



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

SELECT BOARD AGENDA

September 21, 2026

7:00 pm

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

- i. Call to order
- ii. Roll Call
- iii. Consideration of Minutes – 9/9/26
- iv. Finance Report
- v. Department Reports & Presentations
 - a. Chief Anthony King to present the Police Dept. Report
 - b. Community Power Presentation. Matt O’Keefe Stratham Energy Commission.
- vi. Informational Updates and Correspondence
- vii. Public Comment
- viii. Public Hearings, Ordinances and/or Resolutions
 - a. Squamscott Fields & SELT Public Hearing
- ix. New Business and Action Items
 - a. Off Winnicutt Road Tax Map and Lot: 14-110 Road Names
 - b. 2004 John Deere 5441 Loader – Offer to Purchase
- x. Old Business
 - a. Lane Property Update: Expend funds from The Heritage Preservation Fund
- xi. Town Administrator Report
- xii. Reservations, Event Requests & Permits
- xiii. Review of Recent or Upcoming Board & Commissions Agendas

The Select Board reserves the right to take up business in any order deemed appropriate by the Chair. A motion to enter Non-Public Session in accordance with RSA 91-A:3 may occur at any time during the meeting. Submission of items to be placed on the Agenda must be to the Town Administrator by 4 pm the Wednesday before the scheduled meeting.



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- xiv. Boards and Commissions Nominations & Appointments
 - a. Appointments for consideration
 - b. Appointments to be voted on
 - i. Greg Blood – Stratham Hill Park Association Committee
 - ii. Patrick Kelley – Stratham Hill Park Association Committee (alt)
 - iii. Daniel Whittier – Stratham Hill Park Association Committee
 - iv. John Cushing - Stratham Hill Park Association Committee
 - v. Anita Giulietti – Zoning Board of Adjustment
- xv. Non-Public
 - a. RSA 91-A:3, II(l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.
 - b. RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting.
- xvi. Adjournment

MINUTES OF THE SEPTEMBER 9, 2026 SELECT BOARD MEETING

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

ALSO PRESENT: Town Administrator Tim Roache, Library Director Steve Butzel, Parks & Recreation Director Seth Hickey

At 7:02pm Ms. Knab opened the meeting and noted that Member Ted Tramiloni would be participating remotely because he is away from Stratham attending urgent family matters.

Ms. Knab held a moment of silence for Susan Canada, who passed away last week. She remarked that Ms. Canada was an integral member of the community—“one of the town matriarchs”—deeply involved in the Stratham Historical Society and in the School Board during its early years. Ms. Knab noted her passing is a significant loss for Stratham.

Ms. Knab asked for a motion on the August 17 minutes and noted she had requested a couple of adjustments be made to the draft. Mr. Anderson noted he also had a couple of changes. He then motioned to approve the minutes of August 17, as amended, to include Ms. Knab's amendments. Mr. Tramaloni second the motion. Roll call: Knab-yes; Anderson-yes; Tramaloni-yes.

Mr. Butzel presented the library report, noting that the Coral three-town consortium is now live and functioning smoothly. Stratham is the most active user on a per-capita basis, with lending and borrowing remaining well balanced among the three towns. Since launching in July, the consortium has already processed nearly 3,000 item transfers.

He provided an update on the strategic planning process: survey data has been compiled, two community forums will be held on September 12 and 15, and the steering committee will meet on September 18. A two-year strategic plan is expected to be presented for Board adoption in October.

Several new services have been implemented, including wireless and remote printing and online access to the New York Times alongside the existing Wall Street Journal subscription. Space-use improvements continue with the arrival of seven new upholstered chairs and two new bookshelves for adult fiction, large print, and “Lucky Day” titles.

He also reported on professional development, noting that he, the assistant director, and the head of youth services have begun a four-month project management certification program.

In response to a question, he explained that the online catalog clearly indicates item locations across the consortium, and patrons may place holds as usual for materials available at partner libraries.

The board noted budgets were due soon and asked him to give as much detail to the line items that he could.

Ms. Knab moved to the property tax action items. Mr. Roache explained that there are three property owners seeking relief from late fees for delinquent taxes, two of those seem to be related to real estate closing transactions. The third one seems to be an oversight. All three are looking for relief from the fees that are associated with delinquent taxes. The Tax Collector outlined her rationale for denial in a memo. Mr. Anderson motioned to reject the tax appeals for 10 Heron Way, 139 Portsmouth Avenue, and 10 Long Hill. Ms. Knab seconded the motion. Roll call: Knab-yes; Anderson-yes; Tramaloni-yes.

Ms. Knab moved to the request for proposals for IT and phone services. Mr. Roache explained that the Town's contract with Block 5 expires on November 1. While most department heads are satisfied with the vendor, he felt there was value in "testing the waters" to see whether another provider could offer improved preparedness, awareness of Town operations, and expanded cloud-based file-sharing capabilities. He noted Block 5 would likely submit a competitive bid.

Board members expressed concern about timing. Ms. Knab noted this was the first time she had heard of issues with Block 5 and questioned whether issuing an RFP now would add unnecessary workload. Mr. Anderson asked whether complaints had been raised; Mr. Roache said he was likely the only one who had expressed concerns and emphasized the RFP could simply be reviewed and declined if no better option emerged.

Mr. Tramaloni confirmed Block 5 currently provides both managed IT and phone/voice support, with separate contracts. He noted the tight timeline if proposals differ significantly in technology and require detailed vetting. He also raised the challenge of having limited staff with the expertise to evaluate complex proposals.

Ms. Knab worried that issuing an RFP might discourage Block 5, but Mr. Hickey stated Block 5 is aware of the contract expiration and has already indicated willingness to offer an extension. He suggested a six-month to one-year extension if the Board wanted more time. Board members discussed whether reviewing proposals within six weeks would be feasible. Ms. Knab felt the current system is functional and questioned the need to rush. Mr. Roache agreed an extension would be acceptable and clarified he did not intend to portray the current service as problematic. Mr. Tramaloni suggested leveraging Block 5's expertise to identify potential upgrades, which could then serve as a benchmark for future proposals. He noted Block 5 may have recommendations based on other municipal clients seeking to "step up to the next level."

Mr. Roache recommended beginning the RFP process in July 2027 to align with next year's budget cycle. Mr. Hickey added that any renegotiation should include increased phone support hours, as the Town has exceeded its current allotment and is being billed regularly. Ms. Knab agreed and asked him to bring back the extension document. The Board concurred with extending the contract and revisiting the RFP next July unless service quality changes significantly.

Ms. Knab moved to the DOT sidewalk agreement. Mr. Roache reported he is still reviewing the document and does not favor the current language. He expressed concern that the agreement reflects a downshifting of costs to municipalities and does not demonstrate DOT's vested interest in pedestrian safety. He hopes to pursue a more collaborative approach and plans to speak

further with DOT contacts. Ms. Knab noted her longstanding understanding that DOT does not assume responsibility for sidewalks and that municipalities typically manage them, but encouraged Mr. Roache to see whether any changes could be negotiated. Mr. Roache recommended holding off for now, noting that a forthcoming Kia dealership project includes a sidewalk that may increase pressure on this issue. Mr. Tramaloni observed that the agreement requires towns to obtain DOT approval for changes, yet DOT does not want involvement or liability. He noted this leaves the Town responsible for any safety issues while DOT retains control without accountability. Mr. Roache acknowledged he may return in a few meetings with no progress, but asked for time to pursue further discussion. The Board agreed to hold off until he completes additional conversations with DOT.

Ms. Knab moved to the scrap loader bid opening. One bid was received in the amount of \$801.13. When asked for the DPW Director's recommendation, Mr. Roache said he expected the recommendation would be not to accept. He noted that another individual expressed interest after the bid deadline, and staff did not engage with that person, wanting to wait until the Board completed this process. The Board rejected the bid. Mr. Roache advised that the Town may consider other means of sale or direct procurement for the loader and said he would follow up with the interested party after this meeting to provide direction. The Board expressed interest in pursuing the alternative offer if it exceeds \$801.

Ms. Knab moved to new business, noting an email received earlier in the day regarding a proposed planting at the Stratham Historical Society in memory of Susan Canada. She shared that she had briefly spoken with members of the Exeter Area Garden Club at Ms. Canada's wake and, while unsure of the property's available footprint, could not imagine opposition to exploring the concept. Garden Club members felt the project would be a meaningful connection to Ms. Canada's work with the Historical Society. The Board was supportive of allowing the idea to move forward. Ms. Knab will reach out to Ms. Copeland to let her know she may explore the project further.

