



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

SELECT BOARD AGENDA

JANUARY 3, 2022

7:00 P.M.

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

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

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

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

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

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

- I. Call to order
- II. Roll Call
- III. Consideration of Minutes – December 20, 2021
- IV. Treasurer Report (first meeting of the month)
- V. Department Reports & Presentations
 - A. Police Dept. – Police Chief Anthony King
- VI. Correspondence
- VII. Public Comment
- VIII. Public Hearings, Ordinances and/or Resolutions

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.



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

- IX. Discussion of Monthly Reports – (second meeting of the Month)
- X. New Business and Action Items
 - A. Budget Schedule Discussion
 - B. Boards and Commissions vacancies
 - C. Boards and Commissions Attendance Summary for 2021
 - D. Lindt Request for Bond Release
 - E. Assessing abatement for Map 10, Lot 148, Sub 6
- XI. Town Administrator Report
- XII. Informational Items
 - A. Rockingham Planning Commission Report on Housing
 - B. 2022 Payroll Calendar
- XIII. Reservations, Event Requests & Permits
 - A.
- 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*: none for this meeting
- XVI. Miscellaneous & Old Business
 - A. PFAS in Town Center
 - B. Open Items Tracking
- XVII. Adjournment

MINUTES OF THE DECEMBER 20, 2021 SELECT BOARD MEETING

Meeting held in the Hutton Room at the Stratham Municipal Center

MEMBERS PRESENT: Board Members Vice Chair Joe Lovejoy and Allison Knab. Chair Mike Houghton was absent.

ALSO PRESENT: Town Administrator David Moore, Finance Administrator Christiane McAllister, Fire Chief Matt Larrabee, Code Enforcement/Building Inspector/Health Officer Jim Marchese

At 7:00 pm Mr. Lovejoy opened the regular meeting.

Ms. Knab motioned to accept the minutes from the December 6 Select Board meeting. Mr. Lovejoy seconded the motion. All voted in favor.

FIRE DEPT.

Fire Chief Matt Larrabee reported that calls are up 30% over this time last year; a record increase; he noted this represents a significant increase over the last pre-covid year of 2019. The current staffing model has been working. The department will be making its annual Capital Reserve request at Town Meeting. This year's request will be to purchase a new ambulance to replace the A-2. It is preferable to choose a matching ambulance to the A-1 to maintain continuity of location of equipment. To better plan for the future, Chief Larrabee is including large ticket items in to the Capital Reserve – a SCBA air compressor, which fills up the air bottles, and a gear washer. Both working fine now, but we should set aside the money if and when we need to make these big purchases. Currently, Chief Larrabee is involved in working with the Lindt Safety Manager, our Police Dept. and Town staff on compliance with life safety features of the Lindt building. Chief Larrabee reported that we have EMTs participating in the State's booster blitz vaccination clinic. DHHS reimburses us for this work. Chief Larrabee noted the Lights 4 Lives event was last night, the golf tournament in October was successful and they are making plans for the 2022 tournament. Next, Chief Larrabee described some changes to the AV system in the Emergency Operations Center that would make it more user friendly. He would like to see these changes implemented soon. He reported that Colette Poisson has been promoted to EMS Lieutenant and Chris Heal has been promoted to Fire Lieutenant. The group briefly discussed the timing of the CIP and Capital Reserve purchases. The ambulance is out of the ambulance account so it will not affect taxes. Ms. McAllister requested an updated staffing roster from him.

CODE ENFORCEMENT/BUILDING INSPECTION

Mr. Lovejoy recognized Code Enforcement/Building Inspector/Health Officer Jim Marchese to give his department report. Mr. Marchese praised the work of prior inspector, Shanti Wolph, and the Building Coordinator Denise Lemire. He is working on getting his DHHS Health Inspector approval. There was discussion about getting a medical doctor as an additional deputy health officer. He will work on this. Mr. Marchese reported that 275 Portsmouth Ave. has occupants which has been approved by the Planning Board. He attended the Emergency Operation drill on the 8th. There continues to be ongoing commercial projects: Lindt, Stony Brook, ATM at 20 Portsmouth Ave. Larger scale projects are winding down. There are 7 homes waiting for

Occupancy Permits. He reported a decline in what the department has brought in but feels that is probably Covid related. Improving public awareness is a goal of his. He plans to post building permits monthly in a public place. He is looking forward to working with the new permitting software

Mr. Lovejoy noted the automobile registrations have increased this year.

ACTION ITEMS

Mr. Lovejoy called attention to the Dec. 15 memo from Town Planner Mark Connors requesting a partial bond release for the 104 Portsmouth Ave project (NHSPCA). Mr. Lovejoy motioned to release \$56,566 as requested, leaving a \$35,746 balance. Ms. Knab seconded the motion. All voted in favor.

Mr. Lovejoy turned to the agenda item regarding Emergency Planning. Mr. Moore explained that we put out a request for volunteers in the newsletter and five people responded. In January we hope to do an orientation presentation. Another matter that needs attention, we need to train staff on the web EOC, which is a web based software utilized by the state to keep the local EOCs informed. We added Jim Marchese, Deb Bakie and Nate Mears to the Emergency Management team. It is recommended to have Select Board members at the next two drills on Feb. 9 and April 6.

Next, Mr. Lovejoy called attention to PFAS long term planning. Mr. Moore said we are working with DES on PFAS mitigation grant funds. The other part of PFAS planning is a contract with Wilcox & Barton to be our engineers that will collect monitoring samples, home samples and report on a quarterly and annual basis with the State of NH. We are also under contract with Underwood Engineers for a 100% funded grant study on PFAS alternatives. They discussed the merits of investigating water quality issues facing well owners and the possibility of the State becoming engaged to a greater extent. The group continued to talk about recommended tasks and other funding grants. Pursuing this matter would call attention to water quality issues that residents may have. Ms. Knab expressed concern about causing fear and undue stress on private well owners who may not have the resources to install a filtration system. Mr. Lovejoy noted it might be worthwhile to establish a baseline. Mr. Moore believes the State will offer filtration systems if an affected resident can show financial need. Ms. Knab agreed to move forward with the study as long as there are options for people to address any issues that might arise. The consensus was to move forward.

Mr. Lovejoy requested an update on budget development. Mr. Moore reported that the Moderator is in the process of appointing a Budget Advisory Committee yet. Dept. heads are ready to present. Prior to the first BAC meeting, we will give them a draft CIP, draft preliminary budget and narrative. From an operating perspective, we are under 3%. We don't foresee much changing. Mr. Moore explained some of the changes from last year (assessing department changes, fuel, etc.). Guidance to the department heads was to keep budgets under 3%. There will be no new programs. Mr. Moore reported on the status of payroll adjustments. Compensation is budgeted for \$75,000, which is the value of applying a 3% merit-based cost of living adjustment (assuming all employees received the max). This number is based on the 5 year average of the CPI. Ms. McAllister explained why the format of the summary of estimated

tax impact is different than previous years. When you are dealing with a proposed budget, there are two times that those values can change before it turns into taxes. One reason is due to a vote at Town Meeting, the other is when DRA gives us our final numbers for Meals & Rooms and the Highway Block Grant. These factors can significantly change our revenue numbers. Revenues are being applied against appropriations. On the spreadsheet, she separated actual revenues from estimated revenues because the numbers are going to change. We don't get the final numbers until just before the tax rate is set. Mr. Moore said the budget continues to be refined.

ADMINISTRATION

Mr. Moore stated that Fire Chief Matt Larrabee has recommended that we formally invest in the Emergency Operations Center by encumbering \$5,000 of Fire Department Operating Funds from 2021. Mr. Moore added that the work will be done in early 2022. Ms. Knab motioned to allow the Fire Dept. to encumber \$5,000 in funds towards Emergency Operations Center improvements. Mr. Lovejoy seconded the motion. All voted in favor.

Mr. Moore called attention to the worksheet of Attendance for Board and Commission members. Performance appraisals are in and they will be ready for the Board's review soon. Preparations for the Town Report are underway.

They discussed the start time for the BAC meetings.

Mr. Moore referred to a memo he provided to the Board as an informational item, which addresses the timeline of setting the tax rate in relation to the finalization of the MS-1 DRA form (assessed value of the Town and utilities). Mr. Moore in consultation with the contract Assessor, Finance Administrator and Town Clerk/Tax Collector have agreed on an approach that will create more time at the end of the year to finalize the tax rate with the state.

Next, Mr. Moore gave an Assessing work update saying the new model is working well. He praised Jim Joseph's work as both Deputy Town Clerk/Tax Collector and Assessing Assistant.

RAFFLE PERMIT

Ms. Knab motioned to allow the CMS Music Boosters request to hold a raffle. Mr. Lovejoy seconded the motion. All voted in favor.

Mr. Lovejoy reported meeting with the Energy Commission. Because Stratham joined an energy aggregate, the Town realized approximately \$27,000 in savings. In the future, there is the possibility to extend the aggregate to encompass the Town. This will have to be voted on at a town meeting (not until 2023). Towns could band together to achieve greater savings on various things like solar arrays, wind power, etc.

At 8:06pm Mr. Lovejoy motioned to go into a non-public session in accordance with RSA 91-a:3, II(a) Personnel. Ms. Knab seconded the motion. Roll Call: Lovejoy – yes; Knab – yes

At 9:30 p.m. Joe Lovejoy moved to seal the minutes noting that failure to do so may render a proposed action ineffective. Ms. Knab seconded the motion. All voted in favor.

Mr. Moore and Ms. McAllister discussed, in general, the payroll system and the transitions in the Finance department and the cell phone reimbursement policy.

At 9:35pm Ms. Knab motioned to adjourn. Mr. Lovejoy seconded the motion. All voted in favor.

Respectfully submitted,

Karen Richard
Recording Secretary

2020 TOWN OFFICERS***

**** This product has been created using the 2020 Town Report Roster as a base and has been updated with some corrections. More updates will be forthcoming based on the year's appointment activity.

The purpose of this sheet is to assist in the planning for expiring terms.

Italicized content represents a change from the published 2020 Town Report Roster.

ELECTED POSITIONS

SELECT BOARD

Mike Houghton, Chair	term expires 2023
Joseph Lovejoy, Vice Chair	term expires 2022
Allison Knab	term expires 2021

MODERATOR

David Emanuel	term expires 2022
Beth Dupell (appointed assistant)	

TOWN CLERK/TAX COLLECTOR

Deb Bakie, Town Clerk/Tax Collector	term expires 2023
Jim Joseph, Deputy (appointed)	
Tara Madden, Office Assistant	

SUPERVISORS OF THE CHECKLIST

Cathy Warner	term expires 2026
Melanie McGrail	term expires 2022
Connie Aubin-Adams	term expires 2024

TRUSTEES OF THE TRUST FUNDS

Diane Morgera, Chair	term expires 2021
Mikki Deschaine	term expires 2023
Bev Connolly	term expires 2022

LIBRARY TRUSTEES

Kate Kim, Chair	term expires 2023
Joanne Ward	term expires 2021
Susan Wilbur	term expires 2021
Steve Simons	term expires 2022
Michael Hunter	term expires 2022
Need to add 2021 Alternate	
Need to add 2021 Alternate	
Lesley Kimball, Director (appointed)	

CEMETERY TRUSTEES

Colin Laverty, Chair

term expires 2023

June Sawyer

term expires 2022

Richard Goulet – Aug-Dec to fill unexpired term

term expires 2021

APPOINTED POSITIONS

TOWN ADMINISTRATOR

David S. Moore, Town Administrator

Tracy Abbott, Treasurer

Dawna Duhamel, Finance Administrator

Karen Richard, Executive Assistant/Welfare Coordinator

CODE ENFORCEMENT/BUILDING INSPECTOR

Shanti Wolph, Code Enforcement Officer/Building Inspector

Denise Lemire, Land Use Administrative Assistant

Stephanie Gardner, Land Use Project Coordinator – Jan-May

TOWN ASSESSOR

Andrea S. Lewy, Town Assessor

James Joseph, Assessing Assistant

DEPARTMENT OF PUBLIC WORKS

Nathaniel Mears, Public Works Director

Alan Williams, Foreman

Jason Pond, Maintenance Supervisor

Doreen Coughlin, Assistant Custodian

Timothy Slager

Charles Perkins

Robert Jackson

Stewart Guay

FIRE DEPARTMENT

Chief Matt Larrabee

Deputy Chief Josh Crow

Captain Tim Slager

Captain Bryan Crosby

EMS – Captain Peggy Crosby

EMS – Lt. June Sawyer

Lt. John Dardani

Lt. Jeff Denton

Lt. Rob Izzo

OFFICE OF EMERGENCY MANAGEMENT

David Barr, Director

Timothy Copeland, Deputy Director

David Emanuel, Deputy Director

POLICE DEPARTMENT

Chief Anthony King

Lt. David Pierce

Det. Sgt. Steven Janvrin

Sgt. James “Chris” Call

Sgt. John Emerson

Off. Amanda Bibeau

Off. Matthew Callahan

Off. Michael Doucette

Off. Brian Holbrook

Off. Corey Wynn

Off. Charles Law

William Hart, Prosecutor

Support Staff:

Stacey Grella, Admin. Asst. – Jan – Aug.

