



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

MEMORANDUM

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

FROM: David Moore, Town Administrator

DATE: January 13, 2023

RE: Select Board Agenda and Materials for the January 17th Regular Meeting

Please allow this memorandum to serve as a guide to the Select Board Meeting agenda for Tuesday, January 17, 2023.

- III. Consideration of Minutes – December 19, 2022; January 3, 2023
- IV. Treasurer Report (second meeting of the month)
- V. Department Reports & Presentations
 - A. Planning
 - B. Building
 - C. Legislative Delegation (not confirmed)
- 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. RSA 261:153 – Local Transportation Fee Option
 - B. Finalization of Town Meeting Location Details

XI. Town Administrator Report

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

XII. Informational Items

- A. Open Elected Positions – Schools and Town
- B. Fireworks Information to State of NH
- C. Monthly school distributions via ACH as opposed to checks
- D. Reminder: Goals discussion February 6th meeting+
- E. Reminder: Public Hearing on Town Warrant – February 6
- F. Legislative bulletin from NHMA – [1-13-2023](#)
- G. Note to staff on legislative advocacy

XIII. Reservations, Event Requests & Permits

- A. Request to hold Road Race May 7th – Miracles for Mimi
- B. SMS Wellness Walk – request road closure May 9th 1:30-2:30 (Gifford Farm Rd- School to Long Hill Road
- C. Greenland Vets requesting use of 4-H Pavilion on 9/10 and requesting fee be waived.
- D. Acorn School requesting use of Scamman Pavilion on 4/21/23 and requesting fee be waived.
- E. Collie Rescue League of NE requesting use of the Front Pavilion on 9/9/23 and requesting fee be waived

XIV. Review of Recent or Upcoming Board & Commissions Agendas

XV. Boards and Commissions Nominations & Appointments

- A. Appointments *for consideration*: None
- B. Appointments *to be voted on*: John Kunowski (current alternate member) to fill the unexpired term of Pamela Hollasch's resignation. Term expires in 2025.

XVI. Miscellaneous & Old Business

XVII. Adjournment



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**SELECT BOARD AGENDA
JANUARY 17, 2023
7:00 P.M. Public**

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

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

The public may access this meeting at the date and time above using this conference call information. Please dial the conference number **(877) 205-7349** and input **2254** when prompted for a user pin/code.

If at any time during the meeting you have difficulty hearing the proceedings, please e-mail dmoore@strathamnh.gov.

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

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

- I. Call to order
- II. Roll Call
- III. Consideration of Minutes
- IV. Treasurer Report (second meeting of the month)
- V. Department Reports & Presentations
 - A. Planning
 - B. Building
 - C. Legislative Delegation (not confirmed)
- VI. Correspondence
- VII. Public Comment

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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- VIII. Public Hearings, Ordinances and/or Resolutions
- IX. Discussion of Monthly Reports – (second meeting of the Month)
- X. New Business and Action Items
 - A. RSA 261:153 Transportation Local Fee Option
 - B. Finalization of Town Meeting Location Details
- XI. Town Administrator Report
- XII. Informational Items
 - A. Open Elected Positions – Schools and Town
 - B. Fireworks Information to State of NH
 - C. Monthly school distributions via ACH as opposed to checks
 - D. Reminder: Goals discussion February 6th meeting
 - E. Reminder: Public Hearing on Town Warrant – February 6
- XIII. Reservations, Event Requests & Permits
 - A. Request to hold Road Race May 7th – Miracles for Mimi
 - B. SMS Wellness Walk – request road closure May 9th 1:30-2:30 (Gifford Farm Rd-School to Long Hill Road
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 - E. Collie Rescue League of NE requesting use of the Front Pavilion on 9/9/23 and requesting fee be waived
- XIV. Review of Recent or Upcoming Board & Commissions Agendas
- XV. Boards and Commissions Nominations & Appointments
 - A. Appointments *for consideration*: None for this meeting
 - B. Appointments *to be voted on*: John Kunowski (current alternate member) to fill the unexpired term of Pamela Hollasch’s resignation. Term expires in 2025.
- XVI. Miscellaneous & Old Business
- XVII. Adjournment

MINUTES OF THE DECEMBER 19, 2022 SELECT BOARD MEETING

MEMBERS PRESENT: Board Members Chair Mike Houghton, Joe Anderson

ABSENT: Vice Chair Allison Knab

ALSO PRESENT: Town Administrator David Moore, Finance Administrator Christiane McAllister, Fire Chief Jeff Denton, Police Chief Anthony King

Mr. Houghton opened the meeting at 6:24 and motioned to go in to a non-public session in accordance with RSA 91-A:3, II (c) to discuss a matter which, if discussed in public, would likely affect adversely the reputation of another. Mr. Anderson seconded the motion. Roll call: Houghton-Yes; Anderson-Yes

At 7:05 pm Mr. Houghton motioned to come out of the non-public session and seal the minutes noting failure to do so would render a proposed action ineffective. Mr. Anderson seconded the motion. All voted in favor.

Mr. Anderson motioned to approve the Select Board minutes from December 5 and December 14, 2022. Mr. Houghton seconded the motion. All voted in favor.

Mr. Houghton recognized Dan Crow of the Volunteer Fire Dept. Association who introduced Deputy Fire Chief Josh Crow and Les Barker, Treasurer of the Golf Tournament. Deputy Crow reported the event was, once again, very successful. He expressed appreciation for the rest of the committee members who worked hard to ensure this event went well. He then asked Lt. Pierce and Chief King to accept the donation of \$29,465.11 from the First Responder Golf Tournament. This is a 50/50 split between the Fire Dept. and the Police Dept. The Board congratulated them on a job well done. Chief King noted that last year's revenue went towards body worn cameras. Deputy Crow said that some of the revenue this year will be allocated a second set of bunker gear for the fire dept. to keep them as safe as possible and to raise awareness of cancer among firefighters.

Mr. Houghton recognized members of the Energy Commission. Joe Van Gombos gave a summary of the Energy Commission's research on community power. Community power is a way for residents and municipalities to band together to obtain a lower rate on electricity. The process involves forming a committee, drafting a plan, creating a warrant article. If the article is adopted, it would then be submitted to the Public Utility Company. If approved by them, a consultant would be hired to manage the activities. There would be public forums while drafting the plan and then (if adopted), there would be public forums to make residents aware of their options. There appears to be no down-side to pursuing this program. They discussed the timeline of the warrant article, public hearings and implementation. Mr. Houghton motioned, as authorized in RSA 53-6, the Select Board hereby individually appoints the members of the Stratham Energy Commission to serve as members of the Town of Stratham Energy Aggregation Committee. Those appointees are Matt O'Keefe, Joe Van Gombos, Charlie Case, Mike Ream, Mike Welty and Joe Anderson. The Committee's charge shall be to develop an Energy Aggregation Plan in accordance with RSA 53-E and the committee's term shall sunset on April

1, 2024. In accordance with the RSA, the plan shall be prepared for Select Board consideration to advance to a Town Meeting. Mr. Anderson seconded the motion. All voted in favor.

Mr. Houghton recognized Fire Chief Denton for his department report. He reviewed the year, calling particular attention to the transfer of leadership, the Homeland Security exercise, Summerfest (in place of the Fair), the Golf Tournament, and the Lights 4 Lives fundraiser drawing awareness to increased cancer rates among firefighters. He recognized several members of the department who advanced their certifications.

As mentioned at a previous meeting, he hopes to hire a Fire Inspector. He has formed a Recruiting and Retention Committee. Deputy Crow is heading up a Training Committee. They intend to reformulate and reorganize trainings. Although there has been some delays, they should be receiving the new ambulance in 2023.

Chief Denton reported that all schools have been inspected by the deadline. They received correspondence from the Fire Marshal's office commending them for their reporting in 2021. Lt. Dardani was heading up that program.

Chief Denton expressed concern with 28 Portsmouth Ave. The fire pond hasn't been dredged due to delays with contractors. Currently, they do not have a sprinkler system and are doing a nightly fire watch.

In an effort to address Mr. Houghton's previous questions regarding inspections and permits, Chief Denton submitted a spreadsheet with types of permits (approximately 30) that we should be doing. We are able to collect fees for these permits. He reiterated that hiring a Fire Inspector who is knowledgeable about the fire codes would be extremely valuable.

They are testing AT&T First Net with the ambulances and it is working well. It's slightly more expensive but provides better connectivity throughout town.

Mr. Houghton asked if the Opticon lights were working properly. Chief Denton described damage to the Market Basket location. Mr. Moore thought the issue was resolved. He will follow up with the DPW Director.

Chief Denton reported that we have a recommendation from the Fire Engine Truck Committee. It is estimated to cost approximately \$941,000. It's a good quality truck that should last 15 – 20 years.

Mr. Moore explained that the request for a Fire Inspector will go before the Budget Advisory Committee. Chief will make a case for the position. Mr. Houghton asked about health inspections. Mr. Moore said the building inspector is our health officer, but the restaurants rely on the State food inspection program.

Mr. Houghton recognized Police Chief Anthony King who thanked the Board for participating in the swearing in ceremony. The new officer will start January 9th. Body worn cameras will be in

use the beginning of January. Chief King developed the policy in line with CALEA standards but also in line with the NH Attorney General's guidance and the NH RSA on the program.

Chief King reported meeting with Bob McGrath who helped the Town of Rye establish their Animal Control Officer position. Mr. McGrath suggested starting with 16 hours a week, salaried position. Ms. McAllister asked about the vehicle the officer would use. Chief King described some options from the cars currently in service. They can outfit it with a kennel from their budget.

Chief King plans to hold a Civilian Police Academy in February. After discussions with residents, it appears there will be a good community response. He gave a brief description of the program.

Ms. McAllister noted that there is a \$600 line item for an Animal Control Officer that appears through the DRA every year. Three part-time officers have been budgeted for; two will be filled by officers moving to part-time after retirement.

Chief King was happy to report that the toy drive was extremely successful. Every year bypasses the previous year.

NEW BUSINESS

Mr. Houghton recognized Ms. McAllister for an update on the banking transition. Ms. McAllister explained that the main objective for the banking transition was to consolidate bank accounts, choose one banking institution, and institute fraud protection. It was a time-consuming, involved process which is almost complete. The accounts have been reduced to five. The General Fund has the highest level of fraud protection. She described the safeguards that are in place regarding check writing. In addition to three check writing accounts (General Fund, EMS Fund and Rec Revolving Fund) are a Disbursement Fund which operates like a segregated savings account and an Electronic Deposit Account, which is part of the General Fund. By isolating daily electronic receipts into one account, it is easier to reconcile the accounts.