Ms. Knab moved to old business, the proposed e-bike ordinance for Stratham Hill Park and adjoining Town-owned properties. She noted that two public hearings have been held and the Board is ready to take action. Mr. Roache reported that the current recommendation is to prohibit all classes of e-bikes on Stratham Hill Park, the Noyes properties, and the Gifford Fields, consistent with the memo and prior public input. Ms. Knab reiterated that abutting properties with conservation easements do not want e-bikes on their property and that the Stratham Hill Park Association, Conservation Commission, and others have unanimously opposed allowing them. She stated that the park's narrow trails and existing user conflicts make it unsuitable for e-bikes and expressed support for the ordinance change.

Mr. Anderson also supported the change and raised questions about enforcement. Ms. Knab suggested that signage and public information would be important, along with coordination with the Police Department. Mr. Roache said enforcement would need to occur at the parking lot, with officers visually identifying e-bikes as riders enter the park; he noted the Police Chief agrees with this approach. Ms. Knab added that some users will comply voluntarily, while others may need reminders. Mr. Tramaloni agreed enforcement would be challenging and asked about penalties, noting none are specified. Mr. Roache confirmed that the existing ordinance also lacks

penalties for prohibited motorized devices. Board members discussed whether general ordinance violation provisions might apply. Ms. Knab suggested beginning with education and monitoring, and revisiting enforcement measures only if issues persist.

Mr. Tramaloni motioned that the town ordinance 4-01-01 be amended to read as follows: Mini bikes, motorcycles, all classes of e-bikes, electric motorcycles, electric dirt bikes, electric motor-driven cycles, and any other gas or electrically powered motor vehicle, except as expressly authorized, are prohibited in Stratham Hill Park and adjacent town owned properties, including those lands shown and described by Town of Stratham's Tax Map 14 Lot 33, known and referred to as Stratham Hill Park and Noyes property, and Tax Map 5 Lot 19, known and referred to as the Gifford property, except for the paved driveway and parking lot effective October 1, 2026. Mr. Anderson seconded the motion.

Mr. Tramaloni suggested adding information to the Town website and having the Communications & Community Engagement Committee help begin public outreach. Mr. Anderson agreed and recommended including it on both the website and the newsletter. Roll call: Knab-yes; Anderson-yes; Tramaloni-yes.

Mr. Hickey emphasized the importance of consistent messaging to ensure the information is clearly received by the public. Ms. Knab will prepare a statement for distribution.

Ms. Knab moved to the proposed ordinance on animal control at Stratham Hill Park regarding commercial dog walking and walking more than two dogs. She noted the ordinance has been through two public hearings and is ready for Board action. Mr. Roache reiterated that the change does not alter existing on-leash or off-leash rules; it simply limits the number of dogs per person to two.

Mr. Tramaloni proposed an amendment to Section A ("running at large prohibited") to specify that dogs must be controlled by a leash or similar device no longer than 10 feet. He explained that standard leashes are typically six feet, long leashes are ten feet, and anything longer is generally used for training. His concern was preventing situations where a dog on a 30-foot line could still be considered "leashed." Ms. Knab clarified that he was suggesting a language change to the motion. The Board discussed the meaning of "similar device" and whether that term should remain in the ordinance.

Mr. Tramaloni motioned that Town Ordinance 1-12 Animal Control at Stratham Hill Park Section 03 be amended to read as follows: Running at large prohibited. It shall be unlawful for the owner of a dog to permit the dog to run at large without being controlled by a leash, no greater in length than 10 feet within and upon the parking lot, playing fields, or lawns of Stratham Hill Park, under no circumstances shall any person walk more than two dogs simultaneously. Mr. Tramaloni continued, motioning that Town Ordinance 1-12 Animal Control at Stratham Hill Park Section 04 be amended to read as follows: Running at large permitted, it shall not be unlawful for the owner of a dog to permit the dog to run at large within the wooded areas of the park or on the trails and trail system located within the wooded areas of the park, provided that the dog shall be accompanied by the owner and be under the command and/or control of the owner. Under no circumstances shall any person permit more than two dogs to run

at large simultaneously. Mr. Anderson seconded the motion. Roll call: Knab-yes; Anderson-yes; Tramaloni-yes

Ms. Knab moved to the Lane property update. Mr. Roache reported continued progress but noted that the Town has exhausted the \$54,500 allocated for exterior work. Contractor Drew Bedard has completed porch removal and sill repairs and is currently at \$58,900, approximately \$4,500 over the approved amount. Mr. Roache has paused further exterior work until funding is discussed. He reported that interior structural work in the tannery, including attic beam repairs, is complete. As previously authorized, the contractor will now shift to exterior tannery repairs. Overall, the project remains within the broader budget and contingency, aside from the additional exterior work still needed.

The septic system is ready to move forward. A design and contract from Greg Blood were included in the packet. Work could occur within 4–6 weeks, pending state approvals. The plan has been sent to the Preservation Alliance, which holds an easement; preliminary feedback indicates they are comfortable with the design, provided it is not a mounded system.

Mr. Tramaloni asked about the status of the Heritage Commission's \$50,000 offer and whether a vote is needed to accept the funds. He also asked whether certain exterior repairs, such as gutter cleaning, would be deferred; Mr. Roache said they likely would be if Heritage funds are not used, though delaying could risk ice dam damage.

Ms. Knab asked whether ledge might affect septic installation; Mr. Roache said Mr. Blood did not anticipate ledge issues. Mr. Tramaloni also raised the need for a separate electric meter for the tannery to ensure tenants pay utilities directly. Mr. Roache agreed an electrician would be needed and noted Unitil may have associated costs.

Regarding the septic installation, Mr. Roache explained the design includes a gravity-fed line from the cobble house to the tanks and leach field, requiring a driveway cut of approximately three to four feet. The Board discussed whether Mr. Blood would perform that portion of the work. Ms. Knab asked whether sufficient funds exist to proceed with the septic system. Mr. Roache confirmed that the Town can complete the septic work and previously approved items without using Heritage funds. Ms. Knab noted the Board had discussed and approved moving forward at the last meeting but suggested the Town should clarify its policy on when Select Board approval is required for contracts of this size.

Ms. Knab motioned to authorize the Town Administrator to sign the contract with KG Blood and Sons. Mr. Anderson seconded the motion. Roll call: Knab-yes; Anderson-yes; Tramaloni-yes

Mr. Roache reviewed the status of the Heritage Commission funds, noting they are not a loan and cannot be repaid or mixed with taxpayer funds. If used, they must simply be applied to the project. He explained that the additional \$100,000 would arrive as the second portion of the gift.

Referring to his project chart, he outlined the completed work and the remaining items. The Town has exceeded the approved \$54,500 for exterior work, and all items shown in green are either underway or ready to proceed, including the septic system. Items shown in yellow—bat

mitigation and cleanup, gutter repairs, and additional sill and exterior work—remain unfunded. With the \$50,000 Heritage contribution, the Town could complete all listed work with approximately \$2,200 remaining. Without those funds, the Town would be \$47,000 short, requiring postponement of all yellow-coded work until the next \$100,000 gift installment arrives. Ms. Knab shared feedback from former Heritage Commission member Mike Houghton, who felt the Lane property fits the intended purpose of Heritage funds and is a “crown jewel” of Stratham. She noted the Commission has accumulated funds that are difficult to spend on non-Town-owned properties, and she remains comfortable accepting the contribution. She also acknowledged that not all work must be completed immediately, though much has been advanced to prepare the buildings for rental.

Mr. Anderson asked about timing. Ms. Knab said she is unsure whether all remaining work is urgent or whether some items—such as bat mitigation, cleanup, and additional exterior repairs—could wait until spring. She noted the estimated cost of the remaining work is approximately \$44,000. Mr. Anderson asked whether delaying certain work posed any risk. Ms. Knab referenced earlier concerns about gutters and potential ice dams, and Mr. Roache noted the gutters have been in poor condition for years; while failure is not guaranteed this winter, it is possible. Mr. Tramaloni cautioned against a “one step forward, two steps back” situation. He felt delaying some Lane house exterior repairs could lead to additional deterioration by spring, increasing future costs. He viewed bat mitigation as less urgent and suggested prioritizing exterior repairs now, using Heritage funds if needed, and postponing bat-related work until the next funding cycle.

Mr. Anderson said he was not fully supportive of proceeding with exterior repairs immediately but was not opposed. He felt the property is now stabilized and in good condition for winter, and recommended pausing after the next steps to develop a multi-year strategic plan that considers rental revenue from the Lane property, the Collector’s Eye, and the tannery, and ensures the Town lives within its means. Mr. Roache agreed with finishing the exterior work and removing bat mitigation from the immediate plan. He noted that roughly \$45,000 in exterior repairs remain and suggested the Board could take \$35,000 of the Heritage Commission’s \$50,000 if they wished to minimize use of the funds. Ms. Knab felt that margin was too tight and preferred keeping bat-related items in the plan with the understanding they may be delayed.