Katelyn Drago, Admin. Asst. – Sept. – Dec

On Call Officer:

Off. Ken Gauthier

Off. Kevin O’Neil

HEALTH OFFICER

Shanti Wolph

Matt Larrabee

PLANNING BOARD

Tom House, Chair term expires 2022

David Canada, Vice Chair term expires 2023

Michael Houghton, Select Board

Robert Roseen term expires 2023

Pamela Hollasch term expires 2022

Joe Anderson, Alternate term expires 2023

Chris Zaremba, Alternate term expires 2024

Mark Connors, Town Planner

BOARD OF ADJUSTMENT

Drew Pierce, Chair term expires 2022

Amber Dagata, Vice Chair term expires 2023

Charles ‘Erik’ Herring term expires 2022

Phil Caparso, Alternate term expires 2023

Brent Eastwood, Chair term expires 2022

Richard Goulet, Alternate term expires 2022

CONSERVATION COMMISSION

William Kenny, Chair term expires 2022

Kyle Saltonstall, Vice Chair Alternate term expires 2022

William McCarthy term expires 2024

Brad Jones term expires 2023

Allison Knab, Select Board

Robert Keating term expires 2023

Dan McAuliffe term expires 2023

Ana Egana, Secretary term expires 2023

Tim Copeland, Alternate term expires 2022

RECREATION COMMISSION

Tracy-Lynn Abbott, Chair	term expires 2023
Jeff Simeone, Co-Chair, Secretary	term expires 2022
Joseph Lovejoy, Select Board	
April Mason, Treasurer	term expires 2021
Frank LaSorsa – Jan-Oct	term expires 2023
Sean Kotkowski	term expires 2023
Vacant	term expires 2021
Kate Dardinski (appointed to fill unexpired term)	term expires 2023

BUDGET ADVISORY COMMITTEE 2020

Garrett Dolan	June Sawyer
Beth Dupell	Bruce Scamman
Nathan Merrill	Eric von der Linden

HERITAGE COMMISSION

Nathan Merrill, Chair	term expires 2023
David Canada, Planning Board Rep	term expires 2023
Mike Houghton, Select Board	
Rebecca Mitchell	term expires 2022
Forrest Barker, Treasurer	term expires 2023
Tammy Hathaway, Alternate, Secretary	term expires 2024
Florence Wiggin, Alternate	term expires 2022
Vacant, Alternate	term expires 2021

PUBLIC WORKS COMMISSION

John Boisvert, Chair	term expires 2022
Joseph Lovejoy, Select Board	
Michael Girard	term expires 2020
Jim Cushman	term expires 2022
Phil Caparso	term expires 2022
Frank Swift, Alternate	term expires 2022

ENERGY COMMISSION

Michael Welty, Chair	term expires 2021
Matt O'Keefe	term expires 2020
Michael Gorman	term expires 2019
Mike Ream	term expires 2020
Charles Case	term expires 2021
Joe Van Gombos, Alternate	term expires 2022

STRATHAM FAIR COMMITTEE

Francisco Marin, Chair	Matt Bartell
John Cushing	Tim Slager
Caren Gallagher	Shelly Blood

TECHNICAL REVIEW COMMITTEE

—— Tom House, Vice Chair
—— Jeff Hyland
—— Lucy Cushman, Chair
—— Joe Johnson
—— Rebecca Mitchell, Alternate
—— Tavis Austin, Town Planner

ROCKINGHAM PLANNING COMMISSION

Lucy Cushman
Joseph Johnson

LAMPREY REGIONAL COOPERATIVE

Paul R. Deschaine

SOUTHEAST WATERSHED ALLIANCE

Michael Girard

EXETER-SQUAMSCOTT RIVER LOCAL ADVISORY COMMITTEE

Nathan Merrill
Eric Bahr

STRATHAM HILL PARK TRAIL MANAGEMENT ADVISORY COMMITTEE**PEDESTRIAN & CYCLIST ADVOCACY COMMITTEE**

—— Andy Gilman, Co-Chair charge expires 2021
—— Pamela Hollasch charge expires 2021
—— Kate Davis charge expires 2021
—— Seth Hickey, Parks & Recreation Director

CURBSIDE COLLECTION ADVISORY COMMITTEE

—— Tim Copeland charge expired 2020
—— Rachel Jefferson charge expired 2020
—— Sophie Saltonstall charge expired 2020
—— Karen Fuller charge expired 2020
—— June Sawyer charge expired 2020

—— Nate Mears, D.P.W. Director Ex-officio
—— David Moore, Town Administrator Ex-Officio



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: David Moore, Town Administrator
FROM: Mark Connors, AICP, Town Planner
DATE: December 27, 2021
RE: **Conservation Commission Appointments 2022 & Attendance 2021**

The term of three Conservation Commission members come up for renewal in 2022, including **Chair William Kenny**, Vice Chair and Alternate **Kyle Saltonstall**, and Alternate **Tim Copeland**. Mr. Kenny was first appointed to the Commission in 2013 as an alternate, before being promoted to a regular member in 2017. He was re-appointed in 2019 and assumed the chairmanship in 2021. Mr. Saltonstall was appointed to the Commission in 2020 to an unexpired term. Mr. Copeland was appointed as an alternate in 2016 and re-appointed in 2019, though he served many years prior as the Select Board representative to the Commission.

There were 10 Conservation Commission meetings in 2021. Outlined below are the rates of attendance of all members who served in 2021. The Town is very appreciative of the volunteer efforts of our Zoning Board of Adjustment members who served the community well in 2021.

Member	Meetings Present	Meetings Absent	Attendance Rate
WILLIAM KENNY, Chair	9	1	90%
KYLE SALTONSTALL, Alt. Vice Chair	9	1	90%
ALLISON KNAB, SB Rep.	7	3	70%
WILLIAM McCARTHY, Member	8	2	80%
BRAD JONES, Member	10	0	100%
ROBERT KEATING, Member	9	1	90%
DAN McAULIFFE, Member	7	3	70%
ANA EGANA, Secretary	8	2	80%
TIM COPELAND, Alt.	4	6	40%

I hope this information is helpful. Please do not hesitate to contact me if you have any questions.



TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue · Stratham, NH 03885

Town Clerk/Tax Collector 603-772-4741

Selectmen's Office/ Administration/ Assessing 603-772-7391

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

Fax (All Offices) 603-775-0517

TO: David Moore, Town Administrator
FROM: Mark Connors, AICP, Town Planner
DATE: December 22, 2021
RE: **Heritage Commission Appointments 2022 & Attendance 2021**

The terms of two Heritage Commission members come up for renewal in 2022, including regular member **Rebecca Mitchell** and alternate **Florence Wiggin**. Ms. Mitchell and Ms. Wiggin are two of the Town's longest serving volunteer representatives. Ms. Mitchell has served on the Heritage Commission since 2006 and served as its Chair from 2007 to 2017. Ms. Wiggin, who began serving in 2007, has expressed a desire to step down from the Commission when her term expires in 2022 and the Chair is currently reaching out to potential replacements.

There were 11 Heritage Commission meetings in 2021 including 10 regular meetings and one special meeting. Outlined below are the rates of attendance of all members who served in 2021. The Town is very appreciative of the volunteer efforts of our Heritage Commission members who served the community well in an eventful year. Please note that a special Planning Board meeting conflicted with the December 8, 2021 Commission meeting and prevented two members from attendance. That meeting was omitted from this report for the affected members.

Member	Meetings Present	Meetings Absent	Arrived Late/ Left Early	Attendance Rate	On-time Attendance
NATHAN MERRILL, Chair	10	1	0	91%	100%
DAVID CANADA, PB Rep.	9	1	0	90%	100%
MICHAEL HOUGHTON, SB Rep.	7	3	0	70%	100%
REBECCA MITCHELL, Member	11	0	0	100%	100%
FORREST BARKER, Member	8	3	2	73%	75%
FLORENCE WIGGIN, Alt.	6	5	0	55%	100%
TAMMY HATHAWAY, Alt., Secretary	8	3	0	73%	100%
JEFFREY HYLAND, Alt.*	6	2	0	75%	100%

**-Appointment was not effective until April 2021.*

I hope this information is helpful. Please do not hesitate to contact me if you have any questions.



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: David Moore, Town Administrator
FROM: Mark Connors, AICP, Town Planner
DATE: December 27, 2021
RE: **Zoning Board of Adjustment Appointments 2022 & Attendance 2021**

The term of one Zoning Board of Adjustment member comes up for renewal in 2022, including regular member **Charles ‘Erik’ Herring**. Mr. Herring was appointed in 2021 to the remaining term of .Garrett Dolan, who stepped down in 2021 with one year remaining on his term.

There were 10 Zoning Board of Adjustment meetings in 2021 including nine regular meetings and one training. Outlined below are the rates of attendance of all members who served in 2021. The Town is very appreciative of the volunteer efforts of our Zoning Board of Adjustment members who served the community well in 2021.

Member	Meetings Present	Meetings Absent	Arrived Late/ Left Early	Attendance Rate	On-time Attendance
DREW PIERCE, Chair	8	2	0	80%	100%
AMBER DAGATA, Vice Chair	9	1	0	90%	100%
BRUNO FEDERICO, Member	9	1	0	90%	100%
RICHARD GOULET, Member	9	1	0	90%	100%
CHARLES ‘ERIK’ HERRING*, Member	3	1	0	75%	100%
GARRETT DOLAN, Former Member	4	1	1	80%	75%
PHIL CAPARSO, Alt.	1	9	0	10%	100%
BRENT EASTWOOD*, Alt.,	2	2	0	50%	100%

**-Appointments were not effective until July 2021.*

I hope this information is helpful. Please do not hesitate to contact me if you have any questions.



TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue · Stratham, NH 03885

Town Clerk/Tax Collector 603-772-4741

Selectmen's Office/ Administration/ Assessing 603-772-7391

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

Fax (All Offices) 603-775-0517

TO: David Moore, Town Administrator
FROM: Mark Connors, AICP, Town Planner
DATE: December 21, 2021
RE: **Planning Board Appointments 2022 & Attendance 2021**

The terms of two Planning Board members come up for renewal in 2022 including Planning Board **Chair Thomas House** and regular member **Pamela Hollasch**. Mr. House was first appointed to the Board in 2011 as an Alternate. In 2013, he was appointed as a regular member and re-appointed in 2016 and 2019. In 2019, he was elected Chair of the Board. Ms. Hollasch was first appointed to the Board in 2017 as an alternate before being appointed to a regular member term expiring in 2022 in 2020.

There were 24 Planning Board meetings in 2021, including 21 regular meetings, two workshops, and one site walk. Outlined below are the rates of attendance of all members who served in 2021. The Town is very appreciative of the volunteer efforts of our Planning Board members who served the community very well in 2021. Please note that 'On time Attendance' is calculated as the share of meetings that the member attended where he or she arrived on time and stayed for the duration of the meeting.

Member	Meetings Present	Meetings Absent	Arrived Late/ Left Early	Attendance Rate	On-time Attendance
THOMAS HOUSE, Chair	23	1	1	96%	96%
DAVID CANADA, Vice Chair	19	5	1	79%	95%
MICHAEL HOUGHTON, SB Rep.	22	2	0	92%	100%
ROBERT ROSEEN, Member	8	16	0	33%	100%
PAMELA HOLLASCH, Member	18	6	4	75%	78%
JOE ANDERSON, Alt.	23	1	0	96%	100%
CHRIS ZAREMBA*, Alt.	13	0	0	100%	100%

**-Appointment was not effective until July 2021.*

I hope this information is helpful. Please don't hesitate to contact me if you have any questions.

SHP Trail Management Advisory Committee

Last Name	First Name	Position	21-Apr-21	24-May-21	16-Jun-21	21-Jul-21	16-Aug-21	15-Sep-21	6-Oct-21	20-Oct-21	3-Nov	17-Nov
Dardinski	Kate	Chair	1	1	1	1	1	1	1	1	1	1
Weidemen	Trish	Sec.	1	1	1	1	1	1	1			
Zeller	Scott		1	1	1	1	1	1	1	1	1	1
Barker	Edie		1	1	1	1	1	1	1	1	1	1
Blood	Greg		1	1	1	1			1	1	1	1
McCarthy	Bill		1	1	1	1						1
O'Brien	Kevin		1	1	1	1	1	1	1	1	1	1

1-Present
0-Absent
L-Late (Time joined)

Recreation Commission

Last Name	First Name	Position	5-Jan-21	9-Feb-21	16-Mar-21	13-Apr-21	11-May-21	8-Jun-21	27-Jul-21	14-Sep-21	12-Oct-21	9-Nov-21	22-Nov	14-Dec-21
Abbott	Tracy	Chair	0	1	1	1	1	1	1	1	1	1	1	1
Simone	Jeff	Sec.	1	0	1	1	1	0	1	0	0	1	1	1
Kotkowski	Sean		R	1	1	1	1	1	1	1	1	1	1	1
Dardinski	Kate		1	1	1	1	1	1	0	1	1	1	1	1
Mason	April		1	1	x	x	x	x	x	x	x	x	x	x
Lovejoy	Joe	Sel. Rep.	1	1	1	1	1	1	1	1	1	1	1	1

1-Present
0-Absent
L-Late (Time joined)
R- Remote Call-in
X- Resigned



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: Members of the Select Board
David Moore, Town Administrator

FROM: Mark Connors, Town Planner

DATE: December 28, 2021

RE: **Lindt Project LEGO Performance Guarantee Reduction Request**

The Town is holding a performance guarantee in the amount of \$1,050,000 as a performance guarantee for improvements associated with the Project LEGO expansion of the Lindt & Sprungli manufacturing facilities at One Fine Chocolate Place in the Stratham Industrial Park. The site plan for the proposed improvements was approved by the Planning Board on March 18, 2020.

Per the approved Performance Agreement and Guarantee, this figure guarantees improvements to stormwater facilities, storm and sanitary sewers and manholes, and landscaping. Most of the site work related to these improvements has been completed. However, construction of the proposed truck marshalling center has not yet begun so the Town will continue to hold a security for these improvements, estimated at \$150,000 in value.

Lindt & Sprungli is requesting a release of \$900,000. However, per the approved Performance Agreement, the Town must continue to hold 10% of the value of the completed improvements for one year. Therefore, the maximum amount that the Town can release is \$810,000 or 10% of \$900,000. Improvements related to the Truck Marshaling Center, valued at \$150,000, will also continue to be held. A total of \$240,000 will continue to be held as a security until improvements related to the Truck Marshaling Center are completed and one year after the completion of the other improvements. Staff has explained this to representatives of Lindt and they do not object the Town releasing a total of \$810,000.

