



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

MEMORANDUM

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

FROM: David Moore, Town Administrator

DATE: May 12, 2023

RE: Select Board Agenda and Materials for the May 15th Regular Meeting

Please allow this memorandum to serve as a guide to the Select Board Meeting agenda for Monday, May 15, 2023.

- III. Consideration of Minutes –May 1, 2023
- IV. Finance and Budget Reports (second meeting of the month)
- V. Department Reports & Presentations
 - A. Parks & Recreation
- VI. Correspondence
 - A. 4/26/23 NH Dept. of Revenue letter re: 2022 Total Equalized Valuations
 - B. 4/21/23 Comcast letter re: renaming HBO Max to Max
 - C. 5/10/23 email from SB Chair Michael Sununu re: Squamscott River dredging
 - D. Retirement of Lt. J. Christopher Call from Police Dept.
 - E. Sample letter to Portsmouth Ave. homeowners re: Rt 33 Legacy Highway Heritage District
 - F. 5/9/23 NHDES letter re: 2023-2025 Strategic Planning Grant
- VII. Public Comment
- VIII. Public Hearings, Ordinances and/or Resolutions
- IX. Discussion of Monthly Reports – (second meeting of the Month)

- X. New Business and Action Items
 - A. Update on Various Planning & Community Development Topics – Mark Connors
 - Performance bonds work with the Planning Board;
 - Marin Way and Route 111;
 - Update on Permit Program;
 - Recent Supreme Court decision – short-term rentals

- XI. Town Administrator Report

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

- XII. Informational Items
 - A. Meeting schedule for remainder of spring/summer
 - a. May 15th
 - b. June 5th -
 - c. June 19th
 - d. **July 3rd meeting – rescheduled to July 10th**
 - e. **July 17th meeting – rescheduled to July 31st**
 - f. August 7th (regularly scheduled meeting – no change) – note: one week in between July 31 and August 7th.
 - g. August 21st (meeting to be held only if needed).
 - h. September 5th (a Tuesday) – regularly scheduled meetings resumes
 - B. Public Hearing Notice for Community Power – May 25th

- XIII. Department Linkage Report Outs

- XIV. Reservations, Event Requests & Permits
 - A. Request for Fireworks Permit – Rollins Farm Rd, 7/1/23
 - B. NHSPCA Raffle Permit Request

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

- XVI. Boards and Commissions Nominations & Appointments

- A. Appointments *for consideration*:
 - 1. Chris West to the Conservation Commission to fill the vacant position (formerly Ana Egana’s position) for a three year term expiring in 2026.
- B. Appointments *to be voted on*:

- XVII. Miscellaneous & Old Business

XVIII. Adjournment



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SELECT BOARD AGENDA

May 15, 2023

7:00 P.M. Public

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

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

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

To access materials related to this meeting, please see this link: <https://www.strathamnh.gov/select-board>

- I. Call to order
- II. Roll Call
- III. Consideration of Minutes – May 1, 2023
- IV. Finance and Budget Reports (second meeting of the month)
- V. Department Reports & Presentations
 - A. Seth Hickey, Parks & Recreation
- VI. Correspondence
 - A. 4/26/23 NH Dept. of Revenue letter re: 2022 Total Equalized Valuations
 - B. 4/21/23 Comcast letter re: renaming HBO Max to Max
 - C. 5/10/23 email from SB Chair Michael Sununu re: Squamscott River dredging
 - D. Retirement of Lt. J. Christopher Call from Police Dept.
 - E. Sample letter to Portsmouth Ave. homeowners re: Rt 33 Legacy Highway Heritage District
 - F. 5/9/23 NHDES letter re: 2023-2025 Strategic Planning Grant
- 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.



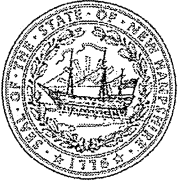
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- B. Appointments *to be voted on*:
- XVII. Miscellaneous & Old Business
- XVIII. Adjournment



**State of New Hampshire
Department of Revenue Administration**

109 Pleasant Street
PO Box 487, Concord, NH 03302-0487
Telephone (603) 230-5000
www.revenue.nh.gov



Lindsey M. Stepp
Commissioner

Ora M. LeMere
Assistant Commissioner

MUNICIPAL & PROPERTY
DIVISION
Samuel T. Greene
Director

Adam A. Denoncour
Assistant Director

April 26, 2023

TOWN OF STRATHAM
OFFICE OF SELECTMEN
10 BUNKER HILL AVENUE
STRATHAM, NH 03885

Dear Selectmen/Assessing Officials,

This is your official notification of the 2022 Total Equalized Valuations. We used your municipality's weighted mean ratio to calculate these valuations.