Ms. Knab asked Mr. Anderson whether he was comfortable using Heritage funds. Mr. Anderson said he was not comfortable, but would not vote against it. Mr. Tramaloni disagreed, stating the funds exist specifically for projects like this and that using them is appropriate. He added he could support waiting if Mr. Anderson felt strongly, but Mr. Anderson reiterated he would not oppose the use. Ms. Knab noted the Heritage Commission unanimously supports using the funds and that many members are trusted long-time residents. She said she feels more comfortable using Heritage funds than relying heavily on DPW labor and believes the funds have been waiting for an appropriate project. Mr. Anderson emphasized the need for a strategic, multi-year approach. Ms. Knab agreed, noting that once the major exterior work is complete, the Town will need to carefully plan interior work over the next several years. Mr. Roache added that this is the right moment to pause after exterior completion, as interior decisions will be significant. Mr. Tramaloni stressed that long-term planning must include a clear end goal, ensuring the property becomes revenue-generating rather than stalled for years.

Ms. Knab asked whether a formal motion to accept Heritage funds was required. Mr. Roache said he would confirm whether a hearing is needed. Ms. Knab emphasized the importance of handling the acceptance correctly and transparently. Mr. Roache will report back at the September 21 meeting. Ms. Knab said Mr. Bedard could be informed that sufficient work will be available.

Mr. Roache continued the Lane property update with a discussion of rental revenue and DPW time. He noted that counsel has confirmed the Town may direct all or a portion of rent revenue into the trust, though doing so would reduce revenue shown on Ms. Ruest's spreadsheet. He added that this approach could help demonstrate long-term sustainability, especially given the significant DPW time currently spent on mowing, snow removal, and maintenance. He is preparing a strategic financial model incorporating rent estimates and DPW labor projections, with assistance from Nate Merrill, and expects it to be ready within the next few meetings.

Ms. Knab asked if there was anything further on the Lane property. Mr. Roache said Bill Lane plans to visit on Columbus Day to see the progress, and staff will prepare the site as well as possible. He suggested showing before-and-after photos to illustrate the work completed. Those planning to attend include Drew Bedard, Nate Merrill, and Tim Roache; DPW staff may join if invited, and the Board is welcome as well.

Ms. Knab reminded the Board that the Plaistow meeting on the ALS intercept program will be held the following evening. She noted she is unable to attend but emphasized the value of having supportive towns present, as some communities on default budgets are uncertain about continued participation. Chief Denton has encouraged strong representation from towns committed to the program. Mr. Roache confirmed he plans to attend.

Mr. Roache reported that the Office Coordinator and Building Inspector both started on Tuesday. Each expressed confidence they will work well together, and the Building Inspector has already begun inspections around town. The Coordinator faces a steep learning curve with zoning, but Ms. Connors and Ms. Price are actively training her. Mr. Anderson noted both new staff will have a learning curve, particularly as the Building Inspector transitions from Massachusetts to New Hampshire codes. He suggested ensuring their time is used effectively once they settle in; Mr. Roache will discuss ideas with him later.

Mr. Roache reported new Zoning and Planning Board members have joined. The Kia dealership will be the next major development review. Preparations for the Seabrook graded drill are underway. Mr. Hickey successfully restored the copper phone lines, and Mr. Roache and Mr. Anderson will meet with potential Emergency Management Director candidates the next morning.

Chief Denton reported Engine One is out of service due to a failed brake line and rear axle leak; both issues are covered under warranty, with return expected late September. Engine Three passed inspection but needs new tires, estimated at \$5,000, which will exceed the remaining \$600 in the vehicle maintenance budget.

Mr. Roache said the keyless access project continues to face delays. The vendor has committed to completing the Town Office the week of September 21, with full functionality by week's end. Work at the Fire Department will extend into October due to wiring conflicts with the existing burglar alarm system. Fobs have been secured instead of cards, and the Town Clerk's entry doors will be rekeyed to eliminate old key access.

Mr. Roache received the RPC Stratham Hill Park plan results and will schedule a presentation for October, followed by discussion of incremental next steps.

Turning to the CIP, Mr. Roache praised Ms. Fowle's work. They now have a framework for CIP and capital reserves and will refine project appropriations for the 2027 warrant article. A full CIP summary document is expected in time for budget season.

Mr. Roache continues work on policies and procedures, prioritizing purchasing/procurement, fund balance, and credit card policies.

Regarding the Employee Manual, Mr. Anderson said he and Mr. Hickey will meet Monday and expects to have a clear sense of remaining work. Both believe the manual is close to completion.

Mr. Roache reported that all departments have been asked to include detailed notes in their budget drafts so the Budget Committee can better understand line items that may otherwise appear unclear. Departments have received their draft worksheets and will return them in October.

Ms. Knab recommended contacting David Emanuel early to ensure the Budget Committee is fully staffed and prepared for the season, noting that delays sometimes occur in getting members on board. Mr. Roache agreed to reach out to him.

RESERVATIONS

Ms. Knab motioned to allow the Stratham Republicans to use the Sewall Room on October 22 and have the fee waived as we traditionally do with our political parties. Mr. Tramaloni seconded the motion. Roll call: Knab-yes; Anderson-yes; Tramaloni-yes

APPOINTMENTS

Mr. Anderson motioned to appoint Mel McGrail and Dan Crow to the Stratham Hill Park Association Committee for a three year term ending March 2029. Ms. Knab seconded the motion. Roll call: Knab-yes; Anderson-yes; Tramaloni-yes.

Ms. Knab motioned to appoint Matthew Malone to the Zoning Board of Adjustment as a full regular member for a three year term ending March 2028. Mr. Tramaloni seconded the motion. Roll call: Knab-yes; Anderson-yes; Tramaloni-yes.

Mr. Anderson detailed why he believes the term for Jameson Paine should expire in 2027. The motion from the last meeting was determined to be correct.

Mr. Tramaloni expressed gratitude to Ms. Knab and Mr. Anderson for their support.

At 8:41pm Ms. Knab motioned to go into a non-public session in accordance with RSA 91-A:3, II(b), II(d) and II(e). Mr. Anderson seconded the motion. Roll call: Knab-yes; Anderson-yes; Tramaloni-yes.

At _____ Ms. Knab motioned to come out of the non-public session and seal the minutes render action ineffective. Mr. Anderson seconded the motion. Roll call: Knab-yes; Anderson-yes; Tramaloni-yes.

Mr. Roache reported that a Vietnam veteran approached him requesting that a flag be placed on the empty flagpole at the Lane property. He noted that a light would be required for proper display and that DPW would need to raise and lower the flag.

He also reported that Mt. Washington will project lights into the sky for the 9/11 memorial, which may draw additional visitors to the top of Stratham Hill Park. He will notify the Police Department so they may allow the activity for this occasion.

Seeing no further business, at 9:05pm Ms. Knab motioned to adjourn. Mr. Anderson seconded the motion. Roll call: Knab-yes; Anderson-yes; Tramaloni-yes.

Respectfully submitted,

Karen Richard
Recording Secretary



STRATHAM POLICE DEPARTMENT

Anthony J. King – Chief of Police

76 Portsmouth Avenue, Stratham, NH 03885

(603) 778-9691 – FAX (603) 778-6183

To: Stratham Select Board

Date: Sept 15, 2026

Subject: August Monthly Report

POLICE DEPARTMENT ACTIVITY:

2026	Aug
Reportable Incidents (Cases)	33
MV Stop	
Warnings	315
Summons/Citations	16
Arrest	1
Accidents	25
Assist Citizens	77
Animal Incidents	27
Directed Patrols and Building Checks	749
Medical Aid	45
Traffic Monitoring	230
Alarm Activations	26
Well Being Checks	15
Mutual Aid/ Assist Other Agency	10
Monthly Total	1,569

August Updates

New Walther 9mm pistols ordered. Transition and qualifications October.

New LiveScan finger printing machine wiring and preparation completed. Delivery anticipated early October.

New ACO/CSO position filled. Background completed, conditional offered with start date of September 22nd.

Deputy Chief position posted and assessment center finalized.

PD Quarterly September 21st.