Town staff takes no objection to the bond reduction request of \$810,000.

Total amount of Bond: \$1,050,000

Amount to be Released: \$810,000

Amount to be Held: \$240,000

From: Shanti Wolph
Sent: Wednesday, October 13, 2021 7:11 AM
To: Mark Connors <mconnors@StrathamNH.gov>; Nathaniel Mears <nmeears@StrathamNH.gov>
Subject: RE: Lindt Bond Reduction

Mark,

Yes, I am good with this.

Thank you,

Shanti Wolph- Town of Stratham, NH
Code Enforcement/Building Inspector/Health Officer
603.772.7391 x. 182

From: Mark Connors
Sent: Tuesday, October 12, 2021 5:21 PM
To: Nathaniel Mears <nmeears@StrathamNH.gov>; Shanti Wolph <swolph@StrathamNH.gov>
Subject: Lindt Bond Reduction

Hi Shanti,

Please find the Lindt bond reduction request attached along with the As-Builts and supporting info. If it looks good to you, please let me know if you are agreeable to reducing the bond amount.

Thank you,

Mark Connors
Town Planner
Town of Stratham
mconnors@strathamnh.gov
(603) 772-7391, x. 147

New Hampshire's Right to Know Law (RSA 91-A) provides that Town email communications regarding the business of the Town of Stratham are governmental records which may be available to the public upon request. Therefore, this email communication may be subject to public disclosure.



LINDT & SPRÜNGLI

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

8/12/2021

Project LEGO - Bond Reduction Request

Dear Town of Stratham Select Board,

Lindt (USA) Inc. hereby respectfully submits a Bond Reduction Request for the site plan entitled "Project LEGO" approved by the planning board on March 18th, 2020. Per the construction costs of \$1,050,000 listed in the original performance bond agreement from April 2020 (attached), Lindt (USA) Inc is requesting a reduction of the following items:

1. Storm water control and landscaping improvements Parking Lots: \$900,000
 - a. 100% complete
2. Storm water control and landscaping improvements Truck Marshalling: \$150,000
 - a. 0% complete

Total Bond Reduction of \$900,000

Note that it is Lindt (USA)'s intention is to extend the remaining bond to 12/2024.

If you have any questions or need any additional information, please feel free to contact our office.
Thank you very much for your time.

Best Regards,

Philip Vollenweider
Director of Engineering

Attachment 1: Project LEGO Performance Bond – ToS agreement signed

Attachment 2: AECOM (General Contractor Project LEGO) break-up of scope bonded

Attachment 4: AECOM (General Contractor Project LEGO) break-up for Truck Marshalling scope

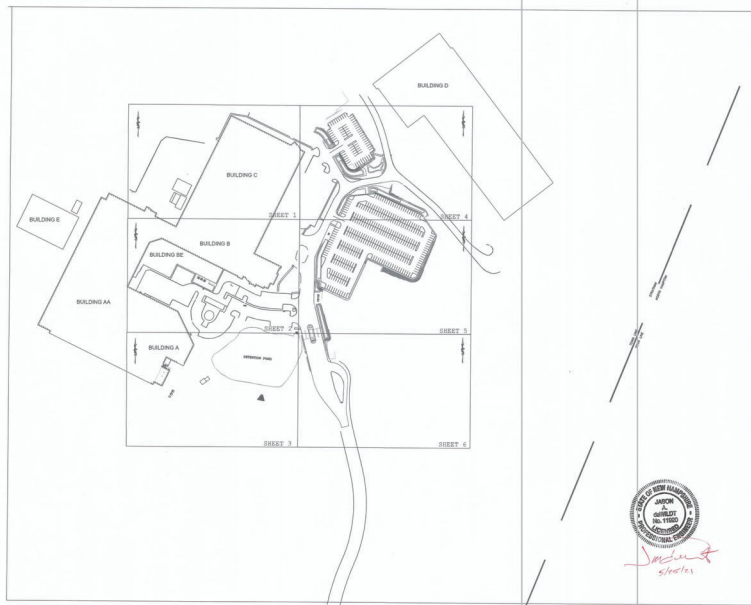
LNDT SPRUNGLI (USA) NC.

PROJECT LEGO

PRELIMINARY AS-BUILT DRAWING

PREPARED BY SUR CONSTRUCTION NC.

NOTE: THIS IS A PRELIMINARY AS-BUILT DRAWING WHICH MAY INCUR
CHANGES PENDING COMPLETION OF THE PROJECT



LOCATION PLAN NOT TO SCALE

NOTE: THIS IS A PRELIMINARY DRAWING WHICH MAY
NCUR CHANGES PENDING COMPLETION OF THE PROJECT

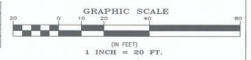
BUILDING C



LINDT CHOC.
AB

By: S.U.R. Construction, Inc.
233 Chestnut Hill Rd.
Rochester, New Hampshire

Drawn By: CL
Checked By: JO
Date: 05/21/21
Revised:



SHEET 1

NOTE: THIS IS A PRELIMINARY AB DRAWING WHICH MAY INCUR CHANGES PENDING COMPLETION OF THE PROJECT

SEWER SUMMARY

SMH 2
RIM: 102.00
8" INV. IN: 92.36
10" INV. OUT: 92.22

SMH 3
RIM: 98.31
10" INV. IN: 91.41
10" INV. OUT: 91.32

BUILDING B

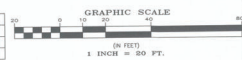
BUILDING BE

LINDT CHOC.
AB

By: S.U.R. Construction, Inc.
233 Chestnut Hill Rd.
Rochester, New Hampshire



Drawn By: CL
Checked By: JB
Date: 05/21/21
Revised:



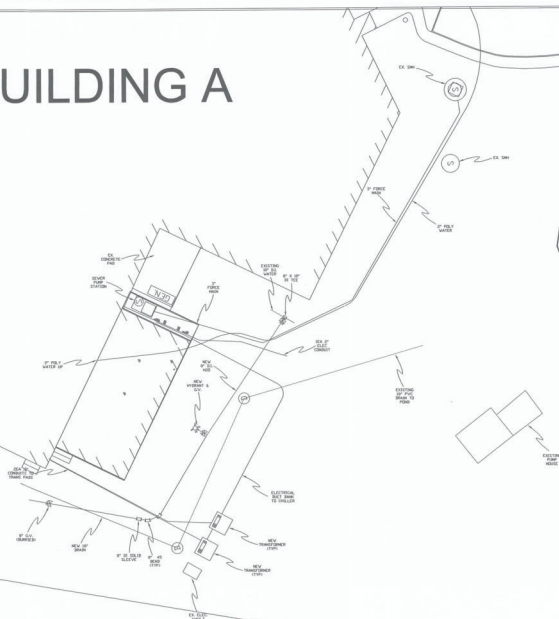
GA

SHEET 2

BUILDING A

NOTE: THIS IS A PRELIMINARY AS DRAWING WHICH MAY INCUR CHANGES PENDING COMPLETION OF THE PROJECT

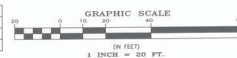
DETENTION POND



LINDT CHOC.
AB

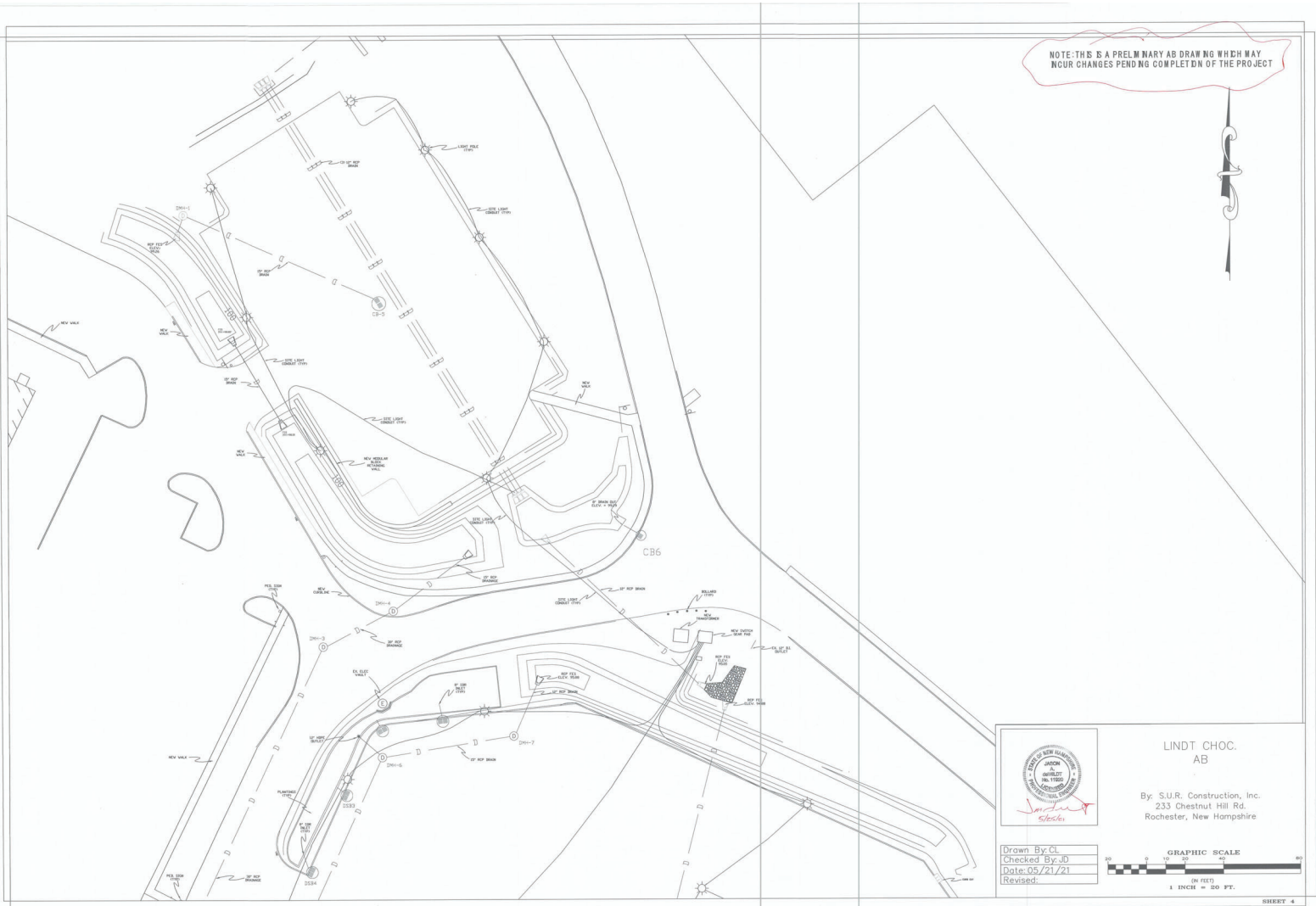
By: S.U.R. Construction, Inc.
233 Chestnut Hill Rd.
Rochester, New Hampshire

Drawn By: CL
Checked By: JB
Date: 05/21/21
Revised:



SHEET 3

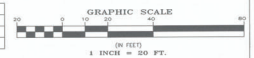
NOTE: THIS IS A PRELIMINARY AB DRAWING WHICH MAY
INCUR CHANGES PENDING COMPLETION OF THE PROJECT



LINDT CHOC.
AB

By: S.U.R. Construction, Inc.
233 Chestnut Hill Rd.
Rochester, New Hampshire

Drawn By: CL
Checked By: JO
Date: 05/21/21
Revised:





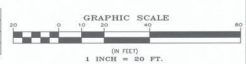
NOTE: THIS IS A PRELIMINARY AB DRAWING WHICH MAY
 INCUR CHANGES PENDING COMPLETION OF THE PROJECT

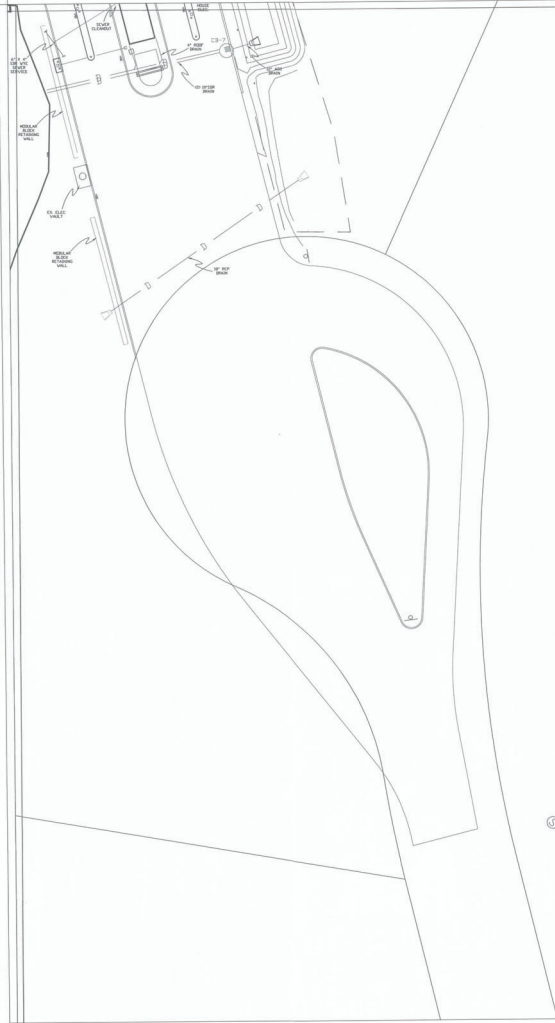


LINDT CHOC.
 AB

By: S.U.R. Construction, Inc.
 233 Chestnut Hill Rd.
 Rochester, New Hampshire

Drawn By: CL
 Checked By: JO
 Date: 05/21/21
 Revised:





DRAINAGE SUMMARY

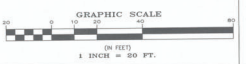
NOTE: THIS IS A PRELIMINARY AS DRAWING WHICH MAY INCUR CHANGES PENDING COMPLETION OF THE PROJECT



LINDT CHOC.
AB

By: S.U.R. Construction, Inc.
233 Chestnut Hill Rd.
Rochester, New Hampshire

Drawn By: CL
Checked By: JD
Date: 05/21/21
Revised:









Site Work | BP 400
Construction Services

LINDT & SPRUNGLI

S.U.R. Construction, Inc.