We calculated two equalized figures for your municipality. The "Total Equalized Valuation Including Utilities and Railroads" is used for your portion of the county tax and your portion of any cooperative school district taxes. The "Total Equalized Valuation Not Including Utilities and Railroad" is used to calculate your portion of the state education property tax. We adjusted your modified assessed valuation as reported on your 2022 MS-1 to bring the valuation to fair market value.

Town Name: Stratham	Including Utility Valuation and Railroad Monies Reimbursement	Not Including Utility Valuation and Railroad Monies Reimbursement
2022 Modified Local Assessed Valuation	\$1,627,034,595	\$1,599,164,795
+ D.R.A. Inventory Adjustment	\$687,312,702	\$675,538,405
= 2022 Equalized Assessed Valuation	\$2,314,347,297	\$2,274,703,200
+ Equalized Payment in Lieu of Taxes	\$0	\$0
+ Equalized Railroad Tax	\$9,772	\$0
= 2022 Total Equalized Valuation	\$2,314,357,069	\$2,274,703,200
2022 Equalized Assessed Valuation	\$2,314,347,297	
+ Adjustment RSA 31-A (Shared Revenues)	\$0	
= Base Valuation for Debt Limits	\$2,314,347,297	

You have the right to appeal these valuations to the N.H. Board of Tax and Land Appeals within 30 days of the date of this letter. Call our office to discuss any concerns or questions you may have at (603) 230-5950. We will continue working with you to resolve any issues but please be advised that the appeal period will not be extended.

We have enclosed informational sheets that show how each of the figures were calculated.

Sincerely,

Linda C. Kennedy, Manager
Equalization Bureau

TDD Access: Relay NH 1-800-735-2964

Individuals who need auxiliary aids for effective communication in programs and services of the Department of Revenue Administration are invited to make their needs and preferences known to the Department.

**NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
2022 EQUALIZATION INFORMATION SHEET**

This informational sheet has been provided to explain and summarize the information contained in each municipality's notification of "Total Equalized Valuations," the appeal process, Assessing Standards Board, etc.

The following is a brief explanation of how each municipality's "Total Equalized Valuations" were calculated:

MODIFIED ASSESSED VALUATION: It may be helpful to refer to page 2 of the MS-1 report provided by your municipality to the Department of Revenue Administration in the fall of 2022.

"GROSS LOCAL ASSESSED VALUATION" - Sum of all assessed values in the municipality

- Certain Disabled Veteran's: RSA 72:36-a
- Improvements to Assist Persons who are Deaf: RSA 72:38-b V
- Improvements to Assist Persons with Disabilities Exemption: RSA 72:37-a
- School Dining/Dormitory/Kitchen Exemption: RSA 72:23 IV (\$150,000 max per exemption)
- Water & Air Pollution Control Exemption: RSA 72:12-a

= **"MODIFIED ASSESSED VALUATION"**

- Blind Exemption: RSA 72:37
- Elderly Exemption: RSA 72:39-a & b
- Deaf Exemption: RSA 72:38-b
- Disabled Exemption: RSA 72:37-b
- Wood-Heating Energy System Exemption: RSA 72:70
- Solar Energy System Exemption: RSA 72:62
- Wind Powered Energy System Exemption: RSA 72:66
- Electric Energy Storage Systems: RSA 72:85
- Renewable Generation Facilities & Electric Energy Storage Systems: RSA 72:87
- Additional School Dining/Dormitory/Kitchen Exemption: RSA 72:23 IV (exemption amount > \$150,000).

= **"NET LOCAL ASSESSED VALUATION"** - The municipal, county, and local school tax rates are computed using the net local assessed valuation.

TAX INCREMENT FINANCE DISTRICTS (TIFS): RSA 162-K:10 III - The retained captured assessed value is added to the modified assessed value and will be equalized for all TIF districts created after 4/29/99. The original assessed value is used to set a municipality's tax rates.

DRA INVENTORY ADJUSTMENT: The sum of the adjustments of the modified local assessed valuation is divided into three categories.

Category 1: The total modified local assessed value of land (excluding land in current use, conservation restriction assessment, discretionary easements, and utilities), buildings and manufactured housing is equalized by the 2022 equalization ratio. This category includes discretionary preservation easements, taxation of farm structures and land under farm structures. The difference between the modified local assessed valuation of land, buildings and manufactured housing and the equalized value equals the DRA adjustment for land, buildings, and manufactured housing.