2025 v 2026 Comparison	2025 Jan - Aug	2026 Jan - Aug	% Difference 2025 v 2026
Reportable Incidents	254	280	10%
MV Stop	1,979	1,866	-6%
Warnings	1,562	1,692	8%
Summons/Citations	417	174	-58%
Arrest	89	20	-78%
Accidents	93	195	110%
Assist Citizens	262	415	58%
Animal Incidents	150	232	55%
Directed Patrols and Building Checks	3,378	4,319	28%
Medical Aid	331	510	54%
Traffic Monitoring	894	1,954	119%
Alarm Activations	185	162	-12%
Well Being Checks	73	124	70%
Mutual Aid/ Assist Other Agency	23	41	78%
Monthly Total	9,690	11,979	24%

Stratham Energy Commission September 2026 Select Board Update:

- 1) Police Station Solar Array update: In late 2025, Stratham completed the buyout of the remaining Power Purchase Agreement (PPA) with Revision Energy to take full ownership of the solar array on the Police Station roof, initially installed in 2019. The savings of the project's first 5 years of operation more than covered the buyout costs. From that point forward, the project, through electricity purchase savings and the sales of the array's Renewable Energy Certificates (RECs), has, and will continue to, deliver approximately \$8K-\$9K of operating cost savings per year.
- a. Future project opportunities: SEC has created a "Payback Calculator" for the town to consider adding solar when siting a new building or upgrades to existing sites. The Commission ask that this to be considered when opportunities arise:

Projected Cost of Installation	\$94,200	Example Only
Projected Size of System (W-DC)	33,630	
Annual Estimated kWh production per installed watt (year 1)	1.173416592	
Annual production degradation of panels (%)	0.50%	
Initial UES rate per kWh	\$0.21	
Assumed UES escalation rate per kWh (%/yr)	2.00%	

Year	Estimated Annual Solar Production (kWh)	Cost per KW-HR (\$)	Annual Savings	Accumulated Savings
1	39,462	0.2100	\$8,287	\$8,287
2	39,265	0.2142	\$8,410	\$16,698
3	39,068	0.2185	\$8,536	\$25,233
4	38,873	0.2229	\$8,663	\$33,896
5	38,679	0.2273	\$8,792	\$42,688
6	38,485	0.2319	\$8,923	\$51,611
7	38,293	0.2365	\$9,056	\$60,668
8	38,101	0.2412	\$9,191	\$69,858
9	37,911	0.2460	\$9,328	\$79,186
10	37,721	0.2510	\$9,467	\$88,653
11	37,533	0.2560	\$9,608	\$98,261

- 2) Community Power Participation: Stratham participates, along with over 50 other NH towns and counties, as a member of Community Power Coalition of New Hampshire (CPCNH), the largest community power organization in the state. While the organization offers many benefits to its member communities, the overwhelming driving factor of Stratham residents was to reduce supply costs. CPCNH provided those savings in its first year of operations but has not been able to maintain over the next 2 years (see pricing chart below). While there are many factors outside of the organization's control that have led to its reduced competitiveness, it is the recommendation of the Energy Commission to take the following steps to ensure residents do not continue to pay more than is necessary:
- Immediately: Request CPCNH to stop automatically enrolling new meters in the quarterly account refresh mechanism unless the CPCNH rate is BELOW the default supply rate of Unitil at the time of the refresh. This impacts new residents or business accounts.
 - When published in late December/early January: Withdraw from CPCNH membership if CPCNH rate is NOT BELOW the published Unitil default supply rate.

CPCNH Rate Comparison					
Period	CPCNH (\$/kWh Rate)	Unitil (\$/kWh Rate)	CPCNH Rate Gap	CPCNH Monthly Savings *	CPCNH Rate Period Savings *
Feb 2024 - July 2024	\$0.081	\$0.107	\$0.026	\$16.90	\$101.40
Aug 2024 - Jan 2025	\$0.086	\$0.105	\$0.019	\$12.35	\$74.10
Feb 1 2025 - Mar 2 2025	\$0.089	\$0.083	(\$0.006)	(\$3.90)	(\$3.90)
Mar 3 2025 - July 2025	\$0.097	\$0.083	(\$0.014)	(\$9.10)	(\$45.50)
Aug 2025 - Jan 2026	\$0.137	\$0.118	(\$0.019)	(\$12.69)	(\$63.44)
Feb 2026 - July 2026	\$0.149	\$0.121	(\$0.029)	(\$18.73)	(\$112.38)
Aug 2026 - Jan 2027	\$0.153	\$0.143	(\$0.010)	(\$6.47)	(\$38.84)

* Per household, estimated 650 kWh / month



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

LEGAL/PUBLIC NOTICE OF PUBLIC HEARING TOWN OF STRATHAM SELECT BOARD

Notice is hereby given, pursuant to the provisions of RSA 36-A:5, II and RSA 675:5, that a public hearing will be held on **Monday, September 21, 2026, at 7:00 PM** at the Stratham Municipal Center, 10 Bunker Hill Avenue, Stratham, NH, for the Select Board to consider to expend a total of \$500,000 from the Land Conservation Trust Fund toward the acquisition of a conservation easement to be jointly held by the Town of Stratham and the Southeast Land Trust encumbering portions of the properties at 73A College Road, Tax Map 20, Lot 01, and Tax Map 17, Lot 27, colloquially known as Stuart Farm, owned by Squamscott Fields, LLC. The purpose of the easement is to maintain portions of the property in perpetuity as open space. This meeting is open to the public. For more information regarding the potential transaction or to request special accommodations to participate in the public hearing, please contact the Planning & Building Department at (603) 772-7391, ext. 184, or by email at planning@strathamnh.gov.



TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue, Stratham NH 03885

Town Clerk/Tax Collector 603-772-4741

Select Board/Administration/Assessing 603-772-7391

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

Fax (All Offices) 603-775-0517

TO: Select Board Members

FROM: Vanessa Price, Director of Planning & Building

FOR: August 17, 2026, Select Board Meeting

RE: Squamscott Fields LLC (aka "Stuart Farm"), Tax Map 20, Lot 1 Conservation Easement

At a public hearing held on Wednesday, May 27, 2026, at 7:00 p.m. at the Stratham Municipal Center, the Conservation Commission considered the expenditure of \$500,000 from the Land Conservation Trust Fund toward the acquisition of a conservation easement over portions of the properties located at 73A College Road, Tax Map 20, Lot 01, and Tax Map 17, Lot 27, commonly known as Stuart Farm and owned by Squamscott Fields, LLC.

The conservation easement would be jointly held by the Town of Stratham and the Southeast Land Trust of New Hampshire (SELT), with the purpose of permanently protecting portions of the property as open space.

SELT requested that a public hearing be held before the Select Board. The hearing has been scheduled and advertised for the September 21, 2026, Select Board meeting.

At this meeting, SELT is requesting that the Select Board formally authorize the Town's expenditure of \$500,000 from the Land Conservation Trust Fund toward the acquisition of the conservation easement, approve the associated agreements, and designate an individual authorized to execute the conservation deed, Baseline Documentation Report, Cooperative Agreement, and other documents necessary to complete the transaction on behalf of the Town.

Staff recommends that the Select Board:

1. Approve the expenditure of \$500,000 from the Land Conservation Trust Fund toward the acquisition of the conservation easement for the Stuart Farm properties;
2. Approve the Conservation Easement Deed;
3. Approve the Conservation Easement Stewardship Cooperative Agreement; and
4. Authorize the Town Administrator to serve as the Town's designee and execute the Conservation Easement Deed, Conservation Easement Stewardship Cooperative Agreement, and Baseline Documentation Report;



TOWN OF STRATHAM

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Fax (All Offices) 603-775-0517

TO: Select Board Members

FROM: Vanessa Price, Director of Planning & Building

FOR: September 21, 2026, Select Board Meeting

RE: Off Winnicutt Road Tax Map and Lot: 14-110 Road Names

At a regularly scheduled and duly noticed meeting on March 31, 2026, the Zoning Board of Adjustment granted an Appeal from an administrative decision related to New Hampshire RSA 674:41, as the lot currently has no frontage on a Class V road or better. An easement deed was subsequently recorded with the Rockingham County Registry of Deeds on May 13, 2026, and a copy is enclosed with this memo.

When the owner applied for the building permit, no address had been assigned to the parcel. An addressing meeting E-911 addressing standards is required before the building permit can be issued.

During the addressing process for the rear lot, the New Hampshire Department of Safety, Division of Emergency Services and Communications (E-911), identified the need to address the access and surrounding properties. After reviewing the configuration of the affected parcels, E-911 recommended naming the shared access drive and assigning addresses to the new home. This approach would provide the clearest addressing for emergency response and accommodate potential future development.