The Select Board thanked her for all the work she put into this project. Ms. McAllister expressed appreciation for the cooperation and assistance she received from the Town Clerks office. She explained how involved the process was for them. She was also grateful for the cooperation she received from Town Treasurer Tracy Abbott and Accounting and Benefits Coordinator Shandy Supit.

Mr. Moore moved the conversation to the Eversource request. Mr. Anderson inquired about liability. Mr. Moore believes there is indemnification language in the letter but will obtain confirmation from legal counsel. Mr. Anderson motioned to approve the Eversource Energy temporary access as outlined in the letter to include the indemnification and authorize the Town Administrator to enter into that agreement. Mr. Houghton seconded the motion. All voted in favor.

Next, Mr. Moore addressed the Veteran's Credit item on the agenda. The State recently changed the law and expanded eligibility. They are requiring communities to re-adopt the law as

amended. This is an opportunity for us to revisit the level of credit we offer. At this time, there isn't a way to estimate the cost impact of this change. The Public Hearing on the Warrant is scheduled for February 6th.

Mr. Moore reported that the line item budget has been sent to department heads. There is a 2.2% increase in the budget. Some of the increase is associated with the addition of three new positions. Mr. Moore is working on the department head line up for the Budget Advisory Committee meetings. He hopes to take the CIP to the Planning Board on Wednesday. ARPA funds will be used to defray some of the expenses in the CIP.

Mr. Anderson asked about the impact an economic downturn would have on the Town. Ms. McAllister replied that the biggest impact would be in motor vehicle registrations, as this is our highest revenue source.

Mr. Moore is working on a narrative and presentations for the Budget Advisory Committee. Mr. Anderson compared last year's budget to this year's. Ms. McAllister reminded the group that the tax rate is calculated on the budget, not the actual.

Mr. Anderson noted that some compensation line items were listed individually and some were grouped by department. He recommended it be presented consistently. Ms. McAllister explained that, historically, payroll is divided by salary, wage payroll and part-time payroll. They discussed why it might have been presented that way. They agreed to make it consistent throughout the report.

Mr. Anderson also observed that there is a "compensation adjustments" line under Personnel and questioned if it should be in each department. Ms. McAllister responded that it is reflected in both areas. The compensation adjustment line was kept so that in the future, adjustments, not raises, could be made. Currently, the payroll items reflect a true amount of 4% above the past year's wage or salary. Making a change to these items is complex. She and Mr. Moore will discuss further at a later time.

Mr. Houghton asked about any encumbrances or expenses that might affect year end balances. Although she wasn't aware of anything significant, Ms. McAllister said there will be changes to the fund balance due to 2022 expenses still coming in in January. She observed that the budget is tight, but offers a small cushion, as it should. She talked about impacts to the fund balance.

ADMINISTRATION

Mr. Anderson moved to accept the resignation of Jason Warren from the DPW. Mr. Houghton seconded the motion. All voted in favor.

As discussed in a previous meeting, Mr. Moore reported that we've been invited to submit an application for improvements to the Stratham Historical Society building. The lease for that building is with the Library Trustees and the Town and will need to be discussed further at a later time.

Mr. Moore will ensure the assessing form regarding equalization will be in the folder for signatures on Wednesday.

INFORMATIONAL ITEMS

Mr. Moore stated that the Governor and Council will act on our \$350,000 PFAS application.

Boards & Commissions attendance reports have been submitted.

We are part of pilot to provide free water tests for residents. Project Planning Assistant Susan Connors and he are working on a well water workshop to be held in February.

Mr. Anderson directed the conversation to trash collection costs. They speculated that the cost should be decreasing post COVID and wondered if this is an area that can be reduced. They discussed the reason for the rise and fall attributing the spike to more residents working from home. It was felt the 2023 budgeted amount was too high. Mr. Moore will follow up with DPW Director Nate Mears.

RESERVATIONS

New Life Baptist Church requested use of Room A under the same conditions as the past. Mr. Anderson motioned to approve the New Life Baptist Church request for continued use of Room A based on the same arrangement as in the past. Mr. Houghton seconded the motion. All voted in favor.

APPOINTMENTS

Mr. Houghton motioned to reappoint the three members to the Conservation Commission for three year terms to expire 2025. Those members being Timothy Copeland, William Kenny and Kyle Saltonstall. Mr. Anderson seconded the motion. All voted in favor.

Mr. Houghton motioned to accept the resignation of Pamela Hollasch from the Planning Board. Mr. Anderson seconded the motion. All voted in favor.

At 8:55 pm Mr. Houghton made a motion to go into a non-public session in accordance with RSA 91-A:3, II (c) to discuss a matter which, if discussed in public, would likely affect adversely the reputation of another. Mr. Anderson seconded the motion. Roll call: Houghton-Yes; Anderson-Yes

At 9:24 pm Mr. Houghton motioned to come out of the non-public session and seal the minutes noting failure to do so would render a proposed action ineffective. Mr. Anderson seconded the motion. All voted in favor.

At 9:25 pm Mr. Houghton motioned to adjourn. Mr. Anderson seconded the motion. All voted in favor.

Respectfully submitted,

Karen Richard
Recording Secretary

DRAFT

MINUTES OF THE JANUARY 3, 2023 SELECT BOARD MEETING

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

ALSO PRESENT: Town Administrator David Moore, Finance Administrator Christiane McAllister,

At 7:00 pm Mr. Houghton opened the meeting and went to the New Business item on the agenda. Mr. Moore called attention to the proposed holiday schedule. Mr. Anderson motioned to adopt the 2023 holidays as stated. Ms. Knab seconded the motion. All voted in favor.

Mr. Houghton asked about the ZBA case. Mr. Moore referred to the memo submitted by the Planning Board recommending a rehearing regarding the granting of a variance by the ZBA. Mr. Connors designed a flow chart outlining various paths. Mr. Moore reviewed the options delineated in the flow chart. Mr. Moore described what would be involved in requesting a rehearing. Mr. Marchese is the staffing liaison for the ZBA, Mr. Connors is the liaison for the Planning Board. The Planning Board letter believes the ZBA had incorrect and inaccurate information. Mr. Anderson motioned to authorize the Select Board Chair to request a Zoning Board rehearing before January 12th regarding 23 Portsmouth Avenue. Ms. Knab seconded the motion. All voted in favor.

Mr. Moore moved to the status of 2022 goals and a look forward to 2023 goals. He would also like to discuss Town Meeting preparations and the budget. At 7:09 pm Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II(c) to discuss a matter which, if discussed in public, would likely affect adversely the reputation of another. Roll call: Houghton-yes; Knab-yes; Anderson-yes

At 8:51 pm Mr. Houghton motioned to come out of the non-public session and seal the minutes noting that failure to do so would render a proposed action ineffective. Mr. Anderson seconded the motion. All voted in favor.

Mr. Moore gave a year-end update on his goals noting achievements with the finance function and various other accomplishments across departments as well as some still in progress.

Mr. Moore and Ms. McAllister continue to work on the Employee Manual with a goal of completing it by June 2023. Mr. McAllister added that it is a two part project: reorganizing the manual and updating required language and reviewing and potentially changing some policies that are currently in place.

Mr. Moore observed that there was a smooth transition to the new Fire Chief which he attributed to the character and work ethic of Chief Denton. They discussed their understanding of the succession plan for the department. Strategic planning for the Fire Dept. will continue to be a topic for discussion over the coming months. All agreed that Chief Denton has done an outstanding job this far.

Next, Mr. Moore reported that we have submitted our reimbursement for \$200,000 in PFAS funds. The next step is to distribute the initial PFAS alternatives analysis to potential partners and advance as interest warrants. He has also submitted a grant application to take the PFAS alternatives study to further engineering detail.

Mr. Moore moved the discussion to a need to advance our policies. He feels the best way to do this is to identify one or two, and make a specific achievable goal. Ms. McAllister's articulated a goal she would recommend which is to create a set of basic financial policies and a procedural manual for the finance office.

Mr. Moore stated that installing permit software is a priority. He would like to be able to offer it to the public in June.

Mr. Moore reported that Planning Project Coordinator Susan Connors is organizing a free water testing workshop on Feb 22 (snow date 23) in coordination with the DES.

Reviewing department accomplishments, Mr. Moore credited Mr. Connors with the Rt. 33 rezoning project. Open Space Plan is a priority for 2023. Site ordinance revision will be a Warrant Article. Performance bond legacy issues remain and must be cleaned up. The Planning Board may recommend zoning amendments for source water protection. Although there is no plan for SHP, there is an improved approach for issues that arise there. Solid Waste Ordinance has been updated; fee updates will come later. Parks & Recreation participated in two initiatives associated with focusing on residents' desires: NH Listens and Age Friendly Community. TMAC is moving forward with implementation, planning outreach this year. The Police Dept. completed restructuring, deployment of body worn cameras, completion of SHP active shooter event, CALEA outreach. Mr. Anderson praised the Police Dept., observing that they set high goals for themselves and achieved them all.

In 2023, Mr. Moore would like to offer more opportunities to the community to get involved with the town's boards and commissions. He would like to foster a collaboration between residents willing to apply their skills to town or committee projects. To facilitate communication, he suggested distributing an e-newsletter which would contain information from various groups in the community. As an alternative, Ms. Knab suggested highlighting a different group in each Select Board newsletter.

Continuing with his goals for 2023, Mr. Moore would like an updated emergency operations plan. Regarding PFAS, he is aware that staff will need to be more involved with managing sites overall, including potential expansions.

He asked for feedback from the Board in the coming meetings and the Board agreed to reconvene on the goals in February.

Mr. Moore referred to his handout regarding Town Meeting. He then asked for a non-public session to discuss the compensation of employees. He gave a brief overview of the materials he'll be sending to the Budget Advisory Committee later this week and how he envisions the meeting unfolding. He presented a list of Town Warrant Articles; Articles 12 – 16 (numbers are

placeholders) are familiar. There are three additional Articles. Mr. Moore recommends moving forward with the adoption of fees per 41:9A. He recalled that the Age Friendly discussions supported a small additional fee be added to vehicle registrations to support transportation projects as allowed for in a relatively recent state law. He outlined the steps needed to implement this fee. The Board supported investing more time in a discussion at their next meeting. They discussed the lack of transportation options currently available and possible ways the additional money could be used.

Mr. Moore will proceed with the adoption of the State revised veteran's credit at the current level.