Project Location	Category	Long Item Description	Short Item Description	On/Off Site	Est Qty	UOM	Unit Price	Total Amt
Stratham, NH	Base Bid	Existing Detention Basin Outlet Structure Modifications			1	LS	\$ 23,880.00	\$ 23,880
Stratham, NH	Base Bid	Storm Sewers & Manholes			4,291	LF	\$ 202.00	\$ 866,762
Stratham, NH	Base Bid	Sanitary Sewers & Manholes			696	LF	\$ 121.00	\$ 84,216
Stratham, NH	Base Bid	Channels & Swales			1	LS	\$ 30,490.00	\$ 30,490
Stratham, NH	Base Bid	Landscape & Irrigation			1	LS	\$ 44,470.00	\$ 44,470
Stratham, NH	Base Bid				1	LS		\$ -
Stratham, NH		Original Total						\$ 1,049,838
Stratham, NH		Work In Place Through February						\$ (990,298)
Stratham, NH		Remaining Improvements to Complete as of February 28, 2021						\$ 59,540

RE: ToS/ Marshalling Area cost



Fenhaus, Joshua <joshua.fenhaus@aecom.com>

To Vollenweider, Philip

Philip – Hello. See below cost for that work. Hope this helps.

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1	Site Rough Grading	-2,546.00	CY	\$7.25	(\$18,458.50)
2	Off-Hauled Spoils (Loading, Trucking, Dumping Fees)	-24,745.00	CY	\$9.00	(\$222,705.00)
3	Storm Sewers & Manholes	-888.00	LF	\$169.00	(\$150,072.00)
4	Fencing, Gates, Operators, Electrical & Controls	-1.00	LS	\$8,750.00	(\$8,750.00)
5	On-Site Temporary Traffic Control (Flagmen, Signage, Barricades, Etc.)	-1.00	LS	\$3,860.00	(\$3,860.00)

Total Bid Price: (\$403,845.50)

Thank you,

Joshua Fenhaus

Project Director

M +1-512-779-0008

joshua.fenhaus@aecom.com

AECOM Hunt

[13355 Noel Road, Fourth Floor](#)

[Dallas, TX 75240](#), USA

T +1-972-788-1000

aecomhunt.com



TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue · Stratham, NH 03885

Town Clerk/Tax Collector 603-772-4741

Selectmen's Office/ Administration/ Assessing 603-772-7391

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

Fax (All Offices) 603-775-0517

April 6, 2020

TO: Select Board
David Moore, Town Administrator

FROM: Tavis Austin, AICP, Town Planner

RE: Performance Bond Acceptance Request for Lindt, Project LEGO (aka 1 Fine Chocolate Place; Tax Map 3 Lot 1)

Select Board,

This memo is to forward the attached Performance Agreement and related surety on behalf of Lindt Sprungli, USA for their project as approved by the Planning Board on March 18, 2020. The attached documents include: a completed Performance Agreement, Letter of Credit, Cost figures detailing the work to be completed under the agreement, and a copy of the Planning Board Notice of Decision. This memo has been prepared upon receipt of each of the requisite items as of 4PM April 6, 2020.

Staff believes that all of the required information has been submitted by the applicant, however, as the materials have not yet been considered by Town Counsel, staff's recommendation is the Board consider accepting the documents as complete for the purposes of allowing Building Permits to be issued for the project and, further, that the agreement will be signed following satisfactory review by Town Counsel.

Note, at this time the Town has only received electronic copies of the Performance Agreement and Letter of Credit; hard-copies, required for signature, are being coordinated by the applicant and will be delivered to the Town as soon as practicable..

Thank you.

APR 17 2020

PERFORMANCE AGREEMENT AND GUARANTEE

THIS AGREEMENT entered into by and between Lindt & Sprüngli (USA) Inc. of One Fine Chocolate Place, Stratham, New Hampshire hereinafter referred to as the "Owner" and the Town of Stratham in the County of Rockingham and the State of New Hampshire, hereinafter referred to as the "Town."

WHEREAS, the Owner is obligated to complete various infrastructure improvements and perform other work in accordance with specifications related to a certain final approved site plan entitled "Project LEGO" consisting of an expansion of 32,769 s.f. for growth and optimization of the Owner's already existing commercial operation as approved by the Planning Board of the Town of Stratham on March 18, 2020 and on file with the Town, and/or recorded at the Rockingham County Registry of Deeds as Plan Number 42070.

WHEREAS, the Owner desires to provide the Town with security in the form of a Letter of Credit to ensure the completion of construction and installation of storm water control improvements and landscaping in accordance with the specifications submitted by AECOM/Hunt Construction Group, Inc. on behalf of the Owner that remain undone, incomplete, unfinished, or in need of restoration, all pursuant to the previously cited Planning Board approval and in accordance with the Site Plan Review Regulations of the Town of Stratham presently in effect, as those plans and specifications may be adjusted or amended by the reasonable judgment or decision of the Town's construction inspector in consort with the Owner and/or Owner's representative, all hereafter referred to as "Improvements," and;

WHEREAS, the Owner agrees, inter alia, to perform the obligations and conditions as set forth herein on or before October 1, 2020 and further agrees to indemnify, save, and hold harmless the Town against any damages and equitable claims caused by the Owner's failure to perform under this Agreement, and;

WHEREAS, the Town and the Owner have agreed to a Letter of Credit for the sole benefit of the Town in the event the Owner, for any reason, fails to fully perform its commitments and obligations as set forth herein with the Town, and;

WHEREAS, the Owner has provided simultaneously with the execution of this Performance Agreement and Guarantee a Letter of Credit for the benefit of the Town the sum of **one million fifty thousand Dollars (\$1,050,000.00)**. The Town shall be named as the sole beneficiary under the Letter of Credit which act as security to the Town for the Owner's performance of the work described in this Agreement.

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

1. That the Letter of Credit is for the sole benefit of the Town in the event that the Owner fails to perform its obligations to construct adequate storm water improvements and/or provide landscaping as specified by AECOM/Hunt Construction Group, Inc. and approved by the Planning Board on March 18, 2020.
2. In the event that the Owner shall default or fail to complete the Improvements or meet and perform its commitments or obligations set forth herein on or before the date cited above and should the Town desire to exercise its rights under the Letter of Credit to repair and/or correct deficiencies in said Improvements, the Town will file with the Owner a written statement stating that the Owner is in default of its performance obligations hereunder and said funds will be used to correct the stated deficiencies caused by the Owner.
3. The Owner shall have thirty (30) calendar days to correct or otherwise provide adequate assurance that the Owner will undertake to correct the stated deficiencies.
4. If the Owner fails to correct or otherwise provide adequate assurances as

stated above, the Town agrees that any payments received from the Letter of Credit shall be expended solely for the purpose of curing any default or defaults of the Owner of its obligations and commitments as set forth in this Agreement. Such expenditures, as the Town may deem necessary to incur, shall include, but not necessarily be limited to, the reasonable costs of hiring any engineers, contractors, or other consultants, administrative costs of the Town related to this Agreement.

5. The Town agrees to inspect the construction and/or infrastructure improvements installed by the Owner (and/or Owner's representatives), from time to time, upon completion thereof and within a reasonable time after receipt of written request to do so from the Owner (and/or Owner's representatives) and to advise the Owner of any deficiencies in the said work. The Town reserves the right and ability to hire any engineers, or other consultants as the Town deems necessary to inspect the work, and the Owner agrees to pay all reasonable cost thereof. The Owner agrees to cure any such cited deficiencies. In the event the Owner fails to cure any deficiencies cited within thirty (30) days of citation, the Town shall have the right, but not the obligation, to exercise its rights under the Letter of Credit for the purpose of curing the said deficiency.
6. In the event the Town, in its judgment, finds a deficiency which constitutes an emergency due to the immediate hazard it presents to public health, safety, and/or welfare, the Town may take prompt action as the Town shall deem necessary to cure said deficiency, but shall not have the obligation to do so. The Town shall have the right to exercise its rights

under the Letter of Credit for any and all costs and/or expenses incurred in correcting said deficiency caused by the Owner.

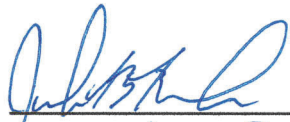
7. The Owner shall be entitled to examine all documents, which the Town may have in its possession, relating to the Agreement during regular office hours, and the Town will, at the Owner's request and expense, furnish copies of any said documents that the Contractor may request.
8. The benefits granted to the Town under the Letter of Credit shall not be released (prior to Letter's expiration) until the Town's construction inspector certifies to the Board of Selectmen that all commitments and obligations of this agreement have been met by the Owner pursuant to the provisions of the Town's Site Plan Review Regulations or terms of the stated Planning Board approval.
9. If the Owner shall complete the Improvements and meet its obligations herein prior to the date cited above in a manner satisfactory to the Town or its agents, the Letter of Credit may be released prior to its expiration up to an amount not to exceed \$945,000.00. The remaining minimum amount of **one hundred and five thousand Dollars (\$105,000.00)** shall remain available under the Letter of Credit until December 31, 2021. On or before November 1, 2021, the Town shall notify the Owner in writing as to any work required to be performed to correct or fix any deficiencies or undue wear on the Improvements. The Owner shall have thirty (30) days from that notice in which to correct or fix such deficiencies and upon completion thereof, the Letter of Credit shall be released.

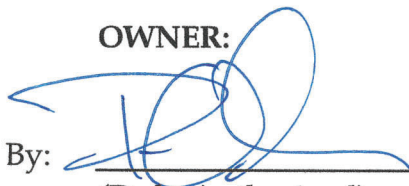
10. It is expressly understood by the parties hereto that this Agreement is not intended for the benefit of any third party, including but not limited to contractors, subcontractors, or materialmen of the Owner, and is designed solely to protect the Town from any legal or equitable claim and all costs and expenses, to include but not limited to legal fees and/or experts and consultants, arising from the failure of the Owner to perform its commitments and obligations hereunder. This Agreement shall not be assignable by the Owner to any third party or successor without the written consent of the Selectmen.
11. In the event that the Owner ceases operations during the pendency of this Agreement and the failure of the Owner 's successor or legal representative to act in compliance with the Owner 's commitments and obligations hereunder, the Town shall have the right, but not the obligation, to draw against such funds for the purpose of performing the Owner 's commitments and obligations as set forth herein.
12. It is expressly understood by the parties hereto that a waiver by the Town of any breach or default by the Owner of the obligations, terms, and/or conditions of this Agreement shall not be deemed a waiver of any other or future breaches and/or defaults thereof.

APR 17 2020

13. If any clause of this Agreement be declared invalid or unconstitutional in whole or in part and is for any reason rendered null and void, the remaining clauses shall remain in full force and effect.
14. This Agreement is also subject to the implied covenant of good faith and fair dealing.

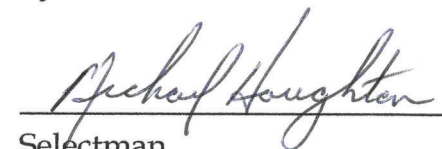
Dated this 16th day of April 2020

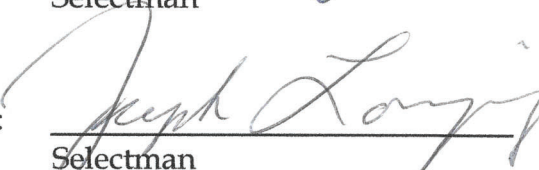

Witness JOHN B. RICKER

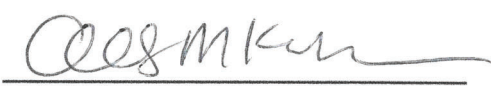
OWNER:
By:  PHILIP VOLKMANN
(Duly Authorized)

TOWN OF STRATHAM
By Its Selectmen

Witness to All Three

By: 
Selectman

By: 
Selectman

By: 
Selectman

APR 17 2020

**UBS AG**

Stamford, 06901 CT
Phone + 1 212 821 30 00
SWIFT UBSWUS33XXX

Letter of Credit Services

Elba Monroig
UBS AG ZCVF-MOE
1285 Ave. of the Americas, 8th Flr.,
New York, NY 10019
Phone +1 212 821 6752
Fax +1 212 821 6707

www.ubs.com/tef

Courier service

TOWN OF STRATHAM
10 BUNKER HILL AVENUE
STRATHAM, NH 03885

Attention: TAVIS AUSTIN

06 April 2020

Issue of a Standby Letter of Credit

Our credit no:	WALI-A08221-1MOE
Issued on:	06 April 2020
Standby LC Number:	WALI-A08221-1MOE
Amount:	USD 1,050,000.00
Date and Place of Expiry:	31 December 2021, at our New York counters
Applicant:	LINDT + SPRUNGLI (NORTH AMERICA) INC. ON BEHALF OF LINDT + SPRUNGLI (USA) INC., KANSAS CITY, MO 64112

Beneficiary:
Town of Stratham
10 Bunker Hill, Avenue
Stratham, New Hampshire 03885

Applicant:
Lindt & Sprungli (North America) Inc. on behalf of
Lindt & Sprungli (USA) Inc,
4717 Grand Avenue, Suite 700
Kansas City, MO 64112

GENTLEMEN

WE, UBS AG, STAMFORD BRANCH, HEREBY OPEN OUR IRREVOCABLE STANDBY LETTER OF CREDIT NO. WALI-A08221-1MOE IN YOUR FAVOUR FOR THE ACCOUNT OF THE APPLICANT, FOR AN AMOUNT NOT EXCEEDING A TOTAL OF USD1,050,000.00 EFFECTIVE IMMEDIATELY AND EXPIRING AT OUR COUNTERS ON DECEMBER 31, 2021.