For consideration at the September 21, 2026, Select Board meeting, the Department of Planning & Building coordinated with E-911 and consulted with the Stratham Fire Chief and Police Chief. Both Chiefs concurred with E-911's recommendation. E-911 also reviewed and approved the following road names proposed by the property owner:

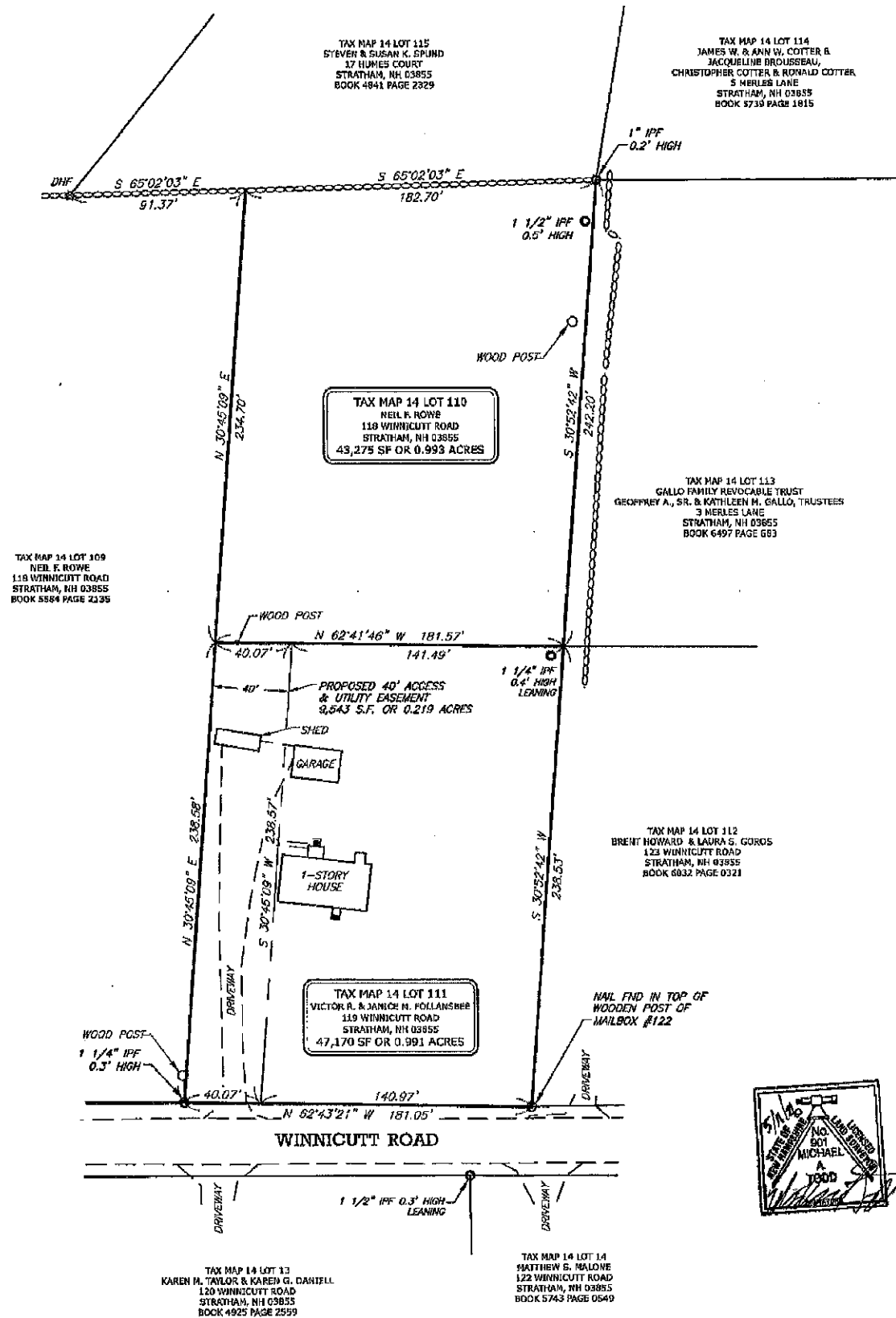
1. Cooks Corner Lane
2. Whitetail Way
3. Sugar Maple Lane

Staff respectfully requests that the Select Board select and approve one of the three proposed road names so that E-911 addressing can be finalized and the appropriate address assigned to the affected property.

Enclosure:

- Site Plan

1. "SUBDIVISION OF LAND FOR GERTRUDE M. MARSTON IN STRATHAM, N.H." DATED NOV. 1984, PREPARED BY PARKER SURVEY ASSOC., INC., R.C.R.D. PLAN #D-13246.
2. "SUBDIVISION OF LAND LOCATED IN STRATHAM, NH" DATED NOV. 4, 1986, PREPARED BY KIMBALL CHASE COMPANY, INC., R.C.R.D. PLAN #D-15655.



LEGEND

- | | |
|---|--------------------------------|
|  | BOUNDARY/PROPERTY LINE |
|  | ABUTTING PROPERTY LINE |
|  | EASEMENT LINE |
|  | EXISTING ROAD/DRIVEWAY/WALKWAY |
|  | STONE WALL |
|  | DRILL HOLE FOUND (DPH) |
|  | IRON PIPE FOUND (IPF) |
|  | EXISTING WOOD POST |

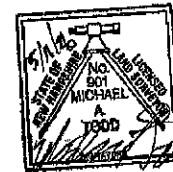
SURVEYOR CERTIFICATION

"I HEREBY CERTIFY THAT THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND AND HAS AN ERROR OF CLOSURE OF GREATER ACCURACY THAN ONE PART IN TEN THOUSAND (1:10,000)."

"I CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO THIS TITLE AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN."

"I HEREBY CERTIFY THAT I HAVE FILED A COPY OF THIS PLAN WITH THE PLANNING BOARD OF TOWN OF SYRATHAM IN ACCORDANCE WITH RSA 676:18(V)"

Michael J. Del 5/11/24
LICENSED LAND SURVEYOR DATE



D-45558

SCALE: 1"=40'

GRAPH-IC SCALE

DATE	DESCRIPTION	BY	REV.
------	-------------	----	------



LOCUS MAP

(SCALE: 1"=2000')

NOTES:

1. OWNERS OF RECORD:

TAX MAP 14 LOTS 110
NEIL F. ROWE
118 WINNICUTT ROAD
STRATHAM, NH 03885
BOOK 5584 PAGE 2135 (TRACT III)

TAX MAP 14 LOT 111
VICTOR R. & JANICE M. FOLLANSBEE
118 WINNICUTT ROAD
STRATHAM, NH 03885
BOOK 2222 PAGE 0428
2. THE INTENT OF THIS PLAN IS TO SHOW THE PROPOSED ACCESS & UTILITY EASEMENT ACROSS TAX MAP 14 LOT 111 FOR THE BENEFIT OF TAX MAP 14 LOT 110.
3. LOT SIZE:

TAX MAP 14 LOT 110: 43,275 SF OR 0.993 ACRES
TAX MAP 14 LOT 111: 47,170 SF OR 0.991 ACRES
4. CURRENT ZONING: RESIDENTIAL/AGRICULTURAL (R/A)
5. THIS LOT IS NOT LOCATED IN THE 100 YEAR FLOOD ZONE, PER FLOOD INSURANCE RATE MAP, ROCKINGHAM COUNTY, NEW HAMPSHIRE PANEL 245 OF 681, MAP NUMBER 33015C0245F, EFFECTIVE DATE JANUARY 29, 2021.
6. THIS PLAN IS BASED ON SURVEY FIELD WORK PERFORMED IN JULY & AUGUST 2020 UTILIZING CARLSON BRX-7 GPS RECEIVERS, A CARLSON CRK-5 ROBOTIC TOTAL STATION, HORIZONTAL DATUM IS NEW HAMPSHIRE STATE PLANE NAD 83 BASED ON A STATIC GPS OBSERVATION AND OPUS SOLUTION.

TAX MAP 14 LOTS 110 & 111

EASEMENT PLAN

LOCATED AT:
119 WINNICUTT RD
STRATHAM, NEW HAMPSHIRE

PREPARED FOR: AUFFANT PROPERTIES LLC
750 LAFAYETTE RD, #201
PORTSMOUTH, NH 03801

PROPERTY OWNERS:
TH 114 LOTS 109 & 110 TH 114 LOT 111
NEIL F. ROWE VICTOR R. & JANICE M.
118 WINNICUTT RD FOLLANSBEE
STRATHAM, NH 03885 119 WINNICUTT RD

SCALE: 1" = 40'	JANUARY 8, 2026	SHEET 1 OF 1
-----------------	-----------------	--------------

DESIGN:	DRAWN:	CHECKED:	FB:	PG:	1802-02
M.A.T.	M.A.T.	M.A.T.	693	24	

Bedford Design

603-622-5533 • 592 HARVEY ROAD MANCHESTER, NH 03103 • www.BedfordDesign.com

From: [Jeff Denton](#)
To: [Susan Connors](#)
Cc: [Anthony King](#); [Vanessa Price](#)
Subject: Re: new address in Stratham
Date: Wednesday, September 2, 2026 5:55:58 PM

No comments or issues with any of those road names from the FD.