Next, Mr. Moore gave an overview of the budget and an estimate for the tax rate impact for 2023. The operating budget is increasing 2.23% (\$8,229,000). We plan to use ARPA funds for buildings and grounds maintenance again this year, allowing us to retain those CRF funds. He continued, reflecting on the impacts to the budget. Currently, the tax rate is \$3.21 but that doesn't include adjustments to the CIP or budget that could come about through teaks and input from the Board and BAC. Mr. Moore discussed the overall Town valuation and the impact on the tax rate including the net effect of recent assessment appeals. This will be reviewed and part of the projections going forward.

Mr. Moore continued, saying that this is the draft budget that will be presented to the BAC. They discussed use of the ARPA funds. The remainder could be spent next year. The group is eager to hear from the Budget Advisory Committee.

Mr. Anderson recalled that he wanted to see all payroll items in the budget collapsed. It has been done for 2023. Ms. McAllister was reluctant to do so because the history would be lost. In addition, she heard from some department heads who wanted to keep it separate. Mr. Moore wanted to learn more about the impact of this change and offered to return to this matter in preparation for town meeting presentation materials.

Mr. Moore discussed waste collection and sees opportunity there. He also explained that he would like to move EMS costs from the Operating Budget to the Special Revenue Fund. However, there are already changes being made to the payroll line item so perhaps this change could wait.

Mr. Moore stated that we can get to a 2% increase if that is the consensus.

ADMINISTRATION

Mr. Moore requested a motion to allow him to execute the contract with the Assessor through 2023. Ms. Knab motioned to authorize the Town Administrator to move forward with the contract with the Assessor through Dec. 31, 2023 with the current terms. Mr. Anderson seconded the motion. All voted in favor.

Mr. Moore reported that the Jana Lane property is closed. Deed is in hand.

Mr. Moore said he may bring forward another potential warrant article for their consideration. He proposed lapsing CIP items that we are certain will have no use prior to 5 years. This would benefit the unassigned fund balance.

The Energy Aggregation Committee will be meeting next week.

At 9:52 Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II(a) to discuss compensation of public employees. Ms. Knab seconded the motion. Roll call: Houghton-yes; Knab-yes; Anderson-yes

At 10:32 pm Mr. Houghton motioned to come out of the non-public session and seal the minutes noting that failure to do so would render a proposed action ineffective. Ms. Knab seconded the motion. All voted in favor. At 10:32 pm Mr. Houghton motioned to adjourn. Ms. Knab seconded the motion. All voted in favor.

Respectfully submitted,

Karen Richard
Recording Secretary

**Bank Statement Balances as
of 12/31/2022**

Amt. Transferred
/Beginning Bal.

Town of Stratham - Finance Held Accounts

<u>Account Name:</u>	<u>Fund</u>	<u>Bank:</u>			<u>Bank:</u>	<u>Account Name:</u>
General Fund	100	Citizen's	\$ -	\$ 15,170,831.78	TD	General Fund Checking
Payroll	100	Citizen's	\$ -	\$ 698,371.48	TD	General Fund Electronic Deposits
Investment Account	100	Citizen's	\$ -			n/a
EMS Fund	102	M&T	\$ -	\$ 612,942.82	TD	Fire Dept EMS Fund
Recreation Revolving	104	M&T	\$ -	\$ 294,917.50	TD	Recreation Revolving Fund

\$ 497,404.57 TD Stratham Disbursement Account

TOWN MISC ACCOUNTS

Police Detail Fund	103	TD Bank	\$ -	\$ 101,083.62		
SHP Revolving Fund	105	TD Bank	\$ -	\$ 50,767.18		
Stratham DARE	112	TD Bank	\$ -	\$ 6,294.04		
Drug Forfeiture Fund	106		\$ -			Balance combined with DARE
Heritage Fund	109	TD Bank	\$ -	\$ 7,037.36		
Cemetery Land Fund	300	TD Bank	\$ - *	\$ 9,225.37		

ASSET ACCOUNTS

Bunker Hill Ave Improvements		TD Bank	\$ - *	\$ 17,312.25		
Bunker Hill Commons Fire Cistern		TD Bank	\$ - *	\$ 8,070.53		
Mobil Cistern		TD Bank	\$ - *	\$ 34,025.28		
Tansy Ave		TD Bank	\$ - *	\$ 7,130.68		
Winterberry Cistern		TD Bank	\$ - *	\$ 947.27		
Fire Protection Fund		TD Bank	\$ - *	\$ 47,599.02		
Green Solar Surety		TD Bank	\$ - *	\$ 4,430.92		
Varsity Wireless Historic Sign (designated for Heritage Comm for signage--spend)		TD Bank	\$ - *	\$ 7,341.52		

RENTAL PROPERTY DEPOSIT ESCROW ACCOUNTS

Foss Property Sec. Dep.		TD Bank	\$ - *	\$ 3,682.87		
Gifford House Sec. Deposit		TD Bank	\$ - *	\$ 2,127.13		
Park Cottage Sec. Dep.		TD Bank	\$ - *	\$ 974.00		

PERFORMANCE BONDS

Altid Enterprises (2011 Bond-Mark will confirm release w/ DPW)		TD Bank	\$ - *	\$ 11,265.77		
Kennebunk Savings Landscape Bond		TD Bank	\$ - *	\$ 1,023.58		
Kennebunk Savings Performance (Maint) Bond		TD Bank	\$ - *	\$ 2,558.94		
200 Domain Drive Landscape Bond		TD Bank	\$ - *	\$ 2,565.59		
Lindt Offsite Improvements (expired impact fees?)		TD Bank	\$ - *	\$ 1,268.32		
NHSPCA		TD Bank	\$ - *	\$ 28.90		
Robie Farms--renamed Treat Farms		TD Bank	\$ - *	\$ 112,299.75		
GCNE (2004)		TD Bank	\$ - *	\$ 35,491.52		
Jotaph Realty (2005)		TD Bank	\$ - *	\$ 22,853.16		



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TO: STRATHAM SELECT BOARD
DEPARTMENT: BUILDING (CODE, ZONING, ENFORCEMENT, HEALTH OFFICER)
SUBJECT: YEARS END OPERATIONS STATUS REPORT
DATE: JANUARY 4, 2022
CC: DAVID MOORE

Vision Statement:

The primary mission of the Building Department is to provide quality service to the community that is knowledgeable, efficient, comprehensive and helpful to the public. The intention is to safeguard life, health, property and public welfare by regulating and controlling the construction, use of all buildings and structures within the Town of Stratham. The department is responsible for the administration and enforcement of the State and Local Building/Fire Codes and related local Zoning/Health Ordinances.

Activities that take place on a regular basis:

Field phone calls and emails, process permit applications, perform plan review, patrol the Town and assess the degree of required Code Enforcement, perform compliance/health inspections, meet with staff as needed and as required, meet/speak with residents as needed to answer questions related to Building, Health and/or Code Enforcement.

Recent Code Enforcement:

Educate local businesses on Stratham's sign ordinance as there are many non-permitted signs being displayed, which continues to be a problem. Remove several non-permitted signs from the road side remains on-going (ZO 7.6 f. and 7.9A ii). Respond to nuisance complaints and work with the Town Planner to justify concern and establish direction. Continue to work with property owners to obtain Building Permits after the fact.

Additional activities/accomplishments that took place recently.

1. Provided staff support for Zoning Board of Adjustment applications.
2. Working with Brightly (formerly Dude Solutions) in the creation and implementation of SmartGOV.
3. Non-compliant situation at 275 Portsmouth Ave. continues. Working with town's attorney to induce action on the part of the owner to correct the circumstances.
4. Modification to our Third Party, Special Inspection / Review Agreement complete.
5. Assisting with the Fire Department to provide potentially needed Fire / Life Safety data.
6. Efforts to follow the Zoning change of Chapter 7, Article II regarding outstanding permits and the need for project closure continues.
7. The process to properly inventorying and recording pertinent information as found in the Building Department has begun. There are many plan sets as well as other valuable information that has been stored in the office. All information will be properly handled during this effort.
8. Work with Town Administrator and Town Planner reviewing PFAS efforts.

Trainings provide CEU's towards keeping certifications current:

Attended year end on 12/13/22 NHBOA meeting in Exeter that included discussion on the NH Building Code Review.

Permit and Project Statistics:

	2022	2021
New Projects	675	689
Permits Processed	984	1,133
Inspections Performed	1,264	1,586
Permit Fees Collected	\$150,110	\$183,828

Budget:

Based on 11/30/22 budget report this department is expended 82 %

Construction has somewhat leveled off. A new large scale project at 4 West Road known as the Stratham Outpatient Surgery Center is currently in the permit process and a renovation project at Planet Fitness is also in the works.

Respectfully,



Jim Marchese

Building Inspector/Code Enforcement Officer

603-772-7391 x180

jmarchese@strathamnh.gov

CODE ENFORCEMENT / BUILDING INSPECTION

This department is responsible for performing the administrative, enforcement, and inspection duties related to the interpretation/compliance with the State Building Codes, Town Ordinances, Zoning and other applicable regulations to ensure the safety of life and property and compliance with codes and ordinances adopted by the Town. Other responsibilities include the Code Enforcement functions at the Zoning Board of Adjustment, performing all duties and responsibilities as Stratham's Health Officer, as well as duties associated with being the Fire Chief's designee for the purpose of School and Business Life Safety Inspections. .

In 2022 the Building Department processed 984 permits, 5 of which were New Construction Single Family Homes.

Permitting Report	2021	2022
Residential Building	318	288
Commercial Building	21	19
Electrical	289	243
Plumbing	97	69
Mechanical/HVAC	167	117
Other	253	248
Total	1,145	984

The past year brought more changes to the Land Use Department, from staff changes to the COVID pandemic and how to service the public efficiently. These changes were challenging with respect to how we accepted, reviewed, processed and inspected projects while continuing to serve the public to the best of our ability. The building department experienced a near level playing field in permits and inspections during this time and we met the challenge without compromising our service.

The department staff prides itself on being approachable and welcomes the opportunity to work through challenging scenarios. The proper enforcement of applicable codes and ordinances being our goal in creating a safe and energy efficient environment for the residents of Stratham.

The Building Department's Office is open Monday-Friday, 8:30 am to 4:00 pm. Additional inspection times are available by appointment.

As always, it's been a pleasure working with the residents of Stratham.

Respectfully,

Jim Marchese - Building Inspector/Code Enforcement Officer/Health Officer



TOWN OF STRATHAM
Town Clerk/Tax Collector's Office
10 Bunker Hill Ave
Stratham, NH 03885

MEMORANDUM

Date: January 13, 2023
To: Select Board
From: Deborah Bakie, Town Clerk/Tax Collector
RE: Municipal Transportation Improvement Fee

The objective of this memo is to provide information about an opportunity the Town of Stratham has regarding planning for transportation related expenses. This local option was discussed as a possible source for funding for transportation needs that arose in the context of the Age Friendly Community discussion in 2022.