APR 17 2020

FUNDS UNDER THIS LETTER OF CREDIT NO. WALI-A08221-1MOE ARE AVAILABLE AGAINST BENEFICIARY'S SIGNED DRAFT (ENDORSED ON THE BACK) DRAWN ON US, ACCOMPANIED BY THE ORIGINAL OF THIS LETTER OF CREDIT INCLUDING ANY SUBSEQUENT AMENDMENT(S) AND BENEFICIARY'S STATEMENT SIGNED BY AN AUTHORIZED REPRESENTATIVE CONTAINING THE WORDING SPECIFIED BELOW:

"THE UNDERSIGNED, AN AUTHORIZED REPRESENTATIVE OF BENEFICIARY, HEREBY CLAIMS THE AMOUNT OF USD _____ DRAWN UNDER UBS AG, STAMFORD BRANCH, AND LETTER OF CREDIT NO. WALI-A08221-1MOE WHICH REPRESENTS FUNDS DUE AND OWING BY APPLICANT TO THE BENEFICIARY PURSUANT TO THE COMPLETION OF "EXPANSION PROJECT OF ITS EXISTING CAMPUS IN THE TOWN OF STRATHAM", AS PER CONTRACT DATED 04/02/2020 SIGNED AND AGREED BETWEEN LINDT & SPRUNGLI NORTH AMERICA INC. AND TOWN OF STRATHAM."

PARTIAL DRAWINGS ARE PERMITTED.

THIS IRREVOCABLE STANDBY LETTER OF CREDIT WILL BE AUTOMATICALLY REDUCED TO NEW AMOUNTS OUTLINED AS FOLLOWS, PROVIDED A DRAWING OR DRAWINGS DID NOT TAKE PLACE IN ACCORDANCE WITH THE TERMS OF THIS IRREVOCABLE STANDBY LETTER OF CREDIT AND THE BALANCE OUTSTANDING IS AVAILABLE TO ALLOW SUCH REDUCTION(S) TO OCCUR.

EFFECTIVE DATE	AMOUNT REDUCED	OUTSTANDING AMT AVAILABLE
DECEMBER 31, 2020	USD945,000.00	USD105,000.00
DECEMBER 31, 2021	USD105,000.00	USD0.00

THE ORIGINAL OF THIS LETTER OF CREDIT INCLUDING ANY SUBSEQUENT AMENDMENT(S) ARE REQUIRED TO BE PRESENTED WITH THE ABOVE REFERENCED DOCUMENTS FOR OUR ENDORSEMENT OF THE AMOUNT OF THE DRAWING AND SHALL BE RETURNED TO THE BENEFICIARY UNLESS IT IS FULLY UTILIZED.

THIS LETTER OF CREDIT SETS FORTH IN FULL THE TERMS OF OUR UNDERTAKING. REFERENCES IN THIS LETTER OF CREDIT TO OTHER AGREEMENTS, CONTRACTS, DOCUMENTS OR INSTRUMENTS SHALL NOT MODIFY OR AFFECT THE TERMS HEREOF OR CAUSE SUCH AGREEMENTS, CONTRACTS, DOCUMENTS OR INSTRUMENTS TO BE DEEMED INCORPORATED HEREIN.

WE UNDERTAKE TO HONOR ANY SIGHT DRAFT(S) PRESENTED UNDER THIS LETTER OF CREDIT, PROVIDED SUCH DRAFT(S) AND ACCOMPANYING STATEMENT CONFORM TO THE TERMS AND CONDITIONS HEREOF. DRAFT(S) AND STATEMENT MUST BE SUBMITTED BY OVERNIGHT COURIER SERVICE ADDRESSED TO UBS AG, 1285 AVENUE OF THE AMERICAS, NEW YORK, NY 10171, ATTN: LETTER OF CREDIT SERVICES.

THIS LETTER OF CREDIT IS SUBJECT TO THE INTERNATIONAL STANDBY PRACTICES ISP 98, ICC PUBLICATION No. 590.

WE CERTIFY THAT PDF COPY OF THIS LETTER OF CREDIT SERVES AS AN OPERATIVE INSTRUMENT UNTIL ORIGINAL LETTER OF CREDIT IS RECEIVED BY THE BENEFICIARY VIA MAIL.

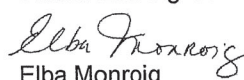
Yours faithfully,

UBS AG Stamford Branch

Authorized Signature


Arun Yadav
Associate Director

Authorized Signature


Elba Monroig
Associate Director

APR 17 2020

Project Location	Category	Long Item Description	Short Item Description	On/Off Site	Est Qty	UOM	Unit Price	Total Amt
Stratham, NH	Base Bid	Existing Detention Basin Outlet Structure Modifications			1	LS	\$ 23,880.00	\$ 23,880
Stratham, NH	Base Bid	Storm Sewers & Manholes			4,291	LF	\$ 202.00	\$ 866,782
Stratham, NH	Base Bid	Sanitary Sewers & Manholes			696	LF	\$ 121.00	\$ 84,216
Stratham, NH	Base Bid	Channels & Swales			1	LS	\$ 30,490.00	\$ 30,490
Stratham, NH	Base Bid	Landscape & Irrigation			1	LS	\$ 44,470.00	\$ 44,470
Stratham, NH	Base Bid				1	LS	\$ -	\$ -
Stratham, NH	Total (Lump Sum)							\$ 1,049,838





TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue Stratham, NH 03885

Town Clerk/Tax Collector 603-772-4741

Selectmen's Office/Administration/Assessing 603-772-7391

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

Fax (All Offices) 603-775-0517

Planning Board
NOTICE OF DECISION

Petition of: Lindt & Sprungli (USA) Inc.

Project Name: Project LEGO at Tax Map 3, Lot 1 One Fine Chocolate Place, Stratham NH, 03885

Premises Affected: Tax Map 3 Lot 1 at One Fine Chocolate Place, Stratham NH, 03885

Referring to the above application for a Conditional Use Permit and Site Plan Review Permit under the requirements of the Stratham Zoning Ordinance.

So as to allow: Lindt of Tax Map 3 Lot 1; *a.k.a* One Fine Chocolate Place, Stratham NH, 03885, submitted by Joshua Fenhaus, Hunt Construction, 13355 Noel Rd., fourth floor, Dallas TX, 75240.

The Board based its decision on plans, supporting oral and written information, and record provided by the Applicant, professional staff, consultants for both the Applicant and the Board, and abutters, as reflected in the minutes on file at the Stratham Municipal Center. This information shall be incorporated into the decision by reference.

As a result of such consideration, at its meeting of March 18, 2020 and after a public hearing, the Planning Board completed its consideration of the proposal and found that the application was in Substantial Compliance with the Stratham Zoning Ordinance. Mr. Baskerville made a motion to APPROVE the proposal for a Conditional Use Permit and Site Plan Review Permit as received by the Planning Board March 18, 2020, at Tax Map 3 Lot 1; *a.k.a* One Fine Chocolate Place, Stratham NH, 03885, subject to conditions as attached and incorporated hereto. Mr. Houghton seconded the motion. Motion carried unanimously.

During the review process, the Applicant and its professional consultants submitted various revisions to the plans along with various supplemental memoranda and correspondence in response to requests by the Planning Board and the Planning Department that reviewed the project. All of these plans, reports and correspondence, and meeting minutes are contained in the Planning Department's files and are hereby incorporated by reference into the public record for this public hearing.

APR 17 2020

Waiver Request: The Planning Board granted a waiver to Site Plan Regulations 5.2 and 5.9 (10), interior parking lot landscaping standards, on a motion by Mr. Baskerville, seconded by Mr. Houghton; the vote was unanimous.

Conditions Precedent:

1. Applicant to amend plan to reflect correct locus plan.
2. Applicant shall submit final NH Department of Transportation comments related to the NH 111 and Marin Way right-of-way/driveway permit to Town Planner.
3. Applicant shall remove the proposed Marin Way cul-de-sac/Town right-of-way work from the plan prior to recordation.
4. Applicant shall coordinate with the Stratham Select Board and Department of Public Works to establish a schedule and process for the Marin Way cul-de-sac/Town right-of-way work. Such discussion shall also include deliberation on a proportional cost of improvements to be paid to the Town by the applicant to defray those costs related to the NH 111 and Marin Way right-of-way/driveway permit mandated by NH Department of Transportation.
5. Applicant shall add a note to the recorded plan which states: "No building permit shall be issued in furtherance of this project that increases the flow of water or sewerage beyond the existing contract with the Town of Exeter, until such increased use can be demonstrated to be in compliance with any related Association, Town, or State regulations on such use."
6. Applicant shall add a note and location reference on the plan to a sign stating "Maintenance or Emergency Use only." The locations shall be at the north and south end of the east side (rear side, abutting residential development) of Building "D".
7. Applicant shall add a note to the plan detailing that the use and operation of the parking area at the north end of Building D shall occur only after construction of said parking area is complete (paved lot and access thereto) with the understanding that the lot is designed to allow circulation on the west (front side, furthest from residential abutters) of Building "D".

Conditions Subsequent:

1. Applicant shall submit an as-built of all lighting fixtures related to this project that includes photometrics of said fixtures to affirm permit compliance.
2. Truck marshaling area shall not produce noise in excess of Site Plan Regulations.
3. Truck marshaling area landscaping shall be installed per plan as amended to include planted height of 16-18' spruce trees, prior to use of truck marshaling area.
4. In furtherance of Condition Precedent #4: Applicant shall submit a proportional contribution of funds or similar surety in a manner directed by the Stratham Select Board to defray those Town costs related to NH 111 and Marin Way right-of-way/driveway permit mandated by NH Department of Transportation.
5. Applicant shall be responsible for the full cost and implementation of the Marin Way cul-de-sac improvements within the Town right-of-way which shall be completed to the satisfaction and acceptance of the Town of Stratham Select Board and Department of Public Works. Further, the Planning Board recommends that prior to commencing such

work, Applicant shall bear the cost and responsibility of notifying the Marin Way abutters for coordination and assurance of adequate use and access during construction.

6. Applicant shall complete a Natural Resources Inventory of the project site both before work commences and upon completion of site construction within the wetland areas. Work shall be completed by an appropriately licensed and/or qualified professional. A copy of each survey shall be submitted to the Town Planner.



Planning Board Chair



Date

APR 17 2020

SELECT BOARD MEETING

1/3/2022

Date: 1/3/2022
To: Select Board
David Moore, TA
From: Christina Murdough, Assessor
Re: Signatures required

ABATEMENT

ANTHONY BEHNEY
6 KIRRIEMUIR RD
MAP 10 LOT 148 SUB 6

APPROVE

\$600

NOTICE OF ABATEMENT REFUND / CREDIT APPLIED*

(RSA 76:17-d)

Revised form 7/3/2020

Date: 1/3/22

TOWN OF STRATHAMAbatement 2021-01
BTLA

By vote of the Stratham Select Board upon the application of:

Name: Anthony Behney

Address: 6 Kirriemuir Road
Stratham, NH 03885

We have abated the amount of: \$600.00 plus 6% interest.

on Map 10 Lot 148 Sub 6 Located at 6 Kirriemuir Road

or other tax by type real estate for tax year 2021

Reason for Abatement: Veterans Credit was not applied to Tax Bill.

RECOMENDATION			ASSESSED VALUE		
X	GRANT	DENY	Original	Revised	

STRATHAM SELECT BOARD

Michael Houghton

,Chairman

Joseph Lovejoy

Allison Knab

Date 1/3/22

The abatement refund will be applied to your outstanding taxes pursuant to RSA 76:17-d as follows:

Date taxes paid:

Tax collector's initials:

Abatement amount plus interest:

Please contact the tax collector's office to determine any remaining outstanding balances of taxes due.

* RSA 76:16, III (h) says in part. "Any interest paid to the applicant must be reported by the municipality to the United States Internal Revenue Service, in accordance with federal law. Prior to payment of an abatement with interest, the taxpayer shall provide the municipality with the applicant's social security number or federal tax identification number. Municipalities shall treat social security or federal tax identification information as confidential and exempt from a public information request under RSA 91-A."

Copies to: Taxpayer, Tax Collector, and Finance Office

David Moore

From: Christiane McAllister
Sent: Monday, December 27, 2021 3:58 PM
To: David Moore; Deborah Bakie; Denise Lemire; Anthony J King; Cantrece Forest; Jason Pond; Jim Joseph; Jim Marchese; Karen Richard; Lesley Kimball; Mark Connors; Matthew Larrabee; Nathaniel Mears; Seth Hickey
Subject: 2022 Payroll Schedule
Attachments: 2022 Payroll Calendar.pdf

To all,

I am attaching the 2022 Payroll Calendar for reference. Please post and make available where your department employees may take notice. The schedule also notes (***) the days when payroll submission will be due on Tuesday by 9 a.m. instead of Monday, due to a holiday.

Looking ahead, I also want to take advantage of everyone's attention to the payroll schedule to address the concerns about accrued time deadlines. Please note that for this 2022 payroll schedule, paid time off usage/accrual will have a Sunday, December 25th cutoff date (pay period starts 12/12/2022 and ends 12/25/2022, and paid on 12/30/2022). End of year vacation accruals will be calculated to December 25, 2022. The last week of the year, Monday December 26, 2022 will be the beginning of the pay period ending January 8, 2023. This will be considered the first pay period of 2023. Any paid time off used in the pay period starting December 26, 2022 will be time used from the 2023 calendar year.