Category 2: An adjustment for land assessed at current use, conservation restriction assessment, and discretionary easement values is made. This adjustment is calculated by dividing the total net local assessed valuation for land in these two categories by the 2021 equalization ratio to obtain the equalized value of current use, conservation restriction assessments and discretionary

easements. If a municipality has had a full revaluation, cyclical revaluation or statistical update as defined by Rev 601.16, 601.24 or 601.40, a ratio of 100.0 is used.

The difference between the local assessed value of the land and the equalized value equals the DRA adjustment for current use, conservation restriction assessments and discretionary easements.

Category 3: The total modified local assessed value of public utilities, as defined by RSA 83-F is equalized by the 2022 equalization ratio. The value of public utilities is not added into the "Total Equalized Value Not Including Utility Value or Equalized Railroad Taxes."

EQUALIZED ASSESSED VALUATION: The sum of the "modified local assessed valuation" plus the inventory adjustment. The equalized assessed valuation represents the equalized value of all "taxable" properties in a municipality.

PAYMENT IN LIEU OF TAXES: The equalized value for payments received in lieu of taxes includes State & Federal Forest Land Reimbursements, Recreation Land Reimbursements, Flood Land Reimbursements, and others. The equalized value for payments in lieu of taxes for renewable generation facilities is not included in the "Total Equalized Valuation Not Including Utilities" in accordance with RSA 72:74 II (effective 7/21).

RAILROAD TAX: The equalized value for monies received from the railroad tax. This figure is not included in the "Total Equalized Valuation Not Including Utility Values and Equalized Railroad Taxes."

TOTAL EQUALIZED VALUATIONS INCLUDING UTILITY VALUE AND EQUALIZED RAILROAD TAXES: The sum of the equalized assessed valuation, the equalized value of payments in lieu of taxes and the equalized value of the railroad tax monies.

The Total Equalized Valuation including the value of utilities and equalized value of railroad monies reimbursed to municipalities represents the equalized value of all property in a municipality including utilities and will be used to:

- Apportion county taxes for the 2023 tax year;
- Calculate state reimbursements, and;
- Apportion cooperative school taxes for the 2023 tax year;

TOTAL EQUALIZED VALUATIONS NOT INCLUDING UTILITY VALUE AND EQUALIZED RAILROAD TAXES: The sum of the equalized assessed valuation and the equalized value of payments in lieu of taxes.

The 2022 "total equalized valuation not including utility and equalized value of railroad monies reimbursed to municipalities" will be used to apportion the state education property tax for the tax year 2024. The 2021 total equalized valuation not including utilities and the value of railroad monies reimbursed to municipalities will be used to apportion the state education property tax for the tax year 2023.

ADJUSTMENT RSA 31-A SHARED REVENUES: The equalized value of monies received from the shared revenues distributed pursuant to RSA 31-A. These values are NOT part of the "Total Equalized Valuation" of a municipality (RSA 21-J:3 XIII change eff. 2002). Meals and Rooms Tax revenues distributed to municipalities pursuant to RSA 78-A:26 are not equalized and, therefore, are not included in this amount. *RSA 31-A has been suspended for the biennium ending June 30, 2021 as provided by Chapter Law, 2017, 156:86) Therefore, no monies were equalized.*

BASE VALUATION FOR DEBT LIMITS - RSA 33:4-b: The sum of the equalized assessed valuation plus the equalized valuation of the shared revenues. The base valuation for debt limits is used to determine a municipality's, school district, or village district's bonding capacity. This figure is provided to municipalities, banks, bonding companies, and other interested parties who request a "Base Valuation for Debt Limit Certificate."

TOTAL EQUALIZED VALUATION: The total equalized valuation for each municipality does not include the equalized value of monies received from shared revenues. The base valuation for debt limit, however, does include the

equalized value of monies received from shared revenues.

% PROPORTION TO COUNTY TAX: The percentage of proportion to \$1,000 of tax that is to be allocated to each town within the county comparing each municipality's total equalized value to the total equalized value of the county.

% PROPORTION TO STATE TAX: The percentage of proportion to \$1,000 of tax that is to be allocated to each town within the state by comparing the town's total equalized value to the total equalized value of the state.

LOCAL TAX RATE: The actual tax rate as calculated by the Department of Revenue Administration, Municipal and Property Division. The tax rate includes the municipal, county, local school and state education property tax rates.