NH RSA 261:153 permits Towns to add and retain an amount up to \$5.00 on each motor vehicle permit registration. The additional fee, which is known as Municipal Transportation Improvement Fee would be able to be utilized for, according to the RSA:

improvements in the local or regional transportation system including roads, bridges, bicycle and pedestrian facilities, parking and intermodal facilities and public transportation. The funds may be used for engineering, right-of-way acquisition, and construction costs of transportation facilities, and for operating and capital costs of public transportation only. The funds may be used as matching funds for state or federal funds allocated for local or regional transportation improvements.

We are working to confirm if these funds could be used to support transportation needs for the Town's direct programming for Stratham's senior residents.

Some of the area towns that have adopted this fee are Exeter, Greenland, New Castle, North Hampton, Dover, Durham, Portsmouth and Newmarket. These towns are reporting the additional fee as a valuable and welcomed asset as it offers a safer community that is geared towards pedestrian traffic.

With an increase of motor vehicle traffic throughout the years, I think this would benefit the town and its residents enhancing a safer community for all to enjoy. I would like to point out that no separate vote to create a CRF would be needed. Based on 2022 motor vehicle registrations of (9,941) at \$5.00 per vehicle the net would be roughly \$49,705.

Each dollar on the fee established would result in \$10,000 for the fund annually.

Attached is the current RSA, wording for the Warrant Article and excel document that offers the towns throughout New Hampshire that are currently benefiting from adopting this fee.

Thank you,

Deborah Bakie
Town Clerk/Tax Collector

EXCERPTS OF ENABLING STATUTORY REFERENCES

TITLE XXI MOTOR VEHICLES

CHAPTER 261

CERTIFICATES OF TITLE AND REGISTRATION OF VEHICLES

Municipal Permits for Registration

261:153 Fees for Registration Permits. –

VI. (a) Beginning on July 1, 1997, in addition to the motor vehicle registration fees collected under paragraphs I and V, the legislative body of a municipality may vote to collect an additional fee for the purpose of supporting a municipal and transportation improvement fund, which shall be a capital reserve fund established for this purpose and governed by the provisions of RSA 34 and RSA 35 for cities and towns, respectively. Of the amount collected, up to 10 percent, but not more than \$0.50 of each fee paid, may be retained by the local official designated by the municipal government or by the town or city clerk for administrative costs. The remaining amount shall be deposited into the municipal transportation improvement fund established to allow a community to fund, wholly or in part, improvements in the local or regional transportation system including roads, bridges, bicycle and pedestrian facilities, parking and intermodal facilities and public transportation. The funds may be used for engineering, right-of-way acquisition, and construction costs of transportation facilities, and for operating and capital costs of public transportation only. The funds may be used as matching funds for state or federal funds allocated for local or regional transportation improvements. Such funds shall be appropriated by the legislative body of the municipality for the purposes provided in this paragraph only and shall not be used to offset any other non-transportation appropriations made by the municipality.

(b) The maximum fee charged under this paragraph shall be \$5. The municipality shall establish the required fee, up to the maximum amount allowable, based on anticipated funding needs for transportation improvements. The additional fee shall be collected from all vehicles, both passenger and commercial, with the exception of all terrain vehicles as defined in RSA 215-A:1, I-b and antique motor vehicles or motorcycles, as defined in RSA 259:4.

(c) Any town or city may adopt the provisions of subparagraphs (a) and (b) for an optional additional motor vehicle registration fee to fund municipal transportation improvements in the following manner:

(1) In a town, the question shall be placed on the warrant of a special or annual town meeting under the procedures set out in RSA 39:3, and shall be voted on by ballot. In a city, the legislative body may consider and act upon the question in accordance with their normal procedures for passage of resolutions, ordinances, and other legislation. The legislative body of a city may vote to place the question on the official ballot for any regular municipal election, or in the alternative, shall place the question on the official ballot for any regular municipal election upon submission to the legislative body of a petition signed by 5 percent of the registered voters.

(2) The selectmen or city council shall hold a public hearing on the question at least 15 days but not more than 30 days before the question is to be voted on. Notice of the hearing shall be posted in at least 2 public places in the municipality and published in a newspaper of general circulation at least 7 days before the hearing.

(3) A town or city may choose to restrict the use of the municipal transportation improvement fund to one or more of the transportation system modes provided for in paragraph VI(a). Any such restriction shall be so stated in the wording of the question.

(d) If a majority of those voting on the question vote ""Yes," the additional motor vehicle registration fee shall apply within the town or city on the date set by the selectmen or the city council.

(e) (1) A town or city may consider rescinding its action in the manner described in subparagraph (c). The wording of the question shall be the same as that was adopted by the town or city, except the word ""adopt" shall be changed to ""rescind."

(2) If a majority of those voting on the question vote ""Yes," following the action taken to rescind, the additional motor vehicle registration fee shall not apply within the town or city.

TITLE III TOWNS, CITIES, VILLAGE DISTRICTS, AND UNINCORPORATED PLACES

CHAPTER 35

CAPITAL RESERVE FUNDS OF COUNTIES, TOWNS, DISTRICTS, AND WATER DEPARTMENTS

35:1 Establishment of Reserves Authorized. – Any town, school district, village district, or county, as provided by RSA 35:3 may raise and appropriate money for the establishment of a capital reserve fund for the financing of all or part of the cost of:

VI. Municipal and regional transportation improvement projects including engineering, right-of-way acquisition and construction costs of transportation facilities, and for operating and capital costs for public transportation.

35:3 Meetings. – Except as provided in RSA 35:7, the authority granted by RSA 35:1 shall be exercised only by a majority vote of the legal voters present and voting at an annual or special meeting in the case of a town, school district, or village district. The warrant for a town, school district, or village district meeting, to consider the establishment or discontinuance of such a reserve, shall include an article distinctly stating the purposes for which such reserve is to be established or was established as appropriate. In the case of a county, the authority granted in RSA 35:1 shall be exercised by a majority vote of the county delegation after a public hearing on the budget as required by RSA 24:23, RSA 24:13-c, IV, or RSA 24:14-a. The public notice of

such hearing shall include a statement distinctly stating the purpose for which such reserve is to be established.

35:15 Expenditures. –

I. Persons holding said capital reserve funds in trust, as provided in this chapter, shall hold the same until such time as the town, district or county shall have voted to withdraw funds from such capital reserve fund or shall have named agents of the town, district or county to carry out the objects designated by the town, district or county, in the manner prescribed by RSA 35:3.

V. In all cases, expenditures from a capital reserve fund shall be made only for or in connection with the purposes for which said fund was established or as amended as provided in RSA 35:16.

**DRAFT WARRANT ARTICLE TO ESTABLISH A MOTOR VEHICLE
REGISTRATION FEE AND A CAPITAL RESERVE FUND TO HOLD THE FEE**

ARTICLE ??: To see if the Town will vote to collect an additional motor vehicle registration fee of \$x.xx per vehicle for the purpose of supporting a Municipal Transportation Improvement Fund as set forth in RSA 261:153 VI, and further, to vote to establish said fund and to appoint the Board of Selectmen as agents to expend from this capital reserve fund for the purposes for which it was established. Proceeds from the Municipal Transportation Improvement Fund are to be used to support eligible local transportation improvement projects as permitted under RSA 261:153 such as public transportation, roadway improvements, signal upgrades, and development of new bicycle and pedestrian paths.

NOTE: Towns considering this for their Town Warrant need to hold a public hearing on the article at least 15 days but not more than 30 days before the question is to be voted on. Notice of the hearing shall be posted in at least 2 public places in the municipality and published in a newspaper of general circulation at least 7 days before the hearing. **(RSA 261:153 VI (c) (2))**

The vote on the article must be by ballot vote. **(RSA 261:153 VI (c) (1))**

If the article passes, the Board of Selectmen set the effective date to begin collecting the fee. **(RSA 261:153 VI (d))**

Optional Municipal Vehicle Registration Fee, per RSA 261:153:VI

Municipality	Fee	Use	RPC
Allenstown	none		CNHPC
Boscawen	none		CNHPC
Bow	none		CNHPC
Bradford	unknown		CNHPC
Canterbury	none		CNHPC
Chichester	\$5	transportation infrastructure improvements and preservation	CNHPC
Concord	\$5	transportation infrastructure improvements and preservation	CNHPC
Deering	\$5	transportation infrastructure improvements and preservation	CNHPC
Dunbarton	none		CNHPC
Epsom	none		CNHPC
Henniker	none		CNHPC
Hillsborough	none		CNHPC
Hopkinton	none		CNHPC
Loudon	none		CNHPC
Pembroke	none		CNHPC
Pittsfield	none		CNHPC
Salisbury	none		CNHPC
Sutton	none		CNHPC
Warner	none		CNHPC
Webster	none		CNHPC
Alexandria	none		LRPC
Alton	none		LRPC
Andover	none		LRPC
Ashland	none		LRPC
Barnstead	none		LRPC
Belmont	none		LRPC
Bridgewater	unknown		LRPC
Bristol	unknown		LRPC
Center Harbor	none		LRPC
Danbury	none		LRPC
Effingham	none		LRPC
Franklin	\$5	transportation infrastructure improvements and preservation	LRPC
Freedom	none		LRPC
Gilford	none		LRPC
Gilmanton	none		LRPC
Hebron	none		LRPC
Hill	none		LRPC
Holderness	none		LRPC
Laconia	\$5	transportation infrastructure improvements and preservation	LRPC
Meredith	none		LRPC
Moultonborough	none		LRPC
New Hampton	none		LRPC
Northfield	none		LRPC
Ossipee	none		LRPC
Sanbornton	none		LRPC
Sandwich	none		LRPC
Tamworth	none		LRPC
Tilton	none		LRPC