As a previous email from me indicated, the pay period ending Dec 26, 2021 that I will be processing on Tuesday and paying on Friday Dec 31 is the cutoff for 2021 accruals. Anytime used this week (Dec 27-31, 2021) will be considered paid time off in 2022.

Hopefully I didn't confuse anyone *too* much. Please feel free to reach out to me if I did!

Christiane McAllister
Finance Administrator
Town of Stratham
(603) 772-7391 x183

Town of Stratham
2022 Payroll Calendar

Pay Period	2022 Payroll Periods		Monday 1:00 PM; ***Tuesday 9:00 a.m. due to Monday holiday		
	PP Starts	PP Ends	Time Sheets Due	Check Date	
1	12/27/2021	1/9/2022	1/10/2022	1/14/2022	
2	1/10/2022	1/23/2022	1/24/2022	1/28/2022	
3	1/24/2022	2/6/2022	2/7/2022	2/11/2022	
4	2/7/2022	2/20/2022	***2/22/2022	2/25/2022	
5	2/21/2022	3/6/2022	3/7/2022	3/11/2022	
6	3/7/2022	3/20/2022	3/21/2022	3/25/2022	1st Qtr
7	3/21/2022	4/3/2022	4/4/2022	4/8/2022	
8	4/4/2022	4/17/2022	4/18/2022	4/22/2022	
9	4/18/2022	5/1/2022	5/2/2022	5/6/2022	
10	5/2/2022	5/15/2022	5/16/2022	5/20/2022	
11	5/16/2022	5/29/2022	***5/31/2022	6/3/2022	
12	5/30/2022	6/12/2022	6/13/2022	6/17/2022	2nd Qtr
13	6/13/2022	6/26/2022	6/27/2022	7/1/2022	
14	6/27/2022	7/10/2022	7/11/2022	7/15/2022	
15	7/11/2022	7/24/2022	7/25/2022	7/29/2022	
16	7/25/2022	8/7/2022	8/8/2022	8/12/2022	
17	8/8/2022	8/21/2022	8/22/2022	8/26/2022	
18	8/22/2022	9/4/2022	***9/6/2022	9/9/2022	
19	9/5/2022	9/18/2022	9/19/2022	9/23/2022	3rd Qtr
20	9/19/2022	10/2/2022	10/3/2022	10/7/2022	
21	10/3/2022	10/16/2022	10/17/2022	10/21/2022	
22	10/17/2022	10/30/2022	10/31/2022	11/4/2022	
23	10/31/2022	11/13/2022	11/14/2022	11/18/2022	
24	11/14/2022	11/27/2022	11/28/2022	12/2/2022	
25	11/28/2022	12/11/2022	12/12/2022	12/16/2022	
26	12/12/2022	12/25/2022	***12/27/2022	12/30/2022	4th Qtr
1	12/26/2022	1/8/2023	1/9/2023	1/13/2023	

Save the Date!

A Regional Conversation on Housing: Tackling the Important Issues

Friday, January 21, 2022 | 9:00 am - 11:00 am | Exeter Town Hall

**A Regional Conversation
on Housing: Tackling the
Important Issues**



**Friday, Jan 21, 2022
9:00 am - 11:00 am**

Exeter Town Hall

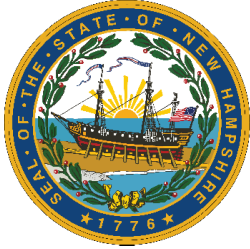
This event is by invite only.



ROCKINGHAM
PLANNING
COMMISSION
Empowering Communities
theRPC.org



**WORKFORCE
HOUSING COALITION**
— OF THE COASTAL REGION —



New Hampshire Senate **NEWS RELEASE**

FOR IMMEDIATE RELEASE: December 27, 2021

Republican budget delivers major tax relief for NH communities *NH cities and towns receive 45% increase in Meals & Rentals revenue*

CONCORD, NH -- New Hampshire municipalities are receiving a 45% increase in revenue from the Meals and Rentals Tax, thanks to the recently enacted Republican state budget.

Under HB 2, the local share of revenues from the state's tax on restaurants, hotels, and car rentals increased to 30%, up from 22% in the last budget. Together with strong growth in New Hampshire's hospitality industry, this results in more than \$100 million going directly to local coffers to help keep local property tax rates down. In total, the New Hampshire Treasury is transferring **\$100,143,752** to cities and towns by the end of the day. That represents an increase of 45.5% (\$32M) from Fiscal Year 2021.

Senate President Chuck Morse (R-Salem), said, "Cutting taxes is always a priority for Republicans. It puts more money in working families pockets, makes living in New Hampshire more affordable and tells businesses that New Hampshire is the place they should set up shop. The additional \$32M being sent back to our cities and towns will make a real difference, especially when it comes to helping to lower local property tax rates."

The increase in Meals and Rentals (M&R) Revenue Sharing was spearheaded by Sen. Denise Ricciardi (R-Bedford), whose legislation was incorporated into the state budget package in June. "I made it my goal this past session to protect local property taxpayers by making certain the state kept its promise to share more of the revenues that our M&R tax generates. I am happy and extremely satisfied that today, our cities and towns will finally receive the amount they've been promised for so long," said Ricciardi.

Increased revenue sharing is just one example of how the new budget is delivering tax relief for Granite Staters. The balanced budget also lowered businesses taxes, began the phase out the Interest and Dividends Tax on seniors' investment income, and cut \$100 million from the Statewide Property Tax.

Note: Town-by-Town list of Rooms & Meals Revenue Sharing allocations follows.

###

Media Contact:
Carole Alfano
Communications Director
603.271.3043
carole.alfano@leg.state.nh.us

Room and Meals Revenue Sharing

Source: NH Treasury

Town	FY21	FY22	Increase
Acworth	\$45,896.66	\$66,518.77	\$20,622.11
Albany	\$38,103.84	\$55,250.56	\$17,146.72
Alexandria	\$83,545.07	\$121,042.35	\$37,497.28
Allenstown	\$221,032.62	\$321,107.54	\$100,074.92
Alstead	\$99,231.91	\$144,523.84	\$45,291.93
Alton	\$271,281.11	\$394,532.63	\$123,251.52
Amherst	\$586,940.80	856,238.32	\$269,297.52
Andover	\$120,029.62	\$174,257.36	\$54,227.74
Antrim	\$133,894.76	\$193,813.16	\$59,918.40
Ashland	\$106,215.08	\$153,901.89	\$47,686.81
Atkinson	\$360,038.26	\$524,662.25	\$164,623.99
Atkinson & Gilmanton Grant	\$0.00	\$0.00	\$0.00
Auburn	\$286,057.10	\$419,831.57	\$133,774.47
Barnstead	\$239,856.83	\$349,314.41	\$109,457.58
Barrington	\$461,648.49	\$671,585.12	\$209,936.63
Bartlett	\$143,559.88	\$209,152.46	\$65,592.58
Bath	\$56,371.42	\$82,439.65	\$26,068.23
Beans Grant	\$0.00	\$0.00	\$0.00
Beans Purchase	\$0.00	\$0.00	\$0.00
Bedford	\$1,164,418.89	\$1,728,761.01	\$564,342.12
Belmont	\$372,081.70	\$539,565.36	\$167,483.66
Bennington	\$75,347.43	\$108,974.46	\$33,627.03
Benton	\$19,077.22	\$27,552.58	\$8,475.36
Berlin	\$514,477.72	\$727,199.17	\$212,721.45
Bethlehem	\$131,111.61	\$192,141.10	\$61,029.49
Boscawen	\$204,890.36	\$294,354.64	\$89,464.28
Bow	\$399,913.19	\$582,675.34	\$182,762.15
Bradford	\$85,518.57	\$124,313.76	\$38,795.19
Brentwood	\$233,278.48	\$339,500.16	\$106,221.68
Bridgewater	\$55,966.59	\$81,349.18	\$25,382.59
Bristol	\$158,082.86	\$229,362.53	\$71,279.67
Brookfield	\$37,192.99	\$54,887.07	\$17,694.08
Brookline	\$272,596.78	\$398,821.82	\$126,225.04
Cambridge	\$455.42	\$872.38	\$416.96
Campton	\$172,302.22	\$250,735.77	\$78,433.55
Canaan	\$201,752.99	\$292,755.28	\$91,002.29
Candia	\$200,740.94	\$292,246.39	\$91,505.45
Canterbury	\$121,648.91	\$177,310.69	\$55,661.78

Town	FY21	FY22	Increase
Carroll	\$41,393.01	\$60,921.01	\$19,528.00
Center Harbor	\$55,207.55	\$80,404.11	\$25,196.56
Chandlers Purchase	\$50.60	\$0.00	-\$50.60
Charlestown	\$260,806.35	\$377,812.07	\$117,005.72
Chatham	\$17,407.33	\$25,298.94	\$7,891.61
Chester	\$268,093.14	\$390,752.33	\$122,659.19
Chesterfield	\$187,483.03	\$272,545.21	\$85,062.18
Chichester	\$133,085.12	\$193,158.87	\$60,073.75
Claremont	\$670,283.45	\$970,592.44	\$300,308.99
Clarksville	\$14,067.55	\$20,500.87	\$6,433.32
Colebrook	\$117,550.09	\$171,058.65	\$53,508.56
Columbia	\$39,419.51	\$57,140.71	\$17,721.20
Concord	\$2,175,005.54	\$3,141,212.55	\$966,207.01
Conway	\$516,906.65	\$753,661.29	\$236,754.64
Cornish	\$83,696.88	\$121,623.93	\$37,927.05
Crawfords Purchase	\$0.00	\$0.00	\$0.00
Croydon	\$39,368.91	\$57,431.51	\$18,062.60
Cutts Grant	\$0.00	\$0.00	\$0.00
Dalton	\$50,653.31	\$73,425.09	\$22,771.78
Danbury	\$60,672.65	\$88,546.30	\$27,873.65
Danville	\$230,394.12	\$338,918.58	\$108,524.46
Deerfield	\$235,758.01	\$344,443.64	\$108,685.63
Deering	\$98,118.65	\$142,124.80	\$44,006.15
Derry	\$1,682,489.40	\$2,441,856.75	\$759,367.35
Dix's Grant	\$0.00	0	\$0.00
Dixville	\$151.81	\$145.40	-\$6.41
Dorchester	\$18,318.18	\$26,680.21	\$8,362.03
Dover	\$1,608,913.06	\$2,351,929.19	\$743,016.13
Dublin	\$80,610.11	\$117,189.35	\$36,579.24
Dummer	\$15,383.22	\$22,100.22	\$6,717.00
Dunbarton	\$147,203.27	\$215,259.10	\$68,055.83
Durham	\$813,944.54	\$1,166,877.33	\$352,932.79
East Kingston	\$122,660.96	\$178,110.36	\$55,449.40
Easton	\$13,763.94	\$19,991.98	\$6,228.04
Eaton	\$21,151.93	\$30,678.60	\$9,526.67
Effingham	\$75,802.85	\$110,283.03	\$34,480.18
Ellsworth	\$4,351.83	\$6,324.74	\$1,972.91
Enfield	\$238,541.16	\$346,697.28	\$108,156.12
Epping	\$355,787.63	\$522,699.40	\$166,911.77
Epsom	\$242,235.16	\$351,713.45	\$109,478.29

Town	FY21	FY22	Increase
Errol	\$14,978.40	\$21,736.73	\$6,758.33
Ervings Location	\$0.00	\$0.00	\$0.00
Exeter	\$778,370.84	\$1,125,948.30	\$347,577.46
Farmington	\$348,298.43	\$506,778.51	\$158,480.08
Fitzwilliam	\$122,357.34	\$177,383.38	\$55,026.04
Francestown	\$80,205.29	\$116,535.07	\$36,329.78
Franconia	\$57,282.26	\$83,457.43	\$26,175.17
Franklin	\$440,951.99	\$636,544.63	\$195,592.64
Freedom	\$80,761.92	\$117,116.65	\$36,354.73
Fremont	\$241,121.90	\$350,186.79	\$109,064.89
Gilford	\$367,122.64	\$533,240.62	\$166,117.98
Gilmanton	\$192,745.71	\$279,524.23	\$86,778.52
Gilsum	\$41,797.84	\$61,139.11	\$19,341.27
Goffstown	\$907,711.35	\$1,318,016.70	\$410,305.35
Gorham	\$142,649.03	\$206,535.32	\$63,886.29
Goshen	\$41,595.42	\$59,467.05	\$17,871.63
Grafton	\$69,376.31	\$100,541.48	\$31,165.17
Grantham	\$154,034.64	\$223,473.98	\$69,439.34
Greenfield	\$89,921.01	\$129,984.22	\$40,063.21
Greenland	\$209,798.82	\$304,605.07	\$94,806.25
Greens Grant	\$50.60	\$0.00	-\$50.60
Greenville	\$105,203.03	\$152,447.93	\$47,244.90
Groton	\$30,867.65	\$45,072.83	\$14,205.18
Hadleys Purchase	\$0.00	\$0.00	\$0.00
Hale's Location	\$6,274.74	\$11,486.30	\$5,211.56
Hampstead	\$442,318.26	\$642,069.69	\$199,751.43
Hampton	\$769,515.36	\$1,116,424.84	\$346,909.48
Hampton Falls	\$122,863.37	\$178,764.65	\$55,901.28
Hancock	\$84,253.51	\$122,496.31	\$38,242.80
Hanover	\$582,032.33	\$819,453.07	\$237,420.74
Harrisville	\$48,831.61	\$71,389.54	\$22,557.93
Hart's Location	\$2,327.72	\$3,489.51	\$1,161.79
Haverhill	\$235,960.42	\$340,445.24	\$104,484.82
Hebron	\$31,778.50	\$46,454.09	\$14,675.59
Henniker	\$249,066.52	\$358,619.77	\$109,553.25
Hill	\$55,764.18	\$81,203.79	\$25,439.61
Hillsborough	\$303,211.42	\$440,114.35	\$136,902.93
Hinsdale	\$205,345.78	\$297,044.47	\$91,698.69
Holderness	\$107,834.37	\$157,100.61	\$49,266.24
Hollis	\$402,898.75	\$593,580.05	\$190,681.30