Jeff

Jeffrey M. Denton, Chief

Stratham Fire Department

Jdenton@strathamnh.gov

Fire Station: 603-772-9756

****CONFIDENTIAL COMMUNICATION****

E-mails from Stratham Fire & Rescue may contain confidential and privileged material, and are for the sole use of the intended recipient. Use or distribution by an unintended recipient is prohibited, and is covered by the Electronic Communications Privacy Act, 18 USC 2510-2521. If you believe that you've received this e-mail in error, please do not read this e-mail or any attached items. Please delete the e-mail and all attachments, including any copies thereof, and inform the sender that you have deleted the e-mail, all attachments and any copies thereof. Thank you.

On Sep 2, 2026, at 14:45, Anthony King <aking@strathampd.gov> wrote:

No comments.

Sent from my iPhone

On Sep 2, 2026, at 2:36 PM, Susan Connors
<sconnors@strathamnh.gov> wrote:

Hi Chiefs,

It has been recommended by the State that we require the driveway to serve the landlocked parcel labeled "110" on the attached photo be named as opposed to addressing it as 121 Winnicutt because the

access will be in between 117 and 119 which would make 121 out of sequence. The property owner proposes the following names for which the State found no conflicts:

1. Cooks Corner Lane
2. Whitetail Way
3. Sugar Maple Lane

Do you have any comments on the proposed names or numbering? Building permits have been submitted for both this lot and for 117 Winnicutt Road.

Thank you,
Susan

<image003.png>

From: Vanessa Price <vprice@StrathamNH.gov>
Sent: Wednesday, September 2, 2026 2:28 PM
To: Susan Connors <sconnors@StrathamNH.gov>
Cc: Jim Joseph <JJoseph@StrathamNH.gov>
Subject: RE: new address in Stratham

Susan,

Can you verify with the fire department and police that there are no issues?

Thank you.

Best Regards,

Vanessa Price
Director of Planning & Building
Town of Stratham
10 Bunker Hill Avenue
Stratham, NH 03885
603-772-7391, ext 147

From: Walterscheid, Stephanie <stephanie.c.walterscheid@desc.nh.gov>
Sent: Wednesday, September 2, 2026 1:52 PM
To: Susan Connors <sconnors@StrathamNH.gov>
Cc: Jim Joseph <JJoseph@StrathamNH.gov>; Vanessa Price

<vprice@StrathamNH.gov>

Subject: RE: new address in Stratham

Hello,

There are no conflicts with any of these proposed names.

Thanks!

Steph

Stephanie C. Walterscheid
Community Relations Specialist
New Hampshire Department of Safety
Division of Emergency Services & Communications
603-527-9511 (office)
50 Communications Dr, Laconia, NH 03246

From: Susan Connors <sconnors@StrathamNH.gov>

Sent: Wednesday, September 2, 2026 8:14 AM

To: Walterscheid, Stephanie <stephanie.c.walterscheid@desc.nh.gov>

Cc: Jim Joseph <JJoseph@StrathamNH.gov>; Vanessa Price
<vprice@StrathamNH.gov>

Subject: RE: new address in Stratham

EXTERNAL EMAIL WARNING! This email originated outside of the New Hampshire Executive Branch network. Do not open attachments or click on links unless you recognize the sender and are expecting the email. Do not enter your username and password on sites that you have reached through an email link. Forward suspicious and unexpected messages by clicking the Phish Alert button in your Outlook and if you did click or enter credentials by mistake, report it immediately to helpdesk@doit.nh.gov!

Hi Stephanie,

The property owner submitted the following driveway names. Can you please review?

1. Cooks Corner Lane
2. Whitetail Way
3. Sugar Maple Lane

Thank you,

Susan Connors
Planning Project Assistant
Town of Stratham
10 Bunker Hill Avenue
Stratham, NH 03885
603-772-7391, ext 184

From: Walterscheid, Stephanie <stephanie.c.walterscheid@desc.nh.gov>
Sent: Wednesday, July 29, 2026 12:32 PM
To: Susan Connors <sconnors@StrathamNH.gov>
Cc: Jim Joseph <JJoseph@StrathamNH.gov>; Vanessa Price <vprice@StrathamNH.gov>
Subject: RE: new address in Stratham

If I'm reading this correctly, the driveway will be to the left of 119 Winnicutt (if facing it from the road). That would make 121 out of sequence. The recommendation would be to name the driveway and address it off that, rather than use 117 or 121. You would not need to change 119 Winnicutt's address to be off the newly named drive, because it still faces Winnicutt.

Stephanie C. Walterscheid
Community Relations Specialist
New Hampshire Department of Safety
Division of Emergency Services & Communications
603-527-9511 (office)
50 Communications Dr, Laconia, NH 03246

From: Susan Connors <sconnors@StrathamNH.gov>
Sent: Wednesday, July 29, 2026 10:40 AM
To: Walterscheid, Stephanie <stephanie.c.walterscheid@desc.nh.gov>
Cc: Jim Joseph <JJoseph@StrathamNH.gov>; Vanessa Price <vprice@StrathamNH.gov>
Subject: RE: new address in Stratham

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you did click or enter credentials by mistake, report it immediately to helpdesk@doit.nh.gov!

Attached is the plan. The driveway is going across 119 Winnicutt.

Thank you,
Susan

From: Walterscheid, Stephanie <stephanie.c.walterscheid@desc.nh.gov>
Sent: Wednesday, July 29, 2026 10:33 AM
To: Susan Connors <sconnors@StrathamNH.gov>
Cc: Jim Joseph <JJoseph@StrathamNH.gov>; Vanessa Price <vprice@StrathamNH.gov>
Subject: RE: new address in Stratham

Good morning,

This really depends on where the driveway is going to fall. In the snapshot below, I've listed the approximate distance-based addresses. As you can see, it's already a little off. With this other parcel between 119 and 115 still undeveloped, that leaves very little wiggle room for future development.

That being said, if the driveway goes between the existing 119 and 123, 121 would work. If it goes between 119 and the undeveloped parcel, you are going to run into issues in the future when that parcel is developed, because you could use 117, but then you have no options for that other parcel. If that's the case, it may be better to name the driveway and address it off the driveway, just to make sure that all of your bases are covered. It is also helpful to approach it this way because it helps give some indication that the property is not actually right off Winnicutt Rd, but behind this other property, so first responders know they are going to have to travel a ways back before they find it.

That's a bit of a lengthy answer, but I will be in the area tomorrow and can drop by!

Thanks,
Steph

<image001.png>

Stephanie C. Walterscheid
Community Relations Specialist
New Hampshire Department of Safety
Division of Emergency Services & Communications
603-527-9511 (office)
50 Communications Dr, Laconia, NH 03246

From: Susan Connors <sconnors@StrathamNH.gov>
Sent: Wednesday, July 29, 2026 10:20 AM
To: Walterscheid, Stephanie <stephanie.c.walterscheid@desc.nh.gov>
Cc: Jim Joseph <JJoseph@StrathamNH.gov>; Vanessa Price
<vprice@StrathamNH.gov>
Subject: new address in Stratham

EXTERNAL EMAIL WARNING! This email originated outside of the New Hampshire Executive Branch network. Do not open attachments or click on links unless you recognize the sender and are expecting the email. Do not enter your username and password on sites that you have reached through an email link. Forward suspicious and unexpected messages by clicking the Phish Alert button in your Outlook and if you did click or enter credentials by mistake, report it immediately to helpdesk@doit.nh.gov!

Hi Stephanie,

We have a landlocked parcel of land that is approved for a new home (PID 14-110-000). It is directly behind 119 Winnicutt Road. 121 Winnicutt Road is available, should we use that?

Thank you,
Susan

Susan Connors
Planning Project Assistant
Town of Stratham
10 Bunker Hill Avenue
Stratham, NH 03885
603-772-7391, ext 184

From: [Jim Cushman](#)
To: [Timothy Roache](#)
Subject: Fwd: JD Loader
Date: Wednesday, September 16, 2026 9:30:55 AM

Sent from my iPhone

Begin forwarded message:

From: Kevin OBrien <rockkob@comcast.net>
Date: September 15, 2026 at 4:53:39 PM EDT
To: Jim Cushman <shoeboxjim@gmail.com>
Subject: JD Loader

Town of Stratham, NH

Highway and Roads Dept

Town Administrator

Regards to the out of service JD Loader the town has in its possession we can exercise our bid of 4100.10 USD. On our behalf we have Mr Jim Cushman to represent our interest on this matter. We would require a Bill of Sale from the town and we would also like to know who the proceeds be payable to and what type of funds. Our company is

Rockingham Equipment Sales LLC

370 Portsmouth Ave

Greenland NH 03840

Our Mailing address is

PO Box 1285

Portsmouth NH 03802

We are a NH based company and are registered with the NH Secretary of State in NH since May 2016 in good standing. Please feel free to reach out to us with any questions regarding this matter at 6032345882. We thank you for your attention on this. Kevin J OBrien



TOWN OF STRATHAM

Incorporated 1716

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Select Board/Administration/Assessing 603-772-7391

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

Fax (All Offices) 603-775-0517

To: Select Board

From: Town Administrator

Date: September 21, 2016

Subject: Lane Property Update

Finances

At the September 9, 2016 Select Board meeting the Board reached consensus to utilize \$50,000 from the Heritage Preservation Fund. This fund was established in 2011 at Town meeting for the purpose of preserving historical properties and cultural resources within the Town as authorized under RSA 674:44-b and to designate the Select Board as agents to expend from this Fund.