Tuftonboro	none		LRPC
Wolfeboro	none		LRPC
Albany	none		NCC
Bartlett	none		NCC
Bath	none		NCC
Benton	none		NCC
Berlin	none		NCC
Bethlehem	none		NCC
Campton	none		NCC
Carroll	none		NCC
Chatham	none		NCC
Clarksville	none		NCC
Colebrook	none		NCC
Columbia	none		NCC
Conway	none		NCC
Dalton	none		NCC
Dummer	none		NCC
Easton	none		NCC
Eaton	none		NCC
Ellsworth	none		NCC
Errol	none		NCC
Franconia	none		NCC
Gorham	\$5	transportation infrastructure improvements and preservation	NCC
Groton	none		NCC
Hale's Location	unknown		NCC
Hart's Location	unknown		NCC
Haverhill	none		NCC
Jackson	none		NCC
Jefferson	unknown		NCC
Lancaster	none		NCC
Landaff	none		NCC
Lincoln	none		NCC
Lisbon	\$5	transportation infrastructure improvements and preservation	NCC
Littleton	none		NCC
Lyman	none		NCC
Madison	none		NCC
Milan	none		NCC
Monroe	none		NCC
Northumberland	\$5	transportation infrastructure improvements and preservation	NCC
Pittsburg	none		NCC
Plymouth	\$5	transportation infrastructure improvements and preservation	NCC
Randolph	none		NCC
Rumney	none		NCC
Shelburne	none		NCC
Stark	none		NCC
Stewartstown	none		NCC
Stratford	none		NCC
Sugar Hill	none		NCC
Thornton	none		NCC
Warren	unknown		NCC
Waterville Valley	none		NCC

Wentworth	none		NCC
Whitefield	none		NCC
Woodstock	none		NCC
Amherst	none		NRPC
Brookline	none		NRPC
Hollis	\$1	public transit	NRPC
Hudson	none		NRPC
Litchfield	none		NRPC
Lyndeborough	none		NRPC
Merrimack	\$5	transportation infrastructure improvements and preservation	NRPC
Milford	none		NRPC
Mont Vernon	none		NRPC
Nashua	none		NRPC
Pelham	none		NRPC
Wilton	none		NRPC
Atkinson	none		RPC
Brentwood	none		RPC
Danville	none		RPC
East Kingston	none		RPC
Epping	none		RPC
Exeter	\$5	senior transportation	RPC
Fremont	unknown		RPC
Greenland	\$2.50	transportation infrastructure improvements and preservation	RPC
Hampstead	none		RPC
Hampton	none		RPC
Hampton Falls	none		RPC
Kensington	unknown		RPC
Kingston	none		RPC
New Castle	\$5	transportation infrastructure improvements and preservation	RPC
Newfields	none		RPC
Newington	none		RPC
Newton	none		RPC
North Hampton	\$5	transportation infrastructure improvements and preservation	RPC
Plaistow	none		RPC
Portsmouth	\$5	transportation infrastructure improvements and preservation	RPC
Rye	none		RPC
Salem	none		RPC
Sandown	none		RPC
Seabrook	\$5	transportation infrastructure improvements and preservation	RPC
South Hampton	none		RPC
Stratham	none		RPC
Auburn	none		SNHPC
Bedford	\$5	transportation infrastructure improvements and preservation	SNHPC
Candia	none		SNHPC
Chester	none		SNHPC
Deerfield	none		SNHPC
Derry	\$5	transportation infrastructure improvements and preservation	SNHPC
Francestown	none		SNHPC
Goffstown	none		SNHPC
Hooksett	none		SNHPC

Londonderry	none		SNHPC
Manchester	\$5	transportation infrastructure improvements and preservation	SNHPC
Raymond	none		SNHPC
Weare	none		SNHPC
Windham	none		SNHPC
Barrington	\$5	transportation infrastructure improvements and preservation	SRPC
Brookfield	unknown		SRPC
Dover	\$5	match on federal grants	SRPC
Durham	\$5	transportation infrastructure improvements and preservation	SRPC
Farmington	none		SRPC
Lee	none		SRPC
Madbury	none		SRPC
Mason	none		SRPC
Middleton	none		SRPC
Milton	none		SRPC
New Durham	none		SRPC
Newmarket	\$5	transportation infrastructure improvements and preservation	SRPC
Northwood	none		SRPC
Rochester	\$5	transportation infrastructure improvements and preservation	SRPC
Rollinsford	\$5	transportation infrastructure improvements and preservation	SRPC
Sharon	none		SRPC
Somersworth	\$5	transportation infrastructure improvements and preservation	SRPC
Strafford	none		SRPC
Temple	none		SRPC
Wakefield	none		SRPC
Alstead	none		SWRPC
Antrim	none		SWRPC
Bennington	none		SWRPC
Chesterfield	none		SWRPC
Dublin	none		SWRPC
Fitzwilliam	none		SWRPC
Gilsum	none		SWRPC
Greenfield	none		SWRPC
Greenville	none		SWRPC
Hancock	none		SWRPC
Harrisville	none		SWRPC
Hinsdale	none		SWRPC
Jaffrey	none		SWRPC
Keene	\$5	transportation infrastructure improvements and preservation	SWRPC
Langdon	unknown		SWRPC
Marlborough	none		SWRPC
Marlow	unknown		SWRPC
Nelson	none		SWRPC
New Boston	none		SWRPC
New Ipswich	none		SWRPC
Nottingham	none		SWRPC
Peterborough	\$5	transportation infrastructure improvements and preservation	SWRPC
Richmond	none		SWRPC
Rindge	none		SWRPC
Roxbury	unknown		SWRPC
Stoddard	none		SWRPC

Sullivan	none		SWRPC
Surry	none		SWRPC
Swanzy	\$5	transportation infrastructure improvements and preservation	SWRPC
Troy	none		SWRPC
Walpole	none		SWRPC
Westmoreland	none		SWRPC
Winchester	none		SWRPC
Windsor	unknown		SWRPC
Acworth	unknown		UVLSRPC
Canaan	none		UVLSRPC
Charlestown	none		UVLSRPC
Claremont	\$5	transportation infrastructure improvements and preservation	UVLSRPC
Cornish	unknown		UVLSRPC
Croydon	none		UVLSRPC
Dorchester	unknown		UVLSRPC
Enfield	none		UVLSRPC
Goshen	none		UVLSRPC
Grafton	none		UVLSRPC
Grantham	none		UVLSRPC
Hanover	\$5	transportation infrastructure improvements and preservation	UVLSRPC
Lebanon	\$5	public transit	UVLSRPC
Lempster	none		UVLSRPC
Lyme	\$5	transportation infrastructure improvements and preservation	UVLSRPC
New London	\$5	transportation infrastructure improvements and preservation	UVLSRPC
Newbury	none		UVLSRPC
Newport	none		UVLSRPC
Orange	none		UVLSRPC
Orford	unknown		UVLSRPC
Piermont	none		UVLSRPC
Plainfield	none		UVLSRPC
Springfield	none		UVLSRPC
Sunapee	none		UVLSRPC
Unity	none		UVLSRPC
Washington	unknown		UVLSRPC
Wilmot	unknown		UVLSRPC

ELECTED POSITIONS OPEN & CANDIDATE FILING INFORMATION

To run for an elected Stratham Town Office, you must file with the Town Clerk

FILING PERIOD IS JANUARY 25 - FEBRUARY 3

Declarations of candidacy may be filed at the Town Clerk's Office, 10 Bunker Hill Avenue. Any candidate filing on the last day must file in person. Clerks will be available between 3:00 pm to 5:00 pm on the last day of the filing period.

Declaration of candidacy forms are available at the Town Clerks office

THE FOLLOWING ELECTED OFFICIAL POSITIONS OPEN

Select board - 1 position, 3 year term

Town Clerk - 1 position, 3 year term

Cemetery Trustee - 1 position, 3 year term

Trustees of the Trust Funds - 1 position, 3 year term

Library Trustee - 1 position, 3 year term

NOTICE

EXETER REGION COOPERATIVE SCHOOL DISTRICT (ERCSD)

The Exeter Region Cooperative School District (ERCSD) filing period is from Wednesday, January 25, 2023, to Friday, February 3, 2023. A candidate must be a registered voter. The following positions are open for Exeter Region Cooperative School District elections, to be held on Tuesday, March 14, 2023:

- One (1) Board Member seat from East Kingston for – three (3) year term
- One (1) Board Member seat from Exeter for – three (3) year term
- One (1) Board Member seat from Stratham for – three (3) year term
- One (1) School District Moderator from Brentwood/Exeter/East Kingston/
Kensington/Newfields or Stratham for – one (1) year term

AND

Budget Advisory Committee (BAC) Member seats open

- One (1) BAC Member seat from Brentwood for – three (3) year term
- One (1) BAC Member seat from Exeter for – three (3) year term
- One (1) BAC Member seat from Kensington for – three (3) year term

Those interested in filing may do so by contacting the Exeter Town Clerk at the Exeter Town Hall, 10 Front Street, Exeter, NH 603-778-0591x 403 during the following hours:

Monday, Wednesday, and Thursday: 8:00 AM to 4:00PM

Tuesday: 8:00 AM to 7:00 PM

Friday: 8:00 am to 12:30 pm

Friday, February 3, 2023 (only)

8:00 am to 12:30 pm and 3:00 pm - 5:00 pm

PLEASE NOTE: A valid photo ID (driver's license) is required at the time of filing



ELECTED POSITIONS OPEN & CANDIDATE FILING INFORMATION

FILING PERIOD IS JANUARY 25 – FEBRUARY 3

Declarations of candidacy may be filed at the Town Clerk's Office, 10 Bunker Hill Avenue. Any candidate filing on the last day must file in person. Clerks will be available between 3:00 pm to 5:00 pm on the last day of the filing period.

Declaration of candidacy forms are available at the Town Clerks office

THE FOLLOWING ELECTED OFFICIAL POSITIONS ARE OPEN

- (2) Stratham School District Board Member -- 3 year term
- (1) Stratham School District Treasurer – 2 year term
- (1) Stratham School District Clerk – 1 year term

If you are interested in filing for a candidate position please return your candidate filing form in person to the Stratham Town Clerks Office.

The Candidate Filing Form is only accepted during the filing period which is January 25, 2023 to February 3, 2023.

From: [David Moore](#)
To: [Karen Richard](#)
Cc: [Seth Hickey](#); [Jeff Denton](#)
Subject: FW: Fireworks Community Restrictions Update Request 2023
Date: Wednesday, January 4, 2023 10:18:25 AM
Attachments: [image001.png](#)
[Community Restrictions Fireworks Update Request Letter.pdf](#)

Karen,

Here are three items that need to be combined to one “correspondence” item for January 17th meeting.

Please print this **e-mail below** to .pdf and combine it along with the attachment included as well as a .pdf of our existing Town of Stratham ordinance re: fireworks.

David M.