Town	FY21	FY22	Increase
Hooksett	\$741,329.65	\$1,082,547.53	\$341,217.88
Hopkinton	\$289,042.66	\$420,558.55	\$131,515.89
Hudson	\$1,291,077.46	\$1,872,194.38	\$581,116.92
Jackson	\$42,961.70	\$62,665.77	\$19,704.07
Jaffrey	\$274,469.08	\$397,295.16	\$122,826.08
Jefferson	\$57,383.47	\$83,312.03	\$25,928.56
Keene	\$1,185,570.82	\$1,719,310.25	\$533,739.43
Kensington	\$108,593.41	\$158,336.48	\$49,743.07
Kilkenny	\$0.00	\$0.00	\$0.00
Kingston	\$315,760.89	\$458,216.17	\$142,455.28
Laconia	\$845,520.63	\$1,220,746.63	\$375,226.00
Lancaster	\$179,234.79	\$258,659.87	\$79,425.08
Landaff	\$21,455.55	\$31,187.49	\$9,731.94
Langdon	\$35,270.09	\$51,252.17	\$15,982.08
Lebanon	\$712,435.51	\$1,043,363.25	\$330,927.74
Lee	\$226,851.93	\$330,631.00	\$103,779.07
Lempster	\$59,913.60	\$86,946.94	\$27,033.34
Lincoln	\$88,453.53	\$128,893.75	\$40,440.22
Lisbon	\$85,417.37	\$123,732.18	\$38,314.81
Litchfield	\$436,903.77	\$636,690.03	\$199,786.26
Littleton	\$300,529.48	\$436,406.74	\$135,877.26
Livermore	\$0.00	\$0.00	\$0.00
Londonderry	\$1,329,130.70	\$1,958,923.22	\$629,792.52
Loudon	\$287,625.79	\$420,267.76	\$132,641.97
Low & Burbanks Grant	\$0.00	\$0.00	\$0.00
Lyman	\$27,730.28	\$40,420.15	\$12,689.87
Lyme	\$87,492.08	\$127,076.29	\$39,584.21
Lyndeborough	\$87,390.87	\$127,003.59	\$39,612.72
Madbury	\$93,412.60	\$135,581.97	\$42,169.37
Madison	\$133,995.97	\$195,412.51	\$61,416.54
Manchester	\$5,602,326.88	\$8,114,126.62	\$2,511,799.74
Marlborough	\$108,441.60	\$157,100.61	\$48,659.01
Marlow	\$37,850.82	\$54,959.77	\$17,108.95
Martins Location	\$0.00	\$0.00	\$0.00
Mason	\$72,260.67	\$105,484.95	\$33,224.28
Meredith	\$324,869.38	\$470,284.06	\$145,414.68
Merrimack	\$1,327,663.22	\$1,997,671.31	\$670,008.09
Middleton	\$91,692.10	\$133,037.54	\$41,345.44
Milan	\$68,060.64	\$98,505.94	\$30,445.30
Milford	\$809,795.12	\$1,178,581.73	\$368,786.61

Town	FY21	FY22	Increase
Millsfield	\$1,366.27	\$2,035.55	\$669.28
Milton	\$233,632.70	\$339,209.37	\$105,576.67
Monroe	\$41,140.00	\$59,685.15	\$18,545.15
Mont Vernon	\$131,617.64	\$193,376.97	\$61,759.33
Moultonborough	\$208,938.58	\$304,314.28	\$95,375.70
Nashua	\$4,497,163.75	\$6,511,714.93	\$2,014,551.18
Nelson	\$37,294.19	\$53,942.00	\$16,647.81
New Boston	\$296,380.05	\$433,571.52	\$137,191.47
New Castle	\$48,983.42	\$71,171.45	\$22,188.03
New Durham	\$133,641.75	\$195,339.82	\$61,698.07
New Hampton	\$116,285.02	\$170,186.27	\$53,901.25
New Ipswich	\$269,611.22	\$394,387.24	\$124,776.02
New London	\$208,331.34	\$305,404.75	\$97,073.41
Newbury	\$110,971.74	\$161,462.50	\$50,490.76
Newfields	\$87,188.46	\$126,567.41	\$39,378.95
Newington	\$40,482.17	\$59,248.96	\$18,766.79
Newmarket	\$478,701.61	\$696,084.38	\$217,382.77
Newport	\$327,905.54	\$474,936.74	\$147,031.20
Newton	\$251,343.64	\$366,034.97	\$114,691.33
North Hampton	\$231,861.60	\$336,374.15	\$104,512.55
Northfield	\$247,143.62	\$359,274.05	\$112,130.43
Northumberland	\$113,906.69	\$164,006.93	\$50,100.24
Northwood	\$217,591.64	\$317,254.54	\$99,662.90
Nottingham	\$260,300.32	\$381,301.58	\$121,001.26
Odell	\$0.00	\$0.00	\$0.00
Orange	\$17,053.11	\$24,790.05	\$7,736.94
Orford	\$63,658.21	\$92,253.90	\$28,595.69
Ossipee	\$224,473.61	\$325,324.03	\$100,850.42
Pelham	\$710,057.18	\$1,039,146.76	\$329,089.58
Pembroke	\$358,925.00	\$519,718.77	\$160,793.77
Peterborough	\$339,847.78	\$494,419.83	\$154,572.05
Piermont	\$39,976.14	\$58,231.18	\$18,255.04
Pinkhams Grant	\$0.00	\$0.00	\$0.00
Pittsburg	\$44,935.20	\$65,646.39	\$20,711.19
Pittsfield	\$207,268.69	\$300,970.17	\$93,701.48
Plainfield	\$123,622.41	\$180,582.10	\$56,959.69
Plaistow	\$392,120.37	\$568,862.70	\$176,742.33
Plymouth	\$349,715.31	\$516,156.57	\$166,441.26
Portsmouth	\$1,123,683.71	\$1,639,196.94	\$515,513.23
Randolph	\$15,585.63	\$22,536.41	\$6,950.78

Town	FY21	FY22	Increase
Raymond	\$530,771.79	\$773,435.17	\$242,663.38
Richmond	\$59,660.59	\$87,528.52	\$27,867.93
Rindge	\$315,963.30	\$462,868.85	\$146,905.55
Rochester	\$1,568,279.09	\$2,296,678.63	\$728,399.54
Rollinsford	\$130,504.38	\$189,742.06	\$59,237.68
Roxbury	\$11,335.01	\$16,357.07	\$5,022.06
Rumney	\$75,802.85	\$110,355.73	\$34,552.88
Rye	\$277,252.23	\$402,384.03	\$125,131.80
Salem	\$1,515,905.29	\$2,256,694.67	\$740,789.38
Salisbury	\$72,058.25	\$105,484.95	\$33,426.70
Sanbornton	\$152,061.13	\$220,929.55	\$68,868.42
Sandown	\$327,551.32	\$476,826.89	\$149,275.57
Sandwich	\$68,667.87	\$99,887.20	\$31,219.33
Sargents Purchase	\$0.00	\$0.00	\$0.00
Seabrook	\$450,566.50	\$654,210.27	\$203,643.77
Second College Grant	\$0.00	\$0.00	\$0.00
Sharon	\$18,216.97	\$26,825.60	\$8,608.63
Shelburne	\$19,178.43	\$27,770.68	\$8,592.25
Somersworth	\$599,338.46	\$870,269.05	\$270,930.59
South Hampton	\$41,797.84	\$60,630.22	\$18,832.38
Springfield	\$68,010.04	\$99,014.82	\$31,004.78
Stark	\$28,995.35	\$42,092.20	\$13,096.85
Stewartstown	\$52,626.82	\$76,187.62	\$23,560.80
Stoddard	\$64,619.66	\$94,725.63	\$30,105.97
Strafford	\$211,468.71	\$309,185.05	\$97,716.34
Stratford	\$38,862.88	\$56,559.13	\$17,696.25
Stratham	\$382,505.86	\$562,974.15	\$180,468.29
Success	\$0.00	\$0.00	\$0.00
Sugar Hill	\$29,501.38	\$42,891.88	\$13,390.50
Sullivan	\$35,371.29	\$51,324.86	\$15,953.57
Sunapee	\$176,552.84	\$257,424.00	\$80,871.16
Surry	\$38,458.06	\$56,195.64	\$17,737.58
Sutton	\$95,183.69	\$138,344.50	\$43,160.81
Swanzey	\$374,358.82	\$546,253.58	\$171,894.76
Tamworth	\$147,658.70	\$214,314.02	\$66,655.32
Temple	\$71,046.20	\$102,358.94	\$31,312.74
Thompson & Meserves Grant	\$151.81	\$0.00	-\$151.81
Thornton	\$132,123.67	\$192,141.10	\$60,017.43
Tilton	\$185,863.74	\$268,910.30	\$83,046.56
Troy	\$108,289.79	\$156,737.12	\$48,447.33

Town	FY21	FY22	Increase
Tuftonboro	\$122,610.36	\$178,328.46	\$55,718.10
Unity	\$81,217.34	\$116,244.27	\$35,026.93
Wakefield	\$260,148.52	\$378,248.26	\$118,099.74
Walpole	\$195,478.26	\$283,740.72	\$88,262.46
Warner	\$147,506.89	\$214,459.42	\$66,952.53
Warren	\$47,060.52	\$68,118.13	\$21,057.61
Washington	\$57,838.89	\$84,402.50	\$26,563.61
Waterville Valley	\$12,549.47	\$18,174.53	\$5,625.06
Weare	\$452,944.83	\$660,535.01	\$207,590.18
Webster	\$96,246.35	\$140,307.35	\$44,061.00
Wentworth	\$46,807.50	\$68,481.62	\$21,674.12
Wentworth's Location	\$1,265.07	\$1,599.36	\$334.29
Westmoreland	\$88,453.53	\$127,512.48	\$39,058.95
Whitefield	\$120,383.84	\$176,365.61	\$55,981.77
Wilmot	\$69,983.54	\$101,777.35	\$31,793.81
Wilton	\$189,557.74	\$278,433.75	\$88,876.01
Winchester	\$220,071.17	\$319,653.58	\$99,582.41
Windham	\$748,515.24	\$1,093,670.34	\$345,155.10
Windsor	\$11,233.80	\$16,429.77	\$5,195.97
Wolfeboro	\$319,404.29	\$465,631.38	\$146,227.09
Woodstock	\$69,831.74	\$101,486.56	\$31,654.82
Totals	\$68,805,057.00	\$100,143,752.00	\$31,338,695.00

House and Senate to Convene

Happy New Year!

This Legislative Bulletin provides some more information on bills that have been introduced for the New Hampshire General Court's 2022 session, including a continued listing of all the bills we have identified so far that could affect local government. (See our [December 16 Legislative Bulletin](#) for the beginning of the list.) Once the legislature begins holding hearings, there will be little time to get organized, so please start checking out the legislation, contacting your representatives and senators, and contacting NHMA with any questions.

As mentioned in the December 16 Bulletin, the House and Senate will convene (separately) on Wednesday, January 5, to begin the 2022 legislative session. On that day (and continuing on January 6 in the House), they will take action on bills from 2021 that were retained (in the House) or re-referred (in the Senate). The December 16 Bulletin also contains a description of the retained/re-referred bill process.

January 5: Dangerous Gun Bill Goes to Senate

One of the worst bills still alive from last year is **HB 307**, the bill that, as passed by the House, would prohibit municipalities from regulating the discharge of firearms on any town-owned property, leaving cities and towns powerless to prevent gunfire or to prevent lead contamination of their groundwater. After the House passed the bill last April, the Senate wisely re-referred it to the Senate Judiciary Committee, where it sat until this fall.

The Judiciary Committee has now recommended the bill with an important **amendment**. The amendment deletes the word "use" from the bill's prohibitions, so municipalities would be prohibited from regulating the possession of firearms on town property (which is already the law), but could still prohibit the use of firearms on town property. This avoids the catastrophic scenario that the House version would create.

Although this is a huge improvement, it still leaves a serious problem with the bill. The committee amendment leaves intact provisions of the House version that are intended to punish local officials who make the mistake, however innocently, of trying to enact an ordinance regulating possession of firearms on town property.

Those provisions would, among other things, subject a municipality to fines, liquidated damages of \$10,000, and attorney fees for even an innocent violation of the statute. It would be "**no defense** that in enacting the ordinance, regulation, or rule, the [municipality] was acting in good faith or upon the advice of counsel." A "knowing" violation of the statute would subject a municipal official to "termination of employment or contract or removal from office **by the governor**"—apparently on the governor's own initiative and with no judicial process. This penalty does not exist for any other offense, including the most serious felonies, and it is patently unconstitutional.

Municipal officials, of course, are mostly volunteers who are not legal experts—and even legal experts often disagree about the meaning of a statute or the extent of local authority. Resolving the ambiguity is the job of the courts, and it is inevitable that municipalities will occasionally be determined to have exceeded their authority. The remedy when this happens is simply that the ordinance is unenforceable. No one is fined or removed from office. The precedent this bill would set, of punishing local officials for perceived errors in performing their legislative functions, is alarming—just as a law that penalizes state legislators for passing an unconstitutional bill would be alarming.