EQUALIZATION RATIO: The 2022 equalization ratio as determined by a ratio study conducted by the Department of Revenue Administration's equalization staff. As a rule, the municipality's weighted mean ratio point estimate calculated to a tenth of 1% will be used to adjust the municipality's modified local assessed valuation.

If there were insufficient sales and/or it is determined that the weighted mean does not accurately reflect the level of assessment in a municipality, another ratio may be used.

FULL VALUE TAX RATE: The 2022 gross local property taxes to be raised as reported by the Department of Revenue Administration, Municipal & Property Division, divided by the total equalized valuation including utility values and equalized railroad taxes. This figure represents the estimated tax rate for a municipality if all the taxable property was assessed at 100% and includes the equalized value of properties for which a payment in lieu of property taxes is made.

APPEAL OF TOTAL EQUALIZED VALUATION

Municipalities were sent their 2022 Notification of Total Equalized Valuations on **April 26, 2023**.

Per RSA 71-B:5, II, any municipality aggrieved by the total equalized valuation as determined by the DRA must appeal to the Board of Tax and Land Appeals in writing **within 30 days of the town's notification** of the municipality's total equalized valuation.

The appeal period is not extended due to any communication, either verbal or written, between the DRA and a municipality regarding the total equalized valuation.

ASSESSING STANDARDS BOARD – RSA 21-J:14-a

The duties of the Assessing Standards Board (ASB) included:

- Review the procedures of the prior year's ratio studies conducted by the Department of Revenue Administration;
- Establish procedures for improving the ratio studies for the forthcoming property tax year;
- Develop standards for equalization; and
- Review, revise and approve the equalization manual published by the Department of Revenue Administration.

MUNICIPAL & PROPERTY DIVISION MONITORING STAFF

The Municipal & Property Division staff plays an active role working with towns on their ratio studies. Some of the services they provide include:

- Training municipal officials to data enter the assessment information electronically;
- Reviewing the sales information with municipalities prior to the ratio setting process; and
- Explaining the meaning and significance of the statistics resulting from the ratio study process.

“STATEWIDE EDUCATION PROPERTY TAX” WARRANT - RSA 76:8

Each municipality was sent a “statewide enhanced education tax” warrant for the tax year 2023 before December 15, 2022. The new 2022 total equalized valuation figures do not affect the warrant amounts because they were calculated using the 2021 total equalized values without utilities.

DRA WEBSITE - <http://www.nh.gov/revenue> Subcategories: NH Icon, Municipal & Property Division, Equalization, and choose Tax Year

The following items are available or will be available soon on the DRA website:

- Assessment Report - exemptions & tax credits for each municipality
- Blind Exemption Report
- Coefficient of Dispersion (COD) List
- Comparison of Full Value Tax Rates
- Current Use Report
- Base Valuation for Debt Limit
- Elderly Exemption Report – Taxes Lost
- Equalization Survey including Utilities
- Equalization Survey not including Utilities
- Equalization Manual
- Median Ratio List
- Price Related Differential (PRD) List
- Property and Exclusion Codes
- Equalization Ratio List (Weighted Mean)
- Tables by County
- Veteran’s Tax Credit Report

The 2022 Equalization Survey and associated reports should be completed and placed on the web by June 15, 2023. We invite you to take the opportunity to browse the website. Please let us know if you have any suggestions for documents you would like put on the website.

THANK YOU

I would like to take this opportunity to thank you for your cooperation with this year’s equalization study and to invite you to make suggestions or express concerns regarding the equalization process. Questions regarding the equalization process in general or how specific numbers were calculated; please feel free to contact this office at 230-5950.



April 21, 2023

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

Dear Chairman and Members of the Board:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. Accordingly, please note the following change to the Xfinity channel lineup provided in your community:

- *Effective May 23, 2023, HBO Max will be renamed Max*

Customers are receiving notice of this change in their bill. Please do not hesitate to contact me with any questions at Thomas_Somers@comcast.com.

Very truly yours,

Jay Somers

Jay Somers, Sr. Manager
Government Affairs

From: [David Moore](#)
To: [Karen Richard](#)
Subject: FW: [Town of Stratham NH] Squamscott River Dredging (Sent by Michael Sununu, msununu@newfieldsnh.gov)
Date: Wednesday, May 10, 2023 11:24:45 AM

Karen,

Please put this on the agenda as correspondence for the May 15 meeting.

Thank you.

David M.