From: DOS: FMO Fireworks <FMO.Fireworks@dos.nh.gov>
Sent: Wednesday, January 04, 2023 10:12 AM
To: DOS: FMO Fireworks <FMO.Fireworks@dos.nh.gov>
Subject: Fireworks Community Restrictions Update Request 2023

Dear Town Governing Body,

The State Fire Marshal’s Office, in accordance with RSA 160 – C:10(I) is in the process of updating its list of municipalities in the State of New Hampshire where the use, display or possession of permissible/consumer fireworks is restricted or prohibited. New Hampshire RSA 160 – C:6 states that:

“Any municipality in the state, by action of its local legislative body or local governing body, may vote to allow or to prohibit, within that municipality, the issuance of permits or licenses to sell permissible fireworks or the display or possession of permissible fireworks.”

The Permissible Fireworks Community Restriction list is posted on our website at:
<https://www.firemarshal.dos.nh.gov/sites/g/files/ehbemt421/files/inline-documents/sonh/community-restrictions-list.pdf>

This list is also provided at all fireworks retail sales outlets located throughout the State.

If the information listed on our website is accurate, then no further action is necessary on your part. If, however, you find information that is not accurate or needs updating due to the adoption or changes to your town’s ordinance, then please email a copy of the current town ordinance to FMO.Fireworks@dos.nh.gov and/or mail us a hardcopy.

Please respond by February 10, 2023 if an update is required.

Regards,



**Phil Biron
District Chief**

**Department of Safety | Division of Fire Safety |
New Hampshire State Fire Marshal's Office (FMO)**

Bureau of Building Safety & Construction

33 Hazen Drive (mailing)
110 Smokey Bear Blvd. (physical)
Concord, NH 03305
Office: 603-223-4289
Fax: 603-223-3609

Arson Hotline: 1-800-400-3526

Email: Philip.R.Biron@DOS.NH.GOV

"Saving lives and property through education, engineering & enforcement"

Web Site Address: <http://www.nh.gov/safety/divisions/firesafety>

Subscribe to our [list serve](#) to receive public safety notices and press releases.

STATEMENT OF CONFIDENTIALITY:

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Robert L. Quinn
Commissioner

State of New Hampshire

DEPARTMENT OF SAFETY

Division of Fire Safety

Office of the State Fire Marshal

Office: 110 Smokey Bear Boulevard, Concord, NH 03301

Mailing Address: 33 Hazen Drive, Concord, NH 03305

Telephone: 603-223-4289 • **Fax:** 603-223-4294

www.nh.gov/firesafety



Sean P. Toomey
State Fire Marshal

January 4, 2023

Dear Town Governing Body,

The State Fire Marshal's Office, in accordance with RSA 160 – C:10(I) is in the process of updating its list of municipalities in the State of New Hampshire where the use, display or possession of permissible/consumer fireworks is restricted or prohibited. New Hampshire RSA 160 – C:6 states that:

“Any municipality in the state, by action of its local legislative body or local governing body, may vote to allow or to prohibit, within that municipality, the issuance of permits or licenses to sell permissible fireworks or the display or possession of permissible fireworks.”

The Permissible Fireworks Community Restriction list is posted on our website at:

<https://www.firemarshal.dos.nh.gov/sites/g/files/ehbemt421/files/inline-documents/sonh/community-restrictions-list.pdf>

This list is also provided at all fireworks retail sales outlets located throughout the State.

If the information listed on our website is accurate, then no further action is necessary on your part. If, however, you find information that is not accurate or needs updating due to the adoption or changes to your town's ordinance, then please email a copy of the current town ordinance to FMO.Fireworks@dos.nh.gov and/or mail us a hardcopy.

Thank you for your time and cooperation.

Sincerely,

Philip Biron
District Chief
New Hampshire Department of Fire Safety
Office of the State Fire Marshal
Bureau of Building Safety and Construction
Philip.R.Biron@dos.nh.gov

CHAPTER 6-01—SALE AND USE OF FIREWORKS

- 6-01-01** In the interest of the health, safety and welfare of all citizens of Stratham and other individuals who may frequent the Town of Stratham, the Board of Selectmen shall make it unlawful to sell, use, discharge, exhibit, display or burn any fireworks as defined in RSA 160-B. Such fireworks shall include but not be limited to firecrackers, torpedoes, rockets, or any other explosives of flammable materials, substance, compound, mixture or article which is used solely for entertainment value.
- 6-01-02** The Board of Selectmen is empowered after consultation with the Fire Chief to issue a permit exempting a person from the provisions of this ordinance for the sole purpose of having a pyrotechnic display at a special event which is deemed by the Board to be in the best interests of the general public. Such permit must be applied for at least thirty (30) days prior to the event and shall be valid for not more than thirty (30) days after issuance. Such persons applying for a permit must comply with any and all federal and state regulations and/or licensing requirements and provide a certificate of insurance with liability coverage deemed sufficient by the Board before such a permit can be issued. The decision to issue a permit shall be based on the competence and experience of the operator, proof of insurance, proper licensure, circumstances surrounding the event, the protection of the general public, the availability of public safety personnel and equipment, and any other criteria developed by the Board of Selectmen.

Adopted 1988

By: Selectmen Martin Wool, Terry Barnes & Graeme Mann



TOWN OF STRATHAM

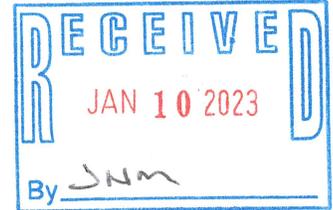
INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

January 9, 2023

Stratham Zoning Board
Attn: Chairman Drew Pierce
C/O: Stratham Building Department
10 Bunker Hill Avenue
Stratham, NH 03885



RE: Motion for Rehearing, 23 Portsmouth Avenue

Dear Chairman Pierce and Members of the Zoning Board,

On behalf of the Select Board, I am writing to respectfully request the Zoning Board reconsider its decision of December 13, 2022 to grant a variance from Article 7.9.b.viii.2 of the Zoning Ordinance to allow 450 square-feet of wall signage where 237.5 square-feet of signage is permitted. Please accept this letter as a formal Motion for Rehearing related to the Zoning Board of Adjustment decision in this matter. This Motion for Rehearing is filed in response to the Planning Board's recommendation provided via a letter authored by Chairman Thomas House dated December 29, 2022. I have included a copy of Chairman House's letter for your review.

I would first like to note the Select Board's appreciation for the members of the ZBA. As Chairman House noted in his letter, the Select Board recognizes the challenges associated with serving on public bodies and deciding controversial issues of public concern. Members of this Board hold great respect for the ZBA and its individual members and deeply appreciate the ZBA's record of public service and the example that sets in our community. In this case, the Select Board's concerns center on misstatements made by the applicant's attorney and on providing additional context in which to examine the variance criteria and not on the conduct of the ZBA itself.

After reviewing Chairman House's letter and public records associated with the ZBA decision, including the Planning Board's earlier site plan approval, the Select Board shares in the Planning Board concerns related to the statements made during the public hearing and whether the application met the necessary criteria to obtain a variance. Chairman House's comments are detailed and I incorporate them by reference in this letter. Specifically, the Select Board notes the following concerns in this request for the ZBA to reconsider its decision in this matter:

1. The applicant's counsel misstated and mischaracterized the Planning Board's deliberations related to the placement of the building on this site. Mr. Phoenix stated that the Planning Board wanted the building "pushed forward" closer to Portsmouth Avenue. Mr. Phoenix

stated that the applicant “lost square footage” of signage in relocating the placement of the building to suit the Planning Board’s wishes. Mr. Phoenix offered that if the building were placed further back on the site, the use would qualify for “over 400 square-feet of signage.” Regrettably, these statements were false. To be clear, the Planning Board never requested the building be pushed closer toward Portsmouth Avenue. In fact, the applicant’s engineer noted during the site plan review hearing that the building was moved five-feet from the road based on discussions with the Planning Board during the Preliminary Review. Moreover, even after the building was moved more interior to the site, the Planning Board “voiced concern with the location of the building so close to Portsmouth Avenue.” Mr. Phoenix also grossly exaggerated the amount of signage permitted if the building were set back further on the site by a factor of more than 110 square-feet.

The Select Board also believes the focus on the Ordinance’s distance-based multiplier for wall signage is somewhat misplaced. Stratham offers additional signage for buildings set further back from the roadway, as many other communities do, because it can be difficult for motorists to read signage from significant distances. No reasonable person could make this argument in the case for 23 Portsmouth Avenue. *The building is located closer to Portsmouth Avenue than any other building in the entire zoning district.* This fact, combined with the building’s 40-foot height (the maximum permitted in the district), and its location on a ridgeline make the building, and any future signage included on it, very prominent and highly visible.

2. It is clear from the ZBA deliberations that members relied specifically on Mr. Phoenix’s statements related to the Planning Board’s presumed preferences for the siting of the building in making their decision in support of the variance. Mr. Caparso’s statements, highlighted in Chairman House’s letter, make this abundantly clear. *“Mr. Caparso said his point is that they came to the Town and the Town asked them to do something and in the process they lost the ability to get the signage they wanted... Mr. Caparso said he believed it was in the Town’s best interest to grant it because they are complying with the Town’s wishes to begin with...”* This is especially concerning as Mr. Phoenix’s statements in this regard were either outright false or gross exaggerations.
3. As noted in Chairman House’s letter, the amount of building signage proposed for the site is unprecedented in that it far exceeds any recent building signage approved in the Town of Stratham and far exceeds the sign allowances for similar uses in neighboring communities.

Context is important to consider. A recently completed Irving gas station on the same state highway (NH Route 108) in the neighboring community of Newfields includes just 36 square-feet of building signage despite being set further back from the roadway and including two large buildings on a prominent corner lot. A standard interstate highway billboard, typically mounted on a large pylon hundreds of feet from motorists traveling in excess of 65 miles per hour is 672 square-feet. Billboards are rightly prohibited here and in most other NH communities because they can distract motorists and contribute to a degraded aesthetic environment. The cumulative size of the proposed signage for 23 Portsmouth Avenue is much closer in size to the standard interstate highway billboard than

the signage advertising a prominent new business in the area. However the signage proposed in Stratham will be more prominently illuminated than a standard billboard, situated much closer to the roadway, and advertising to motorists travelling at much slower traffic speeds.

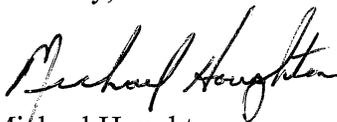
The Select Board questions how a request for signage so far in excess of the Town's current and relatively generous standards could possibly meet the variance criteria, including that the application for additional signage is reasonable, in the public interest, and within the spirit of the Zoning Ordinance. Of most concern is that, owing to special conditions of the property that distinguish it from other properties in the area, denial of a variance in this case would result in an unnecessary hardship. As previously recounted in this letter and Chairman House's, the proposed building is located in very close proximity to the roadway on a prominent ridgeline. This, combined with the building's significant height, do distinguish it from others but only in a manner that will make signage more prominent and not less so. These conditions do not support a finding in support of a variance in this case; they contribute to a finding against one.