2022 NHMA Legislative Bulletin 02

December 29, 2021

Inside this Issue

[Gun Bill](#)

[Election Bills](#)

[Broadband Bonding](#)

[Divisive Concepts](#)

[Hearings Process](#)

[Retirement Bills](#)

[Housing Appeals Board](#)

[Remote Meetings](#)

[Policy Process](#)

[New House Bills](#)

[New Senate Bills](#)

[NHMA Events](#)

GOVERNMENT AFFAIRS CONTACT INFORMATION

Margaret M.L. Byrnes
Executive Director

Cordell A. Johnston
Government Affairs Counsel

Katherine Heck
Government Finance Advisor

Natch Greyes
Municipal Services Counsel

Timothy W. Fortier
Communications Coordinator

Pam Valley
Administrative Assistant

The bill as passed by the House demonstrates a level of hostility toward local government that we have never seen before. Local governments are not the enemy of state government and should not be treated that way. The Senate Judiciary Committee's amendment is a step in the right direction, but we believe the Senate needs to take another step by—at least—removing the offensive penalty provisions from the bill.

*The Senate will vote on the Judiciary Committee's recommendation on Wednesday, January 5. We have asked senators to offer a floor amendment that would remove the penalty provisions from HB 307, but ideally they will just kill the bill. **Please ask your senator to vote to kill HB 307 or, at the very least, to support an amendment that removes the penalty provisions.***

Election Bills Take Center Stage

It's an election year, and with that come a number of bills related to how New Hampshire runs elections. We covered **HB 1064**, requiring, among other things, hand counts in all elections, in **Bulletin #1**, one of the worst bills that we've seen this legislative session, but it's not the only one.

While there are a number of troubling bills, we'll highlight three in particular –

- **HB 1359** prohibits any election official, other than the clerk, from performing any election duties on election day when the official appears on the ballot for any position, and requires such officials to remain outside the polling place except when voting. In practice, if enacted, this bill means that municipalities will find that many of their duly elected election officials will be sitting out many of their elections. In the case of the moderator, for example, the office's two-year term means that the elected moderator will only be eligible to preside over town elections half of the time. (And if the town moderator also serves as the school district moderator, as is the case in many towns, it is possible that the moderator could be disqualified from presiding at *every* town election, depending on whether the school district moderator's term is for one, two, or three years.)
- **HB 1485** creates a procedure for the direct recall of any local elected official serving a 3-year term. Although the bill limits when recall petitions may be filed and the purposes for which they may be filed, some limitations are vague and will require litigation to settle in each individual case, and the additional expense of holding a recall election will strain already tight municipal budgets.
- **HB 1567** allows any registered voter to bring suit in superior court against any municipal election official for failure to perform his or her election duties. If the voter prevails, the official will be removed from office and the municipality must pay the voter's attorney's fees and court costs. Nothing in the bill serves as a check against vexatious litigation, including suits by a voter alleging incorrect counting of ballots if his/her preferred candidate does not win.

Certainly, there are a number of other election-related bills that we are keeping an eye on this legislative session, but these four appear to be the most troubling. ***Please contact your legislators – particularly if they serve on the [House Election Law Committee](#) – and ask them to vote to recommend these four bills "Inexpedient to Legislate."***

Optimizing Broadband Bonding Approvals

On **Tuesday, January 11, at 1:00 p.m.**, in **LOB Room 103**, the Senate Finance Committee will hear testimony on **SB 273**. This bill would allow towns that have formed a communications district under RSA chapter 53-G to approve a bond at a special town meeting. Currently, towns can't appropriate money, including approving bonds, except at an annual meeting— unless at least half the town's voters show up, *or* unless the selectmen have petitioned the superior court on the basis of an "emergency" existing. As neither exception is likely to work in the case of broadband bonding, this change is needed to help municipalities take advantage of the various federal and state funds already available for broadband.

Improving broadband access, reliability, and speed is a top priority for many municipalities in New Hampshire, and **SB 273** would allow them to move more quickly than current law allows. With various federal and state funds already available for broadband—and potentially more on the way—municipalities are considering the best approaches for investing in and improving broadband, including working together with their municipal neighbors to form a communications district. This legislation would allow them to move quickly on these projects without being required to wait until their next annual town meeting to present a proposed broadband bond to the voters.

Municipal officials interested in this legislation should contact members of the **[Senate Finance Committee](#)** to express their support for **SB 273**, or consider testifying at the hearing.

Bill Would Repeal "Freedom from Discrimination" Law

On **January 12 at 1:45 p.m.** in **State House Room 100**, the Senate Judiciary Committee will hear testimony on **SB 304**, a bill that would repeal and replace the "Right to Freedom from Discrimination in Public Workplaces and Education" law that was included in HB 2 last session. (A separate bill, **HB 1576**, would simply repeal the law without replacing it. That bill has not yet been scheduled for a hearing.)

As last year's readers will **recall**, the "Right to Freedom from Discrimination in Public Workplaces and Education" law began as HB 544, the so-called "divisive concepts" bill. A broad coalition, including NHMA, opposed HB 544. NHMA opposed it for a simple reason: Local leaders are uniquely situated to appreciate the concerns and needs of their communities and should have the authority to decide how to address and talk about these issues at the local level.

Although HB 544 was tabled, a watered-down version of the controversial language was placed in HB 2 and eventually became law without the public ever having an opportunity to weigh in on the meaning of the language.



25 Triangle Park Drive
Concord NH 03301
603.224.7447
governmentaffairs@nhmunicipal.org

After the passage of HB 2, NHMA began hearing from local officials who were seriously concerned that their efforts to improve discourse and training on topics related to diversity and equity for their employees, local officials, and the public could result in lawsuits. We were proud to hear about the work of some of our cities and towns—including forming local commissions and holding public listening sessions—and disturbed to hear that these efforts were put in doubt when the new law became effective, largely because the language in the law is ambiguous and likely to lead to inconsistent application or interpretations. That inconsistency could result in frivolous lawsuits against local governments.

SB 304 repeals that law and replaces it with language stating that no public employer is prohibited from engaging in or requiring training concerning “the historical or current experience of any group that is protected from discrimination” under the state’s human rights law. We encourage local officials who are concerned about the consequences of last year’s legislation to contact members of the committee before January 12 or to attend the hearing to testify in support of **SB 304**.

Hearings Scheduled/Remote Sign-In Process

As some of the articles in this Bulletin indicate, the Senate has already scheduled some committee hearings, which will begin on **Monday, January 10**. The calendar for bills NHMA is following appears later in this Bulletin. As of this writing, the most recent House calendar does not list any House committee hearings, but we anticipate that they will be listed in this week’s calendar, and will likely begin on January 10 as well. Check next week’s Legislative Bulletin (or this week’s House calendar, when it is published—you can find a link on the [General Court website](#)) for hearings on bills of interest.

It is our understanding that all House and Senate committee hearings in 2022 will be held in person, although House committee hearings, at least, will also be live streamed so people can watch remotely. (We have not heard whether Senate hearings will be live streamed.) You can also sign in remotely to register your position for or against a bill, but ***no remote testimony will be permitted. If you want to testify at a hearing, you will need to attend in person.***

Instructions and remote sign-in forms are available on the [General Court website](#) under “Links to Meeting Schedules.” You can sign in now, or anytime before the day of the hearing, for any of the Senate hearings the week of January 10. Once House committee hearings are scheduled, you should be able to sign in for those as well. If you have any questions, please contact NHMA’s Government Affairs staff.

Retirement Bills--Local Tax Relief or More Budget Burdens?

A wide variety of changes to the New Hampshire Retirement System are being proposed in ten bills introduced this session. The most promising, **HB 1417**, “The Property Tax Relief Act of 2022,” is an **NHMA policy bill** that proposes to restore a portion of the state contribution to the employer’s share for teachers, police, and firefighters beginning July 1, 2023. As proposed, it would establish a 7.5 percent state contribution. This bill should sound familiar, as some version of this legislation is introduced, but defeated, almost every year.

Although a 7.5 percent contribution, estimated to be \$27.7 million in fiscal year 2023, would restore far less than the state’s original 35 percent share (estimated to be \$129 million), this bill would provide significant and much-needed relief to municipalities and help offset the major employer rate increase that became effective July 1. Just as the elimination of the state contribution increased property taxes, restoration of a portion of that state contribution will provide some level of property tax relief across the state.

HB 1079 increases the part-time employment thresholds of New Hampshire Retirement System (NHRS) retirees. This bill would increase the current limitation of 26 hours per week that an NHRS retiree can work for an NHRS participating employer to an average of 32 hours per week (a total of 1,664 hours per year). The bill also removes the 28-day waiting period from the effective date of retirement before an NHRS retiree can work in a part-time capacity for the same or another NHRS employer. NHMA supports these changes particularly for smaller municipalities that rely on experienced NHRS retirees to fill part-time positions.

One of the most troubling bills, **HB 1590**, would allow employer disaffiliation from the New Hampshire Retirement System for new municipal employees by a vote of the legislative body. While current law allows a municipality to withdraw, the law also requires the withdrawing municipality to pay its share of the unfunded liability. As written, **HB 1590** would burden municipalities that remain in the system with the withdrawing municipality’s share of the unfunded accrued liability. The cost-sharing contribution rates assume that current and future employees will continue with the plan, creating an unknown future fiscal impact for municipalities that remain in NHRS if this legislation were adopted. Even more concerning, based on the shifting burden to the remaining towns, many if not all towns could choose to withdraw municipal employees from the system altogether. This bill does not address how the plan would be funded in such a scenario, and it clearly undermines the future solvency of the retirement system. NHMA will oppose this bill.

HB 1535 would provide a 1.5 percent cost-of-living adjustment (COLA) to all New Hampshire Retirement System (NHRS) retirees who have been retired at least 5 years by July 1, 2023, on the first \$30,000 of a retired member’s annual allowance. When the last COLA passed in 2019, NHMA testified in opposition because funding the COLA increased the existing \$5 billion NHRS unfunded liability by \$78 million in fiscal year 2022, and municipalities are seeing effects of the 19.6 percent aggregate increase on their municipal budgets today.

With the additional COLA costs embedded in the adjusted employer contribution rates that took effect on July 1 of this year, NHMA maintains its position that the estimated impact of \$135 million in fiscal year 2024, \$139 million in 2025, and \$142 million in 2026 would lead to significant local tax increases.

We urge our members to consider the impact that retirement costs have on municipal, school, and county budgets—and ultimately on the property taxpayers who fund those budgets. ***Please contact your representatives and advocate for the state to restore its promise of a contribution to the retirement system.*** It is imperative that we shift the way we are currently financing mandated increases in retirement costs to state dollars rather than local tax dollars.

Bill Would Clarify Housing Appeals Board Jurisdiction

Over the summer, the Housing Appeals Board (HAB) issued a decision in *William Evans, Trustee v. Town of Pembroke* that caused some consternation. In short, the HAB, which was created to deal with questions of housing and housing development, found that it had jurisdiction to hear an appeal over a select board's decision whether to reclassify a class VI road as a class V road.

Understandably, a bill, **HB 1307**, has been filed to clarify the HAB's jurisdiction. **HB 1307** eliminates the broad language contained in **RSA 679:5**, the HAB's jurisdictional statute, in favor of language that specifies that the appeals must come from final decisions of municipal land use boards "on applications for the development of housing." We are hopeful that **HB 1307** will serve as a vehicle to ensure that the HAB is narrowly targeted toward housing-related appeals, rather than broad appeals from any land use decision made by a municipal board.

Please contact your legislators and ask them to support HB 1307.

Remote Meetings

Over the past several weeks, many municipalities have asked us about the status of remote board meetings. Here is a summary.

As written, **RSA 91-A:2** requires a quorum of a public body to be physically present at the location specified in the meeting notice, except in an "emergency." An "emergency" is defined as "immediate action is imperative and the physical presence of a quorum is not reasonably practical within the period of time requiring action." An "emergency" is determined by the chair or presiding officer.

As readers may recall, in March 2020, Governor Sununu declared a state of emergency. This declaration allowed him to issue emergency orders, including one that relaxed both the quorum and physical location requirements of RSA 91-A:2. At the expiration of that state of emergency in June 2021, the relaxation of those requirements ceased, and the law-as-written was back in effect.

Although there were several bills last year pertaining to remote meetings, including one, **SB 95**, that passed the Senate unanimously, the House refused to pass any changes to RSA 91-A:2 related to remote meetings. This year, there are three remote meeting bills – **HB 1014**, **SB 322**, and **SB 344**. Although we are hopeful that a compromise will be reached this year, *please speak to your legislators – particularly your House members – about the importance of providing municipalities greater flexibility when it comes to public meetings.*

Get Involved in NHMA's Legislative Policy Process

NHMA's biennial legislative policy process is getting underway. As a first step, we are recruiting volunteers to serve on our three legislative policy committees. These committees will review legislative policy proposals submitted by local officials and make recommendations on those policies, which will go to the NHMA Legislative Policy Conference in September.

If you are a local official in an NHMA member municipality and are interested in serving on one of the policy committees, please contact the Government Affairs staff at 603-224-7447 or governmentaffairs@nhmunicipal.org.

Each of the committees deals with a different set of municipal issues. The committees and their subject areas are as follows:

- Finance and Revenue – budgeting, revenue, tax exemptions, current use, assessing, tax collection, retirement issues, education funding.
- General Administration and Governance – elections, Right-to-Know Law, labor, town meeting, charters, welfare, public safety.
- Infrastructure, Development, and Land Use – solid/hazardous waste, transportation, land use, technology, environmental regulation, housing, utilities, code enforcement, economic development.

When you contact us, please indicate your first and second choices for a committee assignment. We will do our best to accommodate everyone's first choice, but we do need to achieve approximately equal membership among the committees. We hope to have 15-20 members on each committee.

There will be an organizational meeting for all committees on **Friday, April 1**. After that, each committee will meet separately as many times as necessary to review the policy proposals assigned to it—typically three to five meetings, all held on either a Monday or Friday, between early April and the end of May.

Senate Calendar