accessed at www.preservationcompany.com.

Our Team

Reagan B. Ruedig is Principal and Owner of Preservation Company assuming ownership from Lynne Monroe after her retirement in 2022. Reagan has extensive experience in many areas of the preservation field, including materials conservation, historic resources survey, and National Register nominations. She also has a background in ancient Mediterranean archaeology. Reagan is active in preservation and is currently a long-time member and current chair of the Portsmouth NH's Historic District Commission, a board member of Strawberry Banke Museum, and a past board member of the Portsmouth Historical Society. She received a Master of Science degree in Historic Preservation from The University of Pennsylvania, a Master of Art degree in Art History and Archaeology from The Institute of Fine Arts at New York University, and a Bachelor of Arts degree from Duke University.

Teresa J. Kirker Hill is Preservation Company's Production Manager and longest tenured employee joining soon after Lynne Monroe founded the company. In addition to survey and research work, she oversees all production including forms and reports, photography, and mapping. She also coordinates with engineering firms and state agencies on the production of maps for agency reviews and public hearings. Teresa received a Bachelor of Science degree from Union College. She is also a computer expert who designed the first computerized historic resources survey in the state of New Hampshire.

Kari Ann Laprey has worked for Preservation Company since 1991. She holds a Master of Arts in Preservation Studies from Boston University and a Bachelor of Arts in Anthropology with a concentration in archaeology and a minor in history from the University of Massachusetts at Amherst. Kari serves as senior historian on major projects, directing fieldwork and research. Over

Client Initials: _____

the past 30 years, she has authored more than 20 National Register of Historic Places nominations, and written New Hampshire Division of Historical Resources determinations of eligibility forms for more than 50 historic districts and at least 1,100 individual resources, as well as 18 town-wide area forms and many project area forms, in addition to historic structures reports and building assessments. She brings a New Hampshire native's perspective, having grown up in Lee and Durham.

Laura B. Driemeyer is an architectural historian with over 30 years of experience studying and writing about urban and rural New England buildings and landscapes. She has prepared multiple individual, project area, and historic district area survey forms, National Register nominations, Tax Act project certification, HABS and HAER-level documentation reports, historic building assessments, historic structure reports, and signage interpretation. Laura holds a Ph.D. in American and New England Studies from Boston University, a Master of Arts in Art History from San Francisco State University, and a Bachelor of Arts from Smith College. She is a long-time member and former board member of the Vernacular Architecture Forum. In addition, as one of the organizers of the VAF New England Chapter she served as Secretary for over ten years, and as Chapter President between 2018 and 2022.

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SCOPE OF WORK

The following is an outline of our anticipated Scope of Work and deliverables.

Preservation Company will prepare a State Register Nomination Form for Stratham Hill Park. The scope for this project will include:

- Fieldwork and photography of the park's setting, its historical features and monuments, and current components.
- Research at local and online repositories such as through Town of Stratham and Stratham Historical Society. The New Hampshire Historical Society appears to have a few items related to the Stratham Fair. The Town could solicit historic images or information from local residents to add to the historic documentation of the recent past.
- Composition and production of the State Register Nomination Form, which will include a description of the park and its features, the historical development of the park, a statement of historical significance justifying its eligibility for the State Register, historic maps, and historic and current photographs.
- Preservation Company will submit a draft of the form to the Town of Stratham's Heritage Commission for review and will coordinate with the NH Division of Historical Resources for final submission of the nomination form.

Client Initials: _____

FEE PROPOSAL

The fee below represents an estimate based on the current scope of work and project understanding. Fees will be billed monthly based on percentage complete. If the scope of work, budgets, and/or schedule change significantly from what is outlined in this proposal, we will request that our fee be adjusted appropriately.

Architectural Historian Services

Fieldwork and photography	\$	400
Research	\$	1,000
Writing	\$	4,000
Production	\$	900
ESTIMATED PROJECT FEE	\$	6,300

Reimbursable Expenses

Reimbursable expenses shall be invoiced in addition to the fees above and include, but not be limited to consultants' fees and expenses, printing, reproductions, bulk copying, postage, shipping, delivery, travel expenses, and/or other project related out-of-pocket expenses. Items shall be reimbursed at cost plus ten percent (10%).

Additional Services

If additional services become necessary during the course of the project, these can be provided by executing an amendment to our original contract or on an hourly basis. Hourly rates are updated annually at the beginning of the year to reflect market conditions, employee benefits and salary compensation. Additional services will be invoiced at our hourly rates.

Hourly Rates

Principal	\$133
Project Manager	\$110
Architectural Historian	\$98

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