From: Contact form at Town of Stratham NH <cmsmailer@civicplus.com>
Sent: Wednesday, May 10, 2023 10:41 AM
To: David Moore <dmoore@StrathamNH.gov>
Subject: [Town of Stratham NH] Squamscott River Dredging (Sent by Michael Sununu, msununu@newfieldsnh.gov)

Hello dmoore,

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

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

Message:

David,

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

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

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

necessary, etc. I will be happy to communicate that information to you when I get it.

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

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

Sincerely,
Michael Sununu



Stratham Police Department
76 Portsmouth Avenue
Stratham New Hampshire 03885

Anthony King
Chief of Police

Date: April 1, 2023
From: Lieutenant J. Christopher Call
To: Chief Anthony King
CC:
RE: Retirement Date

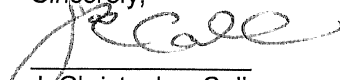
Dear Chief King,

I am writing to notify you of my upcoming retirement. My last day at the Stratham Police Department will be June 30, 2023.

I am deeply grateful for the opportunity to spend the last 24 years of employment serving the Stratham community. I learned a great deal from you over the past several years, specifically paying attention to detail and always asking for more information regarding any type of situation. It has been my absolute pleasure to have the opportunity to work with the patrol staff here and under your command.

Please let me know how I can help make the transition following my retirement as smooth as possible. I would be happy to assist. I would be honored to continue my employment with the Stratham Police Department as a part time officer if that is an option.

Sincerely,


J Christopher Call



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

May 10, 2023

TOWN OF STRATHAM
10 BUNKER HILL AVENUE
STRATHAM, NH 03885

Re: Property Address 173 PORTSMOUTH AVENUE

Dear Property Owner,

As you may be aware, Stratham voters approved the creation of the Route 33 Legacy Highway Heritage District in March 2022. Your property lies within this innovative new land use district.

Originally known as the King's Great Highway in the Colonial era, many of Stratham's oldest buildings are located along this corridor. After much deliberation, the Town decided to pursue a Heritage District designation in order to both encourage investment along the corridor and to preserve the historic structures remaining along Route 33. Under the new zoning designation, a number of different land uses are now permitted in the Heritage District, including different forms of home-based businesses, smaller-scale professional offices and retail shops, cafes or bed and breakfasts, and several different forms of residential and agricultural uses. The Town wanted to ensure that restrictions on land uses did not present a barrier to the investment in, and the renovation and restoration of, historic buildings.

At the same time, the District includes some land use protections to preserve the historic and architectural heritage of the area. This includes a review and approval process before significant architectural changes, additions, or new structures are built in the district or before an older structure is demolished. You can read more about the Heritage District by visiting <https://www.strathamnh.gov/route-33-heritage-district>.

If you are interested in pursuing a project at your property, we are excited to hear about it! Please contact the Stratham Town Planner, Mark Connors, at (603) 772-7391, ext. 147 or planning@strathamnh.gov. On behalf of the Route 33 Heritage Advisory Committee, we again welcome you to Stratham and look forward to working with you.

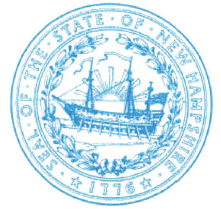
Sincerely,

Alex Dardinski
Chair, Route 33 Heritage Advisory Committee



The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner



May 9, 2023
VIA EMAIL

David Moore
Town Administrator
dmoore@strathamnh.gov
10 Bunker Hill Ave,
Stratham, NH 03885

Subject: 2023-2025 Strategic Planning Grant
Town of Stratham **PWS# 2235020**
Project# SPL-ARPA-032

Dear Mr. Moore,

Congratulations on your successful application to the 2023-2025 Strategic Planning Grant Program. The Department of Environmental Services intends to award a **grant for \$50,000** to the Town of Stratham for this important project.

To award the grant funds we must enter into a Grant Agreement and obtain Governor and Executive Council approval. Attached is the Grant Agreement paperwork. Please review these documents carefully and if everything is acceptable, please complete the documents as follows:

1. Print the attached Grant Agreement and have the authorized representative sign page 1 and initial and date pages 2 and 3.
2. Print the attached Exhibits A – C and have the authorized representative sign initial and date the bottom of each page.
3. Print the attached Consultant Selection Justification Form and indicate which consulting firm your community will be contracting with and how that consultant was selected. If the qualified consultant was selected based on an established, current relationship, please provide justification and explain how that experience will benefit the proposed project in the Non-competitive/Sole Source section.
4. Submit an original [Certificate of Vote](#) signed and notarized.
5. Submit a current certificate of insurance in compliance with our coverage requirements as outlined in the Grant Agreement. The Certificate Holder should be "State of New Hampshire, Department of Environmental Services, 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095."