This allows the Select Board to move forward without additional process, acting as the agents authorized by the voters pursuant to RSA 35:15, to authorize the expenditure of up to \$50,000 from the Town's Heritage Preservation Fund for eligible preservation and rehabilitation work at the Lane Property.

The Tannery

Work is underway to restore the exterior of the Tannery. This work includes the restoration of an historic "outhouse" attached to the structure that will be converted to storage. Repairs to the siding are underway. This has exposed additional rot of the sill and structural members of the framing. We are currently evaluating the extent of this damage to determine the best course of action.

We are also getting a quote to break out the electric service of this building to its own meter and account before we open the unit for rent.

Lane House

Work on the Lane house is currently paused as we anticipate a decision on the use of Heritage Preservation Funds.

Septic System

We are ready to move forward with the replacement of the septic system. We are waiting on final state approval.

Cobble House

Propane conversion is underway. The propane tanks have been installed. The oil tank has been removed. Furnace is in place and ready for the winter season.

Bat Mitigation

Bat mitigation at the Collectors Eye Barn still needs to be addressed. We are investigating working with the tenant to hire a contractor to complete the preventative measures. The Town will complete the clean up with a qualified vendor next spring.

Bill Lane Visit

Bill Lane will be visiting Stratham for a brief tour of progress at the Lane Homestead on Monday 10/12 at 9:00 AM. I am coordinating with staff and contractors to make sure we are prepared to present the progress made to date and ensure the construction debris and cleared and the landscape is maintained.



TOWN OF STRATHAM

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

COMMITTEE APPOINTMENT APPLICATION

Place an X next to your choice(s)

☐ Communications & Community Engagement

☐ Conservation Commission

☐ Energy Commission

☐ Exeter Squamscott River Advisory Committee

☐ Heritage Commission

☐ Planning Board

☐ Recreation Commission

☐ Stratham Community Garden

☐ Summerfest Committee

☐ Zoning Board of Adjustment

☒ Stratham Hill Park Assoc. Com

☐ Other _____

Greg Blood
Applicant Name (print)

Phone #

Address

Email

Registered Voter of Stratham? YES ☒ NO ☐

Number of Years as a Resident 57

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

To continue the great work of the Association

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

Current President of the SHPA

Greg Blood
Signature of Applicant

9-3-26
Date



TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue, Stratham, NH 03885

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Select Board's Office/ Administration/ Assessing 603-772-7391

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

COMMITTEE APPOINTMENT APPLICATION

Place an X next to your choice(s)

☐ Communications & Community Engagement
☐ Conservation Commission
☐ Energy Commission
☐ Exeter Squamscott River Advisory Committee
☐ Heritage Commission
☐ Planning Board

☐ Recreation Commission
☐ Stratham Community Garden
☐ Summerfest Committee
☐ Zoning Board of Adjustment
☐ Stratham Hill Park Assoc. Com
☐ Other _____

PATRICK D. KELLEY

Applicant Name (print)

Phone # _____

Address _____

Email _____

Registered Voter of Stratham? YES ☒ NO ☐ Number of Years as a Resident 40

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

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

Patrick D. Kelly



TOWN OF STRATHAM

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COMMITTEE APPOINTMENT APPLICATION

Place an X next to your choice(s)

- | | |
|---|---|
| ☐ Communications & Community Engagement | ☐ Recreation Commission |
| ☐ Conservation Commission | ☐ Stratham Community Garden |
| ☐ Energy Commission | ☐ Summerfest Committee |
| ☐ Exeter Squamscott River Advisory Committee | ☐ Zoning Board of Adjustment |
| ☐ Heritage Commission | ☒ Stratham Hill Park Assoc. Com |
| ☐ Planning Board | ☐ Other _____ |

Daniel J. Whittier

Applicant Name (print)

Phone # _____

Address _____

Email _____

Registered Voter of Stratham? YES ☒ NO ☐

Number of Years as a Resident 35 yrs

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

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

X Daniel J. Whittier



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COMMITTEE APPOINTMENT APPLICATION

Place an X next to your choice(s)

☐ Communications & Community Engagement
☐ Conservation Commission
☐ Energy Commission
☐ Exeter Squamscott River Advisory Committee
☐ Heritage Commission
☐ Planning Board

☐ Recreation Commission
☐ Stratham Community Garden
☐ Summerfest Committee
☐ Zoning Board of Adjustment
☒ Stratham Hill Park Assoc. Com
☐ Other _____

JOHN CUSHING
Applicant Name (print)

1-781-234-1234
Phone #

STRATHAM, NH 03885
Address

Email

Registered Voter of Stratham? YES ☒ NO ☐ Number of Years as a Resident 35

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

I AM VERY FOND OF STRATHAM HILL PARK. I CONSIDER IT A TOWN TREASURE. I WOULD LIKE TO SUPPORT THE GREAT WORK THAT THIS COMMITTEE DELIVERS IN SUPPORT OF STRATHAM HILL PARK.

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

EXPERIENCE RUNNING TOWN EVENTS AT THE PARK (STRATHAM FAIR, SUMMERFEST, ETC.).
MAINTAIN USEABILITY OF FOOD SHACKS AT THE PARK.

X



TOWN OF STRATHAM

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Town Clerk/Tax Collector 603-772-4741

Select Board/Administration/Assessing 603-772-7391

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

Fax (All Offices) 603-775-0517

To: Stratham Select Board

From: Tim Roache, Town Administrator

Date: September 21, 2026

Subject: Town Administrator Report

The following report provides an update on Town operations, departmental initiatives, and ongoing projects. It is intended to keep the Select Board informed of significant developments and upcoming priorities.

Town Administration

Household Hazardous Waste Collection

- Regional Household Hazardous Waste collection is October 3. This is a good item for the communication committee to help get the word out.

Department Head Budgets

- Department heads have received their budget templates for 2027. Budget Sheets are due back to the finance office on October 6.

Planning and Building

- The local Emergency Operations Plan is grant we approved back in March is through Governor and Council and we have been authorized to proceed. Planning Department is leading the effort to hire a consultant to assist with the plan development.

DPW

- Union Road Culvert: Inspection was completed by Wind River Environmental and determined the most cost-effective repair is to parge the culvert. The quote for this work is \$4,500.

Route 33 Corridor Study/Greenland Charette

- The Town of Greenland is hosting a Planning Charette for the Winnicutt River Bridge replacement. I have been asked to serve on the Charette Panel as an expert in transportation planning. Decisions made related to this bridge could impact on the longer-term improvements to the rest of the corridor and have an impact on Stratham.

Seabrook Drill and Emergency Management Director

- We are preparing for the Seabrook drill on September 23. Copper phone lines have been restored. Phone system is in working order for the drill.
- We have two qualified and interested candidates to take on the role of Emergency Management Director

Fire Department

- We are investigating options to maximize efficiency of the per-diem shift personnel. We are scheduled to discuss it with a labor attorney and establish best practice strategy for scheduling per-diem staff.
- Awaiting the next update on the Plaistow ALS as municipalities grapple with the decision to participate.

Keyless Access System

- We have been promised completion of the installation of the keyless access system for the Municipal Center and Library for the week of September 21.
- Fire Department will require the integration of an updated burglar alarm system. This will require an additional \$6,500 in cost. The project cost is within the approved budget from Town Meeting.
- Re-key of the exterior doors to further enhance building security and complement the new access control system will follow.

Stratham Hill Park Planning

- We received the summary report of the SHP Planning exercise. I recommend the RPC come and present the report and host a discussion of next steps at an October meeting.

Capital Improvement Program (CIP) and Capital Reserve Funds (CRF)

- Work has begun on updating the Town's Capital Improvement Program and Capital Reserve Fund planning documents

- We have held meetings with Department heads to do the planning work needed for sound capital investment.
- Met to review draft documents on September 9. Work will continue to prepare the drafts for budget consideration.