Before I close I would like to note that Stratham is a business-friendly community that is welcoming of economic development. We look forward to the opening of the Optima Dermatology Clinic and welcome this new business to our community. The Select and Planning Boards recognize that signage is an important consideration for businesses and the Town supports a vibrant economic environment with opportunities for businesses to advertise and guide prospective customers to their locations. As a small business owner, I am especially conscious of these concerns. However, excessive signage presents legitimate traffic safety concerns and detracts from the character of communities like this one. We would submit that the proposal for 23 Portsmouth Avenue represents such a case. The Zoning Ordinance allows for a significant amount of signage for the building that would reasonably be considered generous. A variance is not justified and not necessary.

The Gateway District is not an especially rural environment and the zoning supports a more intensive use of the land. Neither of these qualities supports a variance approval. Less rural places are just as deserving of standards for signage as more rural ones. The Town has worked hard to promote high quality site and building design and toward discouraging a heavily automobile-oriented corridor with copious amounts of signage. The Select Board, and many others in the community, are concerned that this proposal is contrary to those long range volunteer-led efforts.

I thank the Zoning Board of its consideration of these concerns and respectfully request that the Board support a motion for a new public hearing in this matter.

Sincerely,



Michael Houghton
Chair, Stratham Select Board



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

December 29, 2022

Stratham Select Board
Attn: Mr. Michael Houghton, Chairman
10 Bunker Hill Avenue
Stratham, NH 03885

Dear Members of the Select Board,

At its meeting on December 21, 2022, the Planning Board voted to recommend the Select Board file a motion for rehearing of the Zoning Board of Adjustment's (ZBA) December 13, 2022 decision to grant a variance related to signage at 23 Portsmouth Avenue (the site currently under construction for a dermatology clinic). The variance allows for 450 square-feet of wall signage where the Zoning Ordinance restricts it to a maximum of 237.5 square-feet. The Planning Board supported this recommendation by a vote of five in favor, none opposed, and one abstention. The Select Board's representative, Michael Houghton, did not participate in the discussion and abstained from the vote.

In this letter, I would like to briefly summarize some of the Planning Board's concerns related to the ZBA decision. However, I would first like to express our appreciation and gratitude for the ZBA. We recognize that the ZBA is tasked with making challenging, and sometimes unpopular decisions, and respect the ZBA's independence and its unique role in our community. During my time as Chair of the Planning Board, the Board has never taken the step of requesting a rehearing and does so now only reluctantly and because of special circumstances in this case.

The Planning Board draft meeting minutes are included for the Select Board's review and include the entire Planning Board discussion. The Planning Board concerns center on two themes, among others, from the ZBA discussion and deliberations:

- 1.) The Planning Board believes that the applicant's counsel mischaracterized several aspects of the Zoning Ordinance and the Planning Board's review of the site plan.

During his presentation to the ZBA, the applicant's counsel indicated that the Planning Board requested the building be moved closer to the street which resulted in a loss of allowable sign square footage (see lines 365 through 371).

"Mr. Federico stated, so you are saying that because the Planning Board asked you to move the building closer to the street, you lost square footage?"

Mr. Phoenix said yes. Mr. Phoenix said he did not remember how far it was set back to begin with. It meets the setback requirement, but I think they [the Planning Board] wanted it pushed forward. Mr. Phoenix said they lost square footage because they are not more than 99 feet from the centerline of Route 108.

It is clear that these statements influenced the ZBA's deliberations (see lines 629-633 and lines 644-649 of the draft ZBA minutes).

Mr. Caparso asked for clarification that the Planning Board asked for them to set the building closer to the road and in doing so they lost the ability to get the signage that they wanted.

Mr. Pierce said that it would have been calculated differently and they would have had more signage...

Mr. Caparso said his point is that they came to the Town and the Town asked them to do something and in the process they lost the ability to get the signage they wanted. He stated that on top of that you will have a lot of people who aren't from town looking for this (building) on a stretch of road that is well travelled and complicated to get around. Mr. Caparso said he believed it was in the Town's best interest to grant it because they are complying with the Town's wishes to begin with and it's an additional safety issue if they make the sign smaller.

Mr. Phoenix's statement that the Planning Board asked the applicant to move the building closer to Portsmouth Avenue is not accurate. Since the applicant's first presentation to the Planning Board in November 2021, the proposed location of the building on the site has not changed. The Planning Board never requested the building be pushed closer to the road. The building is situated at its current location because the applicant chose that location. In fact, during the public hearing of the application, the Planning Board "voiced concern with the location of the structure so close to Portsmouth Avenue" (see Line 88 of the January 19, 2022 Planning Board minutes) and considered requiring the applicant to place the building further back from the road. Mr. Phoenix's statements were not only inaccurate but directly contradict the concerns of the Planning Board which are detailed in the public record.

Additionally, Mr. Phoenix stated that if the building were set back 20-30 feet from its current location, the building would be allowed more than 400 square-feet of signage (see lines 362-363 of the draft ZBA minutes).

Again this is not accurate. If the building were placed 20 to 30 feet further back from Portsmouth Avenue, the use would qualify for some additional signage based on the distance-based multiplier that the Ordinance allows, however this would only result in 47.5 more square feet of signage for a total of 290 square-feet of wall signage which is far less than the "over 400 square-feet" of signage that Mr. Phoenix claimed.

Stratham's Sign Ordinance is relatively generous relative to surrounding communities. Notably, the Ordinance allows the applicant to more than double the amount of permitted wall signage simply by virtue of the fact that the site has frontage along a very lightly traveled private road linking the Shaw's and Market Basket sites. This frontage is so inconsequential to the use that the applicant is not even proposing *any*

signage for this façade of the building. However, since the Ordinance does not require that the additional signage be oriented to the secondary frontage, the applicant is able to significantly expand signage on the building's most highly visible facades. The applicant's attorney noted that speeds on the corridor are high, however it should be noted the site is located between two traffic signals where some traffic congestion is common and speeds are slower.

- 2.) The Planning Board believes that the signage will be significantly out of character with its surroundings, is far in excess of what this community and surrounding communities permit, and is counter to the current efforts of the Planning Board to incorporate additional regulations on signage.

In order to grant the variance, the ZBA had to determine that special conditions of the property distinguished it from others, that no fair and substantial relationship existed between the public purposes of the Ordinance and the application of it on the property, and that the proposed use is reasonable. The proposed dermatology clinic at 23 Portsmouth Avenue is located on a prominent ridge very close to the Portsmouth Avenue corridor. Any signage located on the building will be extremely prominent owing to its location and high visibility. In the Planning Board's view, these characteristics all contribute to a finding that no variance relief is justified.

As noted, Stratham enforces a fairly generous sign ordinance. The following outlines regulations limiting wall signage if the business were located in one of the surrounding communities:

- Exeter: Maximum of 95 square-feet of wall signage
- Newfields: Maximum of 40 square-feet of total signage
- North Hampton Limits wall signs to no more than 24 square-feet
- Stratham Maximum of 237.5 square-feet of wall signage

In fact, Stratham's Sign Ordinance is so much more generous than surrounding communities that the Planning Board is proposing a zoning amendment that would significantly reduce the amount of permitted signage for new uses. The approved sign proposal for this site is directly counter to these efforts.

I appreciate the opportunity to explain the Planning Board's concerns and clarify some misstatements that were made at the ZBA hearing. On behalf of the Planning Board, I thank the Select Board for its consideration of these concerns and respectfully request that the Board file for a motion for rehearing of the ZBA decision concerning signage for 23 Portsmouth Avenue.

Sincerely,



Thomas House
Chair, Stratham Planning Board

From: [David Moore](#)
To: [Anthony J King](#); [Christiane McAllister](#); [Christina Murdough](#); [Deborah Bakie](#); [James Schaaaf](#); [Jason Pond](#); [Jim Joseph](#); [Jim Marchese](#); [Karen Richard](#); [Lee Todis](#); [Mark Connors](#); [Nathaniel Mears](#); [Seth Hickey](#); [Shandy Supit](#); [Scott Campbell](#); [Susan Connors](#); [Tara Madden](#); [tntabbott@comcast.net](#); [Tracy-Lynn Abbott](#); [Lisa Dudek](#)
Subject: FW: NHMA Bill Tracker
Date: Wednesday, January 11, 2023 10:02:00 AM
Attachments: [image002.png](#)
[image005.png](#)
[image006.png](#)

Dear All,

Here is a new tool from NHMA for tracking legislative activity. This e-mail is a good excuse to remind us all that it is important to stay up on statewide developments in the legislature impacting our work here on behalf of Stratham residents.

2023 is a budget development year (for a two-year period). With a nearly even party breakdown in the House, it should be an interesting new few sessions.

If you come across an issue of particular importance or concern that you think the Town should engage on, please let me know immediately. The Board may be interested in taking a position and advocating directly or through NHMA's legislative policy efforts.

Please keep in mind only the Select Board (or the Town Meeting) should be taking official positions on legislative changes that would be perceived as representing the Town as a whole. There should be no Board or Commission who seeks to represent the Town's position on an issue without coordinating with the Select Board.

If you are inclined to participate through testimony or provide your own personal professional input on a bill that is related to your role at the Town, the Board and I should be made aware ahead of time.

Please let me know if you have any questions.

David M.

David Moore
Town Administrator

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

(603) 772-7391 ext. 187

www.StrathamNH.gov

From: mmanh@googlegroups.com <mmanh@googlegroups.com> **On Behalf Of** Margaret Byrnes
Sent: Tuesday, January 10, 2023 11:47 AM
To: Municipal Managers (mmanh@googlegroups.com) (mmanh@googlegroups.com) <mmanh@googlegroups.com>
Subject: [MMANH] NHMA Bill Tracker

Just quick note (and shameless plug for the staff here at NHMA) about our new bill tracker page on our website. It's easy for local officials to view bills NHMA is following, supporting, opposing—or to view bills by topic based on our legislative policies. (Please note assigning positions and writing summaries is an ongoing process, so not all bills we will take a position have been marked as such.)

[NHMA Bill Tracker](#)



Margaret



Margaret M.L. Byrnes
Executive Director
NH Municipal Association
25 Triangle Park Drive
Concord, NH 03301
Tel: (603) 224-7447
Email: mbyrnes@nhmunicipal.org



Scan to stay informed on legislation
affecting cities and towns!