Please return **single-sided hard copy versions** of the completed documents to my attention at the address below. **Please note that any work funded by the grant cannot be completed until after the Governor and Council's approval.** All paperwork needs to be in no later than **June 1, 2023** to assure that we get all of the proper approvals in place. A checklist has been included for your reference.

Once the required paperwork is returned, NHDES will submit the funding package to Governor and Council for approval. As we move forward through the project, your NHDES assigned engineer for technical project review and reimbursement requests will be Rick Skarinka. They can be reached at Richard.C.Skarinka@des.nh.gov. Please feel free to contact me at 271-1994 or Mathew.G.Deterling@des.nh.gov if you have any questions about your grant agreement.

Sincerely,

Mathew Deterling
Environmentalist III
Drinking Water and Groundwater Bureau

Attachments: Grant Agreement
Exhibits A-C
Consultant Selection Justification Form
Planning Grant Checklist Reference

EXHIBIT “A”

SCOPE OF SERVICES

PRELIMINARY DESIGN PHASE PFAS Contamination - Engineering Evaluation

Town of Stratham, New Hampshire
April 12, 2023

PROJECT BACKGROUND

The goal of this project is to develop a long-term solution to the PFAS contamination issues in the Town Center, while also considering the Town of Stratham’s other long term environmental, community planning, and infrastructure goals.

PFAS has been detected in monitoring wells and in private wells within the Town of Stratham. A contamination source is the Stratham Fire Department property at 4 Winnicutt Road. A Remedial Action Plan (RAP) submitted to NHDES by Wilcox & Barton, Inc. (April 7, 2021) recommended continued monitoring of groundwater and drinking water and installation of Point-Of-Entry (POE) systems at each affected residence until a long-term solution can be found. These POE systems have been installed per their recommendation; however ongoing water monitoring may require additional systems to be installed.

The Town retained Underwood Engineers (UE) to assess alternatives that provide a long-term solution and identify next steps. The focus was to solve the PFAS issues but also to consider other supply needs and long-term economic and infrastructure goals. The Interim Technical Memorandum dated June 1, 2022 identified improvements needed to support sustainable long-term water supplies for the Town’s current and future needs. Drinking water well sampling was conducted in June and July 2022 throughout the Town in order to refine recommendations. The results were detailed in a letter dated August 25, 2022.

The recommendation is to implement regional interconnections with a neighboring community. This was recommended over non-regional alternatives due to numerous factors including future water demand, operating and maintenance costs, and stable water quality. There is currently no confirmation on the community to which Stratham will connect, however preliminary discussions have been occurring since the Interim Technical Memorandum was issued. Further study is needed to refine the scope and costs of the project before proceeding with final design.

PROJECT GOALS

The proposed strategic planning work will allow the Town to plan for implementation by providing a clearer picture of the cost-effective improvements and costs for a regional interconnection.

The goals of this project are to:

- Choose a Regional Partner with which to connect. The following were identified as options in the Interim Technical Memorandum: Exeter, Newmarket, Portsmouth, and North



Hampton (Aquarion Water).

- Refine the scope of work, costs, and schedule based on the selected Regional Partner.
- Identify next steps for final design, including hydrological investigations, pilot studies, topographical survey, and subsurface investigations.

Note that the scope of work has been set up with two distinct parts. The first part will be to finalize efforts to select the preferred regional partner. Once that has been done, advance the concept to update approach and budget.

SCOPE OF WORK

A qualified consultant (DES list) will complete the strategic planning in accordance with the scope of services and conditions set forth in the Strategic Planning Grant approved by Governor and Council on TBD (Exhibit “B”) and as follows.

Finalize Regional Partner

- Coordinate meetings with the potential Regional Partners.
- Select preferred Regional Partner based on outcome of discussions and cost factors.
- Develop a suggested memorandum of understanding with cost sharing allocations.