Policies and Procedures

- Several administrative policies have been reviewed and updated and will be presented to the Select Board for consideration at an upcoming meetings, including:
 - Purchasing Policy - See attached
 - Fund Balance Policy
 - RSA 91-A Internal Procedures
 - Credit Card Policy
 - ~~Mailbox Replacement Policy~~
- Staff continue to review additional policies and procedures and will coordinate updates, where appropriate, with the comprehensive revision of the Employee Manual.

Employee Manual Update

- Seth Hickey and Joe Anderson continue to make significant progress on updating the Employee Manual. The review of the entire manual has been completed, and revisions are now being refined to ensure consistency with current practices, policies, and applicable laws.

FY 2027 Budget and Town Meeting Preparation

- Key milestones and deadlines for the FY 2027 budget development process and the Town Meeting warrant have been established.
- Staff have begun implementing enhancements to the Town's budget spreadsheets to improve documentation, increase transparency, and reduce the potential for errors throughout the budget development process.



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

Draft for Consideration of Select Board – First Read _____
TOWN OF STRATHAM, NH PURCHASING POLICY

TOWN OF STRATHAM

PURCHASING POLICY

PURPOSE

The purpose of this policy is to establish uniform procedures for the procurement of goods and services by the Town of Stratham. The policy is intended to promote fairness, fiscal responsibility, competition, and the prudent expenditure of public funds.

This policy is adopted pursuant to RSA 41:8 and RSA 41:9 and applies to all Town departments, boards, committees, and commissions except the Stratham Public Library, which is governed by the Board of Library Trustees pursuant to RSA 202-A:6.

GENERAL POLICY

Town purchases shall be made in a manner that is in the best interest of the Town and its taxpayers. When making purchasing decisions, consideration should be given to factors including:

- Price
- Quality
- Vendor experience and past performance
- Warranty and service
- Availability
- Delivery schedule
- Environmental sustainability when practical
- Support of local businesses when prudent

The Town is not required to award a contract solely on the basis of the lowest price. The Select Board may consider qualifications, experience, reputation, quality of service, and overall value when selecting a vendor.

The Select Board may authorize renewal or extension of an existing contract when it determines that continued service is in the Town's best interest.



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BUDGET AUTHORIZATION

No purchase shall be made unless sufficient funds have been appropriated through the annual operating budget, capital reserve funds, grant funding, or other lawful appropriation.

Department Heads are responsible for ensuring purchases remain within their approved budgets. Purchases exceeding available appropriations or established purchasing authority shall require approval by the Select Board.

Purchases involving state or federal grant funds shall comply with all applicable grant requirements and procurement regulations.

PURCHASING LEVELS

A. Purchases up to \$1,500

Department Heads may authorize purchases within their approved budgets. Competitive pricing should be obtained whenever practical.

B. Purchases from \$1,501 to \$5,000

Purchases require approval of the Town Administrator. The Department Head shall verify that sufficient funds are available within the approved budget.

C. Purchases from \$5,001 to \$25,000

The Department Head shall obtain at least three written quotations whenever practical and submit a recommendation to the Town Administrator for Select Board approval.

If three quotations cannot reasonably be obtained, documentation of the effort shall accompany the request.

D. Purchases over \$25,000

Purchases exceeding \$25,000 shall utilize a competitive procurement process, such as a Request for Quotations (RFQ), Request for Proposals (RFP), as determined appropriate by the Select Board. Final award authority rests with the Select Board.



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COMPETITIVE PROCUREMENT

The Town may utilize informal quotations, RFQs, RFPs, or formal competitive bidding depending upon the nature and complexity of the purchase.

The Select Board reserves the right to:

- Require any procurement method it deems appropriate.
 - Reject any or all bids or proposals.
 - Waive informal irregularities when in the Town's best interest.
 - Award contracts based upon the proposal determined to provide the greatest overall value to the Town.
-

WAIVER OF COMPETITIVE PROCUREMENT

The Select Board may waive competitive procurement requirements only under extenuating circumstances. Any waiver shall be supported by documented facts demonstrating why competitive procurement is impractical, unavailable, or unlikely to provide a meaningful benefit to the Town. A waiver shall not be used solely to avoid the time, expense, or administrative burden associated with competitive procurement or to favor a particular vendor. Qualifying circumstances may include but are not limited to:

- Sole-source purchases or equipment standardization.
- Emergency purchases necessary to protect life, property, or public services.
- Purchases from State of New Hampshire contracts or other governmental cooperative purchasing programs.
- Purchases covered by existing warranties, maintenance agreements, or repair services where competition is impractical.
- Cooperative Purchasing. The purchase is made through a competitively established contract or cooperative purchasing program

All waivers shall be documented in the record, including the reason for the waiver, the vendor selected, the amount of the purchase. The waiver and its basis shall be approved at a properly noticed Select Board meeting and reflected in the meeting minutes.

CONTRACTS



TOWN OF STRATHAM

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Contracts or agreements obligating the Town for purchases of \$5,000 or more shall be reviewed by the Town Administrator and approved by the Select Board or its authorized designee prior to execution.

The Town Administrator may require review by legal counsel, Primex, or other professional advisors whenever appropriate.

Multi-year contracts shall clearly state that the Town's financial obligations are subject to annual appropriations unless otherwise authorized by law.

ETHICAL PURCHASING

Town officials and employees involved in purchasing shall conduct all procurement activities fairly and impartially.

No person shall:

- Participate in a purchasing decision where they have a conflict of interest.
- Accept gifts, gratuities, favors, or compensation intended to influence purchasing decisions.
- Use confidential information for personal gain.
- Engage in any purchasing practice prohibited by law.

Purchases shall comply with RSA 95:1 and all other applicable state and federal laws.

Violations of this policy may result in disciplinary action, including termination of employment, and any other remedies permitted by law.

ADMINISTRATION

The Town Administrator in collaboration with the Finance Administrator shall administer this policy and may establish administrative procedures, forms, and internal controls necessary to implement it.

All purchases and payments shall comply with the Town's Internal Controls Policy.

EFFECTIVE DATE



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This policy shall become effective upon adoption by the Stratham Select Board and supersedes all previous Purchasing Policies and related practices. The Select Board reserves the right to amend or waive this policy whenever it determines such action to be in the best interest of the Town.

EFFECTIVE DATE

This policy shall take effect on _____, _____

Adopted by the Select Board the _____ day of _____, _____

Allison Knab, Chair

Joseph Anderson

Tedd Tramaloni

STRATHAM SELECT BOARD

Received and recorded this _____ day of _____, _____



TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue, Stratham NH 03885

Town Clerk/Tax Collector 603-772-4741

Select Board/Administration/Assessing 603-772-7391

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

Fax (All Offices) 603-775-0517

TO: Select Board Members
FROM: Vanessa Price, Director of Planning & Building
FOR: September 21, 2026, Select Board Meeting
RE: Zoning Board of Adjustment: Alternate Member

Committee Appointment Application

Currently, there are two vacancies for alternate members on the Zoning Board of Adjustment. Staff has recently received a committee appointment application for this opportunity. Staff recommends that the Select Board appoint Ms. Anita Giulietti as an alternate member to the Zoning Board of Adjustment. Members' terms are permanently fixed at three years and are intentionally staggered per NH RSA 673:5.III, which is the statutory term for all local land use board members. Whereas the terms themselves don't change, rather only the individuals serving in each seat do. Additional information regarding their meeting attendance and professional backgrounds is below.

Zoning Board of Adjustment: Alternate Member

Anita Giulietti: Ms. Giulietti attended the Zoning Board of Adjustment meetings on September 1, 2026. She is a Stratham resident for more than 20 years, she has a strong understanding of the community and the changes the Town has experienced over that time. Her professional background provides relevant experience for service on the ZBA. Through her work covering municipal government for various media outlets, she has gained insight into local government processes and how boards, committees, staff, and the public work together. In addition, as a principal in a family business that includes a 200-plus-unit senior living community in Connecticut, she has extensive experience working with building, zoning, and other municipal departments. Her combination of long-term community knowledge, familiarity with municipal government, and experience working with land use and regulatory processes would provide valuable perspective to the Zoning Board of Adjustment. Staff recommends her appointment to fill the remainder of the vacant term. Ms. Giulietti would fill the vacant three-year term that began in 2025 and expires in 2028.

Attached is the committee appointment application.



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

COMMITTEE APPOINTMENT APPLICATION

Place an X next to your choice(s)

_____ Communications & Community Engagement
_____ Conservation Commission
_____ Energy Commission
_____ Exeter Squamscott River Advisory Committee
_____ Heritage Commission
_____ Planning Board

_____ Recreation Commission
_____ Stratham Community Garden
_____ Summerfest Committee
_____ Zoning Board of Adjustment
_____ Other _____

Applicant Name (print)

Phone #

Address

Email

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

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

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

Signature of Applicant

Date