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Access to this list serve is only available to current full members of MMANH (membership application available at www.mmanh.org). If you have any other questions, e-mail group administrator Todd Selig <tselig@ci.durham.nh.us>.

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Dear Select Board,

I am writing to request permission from the Select Board to host the inaugural "Stratham 5K," a **5km road race in the town of Stratham on Sunday, May 7th, 2023**. This event will be an officially timed road race starting and ending at the Stratham Memorial School (SMS) on Giffords Farm Rd. It will run a counterclockwise loop down to High St, through the Whittaker Dr neighborhood, back up Lovell Rd, then finishing by turning left on Gifford Farm Rd and back into the SMS school property. Course map is provided below.

Approval from Kate Lucas, SMS Principal, to use the school property on this date has been given, including the use of the indoor gymnasium in the event of poor weather for pre- and post-race logistics, as well as the use of the 250+ parking spaces on the school ground. **Approval from David Pierce**, Stratham Police Administrative Lieutenant, for the use of town roads on the route provided below was approved with the request that one uniformed police detail is present for the entirety of the race. A **request has been submitted to Peggy Crosby**, Stratham Fire Department EMS Captain, for an EMT detail for the event's entirety.

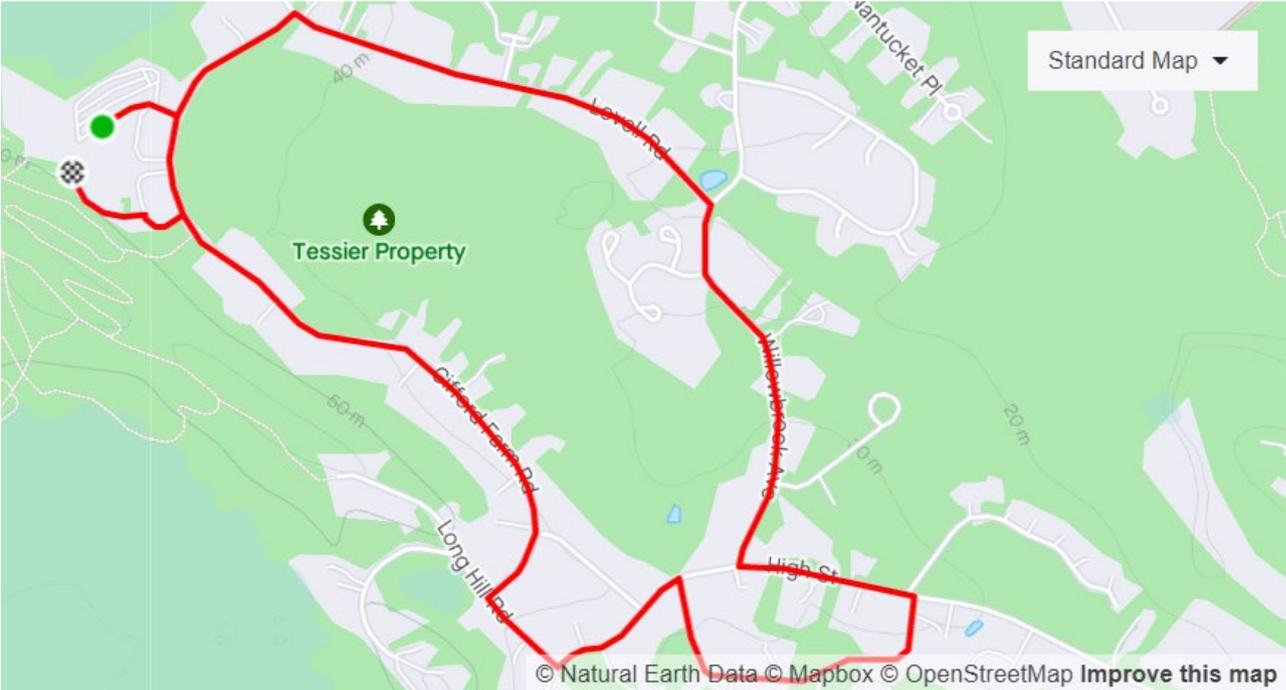
The course will be on the route below and will **be open to traffic** throughout the allotted time, **from approximately 8:30 am (start of the race) to 9:30 am** based on typical finishing times for a race this distance. With the use of the school's parking lot and our **estimates of 250 runners for this race**, we will not need to utilize the town roads for excess parking. Town residents on the affected streets that the course passes on will be notified one week before the race date that there will be runners on the road during the time range provided by installing small signs into the gravel shoulder along the course. Course marshals will be staged at each of the eight corners of the race to direct runners of a turn and temporarily hold or direct vehicle traffic to ensure the safety of all runners. In addition, there will be one water stop on the course, and will be staged on the road in the Whittaker Dr neighborhood, and it will include two folding tables with cups of water on each; all cups left on the road by runners will be picked up after the race and disposed of at the SMS property.

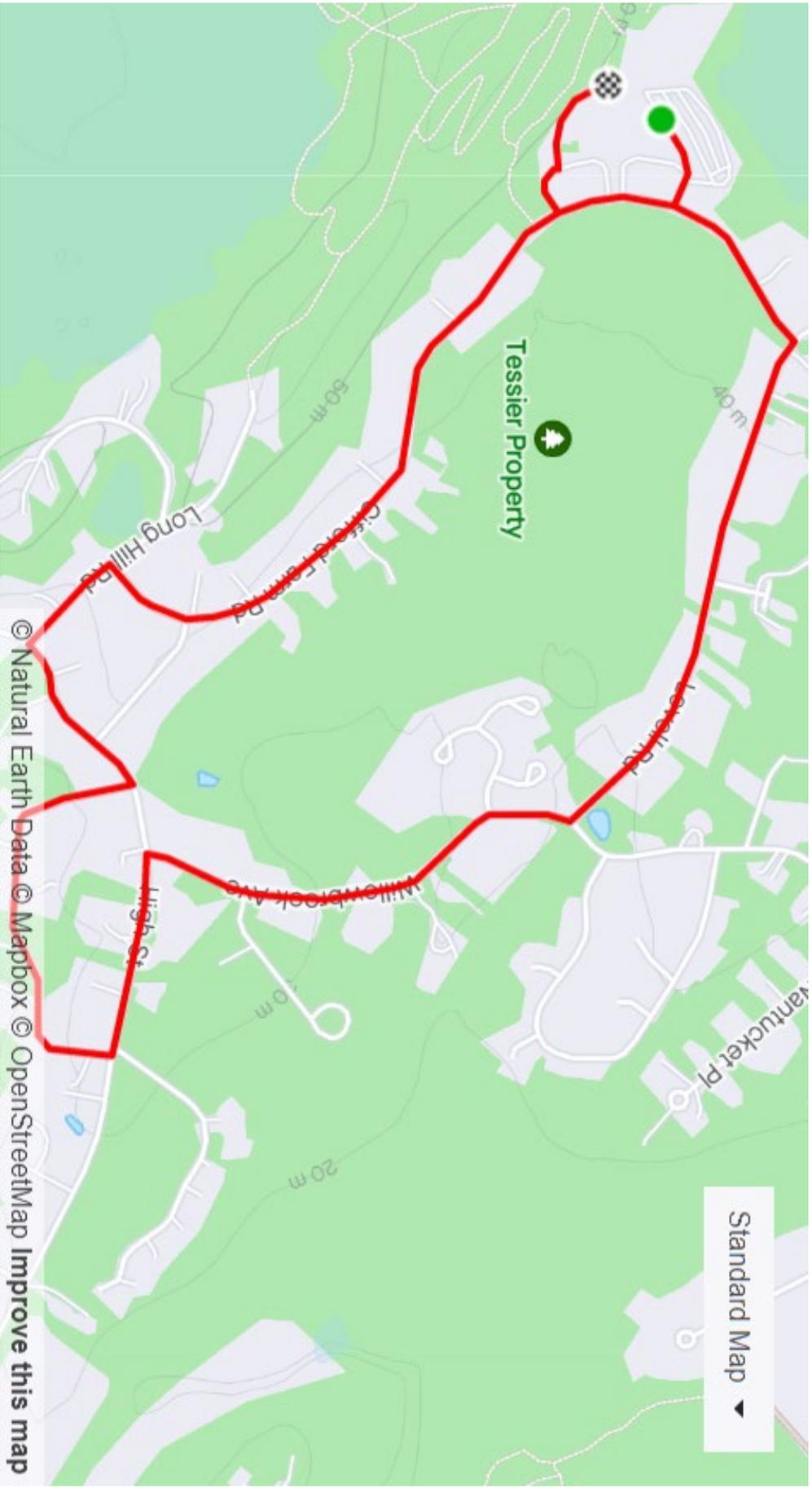
Hosting this road race is to benefit the non-profit [Miracles for Mimi](#), a Megna Family Foundation. Proceeds from the race will be donated directly to the Stratham Memorial School for the use of projects that they deem necessary. This 501(c) foundation was started by Mike Megna, a fellow Stratham resident, who lost his mother to breast cancer last year, and its mission is to provide enrichment opportunities to children in the local community that enhances their curriculum learning in school.

Thank you all for your consideration, and I am available to meet in person to answer any questions you may have.

Sincerely,

Chris Ritchie
21 Bittersweet Ln
(617) 435-2014





© Natural Earth Data © Mapbox © OpenStreetMap Improve this map



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

MEMORANDUM

TO: David

FROM: Karen

DATE: January 12, 2023

RE: Reservations requesting use of pavilion and fee waivers

The Greenland Vets are requesting use of the 4-H Pavilion on 9/9 and to have the fee waived as in the past for their annual picnic. They give us a Christmas tree in appreciation of us having waived the fee in the past and hope to continue this practice.

The Acorn School is requesting use of the Scamman Pavilion on 4/21/23 and to have the fee waived as in the past for their annual Earth Day Celebration. The children pick up trash and plant flowers. They are aware that the water may not be turned on yet and that the bathrooms will be locked.

Stuart Hemming on behalf of the Collie Rescue League of NE is requesting use of the Front Pavilion on 9/9 and to have the fee waived as in the past. 501c3 is attached.



TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue • Stratham, NH 03885

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

COMMITTEE APPOINTMENT APPLICATION

___ Heritage Commission

___ Zoning Board of Adjustment

___ Planning Board

___ Public Works Commission

___ Conservation Commission

___ Recreation Commission

___ Stratham Fair Committee

___ Energy Commission

___ Exeter Squamscott River Advisory Committee

___ Rockingham Planning Commission

___ Pedestrian & Cyclist Advocacy Committee

___ Other _____

Applicant Name (print)

Phone #

Address

Email

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

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

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

Signature of Applicant

Date