Regional Interconnection – Conceptual Design

Following step one, the following will be completed:

- Refine project goals and create a vision statement.
- Review hydraulic grade line information for the Town and the Regional Partner.
- Refine the scope and costs of improvements needed, including a booster pump station, water main, and water storage tank.
- Establish a Basis of Design for the necessary infrastructure.
- Update opinion of project costs to support the CIP and funding applications.
- Identify future cadastral work and easements or land acquisition needed.
- Summarize findings and recommendations in a technical memorandum.
- Identify next steps for final design, including hydrogeological investigations, pilot studies, topographical survey, and subsurface investigations.
- Identify funding alternatives and schedule for implementation.
- Submit draft memorandum to Town and State for review.
- Submit final memorandum to Town and State pending incorporation of comments.

MEETINGS AND WORK SESSIONS

Coordinate and attend meetings as follows:

- One (1) kick-off meeting with Town staff and NHDES. The focus of this meeting will be to:
 - Review projected goals.
 - Develop a summary vision statement for the work.
 - Identify information needed.
- Two (2) meetings with Regional Partners to present project.



- Two (2) additional meetings with preferred Regional Partner.
- Coordinate and conduct “standing meetings” online at a frequency appropriate for the phase of the work. It is anticipated that these meetings would be conducted 1 to 2 times per month during the work and are intended to be online, informal check-ins for 30 minutes or less.

SUMMARY OF DELIVERABLES

The following suggested deliverables will be provided:

- Memorandum of Understanding between the Town and preferred Regional Partner.
- Meeting notes.
- Opinions of costs.
- Technical Memorandum summarizing findings, conclusions, and recommendations of the work.
- Work Plans at an appropriate scale to show the overall scope of recommended work.
- All deliverables will be available in electronic format and as bound copies.

WORK NOT INCLUDED

- Topographic survey.
- Hydraulic investigations and fieldwork.
- Boundary survey, easements, definitive ROW determinations or resolution of boundary disputes.
- Subsurface investigations.
- Final design services.
- Construction phase services.

ENGINEERING FEES

<i>Task</i>	<i>Amount</i>
<i>Task 1 – Regional Interconnection Evaluation</i>	\$50,000
<i>Total</i>	\$50,000

BUDGETS

Suggested budgets, as used herein, are best estimates by Underwood Engineers. The budgets are based on available information and prior to detailed research on the Project. Budgets are not intended to be fixed prices but are reasonable estimates of average costs to complete projects of similar size. Engineer will not exceed the budget without written authorization.

SCHEDULE

The Town anticipates completing this scope of work within 180 days following authorization to proceed.

Scope approval and funding	Summer 2023
Evaluation and Technical Memorandum	Fall/Winter 2023/2024



<u>Account Name:</u>	<u>Bank:</u>	<u>Fund</u>	Bank account
General Fund	Citizen's	100	#1
CC/ACH	Citizen's	100	
Investment Account	Citizen's	100	
Police Detail Fund	Citizen's	103	#2
Heritage Fund	People's Bank	109	#3
EMS Fund	People's Bank	102	#4
Recreation Revolving	People's Bank	104	#5
SHP Revolving Fund	People's Bank	105	
Drug Forfeiture Fund	People's Bank	x	
Stratham DARE	People's Bank	x	

Cemetery Land Fund ??	People's Bank	\$7,513.26
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ASSET ACCOUNTS

Bunker Hill Ave Improvements	People's Bank	\$17,222.91
Bunker Hill Commons Fire Cistern	People's Bank	\$8,028.88
Mobil Cistern	TD Bank	\$33,837.46
Tansy Ave	People's Bank	\$7,093.88
Winterberry Cistern	People's Bank	\$942.38
Fire Protection Fund	People's Bank	\$47,353.38

Total Asset Accounts \$114,478.89

Very long term or perhaps asset

Green Solar Surety	People's Bank	\$4,408.05
Varsity Wireless Historic Sign (designated for Heritage Comm for signage--spend)	People's Bank	\$8,564.79

Rental Deposit Escrow Accounts

Foss Property Sec. Dep.	Citizen's	\$3,663.86
Gifford House Sec. Deposit	Citizen's	\$2,116.16
Park Cottage Sec. Dep.	Citizen's	\$968.98
		\$6,749.00

PERFORMANCE BONDS

Altid Enterprises (2011 Bond-Mark will confirm release w/ DPW)	People's Bank	\$11,207.63
Kennebunk Savings Landscape Bond	People's Bank	\$1,018.29
Kennebunk Savings Performance (Maint) Bond	People's Bank	\$2,545.73
200 Domain Drive Landscape Bond	People's Bank	\$2,552.35
Lindt Offsite Improvements (expired impact fees?)	People's Bank	\$1,261.77

Prepare for immediate release \$18,585.77

NHSPCA	People's Bank	\$35,886.66
Robie Farms--renamed Treat Farms	People's Bank	\$111,720.23

Anticipate release in 2022 \$147,606.89

GCNE (2004)	People's Bank	\$35,308.37
Jotaph Realty (2005)	People's Bank	\$22,735.23

Very old and probably should have been released long ago \$58,043.60

SUMMARY

for immediate release		\$18,585.77
anticipate 2022 release		\$147,606.89
should have been released and will be confirmed		\$58,043.60
FUNDS TO BE RELEASED		\$224,236.26
cemetery land fund		\$7,513.26
asset		\$114,478.89
like asset		\$4,408.05
escrow		\$6,749.00
to spend		\$8,564.79
FUNDS TO BE MAINTAINED		\$141,713.99

Current Balance of DESA Account	\$	332,114.37
Current Balance of Mobil Cistern (TD Bank)		\$33,837.46
<i>proof</i>		\$365,951.83
		-\$224,236.26
		-\$141,713.99



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

PUBLIC HEARING NOTICE

Stratham Municipal Center
10 Bunker Hill Avenue
Stratham, NH 03885

Meeting to be held in Room A
Thursday, May 25, 2023
7:00 pm

As outlined in RSA 53E, the Stratham Energy Aggregation Committee will hold this public hearing as part of its effort to develop an Energy Aggregation Plan (EAP). At this hearing, the public will learn about electric aggregation and the NH community power program. More information can be found at <https://www.strathamnh.gov/energy-aggregation-committee> or call (603) 772-7391 ext 187.

Account Number:	683636
Customer Name:	Town Of Stratham
Customer Address:	Town Of Stratham 10 BUNKER HILL AVE. STRATHAM NH 03885
Contact Name:	David Moore
Contact Phone:	
Contact Email:	dmoore@StrathamNH.gov
PO Number:	PUB HEAR 5.25.23

Date:	05/08/2023
Order Number:	8806022
Prepayment Amount:	\$ 0.00

Column Count:	1.0000
Line Count:	27.0000
Height in Inches:	0.0000

Print

Product	#Insertions	Start - End	Category
NEO PRT Seacoast Daily	1	05/11/2023 - 05/11/2023	Govt Public Notices
NEO PRT seacoastonline.com	1	05/11/2023 - 05/11/2023	Govt Public Notices

Total Order Confirmation	\$119.51
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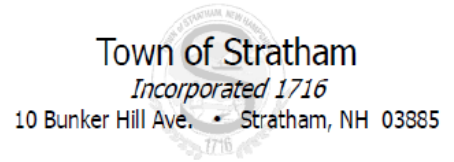
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RAFFLE PERMIT APPLICATION



APPLICANT INFORMATION			
Organization Applying for Permit: <i>(Note: Only legal non-profits can be issued a permit)</i>		New Hampshire SPCA	Employer ID #: 02-6000614
Address: 104 Portsmouth Ave / PO Box 196	City: Stratham	State: NH	Zip: 03885
Contact Person: Julie Halama	Phone: 603-773-5735	Email: jhalama@nhspca.org	
RAFFLE/DRAWING PERMIT INFORMATION			
Date(s) Raffle Tickets Will Be Sold: May 15 – June 7, 2023			
Date of Drawing: June 8, 2023		Location of Drawing: 104 Portsmouth Ave, Stratham, NH	
List Items to be Raffle:			
Hotel stay, doghouse, Red Sox tickets, furniture, gift card.			
Reason for Raffle: Fundraiser to benefit the NHSPCA.			
How is Raffle Going to be Conducted (i.e. door to door, only at events, only family and friends, etc.):			
Tickets will be sold online at nhspca.org and at Paws Walk in Stratham Hill Park on June 4.			
Other (any other pertinent information):			
One winner will be drawn for each item, 4 or 5 total.			
<i>I have read the provisions of NH RSA 287-A (attached) and by signing below, state that the organization I represent will comply with those provisions at all times.</i>			
Signature:		Date: 5/5/2023	
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED Reason for denial:			
Selectman Signature:		Date:	
Selectman Signature:		Date:	
Selectman Signature:		Date:	



TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue • Stratham, NH 03885

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

COMMITTEE APPOINTMENT APPLICATION

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

Chris West

603.770.9620

Applicant Name (print)

Phone #

13 Brown Ave Stratham

Chris@westx4.com

Address

Email

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

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

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

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

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

Chris West

Signature of Applicant

4/27/2023

Date